

Town of Hopkinton



Appropriation Committee Report with Recommendations

Annual Town Meeting

May 1, 2017

Middle School Auditorium

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Introduction

Summary Narrative

To the Citizens of Hopkinton:

The Appropriation Committee (the Committee) has reviewed the proposed FY2018 operating budget and capital articles presented by the Town Manager and Board of Selectmen. The recommendations and supporting documentation in this report are meant to provide voters with complete, accurate information about this year's financial Warrant Articles. This budget represents hours of collaborative work between the Board of Selectmen, School Committee, Town Manager, Finance Director, Department Heads and our Committee.

During the budget process, the Committee continued to focus on the Town's ability and desire to pay for services and infrastructure development, with emphasis on long-term sustainability in future years. This year's budget process and decisions have been influenced greatly by the three large projects (Library, DPW Facility, and Marathon Elementary School) and three major land purchases (Irvine, Todaro and Pratt parcels) voters agreed to over the past three years, all of which were financed outside the levy limit and are finally being constructed. While the voters agreed to all of these projects at both town meeting and the ballot, we are cognizant of the overall impact these will have on the tax bill and have tried to mitigate that impact within the budget. We also recognize the voters did not have the FY18 budget information that we now have at the time they approved these projects.

The proposed FY18 budget continues to make the most of certified Free Cash in paying for non-operating budget items. As in previous years, Free Cash funds Pay-As-You-Go capital projects, investment in both the General Stabilization Fund and Other Post-Employment Benefits Liability Trust Fund (OPEB), and supplements the operating budget for FY17 Snow and Ice Deficit spending. In addition, the proposed budget utilizes the remainder of Free Cash to fund items included in the operating budget which are for one-time purchases such as textbooks or have long-term benefits such as pavement management, technology leases and extraordinary maintenance projects. This is unsustainable in the long term and has been deployed only because this is a unique year owing to the substantial increase in debt service.

Additional steps have been taken to reduce the overall tax impact net of New Growth down to 3%. For the first time in recent memory, the proposed FY18 budget utilizes 30-year amortization borrowing for some of the larger capital projects versus 20-years in order to spread the cost of paying for these projects to those future residents who will also benefit from them. This year's financial model also reflects more aggressive projections of New Growth and Local Receipts by increasing the revenue anticipated for these based on the most recent year's actual information. In previous years, the Town has taken a more conservative approach to estimating these amounts, resulting in both a lower tax rate from higher than forecasted New Growth and a higher certified Free Cash balance in subsequent years from higher than forecasted Local Receipts allowing the Town for fund strategic initiatives, stabilization reserves, OPEB Liability Trust Fund and Pay-As-You-Go capital projects. If either Local Receipts or New Growth come in lower than anticipated, the burden to the individual taxpayer will increase.

It should be noted that the 3% tax impact includes the benefit of New Growth, still leaves the Town with a substantial Excess Levy Capacity, and is well within Proposition 2 ½. Our actual spending trends are somewhat masked by New Growth. Without the benefit of significant New Growth, the tax impact would be over 6% to the taxpayer. The committee has expressed concern in the ability to maintain a low tax impact in future years when New Growth declines to more typical levels in the next three to five years.

Respectfully Submitted,

The Hopkinton Appropriation Committee


Michael Manning, Chair
Shahidul Mannan
Wayne Pacheco
Rebecca Robak
Pamela Waxlax
Christopher Sandini, Ex-Officio, CFO

Budget Message



TOWN OF HOPKINTON
TOWN MANAGER'S OFFICE
Norman Khumalo, Town Manager

MEMO

TO: Department Heads, Board and Committee Chairs
FROM: Norman Khumalo, Town Manager 
DATE: November 1, 2016
RE: Fiscal Year 2018 Budget Policy Statement

Pursuant Article 6 Section 6.2 [c] of the Town of Hopkinton Charter, the Board of Selectmen, after consultation with the Town Manager, hereby instruct that FY18 budget requests conform to the following Budget Policy adopted by the Board of Selectmen at its October 25, 2016 meeting.

1. All department budgets are to be built from the ground up, justifying costs incurred by each department.
2. Identify incremental costs of contractual obligations and mandates.
3. Identify if level "strategic" services are not maintained.
4. Target Town and School budget increases such that the overall tax impact does not increase by more than 2.5%.
5. Continue to exercise care and discipline managing capital requests, ensuring compliance with the CAMP, which will require updates prior to 12/31/16.
6. Identify options for on-going savings and new revenues to cover any new recurring costs. The costs of any new operating initiatives are assumed to be absorbed within operating budgets without any new funding.
7. The budget process will be a collaborative process with structured joint monthly meetings with the Town Manager, School Superintendent, at least one member of the Board of Selectmen, School Committee and Appropriations Committee.

Chris Sandini is sending you the FY18 budget packets, including detailed guidelines and forms for preparing requests. As you finalize your budget request, questions may arise, especially with regard to documentation. Christopher Sandini will be available to meet with each department head or board/committee representative(s) to provide technical assistance.

Regards,

Definitions

Proposition 2 ½

Proposition 2 ½, passed in November 1980, places a limit on the property taxes a community can levy each year. The taxing capacity of the Town is limited to a 2.5 percent increase of the prior year's levy limit. In addition, the total levy may increase by taxes attributable to new growth. Therefore, without any overrides, the total levy limit is increased by 2.5 percent and a new growth amount certified by the Department of Revenue.

Prop 2 ½ governs total taxes raised by the Town, not an individual home's bill. The Town's total revenues, the budgets, the tax rate, and the individual's property tax bill can all increase by different percentages in the same fiscal year and still be within Proposition 2 ½.

General Override

A general override can be passed to obtain additional funds over the 2.5% levy limit for any municipal purpose. A general override permanently increases the Town's levy limit. An override question may be placed on the ballot by a majority vote of the Board of Selectmen and must be passed by a majority of voters.

Underride

An underride can be passed to limit additional funds for any municipal purpose. An underride permanently decreases the Town's levy limit. It does not necessarily decrease taxes paid by residents. An underride question may be placed on the ballot by a majority vote of the Board of Selectmen and must be passed by a majority of voters.

Debt Exclusion

Proposition 2 ½ allows communities to raise funds for certain purposes above the amount of their levy limits. Subject to voter approval, a community can assess taxes in excess of its levy limit for the payment of specified debt service (principal and interest costs) for a specific capital project.

The additional amount for the payment of debt service is added to the levy limit for the life of the debt only. Unlike overrides, exclusions do not become part of the base upon which the levy limit is calculated in future years.

Free Cash

Free Cash is the term used for a community's funds that are available for appropriations. Free Cash is generated when actual revenue collections are in excess of estimates, when expenditures are less than appropriations, or both. Free Cash must be certified by the Director of the Bureau of Accounts as of July

1st of each fiscal year upon submission of a community's balance sheet and cannot be appropriated until certified, Once Free Cash is certified, it is available for appropriation at the Annual or any Special Town Meeting. Free Cash may be used for any lawful municipal purpose and provides communities with the flexibility to fund additional appropriations after the tax rate has been set. Factors that affect Free Cash are: actual revenues and expenditures versus amounts budgeted; the amount of collections of property taxes (the less you collect, the less Free Cash you have); the amount appropriated in the previous year and deficits in the general and/or other funds.

Revolving Fund

Revolving Funds allow a community to raise revenues from a specific service and use those revenues to support the service without appropriation. Each fund must be reauthorized each year at Annual Town Meeting and specify at that time (1) the programs and purposes for which the revolving fund may be expended, (2) the departmental receipts which shall be credited to the revolving fund, (3) the board, department or officer authorized to expend from such fund, (4) a limit on the total amount which may be expended from such fund in the ensuing fiscal year. The aggregate of all revolving funds may not exceed ten percent of the amount raised by taxation by the Town in the most recent fiscal year, and no more than one percent of the amount raised by taxation may be administered by a single department or board.

Stabilization Fund

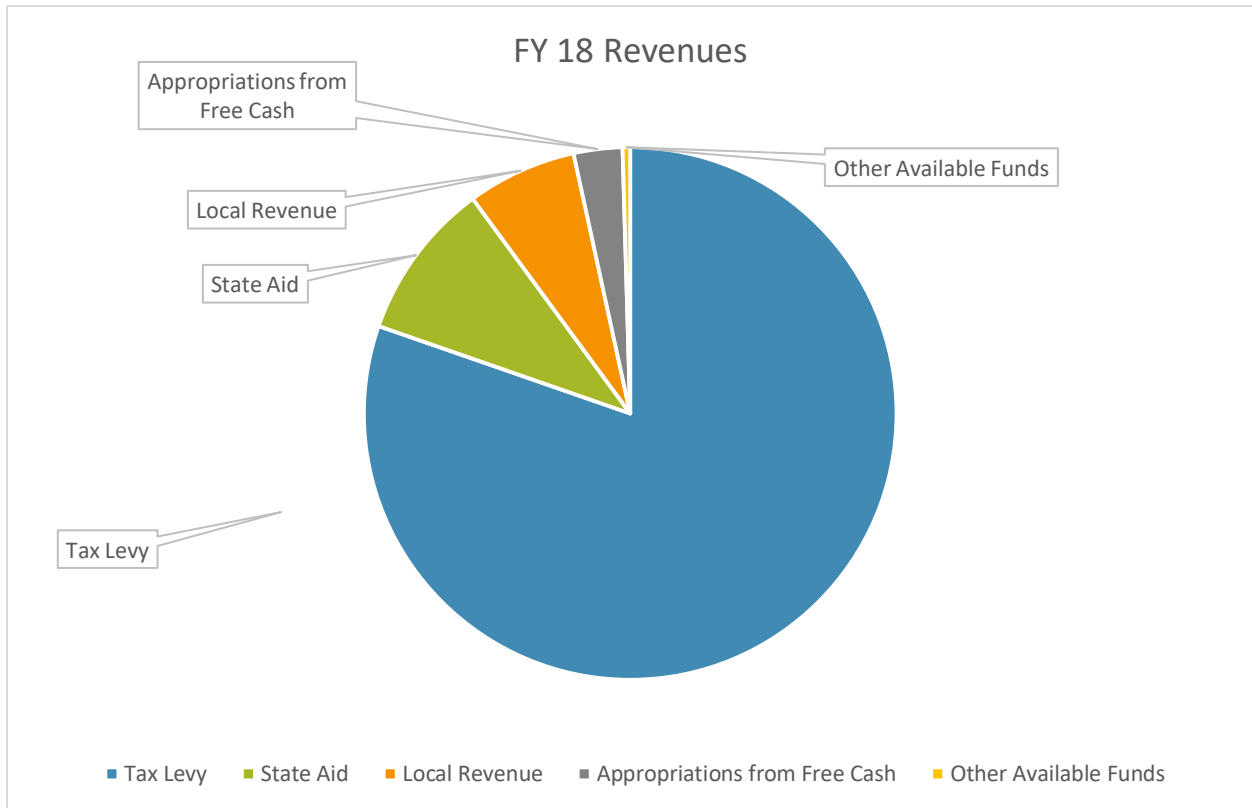
A Stabilization Fund is a savings account or "Rainy Day" fund from which amounts may be appropriated for any lawful purpose. The Town may appropriate into this fund in any year an amount not to exceed ten percent of the prior year's tax levy or a larger amount as may be approved by the director of accounts. The aggregate amounts in such funds at any time shall not exceed ten percent of the equalized value, and any interest shall be added to and become part of the fund. A Two-thirds vote of Town Meeting is required to appropriate money from the Stabilization Fund.

Enterprise Fund

An Enterprise Fund (as authorized under MGL Chapter 44 Section 53F½) is a separate accounting and financial reporting mechanism for municipal services for which a fee is charged in exchange for goods or services. It allows a community to demonstrate to the public the portion of total costs of a service that is recovered through user charges and the portion that is subsidized by the tax levy, if any. With an Enterprise Fund, all cost of service delivery - direct, indirect, and capital costs – are identified. This allows the community to recover total service costs through user fees if it chooses. Hopkinton has three enterprise funds – Water, Sewer, and Parks & Recreation.

Sources of Funds

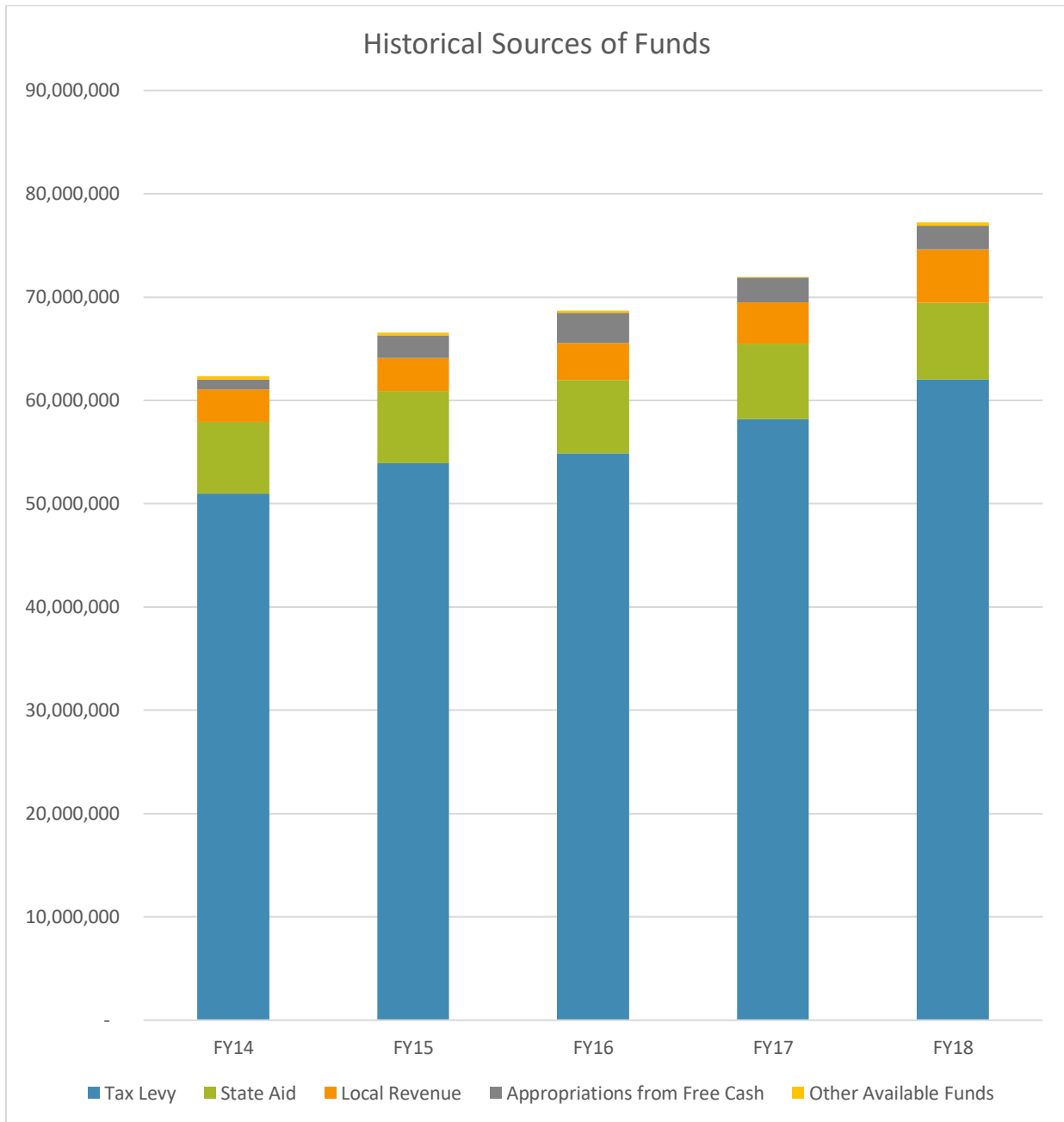
Fiscal Year 2018



Sources of Funds - FY2018

| | | |
|--------------------------------------|------------------------|----------------|
| Tax Levy | \$62,048,879.67 | 80.32% |
| State Aid | \$7,420,810.00 | 9.61% |
| Local Revenue | \$5,140,505.47 | 6.65% |
| Appropriations from Free Cash | \$2,286,523.00 | 2.96% |
| Other Available Funds | \$353,406.00 | 0.46% |
| | \$77,250,124.14 | 100.00% |

