



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

TO: Appropriation Committee

FROM: Norman Khumalo, Town Manager

RE: FY 2021 Comprehensive Budget

DATE: March 13, 2020

As directed by vote of the Select Board, I am submitting the attached budget and financing plan for fiscal year 2021 (FY21) beginning July 1, 2020 for your consideration; consistent with the established budget timeline.

This budget and financing plan: complies with the Select Board budget message; represents a balanced approach to addressing community needs within the constraints of the proposition 2 ½ limit on growth in the tax levy; and considers funds available from new growth in the residential, commercial, and industrial tax base and other anticipated revenue growth.

I look forward to discussing this budget with the Appropriation Committee.

- Enclosure: (1) Summary of Projected Sources and Uses of Funds, fiscal year 2021  
(2) General Fund Five Year Financial Forecasting Model  
(3) Projected Tax Impact, fiscal year 2021  
(4) Line by Line Appropriation Summary, fiscal year 2021  
(5) Capital Improvement Summary, fiscal year 2021

**Town of Hopkinton; FY 2021 General Fund Sources and Uses; March 10, 2020:**

<b>Sources of Funds</b>	<b>FY 2020 Estimated Sources of Funds</b>	<b>FY 2021 Estimated Sources of Funds</b>	<b>FY 2020 - FY 2021 % Change</b>	<b>Tax impact</b>
Levy Base	\$64,507,095	\$68,844,684	6.72%	2.80%
New Growth	\$2,316,574	\$2,000,000	-13.67%	2.77%
Debt Exclusions	\$5,250,063	\$6,285,816	19.73%	1.44%
Less - Provision for tax abatements/exemptions	<u>-\$500,000</u>	<u>-\$500,000</u>	0.00%	
Estimated Net Property Tax Revenue	\$71,573,732	\$76,630,499	7.07%	7.02%
Excess from Prior Fiscal Year (Revenue over Expense)	\$2,255,429	\$2,283,885	1.26%	
State Aid	\$8,164,292	\$8,939,254	9.49%	
Mass School Building Authority Reimbursement	\$1,487,086	\$1,487,086	0.00%	
Less - Regional and State Program Charges	<u>-\$596,486</u>	<u>-\$581,354</u>	2.54%	
Estimated Net State Aid	\$9,054,892	\$9,844,986	8.73%	
Excise Tax, Licenses, other Local Receipts	\$4,733,443	\$4,923,162	4.01%	
Cost Share from Enterprise Funds	\$689,589	\$700,000	1.51%	
Ambulance, Library Foundation, misc. sources	\$1,113,663	\$1,535,071	37.84%	
<b>Total Sources of Funds:</b>	<b>\$89,420,748</b>	<b>\$95,917,603</b>	<b>7.27%</b>	

<b>Uses of Funds</b>	<b>FY 2020 Budgeted Uses of Funds</b>	<b>FY 2021 Town Manager Mark Uses of Funds</b>	<b>FY 2020 - FY 2021 % Change</b>
Tax lien administration costs	\$50,000	\$50,000	0.00%
State funded Library spending	\$17,579	\$18,900	7.51%
Transfer to Parks and Recreation	\$148,981	\$207,000	38.94%
Repayment of Town Debt and Interest	\$8,439,226	\$9,456,699	12.06%
Deficits and Judgments	\$0.00	\$0	0.00%
Snow and Ice Surge Costs	\$58,000	\$0	-100.00%
General Government	\$4,777,494	\$4,775,461	-0.04%
Public Safety	\$6,601,642	\$6,975,145	5.66%
Education	\$48,644,506	\$52,663,631	8.26%
Public Works	\$5,674,765	\$6,056,212	6.72%
Health and Human Services	\$959,875	\$1,082,214	12.75%
Culture and Recreation	\$585,798	\$599,007	2.25%
Employee Benefits and Insurance	\$11,465,448	\$12,277,283	7.08%
Transfer to OPEB (post-retirement health care)	\$400,000	\$400,000	0.00%
Transfer to Stabilization	\$208,000	\$212,000	1.92%
Town Meeting Capital Articles, free cash	\$1,389,434	\$1,144,051	-17.66%
<b>Total Uses of Funds:</b>	<b>\$89,420,748</b>	<b>\$95,917,603</b>	<b>7.27%</b>