Historical Data

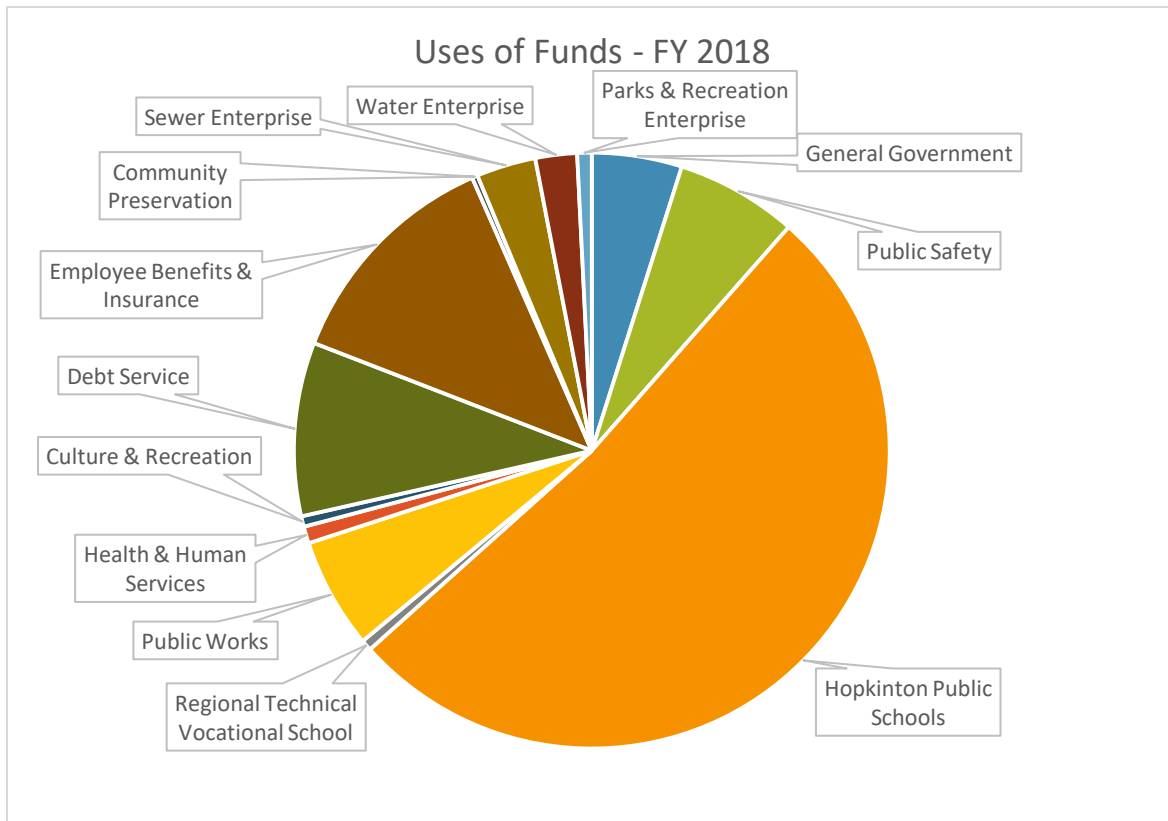


New Growth



Uses of Funds

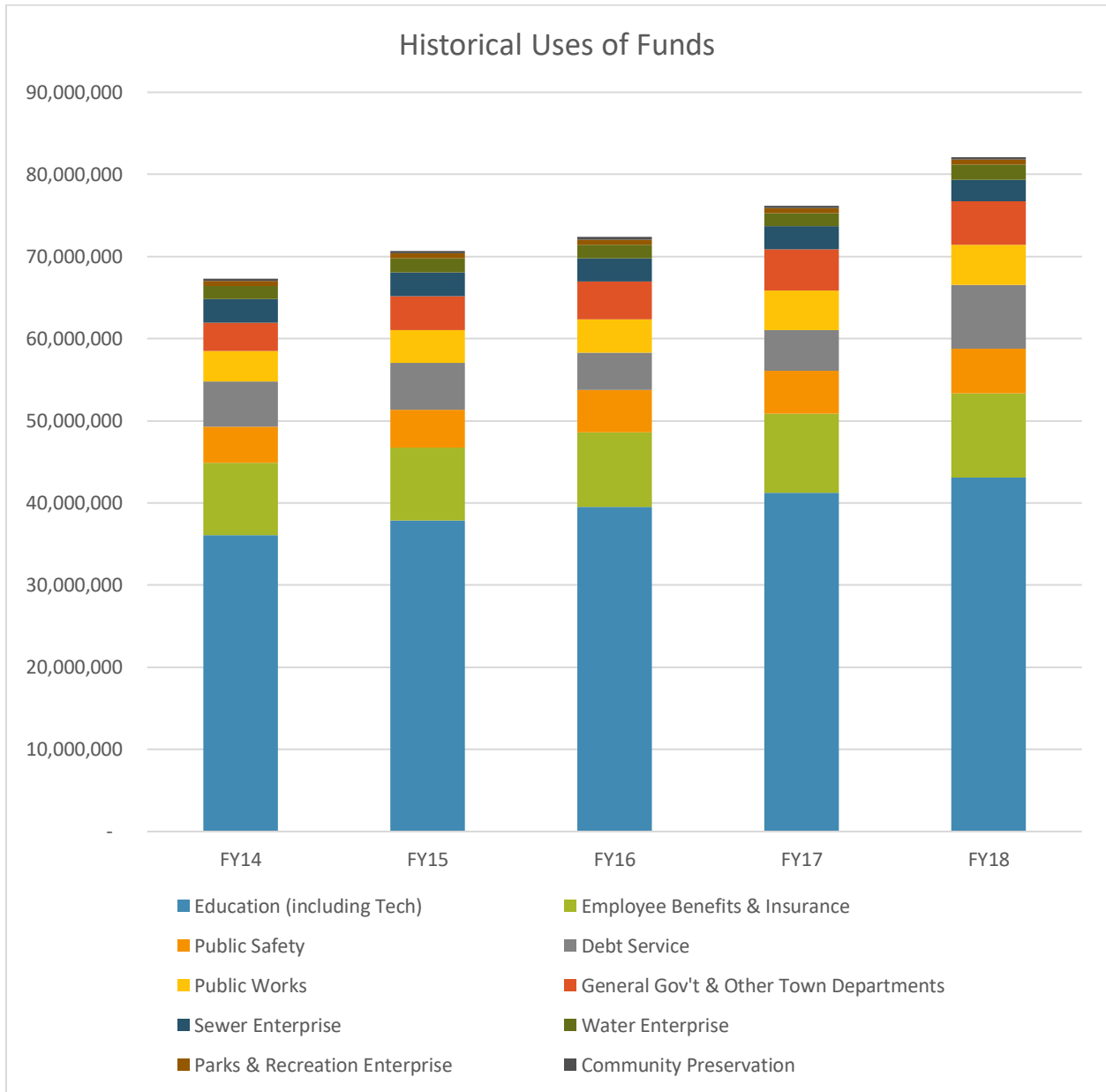
Fiscal Year 2018



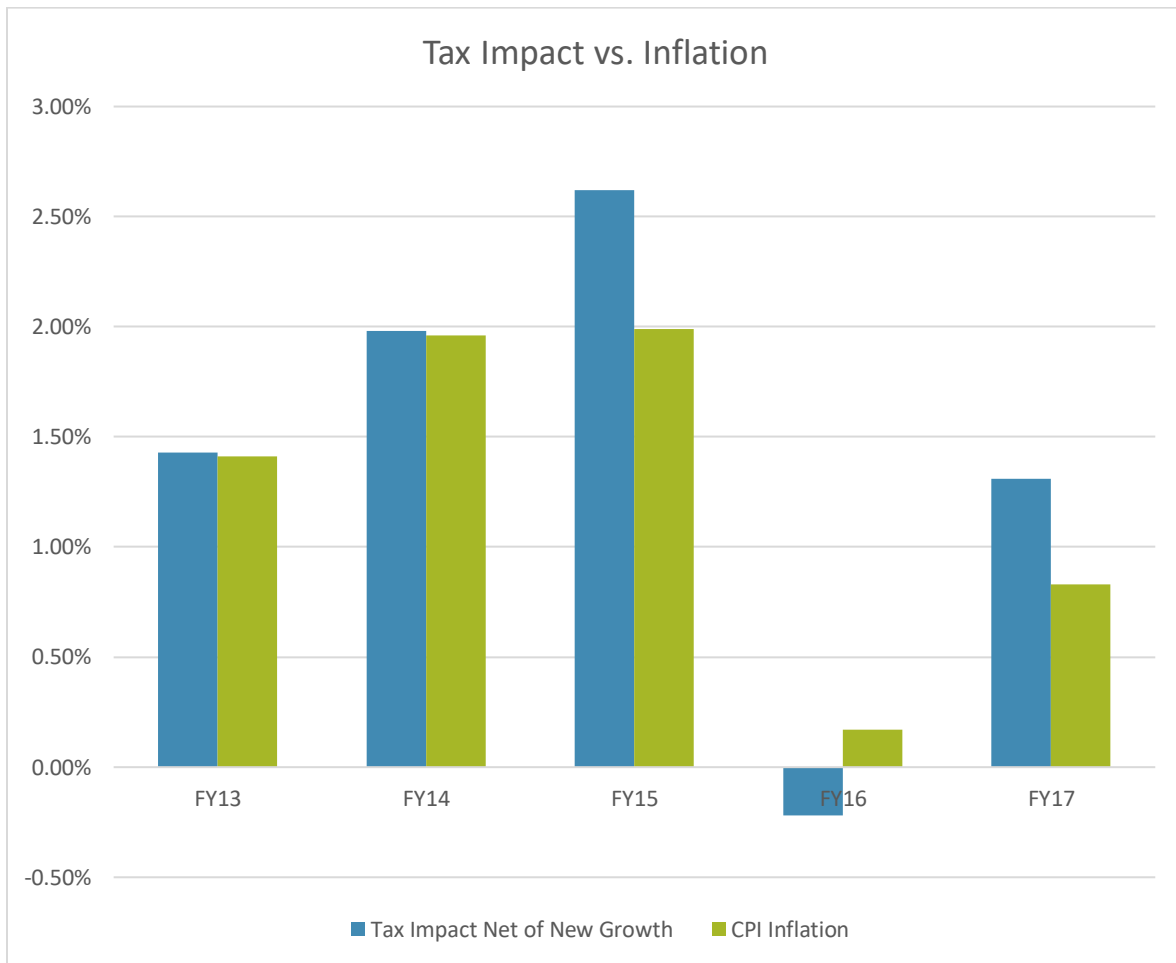
Uses of Funds - FY 2018

| | | |
|---|------------------------|----------------|
| General Government | \$4,013,401.60 | 4.89% |
| Public Safety | \$5,424,124.39 | 6.61% |
| Hopkinton Public Schools | \$42,591,311.00 | 51.88% |
| Regional Technical Vocational School | \$484,838.00 | 0.59% |
| Public Works | \$4,932,091.25 | 6.00% |
| Health & Human Services | \$753,709.27 | 0.92% |
| Culture & Recreation | \$466,981.21 | 0.57% |
| Debt Service | \$7,738,440.42 | 9.43% |
| Employee Benefits & Insurance | \$10,298,059.00 | 12.54% |
| Community Preservation | \$251,963.75 | 0.31% |
| Sewer Enterprise | \$2,647,656.36 | 3.21% |
| Water Enterprise | \$1,855,447.53 | 2.26% |
| Parks & Recreation Enterprise | \$644,305.00 | 0.79% |
| | \$82,102,328.78 | 100.00% |

Historical Data



Tax Impact vs. Inflation



CPI Inflation is based on the Consumer Price Index Inflation Calculator, using July of each year as the start point for determining buying power for the subsequent 12 months.

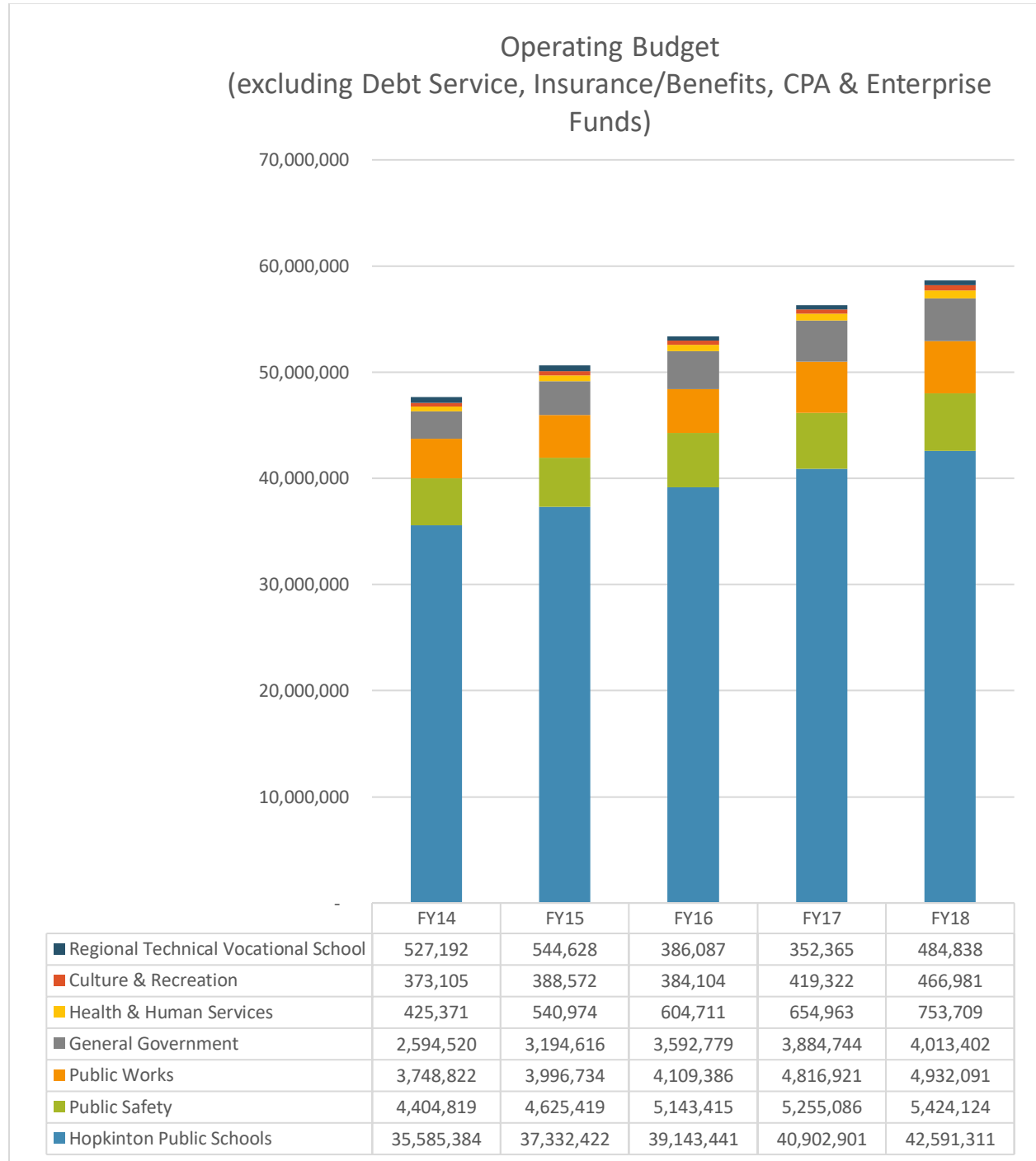
Excess Levy

Historical Tax Levy

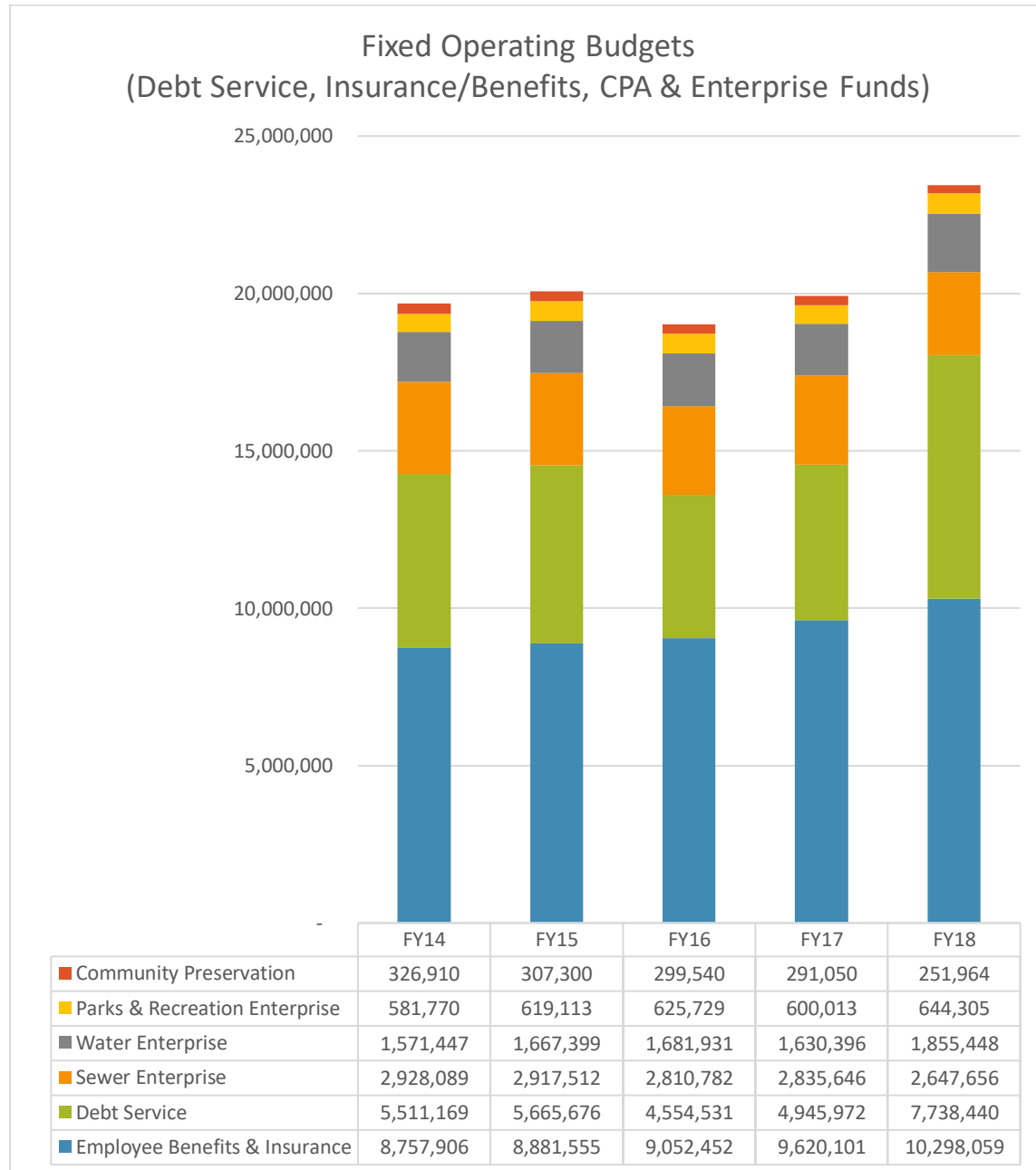
| | FY14 | FY15 | FY16 | FY17 | FY18 |
|------------------------|------------|-------------|------------|------------|------------|
| Prior Year Levy Limit | 47,401,640 | 49,843,333 | 51,588,956 | 54,420,823 | 57,916,854 |
| 2.5% of PY Levy | 1,185,041 | 1,246,083 | 1,289,724 | 1,360,521 | 1,447,921 |
| New Growth | 1,256,652 | 1,749,540 | 1,542,143 | 2,135,510 | 2,100,000 |
| Underride | | (1,250,000) | | | |
| Levy Limit | 49,843,333 | 51,588,956 | 54,420,823 | 57,916,854 | 61,464,775 |
| Debt Exclusions | 3,216,161 | 2,853,533 | 2,362,561 | 2,370,741 | 4,374,780 |
| Maximum Allowable Levy | 53,059,494 | 54,442,489 | 56,783,384 | 60,287,595 | 65,839,555 |
| Actual Levy | 50,839,007 | 53,921,278 | 54,899,089 | 58,203,078 | 62,048,880 |
| Excess Levy Capacity | 2,220,487 | 521,211 | 1,884,295 | 2,084,517 | 3,790,675 |

Operating Budget

Departments

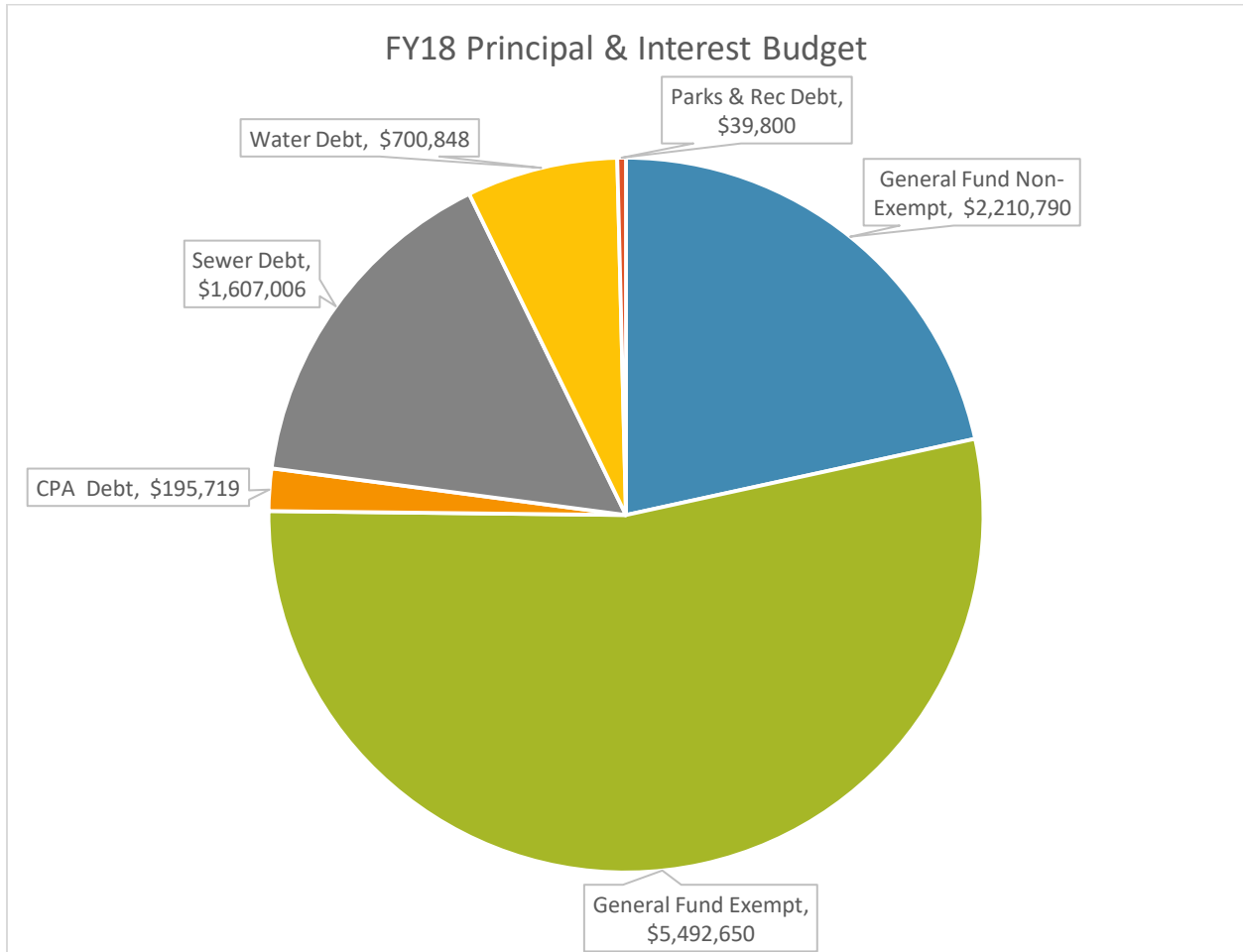


Fixed Operating Costs

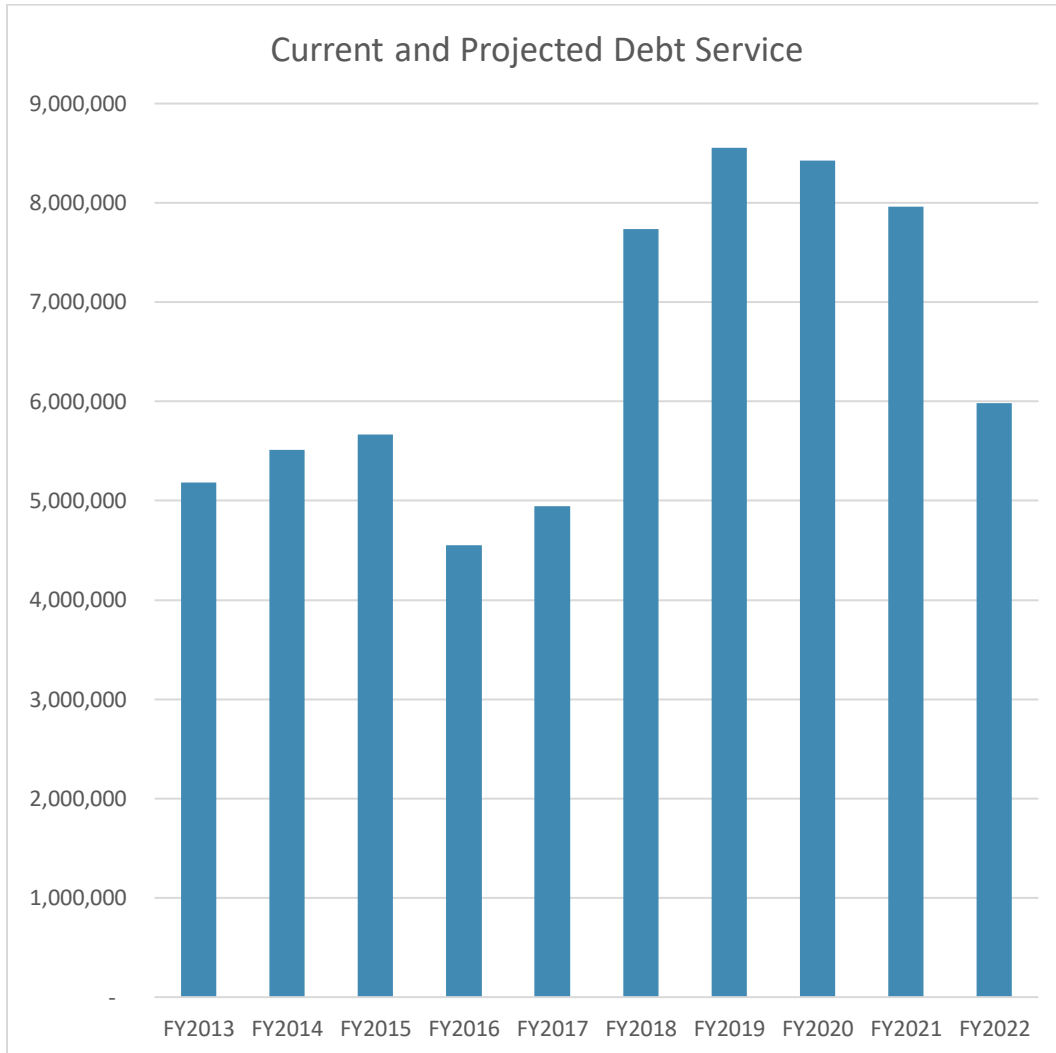


Debt Service

Fiscal Year 2018

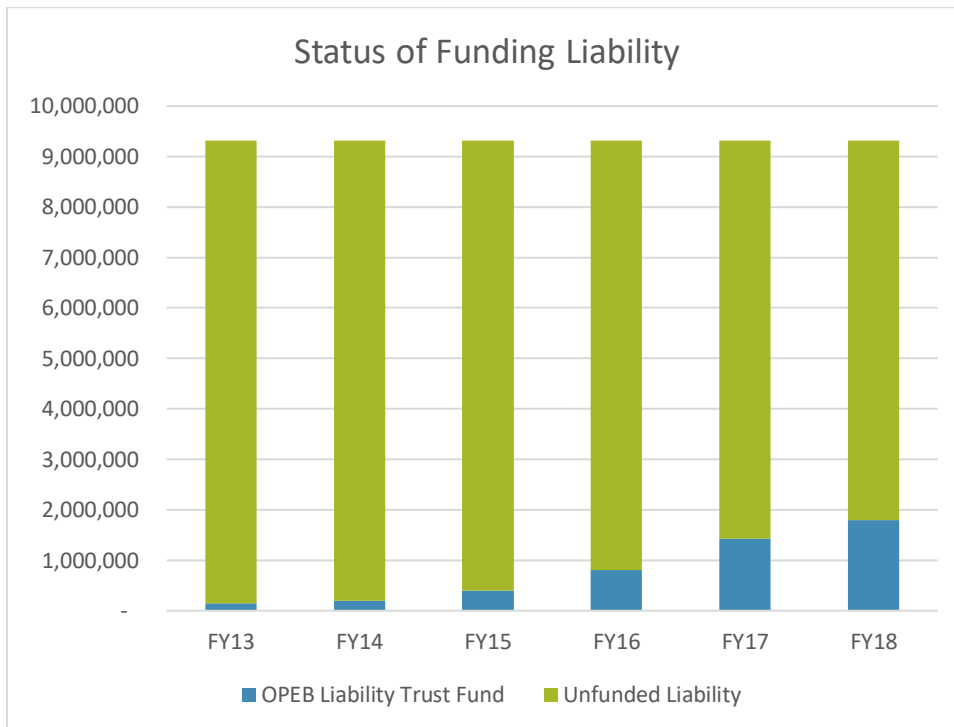


Historical and Anticipated Debt – General Fund



This graph represents the debt service for the General Fund, including existing borrowings, anticipated borrowings based upon Town Meeting approval, and estimated, reasonably expected borrowings based on the 5-year Capital Plan for the Town. The large decrease in debt service in FY22 reflects the high school being paid off in FY21. It should be noted that there will also be a decrease in reimbursement from the Massachusetts School Building Authority per the financial model for nearly equal to the final year of debt for the high school, resulting in limited impact to the tax levy.