**Encl: (1)**

**Town of Hopkinton; FY 2021 General Fund Five Year Forecasting Model; March 10, 2020:**

	FY20 Enacted	FY21 Plan	% Change	FY22 Forecast	FY23 Forecast	FY24 Forecast
Levy Base	64,394,378	<b>67,165,545</b>		<b>70,844,684</b>	<b>74,315,801</b>	<b>77,618,696</b>
Amended prior year growth	24,684					
2 1/2% increase	1,610,477	1,679,139	2.50%	1,771,117	1,857,895	1,940,467
New Growth	2,316,574	2,000,000		1,700,000	1,445,000	1,228,250
Overrides/(Underrides)	-1,180,568			0	0	0
Debt Exclusions	5,250,063	6,285,816		6,199,342	5,830,640	5,541,620
Unused Levy	-341,876					
<b>Net Tax Levy</b>	<b>72,073,732</b>	<b>77,130,499</b>		<b>80,515,143</b>	<b>83,449,336</b>	<b>86,329,033</b>
Cherry Sheet Receipts	8,164,292	8,939,254		9,302,188	9,679,857	10,072,859
MSBA Reimbursements	1,487,086	1,487,086		0	0	0
Local Receipts	4,733,443	4,923,162		5,120,088	5,324,892	5,537,888
<b>Subtotal, Revenues</b>	<b>86,458,553</b>	<b>92,480,001</b>		<b>94,937,419</b>	<b>98,454,084</b>	<b>101,939,779</b>
<b>Add: Additional Sources</b>						
Free Cash - operating	257,995	534,155		0	0	0
Free Cash - capital/other	1,972,434	1,749,730		2,066,032	1,814,429	1,587,986
Enterprise - Indirect Costs	689,589	700,000		717,500	735,438	753,823
Overlay Surplus	0	0		0	0	0
Stabilization Fund	0	0		0	0	0
Other	1,113,662	1,528,750		956,506	721,098	649,185
Unused Capital Balances	25,000	6,321		25,000	25,000	25,000
<b>Subtotal</b>	<b>4,058,680</b>	<b>4,518,956</b>		<b>3,765,038</b>	<b>3,295,964</b>	<b>3,015,994</b>
<b>Less:</b>						
Prov for Abate/Exemp (Overlay)	-500,000	-500,000		-500,000	-500,000	-500,000
Cherry sheet offsets	-17,579	-18,900		-19,641	-20,411	-21,211
Snow & Ice	-58,000	0		0	0	0
Cherry Sheet charges	-596,486	-581,354		-604,957	-629,518	-655,077
Tax title	-50,000	-50,000		-50,000	-50,000	-50,000
Deficits & Judgements	0	0		0	0	0
Debt Service	-8,439,226	-9,456,699		-7,374,925	-6,929,637	-6,553,176
Parks Enterprise Subsidy	-148,981	-207,000		-211,140	-215,363	-219,670
Other	0	0		0	0	0
<b>Subtotal</b>	<b>-9,810,272</b>	<b>-10,813,953</b>		<b>-8,760,662</b>	<b>-8,344,928</b>	<b>-7,999,134</b>
<b>Net Sources available for Approp</b>	<b>80,706,961</b>	<b>86,185,004</b>		<b>89,941,794</b>	<b>93,405,120</b>	<b>96,956,640</b>
<b>Expenditures By Category:</b>						
General Government	4,777,494	4,775,461	-0.04%	4,894,847	5,017,219	5,142,649
Public Safety	6,601,642	6,975,145	5.66%	7,149,524	7,328,262	7,511,469
Education	48,644,506	52,663,631	8.26%	56,350,085	60,294,591	64,515,213
Public Works	5,674,765	6,056,212	6.72%	6,207,617	6,362,808	6,521,878
Human Services	959,874	1,082,214	12.75%	1,109,269	1,137,001	1,165,426
Culture & Recreation	585,798	599,007	2.25%	613,982	629,332	645,065
Employee Benefits & Insurance	11,465,448	12,277,283	7.08%	13,013,920	13,794,755	14,622,441
<b>Subtotal, Omnibus Budget</b>	<b>78,709,527</b>	<b>84,428,953</b>		<b>89,339,245</b>	<b>94,563,967</b>	<b>100,124,140</b>
Articles - non-capital	0					
Articles - capital	1,389,434	1,144,051		1,144,051	1,144,051	1,144,051
Transfer to Stabilization Fund(s)	208,000	212,000		217,300	222,733	228,301
Transfer to OPEB Trust	400,000	400,000		410,000	420,250	430,756
<b>Total Expenditures</b>	<b>80,706,961</b>	<b>86,185,004</b>		<b>91,110,596</b>	<b>96,351,001</b>	<b>101,927,248</b>
<b>Surplus (Shortfall)</b>	<b>0</b>	<b>0</b>		<b>-1,168,802</b>	<b>-2,945,880</b>	<b>-4,970,608</b>