OPEB Liability Trust Fund



Other Post Employment Benefits (OPEB) refers to post-employment benefits other than pension. OPEB generally takes the form of health insurance and dental, vision, prescription, or other health care benefits provided to eligible retirees, including in some cases their beneficiaries. OPEB is part of the compensation that employees earn each year, even though these benefits are not received until after employment has ended. Therefore, as benefits accrue, they are a cost of providing public services today, and should be part of the municipality’s accounting statements.

Most governments report their cash outlays for OPEB in the year of actual distribution, rather than in the year benefits are earned. These two amounts may be vastly different and represent the unfunded liability. Governmental Accounting Standards Board (GASB) 45 now requires municipalities to disclose the unfunded liability as part of their financial statements. Municipalities are required to update an actuarial analysis of the liability every other year. There is currently no requirement to fund the liability.

Until recently, Hopkinton funded OPEB at the amount that needed to be paid out each year and not the far larger amount of costs that were being accrued that year to be paid in the future. In 2012, the Town established the OPEB Trust Fund through a special act. In 2015, the Town completed an OPEB Actuarial Valuation Report and adopted a plan to commence fully prefunding the annual contribution instead of just paying benefits due as it had in the past. The chart on this page depicts the Town’s progress towards pre-funding the liability. During FY18, an updated actuarial report will be completed to analyze the current funded position of the Town’s post-employment benefits program and determine the level of contributions necessary to assure sound funding.

Financial Model

| TOWN OF HOPKINTON FINANCIAL MODEL OPERATING BUDGET SUMMARY | FINAL FY2014 | FINAL FY2015 | FINAL FY2016 | FINAL FY2017 | REQUESTED FY2018 |
|--|----------------------|----------------------|----------------------|----------------------|----------------------|
| Fund 1000: General Fund | | | | | |
| General Government | 2,594,520.49 | 3,194,615.72 | 3,592,778.79 | 3,884,744.00 | 4,013,401.60 |
| Public Safety | 4,404,818.88 | 4,625,419.01 | 5,143,414.80 | 5,255,086.00 | 5,424,124.39 |
| Hopkinton Public Schools | 35,585,384.00 | 37,332,422.00 | 39,143,441.00 | 40,902,901.00 | 42,591,311.00 |
| Regional Technical Vocational School | 527,192.00 | 544,628.00 | 386,087.00 | 352,365.00 | 484,838.00 |
| Public Works | 3,748,822.16 | 3,996,734.30 | 4,109,385.74 | 4,816,921.00 | 4,932,091.25 |
| Health & Human Services | 425,370.86 | 540,973.61 | 604,711.18 | 654,963.00 | 753,709.27 |
| Culture & Recreation | 373,104.77 | 388,571.77 | 384,103.93 | 419,322.00 | 466,981.21 |
| Debt Service | 5,511,169.00 | 5,665,676.12 | 4,554,531.06 | 4,945,972.44 | 7,738,440.42 |
| Employee Benefits & Insurance | 8,757,906.00 | 8,881,555.00 | 9,052,451.65 | 9,620,101.38 | 10,298,059.00 |
| Fund 2400: Community Preservation | 326,910.00 | 307,300.00 | 299,540.00 | 291,050.00 | 251,963.75 |
| Fund 6000: Sewer Enterprise | 2,928,089.00 | 2,917,512.31 | 2,810,781.87 | 2,835,646.00 | 2,647,656.36 |
| Fund 6100: Water Enterprise | 1,571,447.00 | 1,667,398.92 | 1,681,931.06 | 1,630,396.00 | 1,855,447.53 |
| Fund 6200: Parks & Recreation Enterprise | 581,770.21 | 619,113.11 | 625,728.92 | 600,013.00 | 644,305.00 |
| Total | 67,336,504.37 | 70,681,919.87 | 72,388,887.00 | 76,209,480.82 | 82,102,328.78 |
| OTHER AMOUNTS TO BE RAISED | | | | | |
| Fund 1000: General Fund | | | | | |
| Pay-as-you-go Capital | - | 789,999.00 | 826,849.00 | 759,394.00 | 847,522.00 |
| Miscellaneous Articles | 362,934.00 | 470,944.14 | 510,672.00 | 151,000.00 | - |
| Snow & Ice Deficit from Appropriation | 500,000.00 | 750,000.00 | 854,565.00 | - | - |
| Snow & Ice Deficit to be Raised | - | - | - | 200,000.00 | - |
| State & County Charges | 563,953.00 | 567,696.00 | 610,015.00 | 480,135.00 | 445,911.00 |
| Cherry Sheet Offsets | 25,023.00 | 28,185.00 | 15,618.00 | 15,302.00 | 15,644.00 |
| Allowance for Abatements & Exemptions | 451,125.48 | 460,440.90 | 498,158.00 | 500,000.00 | 500,000.00 |
| Amounts Certified for Tax Title | 44,250.00 | 30,625.00 | 45,651.00 | 50,000.00 | 50,000.00 |
| Other Amounts to be Raised | 385,565.96 | - | 919,501.00 | - | - |
| Fund 2400: Community Preservation | | | | | |
| Community Preservation Projects | 733,300.00 | 208,000.00 | 663,536.00 | 362,500.00 | 880,000.00 |
| Community Preservation Reservations | 1,096,179.00 | 1,055,127.43 | 256,536.00 | - | 1,131,732.00 |
| Fund 6000: Sewer Enterprise | | | | | |
| Pay-as-you-go Capital | 33,500.00 | - | 140,000.00 | - | - |
| Miscellaneous Articles | - | - | - | - | - |
| Fund 6100: Water Enterprise | | | | | |
| Pay-as-you-go Capital | 33,500.00 | - | - | - | - |
| Fund 6200: Parks & Recreation Enterprise | | | | | |
| Fund : Transfer to General Stabilization | - | 50,000.00 | 300,000.00 | 300,000.00 | 300,000.00 |
| Fund : Transfer to Capital Stabilization | 50,000.00 | 20,000.00 | - | - | - |
| Fund : Transfer to OPEB Trust | 50,000.00 | 197,600.00 | 411,118.00 | 612,647.00 | 379,264.00 |
| Total | 4,329,330.44 | 4,628,617.47 | 6,052,219.00 | 3,430,978.00 | 4,550,073.00 |
| TOTAL AMOUNT TO BE RAISED | 71,665,834.81 | 75,310,537.34 | 78,441,106.00 | 79,640,458.82 | 86,652,401.78 |
| LESS ESTIMATED RECEIPTS & AVAILABLE FUNDS | | | | | |
| Fund 1000: General Fund | | | | | |
| Local Revenue | 3,135,257.96 | 3,208,513.69 | 3,588,550.00 | 4,045,925.07 | 5,140,505.47 |
| State Aid | 6,905,724.00 | 6,976,043.00 | 7,072,311.00 | 7,277,506.00 | 7,420,810.00 |
| MSBA Construction Reimbursement | 1,487,086.00 | 1,487,086.00 | 1,487,086.00 | 1,487,086.00 | 1,487,086.00 |
| Appropriations from Free Cash | 962,934.00 | 2,174,999.00 | 2,902,313.00 | 2,359,041.00 | 2,286,523.00 |
| Other Available Funds | 362,793.47 | 296,680.35 | 217,223.00 | 89,182.00 | 353,406.00 |
| Fund 2400: Community Preservation | 2,156,389.00 | 1,570,427.43 | 2,575,228.00 | 653,550.00 | 2,263,695.75 |
| Fund 6000: Sewer Enterprise | | | | | |
| Enterprise Revenue | 3,178,539.51 | 3,167,962.82 | 3,110,803.00 | 2,582,722.00 | 2,912,172.36 |
| Appropriations from Free Cash | 33,500.00 | - | - | 558,945.00 | - |
| Fund 6100: Water Enterprise | | | | | |
| Enterprise Revenue | 1,885,862.00 | 1,981,813.92 | 2,155,607.00 | 1,938,203.00 | 2,200,431.53 |
| Appropriations from Free Cash | 33,500.00 | - | - | - | - |
| Fund 6200: Parks & Recreation Enterprise | | | | | |
| Enterprise Revenue | 609,390.21 | 646,733.11 | 662,386.00 | 637,382.00 | 682,562.00 |
| General Fund Subsidy | (92,380.00) | (120,000.00) | (229,490.00) | (192,161.00) | (143,670.00) |
| TOTAL RECEIPTS & AVAILABLE FUNDS | 20,658,596.15 | 21,390,259.32 | 23,542,017.00 | 21,437,381.07 | 24,603,522.11 |
| TAX LEVY | 51,007,238.66 | 53,920,278.02 | 54,899,089.00 | 58,203,077.75 | 62,048,879.67 |
| VARIANCE | - | - | - | - | - |
| LEVY LIMIT | 53,059,494.00 | 54,442,489.00 | 56,783,384.00 | 60,287,595.00 | 65,839,555.18 |
| VARIANCE - LEVY LIMIT | 2,052,255.34 | 522,210.98 | 1,884,295.00 | 2,084,517.25 | 3,790,675.51 |
| Tax Levy % Increase | 4.81% | 5.71% | 1.82% | 6.02% | 6.61% |
| Tax Impact (net of new growth) | 1.98% | 2.52% | -0.22% | 1.31% | 3.00% |
| Tax Impact (net of excluded debt) | -2.04% | 0.35% | -1.74% | 0.88% | -0.91% |
| Tax Impact (net of new growth and excluded debt) | -4.63% | -3.09% | -4.60% | -2.98% | -4.52% |
| Tax Impact Average Single Family Home | 170.00 | 225.00 | (19.00) | 122.00 | 277.00 |

Detailed Breakout by Expense Category

General Government

| | Appropriation | Appropriation | Request | \$ Change | % Change |
|--|---------------------|---------------------|---------------------|-------------------|--------------|
| | FY2016 | FY2017 | FY2018 | FY17-FY18 | FY17-FY18 |
| Personal Services | 1,905,708.33 | 2,093,633.00 | 2,142,596.22 | 48,963.22 | 2.34% |
| Expenses | 779,127.46 | 864,755.00 | 938,449.38 | 73,694.38 | 8.52% |
| Compensation Reserve | 305,000.00 | 305,000.00 | 305,000.00 | - | 0.00% |
| Transfer to Water Enterprise for Fire Protection / Hydrant Use | 296,422.00 | 296,856.00 | 296,856.00 | - | 0.00% |
| Appropriation Reserve Fund | 125,000.00 | 125,000.00 | 125,000.00 | - | 0.00% |
| Legal Counsel | 181,521.00 | 199,500.00 | 205,500.00 | 6,000.00 | 3.01% |
| Total | 3,592,778.79 | 3,884,744.00 | 4,013,401.60 | 128,657.60 | 3.31% |

General Government encompasses the general and administrative departments within the Town, including the Town Manager, Finance, Human Resources, Information Technology, Land Use & Planning and the Town Clerk.

Increase in Personal Services reflects in part the salary of the Principal Planner being brought into the operating budget rather than being paid from the Building Department revolving fund. This position was originally added to address the impact of growth in the Town. The plan was to phase the position into the General Fund operating budget as the income into the Building Department revolving fund decreased over the years. With expected decrease in New Growth over the next few years, the salary should be brought into the operating budget. This is offset by a decrease in the Town Clerk's office to more accurately reflect actual amounts for Personal Services and a biennial fluctuation in Election & Registration as there is no anticipated statewide election in FY18.

Increases in Expenses are mostly included in the Assessors, Human Resources and Information Technology Departments. Increases in Assessors relate to an initiative to audit three Class 504 utility properties (Hopkinton LNG, NSTAR Electric and NSTAR Gas) and the cost for an initial contract using LIDAR Technology to increase the efficiency of the field inspection program. Human Resources increases primarily come from an increase in Employee Training, resulting in part from the centralization of training in the Human Resources department. Finally, the increases in IT relate to new and/or enhanced or upgraded systems and services. These increases are offset by a biennial reduction in Election & Registration as there is no anticipated statewide election in FY18.

Public Safety

| | Appropriation | Appropriation | Request | \$ Change | % Change |
|---------------------------|----------------------|----------------------|---------------------|-------------------|------------------|
| | FY2016 | FY2017 | FY2018 | FY17-FY18 | FY17-FY18 |
| Personal Services | 4,787,127.05 | 4,901,008.00 | 5,050,035.90 | 149,027.90 | 3.04% |
| Expenses | 353,287.75 | 351,078.00 | 371,088.49 | 20,010.49 | 5.70% |
| Auxiliary Police Expenses | 3,000.00 | 3,000.00 | 3,000.00 | - | 0.00% |
| Total | 5,143,414.80 | 5,255,086.00 | 5,424,124.39 | 169,038.39 | 3.22% |

Public Safety encompasses Police, Central Dispatch, Fire, Sealer of Weights & Measures and Animal Control Officer in the Town. As population increases, there is a corresponding need to increase services and personnel to accommodate this growth.

The Fire Department's budget is designed to deliver a broader risk reduction approach in the form of continued operations improvement along with expansion in inspectional services, public education and community engagement. The expected results are the reduction of occurrence in emergency service requests through expanded education and awareness, increased levels of code enforcement all in a sustainable system.

The Police Department has used its Overtime line to obtain efficiency and cost containment in the budget by filling open shifts at a rate of 55% instead of 75%. This is necessary for hours to be covered pursuant to the Collective Bargaining Agreement, along with policy and procedures for proper staffing levels.

Central Dispatch was successfully combined in 2015 from separate Fire and Police dispatches. Eight fulltime and six part-time Dispatchers handle all emergency and routing calls within Hopkinton and dispatch the necessary personnel and equipment to address the issue. Efficiencies will be obtained by balancing the ratio of full-time to part-time staff.

The increase in Personal Services reflects the addition of one Fire Prevention Officer to address significant pressures on the current fire prevention program and one Police Officer per the strategic initiative related to the projected growth in the community, including the buildout of Legacy Farms. Additional increases are related to the Collective Bargaining Agreements with the Police and Central Dispatch.

Increases in expenses are due to dispatch uniforms, police dues & memberships and new Fire Protection Officer gear.

Education

| | Appropriation | Appropriation | Request | \$ Change | % Change |
|---------------------------|----------------------|----------------------|----------------------|---------------------|------------------|
| | FY2016 | FY2017 | FY2018 | FY17-FY18 | FY17-FY18 |
| Hopkinton Public Schools | 39,143,441.00 | 40,902,901.00 | 42,591,311.00 | 1,688,410.00 | 4.13% |
| Regional Technical School | 386,087.00 | 352,365.00 | 484,838.00 | 132,473.00 | 37.60% |
| Total | 39,529,528.00 | 41,255,266.00 | 43,076,149.00 | 1,820,883.00 | 4.41% |

The Hopkinton Public Schools and the Regional Technical School budgets are developed independently. This page is presented for informational purposes in order to yield a budget document which depicts the total appropriation requests to be considered at the Annual Town Meeting.

The Hopkinton Public Schools are projected to serve 3,528 students in FY18 from Pre-School through Grade 12, as well as Out of District Special Education and Norfolk Agricultural students, compared to 3,497 students in FY17. Budget highlights from the School Committee include:

- Increased staffing to support changing demands
 - English Language Learner Teacher
 - Literacy Coach
 - Level C Paraprofessionals
 - Mandarin at 7th Grade
- School facilities that support effective instruction
 - Middle School Science Classroom
 - Painting, carpeting
- Maintenance of current programs and supports
 - Full Day Kindergarten
 - Curriculum Support Personnel
- Text books to support new Science Standards
- Athletics Supplies and Field Maintenance

The Joseph P. Keefe Regional Technical School provides educational services for Hopkinton's high school students who seek a vocational education as an alternative to Hopkinton's own high school. Hopkinton's assessment is composed of a number of components including the following:

- A minimum contribution determined by the State based on the Education Reform Act of 1993, based on the number of students attending and the relative wealth of the community;
- An additional assessment based solely on enrollment.