**Town of Hopkinton; FY 2021 Tax Impact Summary; March 10, 2020:**

<u>Overall Tax Impact Summary:</u>	<u>FY20</u>	Tax Impact % Change from FY19	<u>FY21</u>	Tax Impact % Change from FY20
Prior Year Unused Levy	\$ 1,952,285	2.86%	\$ 341,876	0.47%
Statutory 2 1/2% Levy Increase	\$ 1,609,859	2.35%	\$ 1,679,139	2.33%
Override/(Underride)	\$ (1,180,568)	-1.73%	\$ -	0.00%
Unused Levy *	\$ (341,876)	-0.50%		0.00%
Net Change in Principal & Interest on Excluded Debt	\$ (673,120)	-0.98%	\$ 1,035,753	1.44%
Change in Tax Levy on Existing Tax Base	\$ 1,366,580	2.00%	\$ 3,056,767	4.24%
Additional Projected Tax Levy from New Growth	\$ 2,000,000	2.93%	\$ 2,000,000	2.77%
New Growth Adjustment (Fall 2019)	\$ 341,876	0.50%	N/A	N/A
Total Increase in Tax Levy	\$ 3,708,456	5.42%	\$ 5,056,767	7.02%

Note: \* - A 2019 underride removed all excess levy capacity, but the final FY 2019 New Growth was \$341,876 above budget estimates, automatically generating that amount of new tax levy capacity within the Proposition 2 1/2 regulations.

Encl: (3)

**Town of Hopkinton; FY 2021 Departmental Detail Budgets; March 10, 2020:**

	FY19 Enacted	(A) FY20 Enacted	(B) FY21 Dept Requests	(C) FY21 Town Mgr. Recommend	(A to C) \$ Chg. FY20-21	(A to C) % Chg. FY20-21
<b>FUND 1000: GENERAL FUND</b>						
<b>General Government</b>						
<b>122 Select Board</b>						
Expenses	2,000	2,000	2,000	2,000	0	0.0%
<b>Total</b>	<b>2,000</b>	<b>2,000</b>	<b>2,000</b>	<b>2,000</b>	<b>0</b>	<b>0.0%</b>
<b>123 Town Manager</b>						
Personal Services	318,241	426,250	437,528	437,528	11,278	2.6%
Expenses	22,440	29,300	32,550	32,550	3,250	11.1%
<b>Total</b>	<b>340,681</b>	<b>455,550</b>	<b>470,078</b>	<b>470,078</b>	<b>14,528</b>	<b>3.2%</b>
<b>131 Appropriation Committee</b>						
Expenses	500	500	500	500	0	0.0%
Reserve Fund	125,000	125,000	125,000	125,000	0	0.0%
<b>Total</b>	<b>125,500</b>	<b>125,500</b>	<b>125,500</b>	<b>125,500</b>	<b>0</b>	<b>0.0%</b>
<b>133 Accounting</b>						
Personal Services	341,300	278,566	191,676	191,676	-86,890	-31.2%
Expenses	26,300	26,500	28,950	28,950	2,450	9.2%
<b>Total</b>	<b>367,600</b>	<b>305,066</b>	<b>220,626</b>	<b>220,626</b>	<b>-84,440</b>	<b>-27.7%</b>
<b>135 Administration</b>						
Personal Services	0	132,600	134,589	134,589	1,989	1.5%
Expenses	0	2,500	2,000	2,000	-500	-20.0%
<b>Total</b>	<b>0</b>	<b>135,100</b>	<b>136,589</b>	<b>136,589</b>	<b>1,489</b>	<b>1.1%</b>
<b>137 Procurement &amp; Grants</b>						
Personal Services	0	0	75,000	75,000	75,000	100.0%
Expenses	0	0	10,000	5,000	5,000	100.0%
<b>Total</b>	<b>0</b>	<b>0</b>	<b>85,000</b>	<b>80,000</b>	<b>80,000</b>	<b>100.0%</b>
<b>141 Assessors</b>						
Personal Services	219,130	198,887	206,001	206,001	7,114	3.6%
Expenses	13,700	14,000	17,300	17,300	3,300	23.6%
Appraisal Services	89,400	109,000	151,500	151,500	42,500	39.0%
<b>Total</b>	<b>322,230</b>	<b>321,887</b>	<b>374,801</b>	<b>374,801</b>	<b>52,914</b>	<b>16.4%</b>
<b>145 Treasurer/Collector</b>						
Personal Services	273,281	303,256	298,817	298,817	-4,440	-1.5%
Expenses	80,500	80,500	80,000	80,000	-500	-0.6%
<b>Total</b>	<b>353,781</b>	<b>383,756</b>	<b>378,817</b>	<b>378,817</b>	<b>-4,940</b>	<b>-1.3%</b>
<b>151 Legal</b>						
Legal Counsel	205,500	255,000	275,000	275,000	20,000	7.8%
<b>Total</b>	<b>205,500</b>	<b>255,000</b>	<b>275,000</b>	<b>275,000</b>	<b>20,000</b>	<b>7.8%</b>
<b>152 Human Resources</b>						