As of October 1, 2016, Hopkinton had 22 students attending Keefe Tech, representing 3.07% of the total enrollment of 716 students at Keefe Tech. In 2015-16, only 16 students from Hopkinton attended Keefe Tech.

Public Works

| | Appropriation | Appropriation | Request | \$ Change | % Change |
|----------------------------------|----------------------|----------------------|---------------------|-------------------|------------------|
| | FY2016 | FY2017 | FY2018 | FY17-FY18 | FY17-FY18 |
| Personal Services | 1,314,401.56 | 1,413,755.00 | 1,449,941.25 | 36,186.25 | 2.56% |
| Expenses | 1,097,428.18 | 1,095,344.00 | 1,208,097.00 | 112,753.00 | 10.29% |
| Rubbish Collection/Disposal | 779,740.00 | 801,279.00 | 774,625.00 | (26,654.00) | -3.33% |
| Recycling Collection/Disposal | 224,720.00 | 242,447.00 | 237,632.00 | (4,815.00) | -1.99% |
| Snow & Ice Control | 350,000.00 | 350,000.00 | 350,000.00 | - | 0.00% |
| Pavement Management | - | 351,000.00 | 351,000.00 | - | 0.00% |
| Stormwater System | 150,000.00 | 370,000.00 | 370,000.00 | - | 0.00% |
| Other | 193,096.00 | 193,096.00 | 190,796.00 | (2,300.00) | -1.19% |
| Total | 4,109,385.74 | 4,816,921.00 | 4,932,091.25 | 115,170.25 | 2.39% |

Public Works consists of both the Department of Public Works and the Engineering/Facilities Department.

The Department of Public Works (DPW) has the unique privilege and opportunity to positively impact residents lives on a daily basis by providing many of the necessary services on which their lives depend and by which their quality of life is improved. The DPW:

- Provides safe roads and sidewalks – the DPW maintains all Town roads and sidewalks; ensures necessary signage, traffic lights and striping is maintained; removes snow and ice to ensure safe commuting in the winter; and resurfaces Town roads
- Provides clean, potable water for drinking, cooking and commercial/industrial uses
- Collects and treats sewerage to help protect public health
- Manages the collection of household trash and recyclables and ensures their proper disposal and recycling
- Maintains parks and fields for public enjoyment
- Maintains public cemeteries and conducts necessary burials
- Manages the maintenance of public shade trees

The Engineering/Facilities Department mission is to maintain oversight of all Town capital design and construction projects as well as providing engineering and facilities support to all other Town Departments. The Department has been leading the effort for developing the Town GIS Program along with the IT Department, for tracking town building energy use, meeting Green Community requirements, providing engineering assistance as requested, for maintaining town assets and for providing safe and healthy environment for the public and town staff.

Major changes noted this year are increase in expenses related to leases for Parks & Recreation office space and the St. John's parking lot (\$42K) and electricity (\$50K), offset by savings associated with the new trash and recycling contract (\$31K).

Health & Human Services

| | Appropriation | Appropriation | Request | \$ Change | % Change |
|-------------------|----------------------|----------------------|-------------------|------------------|------------------|
| | FY2016 | FY2017 | FY2018 | FY17-FY18 | FY17-FY18 |
| Personal Services | 429,947.26 | 482,942.00 | 511,108.62 | 28,166.62 | 5.83% |
| Expenses | 118,284.92 | 119,286.00 | 163,362.48 | 44,076.48 | 36.95% |
| Veterans Services | 56,479.00 | 52,735.00 | 79,238.17 | 26,503.17 | 50.26% |
| Total | 604,711.18 | 654,963.00 | 753,709.27 | 98,746.27 | 15.08% |

Health & Human Services is comprised of the Board of Health, Senior Center, Youth & Family Services and Veterans Services accounts.

The Board of Health is responsible for a varied range of health and environmental concerns, including promotion of public health, control of dangerous disease and protection of the environment.

The mission of the Senior Center is to promote the well-being and enhance the quality of life for adults 60+ years in the Town. The Senior Center serves between 600 to 700 seniors in town. In 2015, there were 2700 seniors and that number is expected to increase to 3600 by 2020.

Youth & Family Services promotes and enhances family health and well-being, working collaboratively with the Hopkinton Youth Commission.

Veterans Services is mandated by State law to be maintained for the sole purpose of assisting Veterans and their dependents in receiving Federal, State and local benefits made available by the US Government and by the Commonwealth. Hopkinton is part of the Metrowest Veterans' Services District along with Medway, Holliston and Ashland and is allocated a portion of the costs of the district. Benefits provided by the Town to Veterans are reimbursed at a rate of 75% in the year following the disbursement.

The majority of the increase in Personal Services relates to the Senior Center as they bring salaries previously paid by the Friends of the Senior Center into the operating budget to free those funds for other programs for the seniors.

Expenses increase is largely driven by Youth & Family Services and reflects two programmatic initiatives. The first of these initiatives is for a contract worker, in collaboration with Baypath Humane Society, to provide weekly pet therapy services to departments (library, schools, senior center) as well as individual families on an as needed basis. The second is for a food pantry/security initiative.

The increase in Veterans Services reflects additional benefits owed as there are more Veterans in town receiving benefits.

Culture & Recreation

| | Appropriation | Appropriation | Request | \$ Change | % Change |
|-------------------|----------------------|----------------------|-------------------|------------------|------------------|
| | FY2016 | FY2017 | FY2018 | FY17-FY18 | FY17-FY18 |
| Personal Services | 348,191.93 | 382,922.00 | 425,903.71 | 42,981.71 | 11.22% |
| Expenses | 33,912.00 | 34,400.00 | 39,077.50 | 4,677.50 | 13.60% |
| Celebrations | 2,000.00 | 2,000.00 | 2,000.00 | - | 0.00% |
| Total | 384,103.93 | 419,322.00 | 466,981.21 | 47,659.21 | 11.37% |

Culture and Recreation relates primarily to the Hopkinton Public Library. The increase in both Personal Services and Expenses are both directly related to the anticipated opening of the newly renovated library in the center of town in late summer/early fall of FY18. Based upon statistics from the State, the library anticipates a 30% increase in service provision in the new space. The increase in Personal Services reflects making a current part-time employee fulltime and adding an additional part-time position.

The library augments their Expenses budget through income earned on two trusts which benefit the library, State Aid which per State Law is to be spent at the Director's discretion and not included in the Town's annual appropriation, Friends of the Library and other miscellaneous gifts received. The amount is projected to be \$76,000 in FY18.

Debt Service and Employee Benefits & Insurance

| | Appropriation | Appropriation | Request | \$ Change | % Change |
|--|----------------------|----------------------|----------------------|---------------------|------------------|
| | FY2016 | FY2017 | FY2018 | FY17-FY18 | FY17-FY18 |
| Debt Service | | | | | |
| Retirement of Debt | 3,890,978.20 | 3,731,063.00 | 5,726,929.67 | 1,995,866.67 | 53.49% |
| Long Term Interest | 643,552.86 | 541,360.00 | 1,976,510.75 | 1,435,150.75 | 265.10% |
| Short Term Interest | 20,000.00 | 35,000.00 | 35,000.00 | - | 0.00% |
| Authorized/Unissued | - | 638,549.44 | - | (638,549.44) | -100.00% |
| Total | 4,554,531.06 | 4,945,972.44 | 7,738,440.42 | 2,792,467.98 | 56.46% |
| Employee Benefits & Insurance | | | | | |
| Unemployment Insurance | 145,000.00 | 100,000.00 | 100,000.00 | - | 0.00% |
| Medicare Tax | 530,000.00 | 545,900.00 | 620,000.00 | 74,100.00 | 13.57% |
| Life Insurance Premiums | 10,000.00 | 15,000.00 | 10,000.00 | (5,000.00) | -33.33% |
| Health Insurance Premium | 6,210,707.65 | 6,694,837.38 | 7,030,424.00 | 335,586.62 | 5.01% |
| Middlesex County Retirement | 1,728,744.00 | 1,836,364.00 | 1,984,635.00 | 148,271.00 | 8.07% |
| Drug and Alcohol Testing | 3,000.00 | 3,000.00 | 3,000.00 | - | 0.00% |
| Blanket Insurance Premiums | 425,000.00 | 425,000.00 | 550,000.00 | 125,000.00 | 29.41% |
| Total | 9,052,451.65 | 9,620,101.38 | 10,298,059.00 | 677,957.62 | 7.05% |

The large increase in Debt Service is directly attributable to the three large building projects in Town – the Library, the DPW and Marathon Elementary School and the 3 land purchases from the May 2015 Annual Town Meeting. These 6 items account for \$2,639,000 in principal and interest payments in FY18, compared to \$276,000 in FY17.

Employee Benefits & Insurance continue to be a large percentage of the operating budget. The following should be noted:

- Health insurance continues to increase at a rate higher than the rest of the budget. All employees of the Town, including the School Department, are covered.
- Middlesex County Retirement reflects current and retired Town employees, which does not include the School Department for the most part. The amount paid reflects the cost of both current retirees plus funding the liability for current employees.
- Blanket Insurance Premiums have historically been underfunded, requiring transfers from the Reserve Fund. FY18 reflects a more accurate budgeted amount.

Community Preservation

| | Appropriation | Appropriation | Request | \$ Change | % Change |
|-------------------------------------|-------------------|-------------------|-------------------|--------------------|----------------|
| | FY2016 | FY2017 | FY2018 | FY17-FY18 | FY17-FY18 |
| CPA Administration | | | | | |
| Personal Services | 10,440.00 | 10,650.00 | 11,245.00 | 595.00 | 5.59% |
| Expenses | 45,000.00 | 45,000.00 | 45,000.00 | - | 0.00% |
| Total | 55,440.00 | 55,650.00 | 56,245.00 | 595.00 | 1.07% |
| Debt Service | | | | | |
| Retirement of Debt | 210,000.00 | 210,000.00 | 160,000.00 | (50,000.00) | -23.81% |
| Interest on Long Term Debt | 34,100.00 | 25,400.00 | 35,718.75 | 10,318.75 | 40.63% |
| Total | 244,100.00 | 235,400.00 | 195,718.75 | (39,681.25) | -16.86% |
| | | | | | |
| Total Community Preservation | 299,540.00 | 291,050.00 | 251,963.75 | (39,086.25) | -13.43% |

The Community Preservation Act (CPA), created in 2000, is statewide enabling legislation which allows cities and towns to exercise some control over local planning decisions by assisting communities by providing revenues to fund three core areas: acquisition and preservation of open space; creation and support of affordable housing; and acquisition and preservation of historic buildings. It is funded through a surcharge of up to 3% of the real estate tax levy on real property.

Hopkinton adopted this Act by a ballot vote in 2001 at a surcharge of 2%. The first \$100,000 of a home's assessed value is exempt from the surcharge. Local revenue is supplemented through a state Community Preservation Trust Fund (state revenue raised through fees charged at Massachusetts Registries of Deeds.) The percentage of state disbursements changes from year to year based on the amount in the Community Preservation Trust Fund. The availability of funds depends on two factors, the number of deeds registered in a given year and the number of cities and towns competing for state CPA dollars.

A minimum of 10% of annual revenues of the fund must be used for each of the three core community concerns. The remaining 70% can be allocated for any combination of allowed uses, or for land for recreational use.

Sewer Enterprise Fund

| | Appropriation | Appropriation | Request | \$ Change | % Change |
|------------------------------|---------------------|---------------------|---------------------|---------------------|---------------|
| | FY2016 | FY2017 | FY2018 | FY17-FY18 | FY17-FY18 |
| Sewer | | | | | |
| Personal Services | 181,298.84 | 192,370.00 | 190,000.00 | (2,370.00) | -1.23% |
| Expenses | 853,655.00 | 867,385.00 | 850,650.00 | (16,735.00) | -1.93% |
| Total | 1,034,953.84 | 1,059,755.00 | 1,040,650.00 | (19,105.00) | -1.80% |
| Debt Service | | | | | |
| Retirement of Debt | 1,449,905.86 | 1,440,044.00 | 1,353,846.44 | (86,197.56) | -5.99% |
| Interest on Long Term Debt | 317,922.17 | 327,847.00 | 253,159.92 | (74,687.08) | -22.78% |
| Interest on Short Term Debt | - | - | - | - | |
| Administrative Costs | 8,000.00 | 8,000.00 | - | (8,000.00) | -100.00% |
| Total | 1,775,828.03 | 1,775,891.00 | 1,607,006.36 | (168,884.64) | -9.51% |
| | | | | | |
| Total Appropriation | 2,810,781.87 | 2,835,646.00 | 2,647,656.36 | (187,989.64) | -6.63% |
| | | | | | |
| Indirect Costs | | | | | |
| Employee Benefits & Pensions | 52,517.08 | 53,567.00 | 55,710.00 | 2,143.00 | 4.00% |
| Shared Employees | 247,477.41 | 252,454.00 | 208,806.00 | (43,648.00) | -17.29% |
| Total | 299,994.49 | 306,021.00 | 264,516.00 | (41,505.00) | -13.56% |
| | | | | | |
| Enterprise Revenue | 3,110,776.36 | 3,141,667.00 | 2,912,172.36 | (229,494.64) | -7.30% |

The sewer staff is responsible for checking 8 pumping stations along with over 40 miles of sewer pipe. Approximately 40% of the town is serviced by municipal sewer. Daily inspections of the stations are conducted to ensure proper operation. The department is on call 24 hours a day 365 days a year and responds to numerous emergency calls throughout the year. Rates are set annually by the Board of Selectmen to cover all costs of sewer service to customers, including repayment for capital projects.

The department continues to work on system efficiencies to help improve operations and costs. Upgrades to the Wood Street sewer station were completed. This upgrade added Variable Frequency Drives, which will help reduce energy costs. Other important equipment was also changed out to help insure the proper operation of this most critical station. These upgrades also allowed them to manage the flows and reduce the most expensive wastewater disposal option. Fittings were purchased to allow for the new emergency backup pump to be utilized at other critical stations.

Water Enterprise Fund

| | Appropriation | Appropriation | Request | \$ Change | % Change |
|------------------------------|---------------------|---------------------|---------------------|-------------------|---------------|
| | FY2016 | FY2017 | FY2018 | FY17-FY18 | FY17-FY18 |
| Water | | | | | |
| Personal Services | 350,807.76 | 366,811.00 | 371,600.00 | 4,789.00 | 1.31% |
| Expenses | 649,150.00 | 676,150.00 | 783,000.00 | 106,850.00 | 15.80% |
| Total | 999,957.76 | 1,042,961.00 | 1,154,600.00 | 111,639.00 | 10.70% |
| Debt Service | | | | | |
| Retirement of Debt | 497,539.00 | 304,620.00 | 545,190.67 | 240,570.67 | 78.97% |
| Interest on Short Term Debt | - | - | - | - | |
| Interest on Long Term Debt | 110,434.30 | 77,534.00 | 155,656.86 | 78,122.86 | 100.76% |
| Administrative Costs | 2,000.00 | 2,000.00 | - | (2,000.00) | -100.00% |
| Ashland Obligation | 72,000.00 | 72,000.00 | - | (72,000.00) | -100.00% |
| Authorized/Unissued | - | 131,281.00 | - | (131,281.00) | -100.00% |
| Total | 681,973.30 | 587,435.00 | 700,847.53 | 113,412.53 | 19.31% |
| | | | | | |
| Total Appropriation | 1,681,931.06 | 1,630,396.00 | 1,855,447.53 | 225,051.53 | 13.80% |
| | | | | | |
| Indirect Costs | | | | | |
| Employee Benefits & Pensions | 114,256.24 | 116,590.00 | 121,254.00 | 4,664.00 | 4.00% |
| Shared Employees | 187,467.67 | 191,217.00 | 223,730.00 | 32,513.00 | 17.00% |
| Total | 301,723.91 | 307,807.00 | 344,984.00 | 37,177.00 | 12.08% |
| | | | | | |
| Enterprise Revenue | 1,983,654.97 | 1,938,203.00 | 2,200,431.53 | 262,228.53 | 13.53% |

The water division staff is responsible for maintaining 8 pumping stations, 3 water tanks, 7 fire hydrants and 76 miles of water main. Approximately 65% of the town is serviced by municipal water. The department is on call 24 hours a day 365 days a year. Rates are set annually by the Board of Selectmen to cover all costs of water distribution to customers, including repayment for capital projects.

The Department has been busy keeping up with all the development going on in town. With the installation of new water mains and all the associated water meters with the building, it was becoming very difficult to keep up with backflow testing program. That task was contracted out to a private firm, freeing up manpower. Monthly water samples are collected throughout town and tested for bacteria. They are also mandated by the State and Federal government to test for a wide variety of other contaminants in the water. All of the testing meets the State and Federal guidelines. The annual consumer confidence report was again distributed explaining the water sources, the water treatment and the water test results.

Parks & Recreation Enterprise Fund

| | Appropriation | Appropriation | Request | \$ Change | % Change |
|-------------------------------|---------------------|---------------------|---------------------|------------------|----------------|
| | FY2016 | FY2017 | FY2018 | FY17-FY18 | FY17-FY18 |
| Parks & Recreation | | | | | |
| Personal Services | 195,678.79 | 195,379.00 | 205,000.00 | 9,621.00 | 4.92% |
| Expenses | 387,800.00 | 363,784.00 | 399,505.00 | 35,721.00 | 9.82% |
| Total | 583,478.79 | 559,163.00 | 604,505.00 | 45,342.00 | 8.11% |
| Debt Service | | | | | |
| Retirement of Debt | 35,000.00 | 35,000.00 | 35,000.00 | - | 0.00% |
| Interest on Long Term Debt | 7,250.00 | 5,850.00 | 4,800.00 | (1,050.00) | -17.95% |
| Total | 42,250.00 | 40,850.00 | 39,800.00 | (1,050.00) | -2.57% |
| | | | | | |
| Total Appropriation | 625,728.79 | 600,013.00 | 644,305.00 | 44,292.00 | 7.38% |
| | | | | | |
| Indirect Costs | | | | | |
| Employee Benefits & Pensions | 6,916.27 | 7,055.00 | 7,337.00 | 282.00 | 4.00% |
| Shared Employees | 29,719.56 | 30,314.00 | 30,920.00 | 606.00 | 2.00% |
| Total | 36,635.82 | 37,369.00 | 38,257.00 | 888.00 | 2.38% |
| | | | | | |
| Enterprise Revenue | 662,364.61 | 637,382.00 | 682,562.00 | 45,180.00 | 7.09% |
| General Fund Subsidy | (229,490.00) | (192,161.00) | (143,670.00) | 48,491.00 | -25.23% |

The mission of the Parks and Recreation Department is to be the community leader in providing and promoting healthy recreation experiences and park facilities that enhance the lifestyle of our diverse community. Their vision is to continually enhance the quality of life for the growing community by providing sustainable parks and recreation programs. The department is the custodian for the Town Common, Sandy Beach, EMC Park and ball fields, Carrigan Park, Emerald Hills Field, Daniel Shays Field, Reed Park and the Fruit Street Athletic Complex.

The department strives to provide programs that serve all community members. Overall, the department has seen over 1,600 participants for the 2nd straight year. The department works to continuously improve all of the fields and parks to create family friendly places for everyone to enjoy. Increases in FY18 expenses are directly related to programs and are anticipated to be offset by increased revenue.

Recommendations for Capital Articles

Article 3 - FY 2017 Supplemental Appropriations

Recommendation – Approval, Unanimous

\$500,000; Source – Free Cash

The Commonwealth allows municipalities to spend in excess of the amount budgeted for Snow & Ice Removal annually given the nature of the accounts. This amount may be added to the following year's tax levy. In years' past, as in the current year, the Town seeks to pay for this through the use of Free Cash rather than add the amount to the tax levy.

Article 4 - FY 2017 Budget Transfers

Recommendation – Take No Action, Unanimous

There are no budget transfers being made at Town Meeting.

Article 5 - Unpaid Bills from Previous Fiscal Years

Recommendation – Approval, Unanimous

\$6,076.79; Source - \$436.00 General Fund Free Cash, \$5,640.79 Water Enterprise Fund Free Cash

Occasionally bills for services incurred in the prior fiscal year will not be received until the following fiscal year. Once the fiscal year has closed, the method to pay these bills is through an article at Town Meeting. These invoices were for expenses incurred in late FY16 where the bill was not received until FY17.

Article 6 – Property Tax Exemption Increase

Recommendation – Approval, Unanimous

There is no appropriation or expenditure of town funds. Annually, Town Meeting has voted to adopt a state law providing for property tax exemptions for older citizens, surviving spouses, minor children of deceased parents, or the blind who meet specific income eligibility and/or medical requirements. This article would allow these exemptions to be increased, under certain conditions, to provide some protection from large increases in property taxes.

Article 7 – Senior Tax Relief

Recommendation – Approval, Unanimous

There is no appropriation or expenditure of town funds. This would allow for tax relief, not to exceed \$500.00, if there is an increased value of residential real property as a result of alterations or improvements thereto for the purpose of providing housing for a person who is at least 60 years old and who is not the owner of the premises.

Article 8 – Means Tested Senior Property Tax Exemption

Recommendation – Approval, Unanimous

There is no appropriation or expenditure of town funds. This allows the Selectmen to petition the General Court for passage of a special law. The law would have a three-year term, expiring at the end of three years if not renewed. It would allow for tax exemptions for Seniors if certain criteria are met, including age, income level, assessed home value and amount of time domiciled in Hopkinton. The Selectmen would annually set the exemption amount and the applicant would need to apply each year. The amount exempted under this law would then be shifted within the residential class of property and change the tax rate for other homeowners as the total levy for the residential class would not change. This law is modeled after Sudbury's program, which has been in place four years now. At this time, there is no data really available to determine the dollar impact of the program.

Article 9 - Set the Salary of Elected Officials

Recommendation – Approval, Unanimous

\$65,630.24; Source – Appropriation within Article 10 – Fiscal 2018 Operating Budget

Massachusetts General Laws (Chapter 41, Section 108) requires the salary and compensation of all elected officers be fixed annually at an annual town meeting. The amount in the article is the same as last year’s town meeting approved amount.

Article 10 - Fiscal 2018 Operating Budget

Recommendation – Approval, Unanimous

\$82,102,328.78; Source – see details within this report and the Warrant Articles and Motions Document.

Article 11 - FY 2018 Revolving Funds

Recommendation – Approval, Unanimous

Revolving Funds must be re-authorized each year at Annual Town Meeting pursuant to provisions of Massachusetts General Laws, Chapter 44, Section 53E½.

Article 12 - Chapter 90 Highway Funds

Recommendation – Approval, Unanimous

\$651,149; Source – Chapter 90 Funds

This represents the amount estimated to be paid by the state to support the Town’s Pavement Management Plan and assist in maintaining the Pavement Condition Index of the Town.

Article 13 - Transfer to General Stabilization Fund

Recommendation – Approval, Unanimous

\$300,000; Source – Free Cash

The town continues to build its General Stabilization Fund to maintain a reserve balance in order to both provide money for a rainy day and maintain our bond rating.

Article 14 – Transfer to Capital Expense Stabilization Fund

Recommendation – Take No Action, Unanimous

There is no intent to add funds to this reserve in the proposed FY18 operating budget.

Article 15 – Other Post Employment Benefits Liability Trust Fund

Recommendation – Approval, Unanimous

\$379,264; Source – Free Cash

The Town continues to pay into the unfunded liability for OPEB. This amount reflects the annual required contribution needed to be added in FY18 to fully fund its obligation.

Article 17 – Hopkinton Day Funds

Recommendation – Take No Action, Unanimous

There is no amount included in the proposed FY18 operating budget for this.

Article 18 – Sewer Flow Metering Program

Recommendation – Approval, Unanimous

\$150,000; Source – Sewer Enterprise Fund Borrowing

This is a required step to meet Department of Environmental Protection’s (DEP) “Operations, Maintenance, and Pretreatment Standards for Wastewater Treatment Works and Indirect Dischargers” that requires all sewer systems to develop and implement a plan of control Inflow and Infiltration (I/I). This will also help reduce the Town’s sewer treatment costs by identifying I/I that can be eliminated. Non-compliance with DEP’s requirements can result in penalties to the Town.

Article 19 – Pay-As-You-Go Capital Expenses

Recommendation – Approval, Unanimous

\$847,522; Source – \$583,115.88 from Free Cash and \$264,406.12 from Excess Bond Proceeds

| Capital Item | Amount | Rationale |
|--|---------------|---|
| Vehicle Ford Explorer | \$41,000 | Replacement of Highway Manager’s 2005 Ford Explorer which has 111,000 miles and extensive rot to the frame. Vehicle did not pass initial inspection this year and DPW was told it would not pass next year. |
| Repair of Lake Maspenock Dam | \$110,000 | Replacement of the gate on the Lake Maspenock Dam. The existing gate has been repaired several times; however, the age and condition of the gate render it unreliable when opening and closing it. It has been stuck in both the open and closed positions in the past and divers have been required to be hired to repair it. The new gate will be reliable and will allow the DPW to manage the level of the Lake ensuring protection of the dam and personal property on the Lake, better control of weeds, and ensuring compliance with the Conservation Commission’s Order of Conditions. |
| Replacement of Hayden Rowe Drainage Pipe | \$90,000 | Design and construction of a culvert to replace the existing culvert that is failing under Hayden Rowe. The new culvert will also be extended to accommodate necessary road widening for Marathon Elementary School’s traffic improvements and a future sidewalk. The School Building Project is paying \$45,000 for the costs associated with the extension of the culvert in addition to this amount. |
| Replacement of 2 Police Vehicles | \$79,468 | Replace 2 Police Vehicles. The vehicles replaced will be traded in upon acquisition of new vehicles, or re-tasked to fulfill needs of other Town Departments based upon consultation with Department Heads and Town Manager. The two vehicles identified each have over 100,000 miles on them. The Police Vehicles are essential in the daily operation and service-oriented response to the citizens of the Town and visiting citizens. It is essential that the Department vehicles are equipped and in good working order to meet these expectations and services. Delaying the replacement of Police Vehicles increases the probability of expensive repairs, outside of warranty. Police Vehicles are severe duty vehicles that operate in extreme conditions and under extreme circumstances. |
| Garage Door Replacement at Fire Headquarters | \$70,140 | Replacement of existing overhead doors and mechanisms of closure at the Main Fire Station. This incorporates the addition of remote control functions from Public Safety Dispatch. Security functions, energy efficiency and maintenance at the main reasons for the replacement. |

| | | |
|--|-----------|---|
| Retrofit Police Department Access Control System | \$57,239 | Retrofit the Police Department access control system, which updates key card access and logging for all existing doors with card reader technology, including integrated logging with the Fire Department. This is the second and final phase of the Public Safety Security Upgrades. There is no foreseeable add-on after this and the specs and scope have not changed from the original proposal. This is the same platform a majority of the towns along the Marathon route use. |
| Install IP Cameras at Fire Department | \$39,754 | Install 3 additional intercom and camera locations at the Main Fire Station so that all exterior doors are able to have video and remote open from Central Dispatch and retrofit the Fire Station's video encoders to "digitize" existing camera feeds and be brought into the Town's video management platform (as installed at the Police HQ in Phase 1). This is the second and final phase of the Public Safety Security Upgrades. There is no foreseeable add-on after this and the specs and scope have not changed from the original proposal. |
| Replacement Desktops and Laptops | \$34,921 | Replacement of aging end-user computing desktops and laptops, and associated peripherals (monitors, Docking stations, cables, etc.) This is part of a planned and systematic hardware refresh, the end goal of which is to reach a point where replacement is normalized and doesn't require large outlays of funds. |
| School Building & Grounds Equipment Systemwide | \$30,000 | Replace miscellaneous equipment (mower, sanders, utility cart) used by the Schools' Building and Grounds Department. This is for various old equipment which if not replace, would require continued repair and/or use of outside contractors. |
| School Systemwide Technology Upgrades | \$70,000 | Replace wireless access points at Elmwood and the Middle Schools. The access points, when old, no longer work with new firmware and they become buggy. This causes internet connection issues for staff and students. This is part of the Schools' core network infrastructure and all systems work off this network. |
| School Systemwide Security Upgrades | \$100,000 | Upgrades intrusion alarms at Hopkins and the Middle Schools. This is the second half of Phase 3 of a 4-year plan to upgrade security systems throughout the School Department, the first portion of which was completed in FY17. |
| Hopkins School HVAC Assessment & Upgrade | \$125,000 | Assess existing conditions of the HVAC system at the Hopkins School and design for replacement. The current system is 20 years old and very inefficient. Consumption is higher at Hopkins versus the other schools in the district. |

Excess bond proceeds can occur at the completion of capital projects where the full amount borrowed was not required for the project. The School Finance Director and the Town Finance Director both approved the amount remaining in the completed projects. This amount does not get included in Free Cash but may be used to pay for new capital projects.

Article 20 – Fire Station Roof HVAC

Recommendation – Approval, Unanimous
\$525,000; Source – Debt Exclusion

This represents Phase II of the Main Fire Station Rooftop Project and replaces existing rooftop mechanical equipment. The HVAC system for the Main Fire Station is approximately 20 years old and nearing the end of its life cycle expectancy of 25 years. Both the Facilities Assessment completed by the Permanent Building Committee in 2012 and the Facilities Assessment completed by the Facilities Department in 2016 identified all the equipment to be replaced. Currently they are making weekly repair calls on the system. Replacement will provide a proper working environment for Town Employees and make energy management more efficient.

Article 21 – Main Street Cemetery Fence Repairs

Recommendation – Take No Action, Unanimous

Article 22 – Re-purposing of Appropriated Funds – ATM 2016 Article 23

Recommendation – Approval, Unanimous
\$50,000; Source – ATM 2016 Article 23 Re-appropriation

This re-appropriates money authorized at last year’s ATM for the same two Town wells. It is to be used to design, permit, and construct the treatment of water from Wells 4 & 5 with potassium hydroxide. This will allow the Town to pump water from Wells 4 & 5 to provide much needed water supply. It will allow for pH adjustment for corrosion control. This replaces the sodium silicate system which is not effective for pH adjustment or sequestering iron and manganese.

Article 23 – Fruit Street Blending Facility Construction

Recommendation – Approval, Unanimous
\$1,500,000, Source – Water Enterprise Fund Borrowing

Funds are for the construction of the well blending facility for the Fruit Street wells, for which \$100,000 design funds were appropriated by Article 20 at the 2015 ATM. The construction of the blending facility will allow the Town to supply more of its own water from its own sources and reduce reliance on purchased water from the Town of Ashland. This blending facility will allow the manganese in water from Well 2 to be blended with Well 6 to lower concentrations, all in accordance with DEP regulations.

Article 24 – Hayden Rowe Traffic Calming

Recommendation – Approval, Unanimous
\$1,050,000, Source – Excluded Debt

These funds will be used to design and construct traffic calming elements on Hayden Rowe between the intersection of Chestnut Street and the intersection of Grove Street, inclusive. The safety of the corridor must be improved with the implementation of traffic calming measures and will become more important once Marathon Elementary School is opened. There have been recent accidents within the corridor, and there is a request by the Planning Board and a citizens’ petition to improve safety. This article pertains to the area in front of the High School and Hopkins School driveways and the intersection at Chestnut Street. The improvements in front of Marathon Elementary School will be completed and paid by the School Building project outside of this article.