**Town of Hopkinton; FY 2021 Departmental Detail Budgets; March 10, 2020:**

	FY19 Enacted	(A) FY20 Enacted	(B) FY21 Dept Requests	(C) FY21 Town Mgr. Recommend	(A to C) \$ Chg. FY20-21	(A to C) % Chg. FY20-21
Personal Services	181,647	219,325	228,347	223,793	4,468	2.0%
Compensation Contingency	305,000	500,890	500,890	325,000	-175,890	-35.1%
Expenses	120,636	123,636	124,236	124,236	600	0.5%
<b>Total</b>	<b>607,283</b>	<b>843,851</b>	<b>853,473</b>	<b>673,029</b>	<b>-170,822</b>	<b>-20.2%</b>
<b>155 Information Technology</b>						
Personal Services	271,691	298,620	380,162	303,161	4,541	1.5%
Expenses	493,325	536,476	541,784	547,184	10,708	2.0%
<b>Total</b>	<b>765,016</b>	<b>835,096</b>	<b>921,946</b>	<b>850,345</b>	<b>15,249</b>	<b>1.8%</b>
<b>161 Town Clerk</b>						
Personal Services	126,341	128,938	134,061	130,795	1,857	1.4%
Expenses	8,284	7,709	7,302	7,302	-407	-5.3%
<b>Total</b>	<b>134,625</b>	<b>136,646</b>	<b>141,363</b>	<b>138,097</b>	<b>1,450</b>	<b>1.1%</b>
<b>162 Election &amp; Registration</b>						
Personal Services	23,860	18,308	25,883	25,883	7,575	41.4%
Expenses	23,106	18,488	21,261	21,261	2,773	15.0%
<b>Total</b>	<b>46,966</b>	<b>36,795</b>	<b>47,144</b>	<b>47,144</b>	<b>10,348</b>	<b>28.1%</b>
<b>170 Land Use, Planning &amp; Permitting</b>						
Personal Services	554,829	505,841	527,590	525,150	19,309	3.8%
Expenses	28,915	20,330	20,300	20,300	-30	-0.1%
<b>Total</b>	<b>583,744</b>	<b>526,171</b>	<b>547,890</b>	<b>545,450</b>	<b>19,279</b>	<b>3.7%</b>
<b>177 Green Committee</b>						
Expenses	0	0	0	0	0	0.0%
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>
<b>173 Open Space Committee</b>						
Expenses	3,000	3,000	12,100	12,100	9,100	303.3%
<b>Total</b>	<b>3,000</b>	<b>3,000</b>	<b>12,100</b>	<b>12,100</b>	<b>9,100</b>	<b>303.3%</b>
<b>187 Trail Committees</b>						
Upper Charles Tr. Comm. Expenses	51,440	52,950	50,679	50,679	-2,271	-4.3%
Trails Coord. Mgt. Comm. Expenses			36,081	36,081	36,081	100.0%
<b>Total</b>	<b>51,440</b>	<b>52,950</b>	<b>86,760</b>	<b>86,760</b>	<b>33,810</b>	<b>63.9%</b>
<b>192 Town Hall</b>						
Expenses	8,270	8,270	8,270	8,270	0	0.0%
<b>Total</b>	<b>8,270</b>	<b>8,270</b>	<b>8,270</b>	<b>8,270</b>	<b>0</b>	<b>0.0%</b>
<b>194 Cable Committee</b>						
Expenses	0	0	0	0	0	0.0%
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>
<b>199 Other General Government</b>						
Town Reports	5,000	5,000	5,000	5,000	0	0.0%
Audit	40,000	48,000	48,000	48,000	0	0.0%
Transfer: Water Ent., Fire Prot.	297,856	297,856	338,520	297,856	0	0.0%

## Town of Hopkinton; FY 2021 Departmental Detail Budgets; March 10, 2020:

	FY19 Enacted	(A) FY20 Enacted	(B) FY21 Dept Requests	(C) FY21 Town Mgr. Recommend	(A to C) \$ Chg. FY20-21	(A to C) % Chg. FY20-21
<b>Total</b>	342,856	350,856	391,520	350,856	0	0.0%
<b>Total General Government</b>	<b>4,260,492</b>	<b>4,777,494</b>	<b>5,078,875</b>	<b>4,775,461</b>	<b>-82,033</b>	<b>-1.7%</b>

### Public Safety

#### 210 Police

Personal Services	2,403,658	2,654,418	2,712,516	2,692,516	38,099	1.4%
Expenses	188,387	175,906	179,506	162,506	-13,400	-7.6%
Auxiliary Police Expenses	3,000	3,000	3,000	3,000	0	0.0%
<b>Total</b>	<b>2,595,045</b>	<b>2,833,324</b>	<b>2,895,022</b>	<b>2,858,022</b>	<b>24,698</b>	<b>0.9%</b>

#### 214 Communications

Personal Services	575,213	583,999	648,978	648,978	64,979	11.1%
Expenses	14,950	14,950	40,030	40,030	25,080	167.8%
<b>Total</b>	<b>590,163</b>	<b>598,949</b>	<b>689,008</b>	<b>689,008</b>	<b>90,059</b>	<b>15.0%</b>

#### 220 Fire

Personal Services	2,805,754	2,879,521	3,146,078	3,096,078	216,556	7.5%
Expenses	257,207	243,507	292,300	286,300	42,793	17.6%
<b>Total</b>	<b>3,062,961</b>	<b>3,123,028</b>	<b>3,438,378</b>	<b>3,382,378</b>	<b>259,349</b>	<b>8.3%</b>

#### 244 Sealer of Weights & Measures

Personal Services	3,287	3,320	3,320	3,320	0	0.0%
Expenses	1,200	1,300	1,300	1,300	0	0.0%
<b>Total</b>	<b>4,487</b>	<b>4,620</b>	<b>4,620</b>	<b>4,620</b>	<b>0</b>	<b>0.0%</b>