Article 25 – Chestnut Street Sidewalks

Recommendation – Take no Action, Unanimous
This is a citizens’ petition that is intended to be withdrawn at Town Meeting.

Article 26 – DPW Salt Shed

Recommendation – Approval, Unanimous
\$260,000, Source – General Fund Borrowing

During the construction phase of new DPW facility, subsurface conditions, namely unforeseen boulders, were found at the construction site under the new salt shed. The additional funding allows the project to maintain its current contingency allowance for future issues as they arise.

Article 27 – Elmwood School Solution

Recommendation – Take No Action, Unanimous
\$600,000, Source – General Fund Borrowing

This is for a feasibility study as part of an MSBA project for a solution to the conditions of Elmwood School. There are ongoing maintenance costs associated with a 50+ year-old building. A Statement of Interest (SOI) has been filed with the MSBA multiple times in the past to address Elmwood. Once invited into the process, there will likely be MSBA reimbursement to offset part (usually half) of the costs associated with the feasibility study. A new SOI has been submitted to the MSBA after affirmative votes by the School Committee and the Board of Selectmen as a Priority Project, identifying it as a greatest need, in April 2017. The Appropriation Committee does not recommend this project at this time.

Article 28 – Application of Bond Premiums

Recommendation – Approval, Unanimous

There is no appropriation or expenditure of town funds. This article is of housekeeping nature in order to facilitate the request in Article 29 below.

Article 29 – Excess Bond Premium

Recommendation – Approval, Unanimous

\$646,430.41, Source – Net Premium paid to the Town upon the sale of the Town’s \$29,250,000.00 General Obligation Municipal Purpose Loan of 2016 Bonds dated December 1, 2016

The premium has been allocated to the various projects in proportion of the original amount borrowed for each project. If the project is still open, the excess is applied to that project. If the project is completed, the money is applied to another project within the same fund.

Article 30 – Community Preservation Funds

Recommendation – Approval, Unanimous

The purpose of this article is to ensure CPC funding is allocated to the correct reserves for Historic Resources, Community Housing, and Open Space. The remaining funds are allocated to general reserves. The estimates are based on prior year actuals.

Article 31 – Community Preservation Recommendations

Recommendation – Approval, Unanimous

\$802,700.00, Source – \$402,700.00 CPC Funds, \$400,000.00 CPC Fund borrowing, two motions

| Amount | Source | Use |
|----------|---------------------------|---|
| \$55,000 | Passive/Active Recreation | Shared Use Trail on Hughes Property (192 Hayden Rowe), sum to be spent under direction of Hopkinton Trails Club and CPC |
| \$20,000 | Historical Preservation | Preserve Hopkinton and Upton Town land records, sum to be spent under direction of Town Clerk and CPC |
| \$200 | Historical Preservation | Film Reel Conversion of “Hopkinton Fair” 1944-1945, sum to be spent under the direction of the Hopkinton Historical Society and CPC |

| | | |
|-----------|--|--|
| \$10,000 | Historical Preservation | Historic Headstone Restoration, sum to be spent under the direction of the Hopkinton Cemetery Commission and CPC |
| \$7,000 | Historical Preservation | Professional organization, cataloging and display of the Cheney Family Collection, sum to be spent under the direction of the Hopkinton Historical Society and CPC |
| \$4,000 | Open Space | Reconstruction of Three Bridges in the Town owned Cameron Woods Property, sum to be spent under the direction of Hopkinton Areal Land Trust (HALT), the Open Space Preservation Commission and CPC |
| \$25,000 | Historical Preservation | Architectural Historical Survey, contingent upon receiving a Massachusetts Historic Grant, sum to be spent under the direction of Hopkinton Historical Society and CPC |
| \$250,000 | Passive/Active Recreation | EMC Park Lighting, sum to be spent under the direction of Parks and Recreation Commission and CPC |
| \$26,000 | Passive/Active Recreation | Engineering and limited construction support for Reed Park, sum to be spent under the direction of Parks and Recreation Commission |
| \$5,500 | Passive/Active Recreation | Benches for the Center Trail, sum to be spent under the direction of Open Space Preservation Committee, Hopkinton Area Land Trust (HALT) and CPC |
| \$400,000 | CPC borrowing from Passive/Active Recreation Funds | Fruit Street building bathroom, concession and storage facility, sum to be spent under the direction of Parks and Recreation Commission and CPC |

Article 42 – Departmental Revolving Funds

Recommendation – Approval, Unanimous

This is a housekeeping article to establish existing revolving funds by incorporating them into the Town Bylaws. There are no new revolving funds being created in this article. This type of article would only be needed on future warrants if a revolving fund were added or removed by the Town.

Line Item Appropriation

| TOWN OF HOPKINTON | | | | | |
|--------------------------------|------------------------------------|---------------|---------------|--------------------|-------------------------|
| FY18 OPERATING BUDGET | | FY2016 | FY2017 | FY2018 | FY2018 |
| | | APPROPRIATION | APPROPRIATION | BOARD OF SELECTMEN | APPROPRIATION COMMITTEE |
| FUND 1000: GENERAL FUND | | | | | |
| General Government | | | | | |
| 122 | Board of Selectmen | | | | |
| | Expenses | 2,000.00 | 2,000.00 | 2,000.00 | |
| | Total | 2,000.00 | 2,000.00 | 2,000.00 | 2,000.00 |
| 123 | Town Manager | | | | |
| | Personal Services | 292,917.28 | 301,585.00 | 312,001.00 | |
| | Expenses | 15,400.00 | 20,500.00 | 22,000.00 | |
| | Total | 308,317.28 | 322,085.00 | 334,001.00 | 334,001.00 |
| 131 | Appropriation Committee | | | | |
| | Expenses | 500.00 | 500.00 | 500.00 | |
| | Reserve Fund | 125,000.00 | 125,000.00 | 125,000.00 | |
| | Total | 125,500.00 | 125,500.00 | 125,500.00 | 125,500.00 |
| 133 | Finance Director / Town Accountant | | | | |
| | Personal Services | 258,295.14 | 281,049.00 | 286,550.71 | |
| | Expenses | 32,300.00 | 26,300.00 | 26,300.00 | |
| | Total | 290,595.14 | 307,349.00 | 312,850.71 | 312,850.71 |
| 141 | Assessors | | | | |
| | Personal Services | 187,480.48 | 187,939.00 | 192,836.00 | |
| | Expenses | 8,304.00 | 9,950.00 | 12,300.00 | |
| | Appraisal Services | 8,300.00 | 25,000.00 | 52,000.00 | |
| | Total | 204,084.48 | 222,889.00 | 257,136.00 | 257,136.00 |
| 145 | Treasurer/Collector | | | | |
| | Personal Services | 283,431.80 | 279,568.00 | 275,294.00 | |
| | Expenses | 82,480.00 | 85,500.00 | 85,500.00 | |
| | Total | 365,911.80 | 365,068.00 | 360,794.00 | 360,794.00 |
| 151 | Legal | | | | |
| | Legal Counsel | 181,521.00 | 199,500.00 | 205,500.00 | |
| | Total | 181,521.00 | 199,500.00 | 205,500.00 | 205,500.00 |
| 152 | Human Resources | | | | |
| | Personal Services | 155,988.13 | 177,640.00 | 181,724.92 | |
| | Compensation Reserve | 305,000.00 | 305,000.00 | 305,000.00 | |
| | Expenses | 52,600.00 | 65,680.00 | 91,721.75 | |
| | Total | 513,588.13 | 548,320.00 | 578,446.67 | 578,446.67 |
| 155 | Information Technology | | | | |
| | Personal Services | 172,683.34 | 193,285.00 | 196,870.49 | |
| | Expenses | 421,898.80 | 470,480.00 | 496,829.84 | |
| | Total | 594,582.14 | 663,765.00 | 693,700.33 | 693,700.33 |

| TOWN OF HOPKINTON | | | | | |
|------------------------------|-------------------------------------|---------------------------------|----------------------|------------------|----------------------|
| FY18 OPERATING BUDGET | | | | FY2018 | FY2018 |
| | | FY2016 | FY2017 | BOARD OF | APPROPRIATION |
| | | APPROPRIATION | APPROPRIATION | SELECTMEN | COMMITTEE |
| 161 | Town Clerk | | | | |
| | Personal Services | 114,531.04 | 172,318.00 | 137,629.96 | |
| | Expenses | 11,339.66 | 10,840.00 | 13,937.94 | |
| | Total | 125,870.70 | 183,158.00 | 151,567.90 | 151,567.90 |
| 162 | Election & Registration | | | | |
| | Personal Services | 8,301.00 | 25,025.00 | 11,024.00 | |
| | Expenses | 19,200.00 | 22,700.00 | 11,609.85 | |
| | Total | 27,501.00 | 47,725.00 | 22,633.85 | 22,633.85 |
| 170 | Land Use, Planning & Permitting | | | | |
| | Personal Services | 432,080.12 | 475,224.00 | 548,665.14 | |
| | Expenses | 30,235.00 | 30,235.00 | 20,240.00 | |
| | Total | 462,315.12 | 505,459.00 | 568,905.14 | 568,905.14 |
| 177 | Green Committee | | | | |
| | Expenses | 300.00 | 300.00 | 300.00 | |
| | Total | 300.00 | 300.00 | 300.00 | 300.00 |
| 179 | Open Space Committee | | | | |
| | Expenses | 3,000.00 | 3,000.00 | 3,000.00 | |
| | Total | 3,000.00 | 3,000.00 | 3,000.00 | 3,000.00 |
| 187 | Upper Charles River Trail Committee | | | | |
| | Expenses | 54,000.00 | 54,000.00 | 51,440.00 | |
| | Total | 54,000.00 | 54,000.00 | 51,440.00 | 51,440.00 |
| 192 | Town Hall | | | | |
| | Expenses | 8,270.00 | 8,270.00 | 8,270.00 | |
| | Total | 8,270.00 | 8,270.00 | 8,270.00 | 8,270.00 |
| 194 | Cable Committee | | | | |
| | Expenses | 500.00 | 500.00 | 500.00 | |
| | Total | 500.00 | 500.00 | 500.00 | 500.00 |
| 199 | Other General Government | | | | |
| | Town Reports | 3,500.00 | 4,000.00 | 5,000.00 | |
| | Audit | 25,000.00 | 25,000.00 | 35,000.00 | |
| | Transfer to Water Enterprise for | | | | |
| | Fire Protection / Hydrant Use | 296,422.00 | 296,856.00 | 296,856.00 | |
| | Financial Management System | Moved to Information Technology | | | |
| | Employee Training | Moved to Human Resources | | | |
| | Total | 324,922.00 | 325,856.00 | 336,856.00 | 336,856.00 |
| | Total General Government | 3,592,778.79 | 3,884,744.00 | 4,013,401.60 | 4,013,401.60 |

| TOWN OF HOPKINTON | | | | | |
|------------------------------|--------------------------------------|-----------------------|----------------------|------------------|----------------------|
| FY18 OPERATING BUDGET | | | | FY2018 | FY2018 |
| | | FY2016 | FY2017 | BOARD OF | APPROPRIATION |
| | | APPROPRIATION | APPROPRIATION | SELECTMEN | COMMITTEE |
| Public Safety | | | | | |
| 210 | Police | | | | |
| | Personal Services | 2,094,309.53 | 2,177,335.00 | 2,247,473.32 | |
| | Expenses | 181,086.75 | 174,157.00 | 182,386.47 | |
| | Auxiliary Police Expenses | 3,000.00 | 3,000.00 | 3,000.00 | |
| | Total | 2,278,396.28 | 2,354,492.00 | 2,432,859.79 | 2,432,859.79 |
| 214 | Central Dispatch | | | | |
| | Personal Services | 553,334.56 | 480,186.00 | 501,026.37 | |
| | Expenses | 9,850.00 | 12,550.00 | 13,750.00 | |
| | Total | 563,184.56 | 492,736.00 | 514,776.37 | 514,776.37 |
| 220 | Fire | | | | |
| | Personal Services | 2,113,885.64 | 2,217,890.00 | 2,274,757.89 | |
| | Expenses | 154,351.00 | 156,171.00 | 166,752.02 | |
| | Total | 2,268,236.64 | 2,374,061.00 | 2,441,509.91 | 2,441,509.91 |
| 244 | Sealer of Weights & Measures | | | | |
| | Personal Services | 3,036.48 | 3,036.00 | 3,222.84 | |
| | Expenses | 1,000.00 | 1,200.00 | 1,200.00 | |
| | Total | 4,036.48 | 4,236.00 | 4,422.84 | 4,422.84 |
| 292 | Animal Control Officer | | | | |
| | Personal Services | 22,560.84 | 22,561.00 | 23,555.48 | |
| | Expenses | 7,000.00 | 7,000.00 | 7,000.00 | |
| | Total | 29,560.84 | 29,561.00 | 30,555.48 | 30,555.48 |
| 293 | Traffic Control | | | | |
| | Traffic Lights | Moved to Public Works | | | |
| | Total | - | - | | |
| 294 | Tree Warden | | | | |
| | Personal Services | Moved to Public Works | | | |
| | Expenses | Moved to Public Works | | | |
| | Total | - | - | | |
| | Total Public Safety | 5,143,414.80 | 5,255,086.00 | 5,424,124.39 | 5,424,124.39 |
| Education | | | | | |
| 300 | Hopkinton Public Schools | | | | |
| | Hopkinton Public Schools | 39,143,441.00 | 40,902,901.00 | 42,591,311.00 | |
| | Total | 39,143,441.00 | 40,902,901.00 | 42,591,311.00 | 42,591,311.00 |
| 800 | Regional Technical Vocational School | | | | |
| | Regional Schools | 386,087.00 | 352,365.00 | 484,838.00 | |
| | Total | 386,087.00 | 352,365.00 | 484,838.00 | 484,838.00 |
| | Total Education | 39,529,528.00 | 41,255,266.00 | 43,076,149.00 | 43,076,149.00 |

| TOWN OF HOPKINTON | | | | | |
|------------------------------|-------------------------------|----------------------|----------------------|---------------------|----------------------|
| FY18 OPERATING BUDGET | | | | | |
| | | FY2016 | FY2017 | FY2018 | FY2018 |
| | | APPROPRIATION | APPROPRIATION | BOARD OF | APPROPRIATION |
| | | | | SELECTMEN | COMMITTEE |
| Public Works | | | | | |
| 410 | Engineering & Facilities | | | | |
| | Personal Services | 176,355.81 | 208,162.00 | 217,727.25 | |
| | Expenses | 615,228.18 | 641,344.00 | 740,772.00 | |
| | Total | 791,583.99 | 849,506.00 | 958,499.25 | 958,499.25 |
| 420 | Public Works Administration | | | | |
| | Personal Services | 383,742.03 | 388,769.00 | 395,000.00 | |
| | Total | 383,742.03 | 388,769.00 | 395,000.00 | 395,000.00 |
| 422 | Highway | | | | |
| | Personal Services | 739,749.72 | 802,270.00 | 822,660.00 | |
| | Expenses | 453,200.00 | 425,000.00 | 442,325.00 | |
| | Subtotal | 1,192,949.72 | 1,227,270.00 | 1,264,985.00 | 1,264,985.00 |
| | Road Maintenance | - | - | - | |
| | Sidewalk Maintenance | 50,000.00 | 50,000.00 | 50,000.00 | |
| | Pavement Management | - | 351,000.00 | 351,000.00 | |
| | Stormwater System | 150,000.00 | 370,000.00 | 370,000.00 | |
| | Lake Maspenock Weed Control | 60,000.00 | 60,000.00 | 60,000.00 | |
| | Total | 1,452,949.72 | 2,058,270.00 | 2,095,985.00 | 2,095,985.00 |
| 423 | Snow & Ice | | | | |
| | Snow & Ice Control | 350,000.00 | 350,000.00 | 350,000.00 | |
| | Total | 350,000.00 | 350,000.00 | 350,000.00 | 350,000.00 |
| 424 | Street Lighting | | | | |
| | Street Lights | 53,796.00 | 53,796.00 | 48,796.00 | |
| | Total | 53,796.00 | 53,796.00 | 48,796.00 | 48,796.00 |
| 426 | Traffic Control | | | | |
| | Traffic Lights | 19,300.00 | 19,300.00 | 22,000.00 | |
| | Total | 19,300.00 | 19,300.00 | 22,000.00 | 22,000.00 |
| 427 | Tree Warden | | | | |
| | Personal Services | 14,354.00 | 14,354.00 | 14,354.00 | |
| | Expenses | 25,000.00 | 25,000.00 | 25,000.00 | |
| | Total | 39,354.00 | 39,354.00 | 39,354.00 | 39,354.00 |
| 429 | Other Storm Control | | | | |
| | Storm Control | 10,000.00 | 10,000.00 | 10,000.00 | |
| | Total | 10,000.00 | 10,000.00 | 10,000.00 | 10,000.00 |
| 433 | Waste Collection & Disposal | | | | |
| | Recycling Salaries | 8,000.00 | 8,000.00 | 17,632.00 | |
| | Rubbish Collection/Disposal | 439,280.00 | 475,887.00 | 440,000.00 | |
| | Rubbish Disposal | 328,460.00 | 312,642.00 | 320,625.00 | |
| | Recycling Expense | 10,000.00 | 10,000.00 | 10,000.00 | |
| | Recycling Collection/Disposal | 206,720.00 | 224,447.00 | 210,000.00 | |
| | Household Hazardous Waste | 12,000.00 | 12,750.00 | 14,000.00 | |
| | Total | 1,004,460.00 | 1,043,726.00 | 1,012,257.00 | 1,012,257.00 |
| 491 | Cemetery Commission | | | | |
| | Personal Services | 200.00 | 200.00 | 200.00 | |
| | Expenses | 4,000.00 | 4,000.00 | - | |
| | Total | 4,200.00 | 4,200.00 | 200.00 | 200.00 |
| Total Public Works | | 4,109,385.74 | 4,816,921.00 | 4,932,091.25 | 4,932,091.25 |

| TOWN OF HOPKINTON | | | | | |
|------------------------------------|--|----------------------|----------------------|-------------------|----------------------|
| FY18 OPERATING BUDGET | | | | FY2018 | FY2018 |
| | | FY2016 | FY2017 | BOARD OF | APPROPRIATION |
| | | APPROPRIATION | APPROPRIATION | SELECTMEN | COMMITTEE |
| Health & Human Services | | | | | |
| 511 | Board of Health | | | | |
| | Personal Services | 130,554.18 | 135,977.00 | 139,388.80 | |
| | Expenses | 77,785.00 | 78,785.00 | 75,373.20 | |
| | Total | 208,339.18 | 214,762.00 | 214,762.00 | 214,762.00 |
| 541 | Senior Center | | | | |
| | Personal Services | 233,391.40 | 255,964.00 | 277,684.42 | |
| | Expenses | 34,499.28 | 34,500.00 | 39,439.28 | |
| | Total | 267,890.68 | 290,464.00 | 317,123.70 | 317,123.70 |
| 542 | Youth & Family Services | | | | |
| | Personal Services | 66,001.68 | 91,001.00 | 94,035.40 | |
| | Expenses | 6,000.64 | 6,001.00 | 48,550.00 | |
| | Total | 72,002.32 | 97,002.00 | 142,585.40 | 142,585.40 |
| 543 | Veterans Services | | | | |
| | Veterans District | 23,229.00 | 23,485.00 | 28,938.17 | |
| | Veterans Service Benefits | 32,000.00 | 28,000.00 | 49,000.00 | |
| | Veterans Supplies | 1,250.00 | 1,250.00 | 1,300.00 | |
| | Total | 56,479.00 | 52,735.00 | 79,238.17 | 79,238.17 |
| | Total Health & Human Services | 604,711.18 | 654,963.00 | 753,709.27 | 753,709.27 |
| Culture & Recreation | | | | | |
| 610 | Library | | | | |
| | Personal Services | 348,191.93 | 382,922.00 | 425,903.71 | |
| | Expenses | 32,362.00 | 32,850.00 | 37,527.50 | |
| | Total | 380,553.93 | 415,772.00 | 463,431.21 | 463,431.21 |
| 691 | Historic Commission | | | | |
| | Expenses | 1,000.00 | 1,000.00 | 1,000.00 | |
| | Total | 1,000.00 | 1,000.00 | 1,000.00 | 1,000.00 |
| 692 | Celebrations | | | | |
| | Memorial Day | 2,000.00 | 2,000.00 | 2,000.00 | |
| | Total | 2,000.00 | 2,000.00 | 2,000.00 | 2,000.00 |
| 693 | 300th Anniversary Committee | | | | |
| | 300th Anniversary | - | - | - | |
| | Total | - | - | - | - |
| 695 | Historic District Commission | | | | |
| | Expenses | 550.00 | 550.00 | 550.00 | |
| | Total | 550.00 | 550.00 | 550.00 | 550.00 |
| | Total Culture & Recreation | 384,103.93 | 419,322.00 | 466,981.21 | 466,981.21 |

| TOWN OF HOPKINTON | | | | | |
|--|--|----------------------|----------------------|----------------------|----------------------|
| FY18 OPERATING BUDGET | | | | | |
| | | FY2016 | FY2017 | FY2018 | FY2018 |
| | | APPROPRIATION | APPROPRIATION | BOARD OF | APPROPRIATION |
| | | | | SELECTMEN | COMMITTEE |
| Debt Service | | | | | |
| 700 | Debt Service | | | | |
| | Retirement of Debt | 3,890,978.20 | 3,731,063.00 | 5,726,929.67 | |
| | Long Term Interest | 643,552.86 | 541,360.00 | 1,976,510.75 | |
| | Short Term Interest | 20,000.00 | 35,000.00 | 35,000.00 | |
| | Authorized/Unissued | - | 638,549.44 | - | |
| | Total Debt Service | 4,554,531.06 | 4,945,972.44 | 7,738,440.42 | 7,738,440.42 |
| Employee Benefits & Insurance | | | | | |
| 910 | Employee Benefits & Insurance | | | | |
| | Unemployment Insurance | 145,000.00 | 100,000.00 | 100,000.00 | |
| | Medicare Tax | 530,000.00 | 545,900.00 | 620,000.00 | |
| | Life Insurance Premiums | 10,000.00 | 15,000.00 | 10,000.00 | |
| | Health Insurance Premium | 6,210,707.65 | 6,694,837.38 | 7,030,424.00 | |
| | Middlesex County Retirement | 1,728,744.00 | 1,836,364.00 | 1,984,635.00 | |
| | Drug and Alcohol Testing | 3,000.00 | 3,000.00 | 3,000.00 | |
| | Blanket Insurance Premiums | 425,000.00 | 425,000.00 | 550,000.00 | |
| | Total Employee Benefits & Insurance | 9,052,451.65 | 9,620,101.38 | 10,298,059.00 | 10,298,059.00 |
| | Total General Fund | 66,970,905.15 | 70,852,375.82 | 76,702,956.14 | 76,702,956.14 |
| FUND 2400: COMMUNITY PRESERVATION | | | | | |
| 193 | CPA Administration | | | | |
| | Personal Services | 10,440.00 | 10,650.00 | 11,245.00 | |
| | Expenses | 45,000.00 | 45,000.00 | 45,000.00 | |
| | Total | 55,440.00 | 55,650.00 | 56,245.00 | 56,245.00 |
| 700 | Debt Service | | | | |
| | Retirement of Debt | 210,000.00 | 210,000.00 | 160,000.00 | |
| | Interest on Long Term Debt | 34,100.00 | 25,400.00 | 35,718.75 | |
| | Total | 244,100.00 | 235,400.00 | 195,718.75 | 195,718.75 |
| | Total Community Preservation | 299,540.00 | 291,050.00 | 251,963.75 | 251,963.75 |

| TOWN OF HOPKINTON | | | | | |
|---|------------------------------------|-------------------------|-------------------------|---------------------------------|--------------------------------------|
| FY18 OPERATING BUDGET | | | | | |
| | | FY2016 APPROPRIATION | FY2017 APPROPRIATION | FY2018 BOARD OF SELECTMEN | FY2018 APPROPRIATION COMMITTEE |
| FUND 6000: SEWER ENTERPRISE | | | | | |
| Direct Costs | | | | | |
| 440 | Sewer | | | | |
| | Personal Services | 181,298.84 | 192,370.00 | 190,000.00 | |
| | Expenses | 853,655.00 | 867,385.00 | 850,650.00 | |
| | Total | 1,034,953.84 | 1,059,755.00 | 1,040,650.00 | 1,040,650.00 |
| 700 | Debt Service | | | | |
| | Retirement of Debt | 1,449,905.86 | 1,440,044.00 | 1,353,846.44 | |
| | Interest on Long Term Debt | 317,922.17 | 327,847.00 | 253,159.92 | |
| | Interest on Short Term Debt | - | - | - | |
| | Repayment to General Fund | - | - | - | |
| | Administrative Costs | 8,000.00 | 8,000.00 | - | |
| | Authorized/Unissued | - | - | - | |
| | Total | 1,775,828.03 | 1,775,891.00 | 1,607,006.36 | 1,607,006.36 |
| | Appropriation | 2,810,781.87 | 2,835,646.00 | 2,647,656.36 | 2,647,656.36 |
| Indirect Costs (amounts raised and appropriated in the General Fund and allocated to the Enterprise Fund for funding) | | | | | |
| | Employee Benefits & Pensions | 52,517.08 | 53,567.00 | 55,710.00 | |
| | Shared Employees | 247,477.41 | 252,454.00 | 208,806.00 | |
| | Shared Facility | - | - | - | |
| | Other (Workers comp) | - | - | - | |
| | | 299,994.49 | 306,021.00 | 264,516.00 | 264,516.00 |
| | Total Sewer Enterprise Fund | 3,110,776.36 | 3,141,667.00 | 2,912,172.36 | 2,912,172.36 |
| FUND 6100: WATER ENTERPRISE | | | | | |
| Direct Costs | | | | | |
| 450 | Water | | | | |
| | Personal Services | 350,807.76 | 366,811.00 | 371,600.00 | |
| | Expenses | 649,150.00 | 676,150.00 | 783,000.00 | |
| | Total | 999,957.76 | 1,042,961.00 | 1,154,600.00 | 1,154,600.00 |
| 700 | Debt Service | | | | |
| | Retirement of Debt | 497,539.00 | 304,620.00 | 545,190.67 | |
| | Interest on Short Term Debt | - | - | - | |
| | Interest on Long Term Debt | 110,434.30 | 77,534.00 | 155,656.86 | |
| | Administrative Costs | 2,000.00 | 2,000.00 | - | |
| | Ashland Obligation | 72,000.00 | 72,000.00 | - | |
| | Authorized/Unissued | - | 131,281.00 | - | |
| | Total | 681,973.30 | 587,435.00 | 700,847.53 | 700,847.53 |
| | Appropriation | 1,681,931.06 | 1,630,396.00 | 1,855,447.53 | 1,855,447.53 |
| Indirect Costs (amounts raised and appropriated in the General Fund and allocated to the Enterprise Fund for funding) | | | | | |
| | Employee Benefits & Pensions | 114,256.24 | 116,590.00 | 121,254.00 | |
| | Shared Employees | 187,467.67 | 191,217.00 | 223,730.00 | |
| | Shared Facility | - | - | - | |
| | Other (Workers comp) | - | - | - | |
| | | 301,723.91 | 307,807.00 | 344,984.00 | 344,984.00 |
| | Total Water Enterprise Fund | 1,983,654.97 | 1,938,203.00 | 2,200,431.53 | 2,200,431.53 |

| TOWN OF HOPKINTON | | | | | |
|---|--|-------------------|-------------------|--------------------|-------------------------|
| FY18 OPERATING BUDGET | | FY2016 | FY2017 | FY2018 | FY2018 |
| | | APPROPRIATION | APPROPRIATION | BOARD OF SELECTMEN | APPROPRIATION COMMITTEE |
| FUND 6200: PARKS & RECREATION | | | | | |
| Direct Costs | | | | | |
| 630 | Parks & Recreation | | | | |
| | Personal Services | 195,678.79 | 195,379.00 | 205,000.00 | |
| | Expenses | 387,800.00 | 363,784.00 | 399,505.00 | |
| | Total | 583,478.79 | 559,163.00 | 604,505.00 | 604,505.00 |
| 700 | Debt Service | | | | |
| | Retirement of Debt | 35,000.00 | 35,000.00 | 35,000.00 | |
| | Interest on Short Term Debt | - | - | - | |
| | Interest on Long Term Debt | 7,250.00 | 5,850.00 | 4,800.00 | |
| | Total | 42,250.00 | 40,850.00 | 39,800.00 | 39,800.00 |
| | Appropriation | 625,728.79 | 600,013.00 | 644,305.00 | 644,305.00 |
| Indirect Costs (amounts raised and appropriated in the General Fund and allocated to the Enterprise Fund for funding) | | | | | |
| | Employee Benefits & Pensions | 6,916.27 | 7,055.00 | 7,337.00 | |
| | Shared Employees | 29,719.56 | 30,314.00 | 30,920.00 | |
| | Shared Facility | - | - | - | |
| | Other (Workers comp) | - | - | - | |
| | Total | 36,635.82 | 37,369.00 | 38,257.00 | 38,257.00 |
| Total Parks & Recreation Enterprise Fund | | 662,364.61 | 637,382.00 | 682,562.00 | 682,562.00 |
| Appropriation Summary | | | | | |
| Fund 1000: General Fund | | | | | |
| | General Government | 3,592,778.79 | 3,884,744.00 | 4,013,401.60 | 4,013,401.60 |
| | Public Safety | 5,143,414.80 | 5,255,086.00 | 5,424,124.39 | 5,424,124.39 |
| | Hopkinton Public Schools | 39,143,441.00 | 40,902,901.00 | 42,591,311.00 | 42,591,311.00 |
| | Regional Technical Vocational School | 386,087.00 | 352,365.00 | 484,838.00 | 484,838.00 |
| | Public Works | 4,109,385.74 | 4,816,921.00 | 4,932,091.25 | 4,932,091.25 |
| | Health & Human Services | 604,711.18 | 654,963.00 | 753,709.27 | 753,709.27 |
| | Culture & Recreation | 384,103.93 | 419,322.00 | 466,981.21 | 466,981.21 |
| | Debt Service | 4,554,531.06 | 4,945,972.44 | 7,738,440.42 | 7,738,440.42 |
| | Employee Benefits & Insurance | 9,052,451.65 | 9,620,101.38 | 10,298,059.00 | 10,298,059.00 |
| | Total General Fund | 66,970,905.15 | 70,852,375.82 | 76,702,956.14 | 76,702,956.14 |
| | Fund 2400: Community Preservation | 299,540.00 | 291,050.00 | 251,963.75 | 251,963.75 |
| | Fund 6000: Sewer Enterprise | 2,810,781.87 | 2,835,646.00 | 2,647,656.36 | 2,647,656.36 |
| | Fund 6100: Water Enterprise | 1,681,931.06 | 1,630,396.00 | 1,855,447.53 | 1,855,447.53 |
| | Fund 6200: Parks & Recreation Enterprise | 625,728.79 | 600,013.00 | 644,305.00 | 644,305.00 |
| | Total Operating Budget | 72,388,886.87 | 76,209,480.82 | 82,102,328.78 | 82,102,328.78 |