#### 292 Animal Control

Personal Services	32,916	34,720	34,118	34,118	-602	-1.7%
Expenses	7,000	7,000	7,000	7,000	0	0.0%
<b>Total</b>	<b>39,916</b>	<b>41,720</b>	<b>41,118</b>	<b>41,118</b>	<b>-602</b>	<b>-1.4%</b>

**Total Public Safety**                      **6,292,572**      **6,601,642**      **7,068,145**                      **6,975,145**      **373,504**      **5.7%**

### Education

#### 300 Hopkinton Public Schools

Hopkinton Public Schools	45,056,651	48,044,950	52,309,718	51,986,718	3,941,768	8.2%
<b>Total</b>	<b>45,056,651</b>	<b>48,044,950</b>	<b>52,309,718</b>	<b>51,986,718</b>	<b>3,941,768</b>	<b>8.2%</b>

#### 800 Regional Technical Vocational School

Regional Schools	440,720	599,556	688,028	676,913	77,357	12.9%
<b>Total</b>	<b>440,720</b>	<b>599,556</b>	<b>688,028</b>	<b>676,913</b>	<b>77,357</b>	<b>12.9%</b>

**Total Education**                      **45,497,371**      **48,644,506**      **52,997,746**                      **52,663,631**      **4,019,125**      **8.3%**

### Public Works

#### 410 Engineering & Facilities

Personal Services	279,353	285,123	314,907	314,907	29,784	10.4%
Expenses	896,773	986,736	985,736	985,736	-1,000	-0.1%
<b>Total</b>	<b>1,176,126</b>	<b>1,271,859</b>	<b>1,300,643</b>	<b>1,300,643</b>	<b>28,784</b>	<b>2.3%</b>

## Town of Hopkinton; FY 2021 Departmental Detail Budgets; March 10, 2020:

		(A)	(B)	(C)	(A to C)	(A to C)
	FY19 Enacted	FY20 Enacted	FY21 Dept Requests	FY21 Town Mgr. Recommend	\$ Chg. FY20-21	% Chg. FY20-21
<b>420 Public Works Administration</b>						
Personal Services	415,300	426,624	447,884	447,884	21,260	5.0%
<b>Total</b>	<b>415,300</b>	<b>426,624</b>	<b>447,884</b>	<b>447,884</b>	<b>21,260</b>	<b>5.0%</b>
<b>422 Highway</b>						
Personal Services	843,000	874,291	901,019	901,019	26,728	3.1%
Expenses	475,425	574,325	603,200	603,200	28,875	5.0%
Sidewalk Maintenance	50,000	50,000	50,000	50,000	0	0.0%
Pavement Management	451,000	501,000	550,000	550,000	49,000	9.8%
Stormwater System	370,000	370,000	370,000	370,000	0	0.0%
Lake Maspenock Weed Control	60,000	60,000	60,000	60,000	0	0.0%
<b>Total</b>	<b>2,249,425</b>	<b>2,429,616</b>	<b>2,534,219</b>	<b>2,534,219</b>	<b>77,875</b>	<b>3.2%</b>
<b>423 Snow &amp; Ice</b>						
Snow & Ice Control	350,000	350,000	350,000	350,000	0	0.0%
<b>Total</b>	<b>350,000</b>	<b>350,000</b>	<b>350,000</b>	<b>350,000</b>	<b>0</b>	<b>0.0%</b>
<b>424 Street Lighting</b>						
Street Lights	33,000	33,000	33,000	33,000	0	0.0%
<b>Total</b>	<b>33,000</b>	<b>33,000</b>	<b>33,000</b>	<b>33,000</b>	<b>0</b>	<b>0.0%</b>
<b>426 Traffic Control</b>						
Traffic Lights	25,000	25,000	25,000	25,000	0	0.0%
<b>Total</b>	<b>25,000</b>	<b>25,000</b>	<b>25,000</b>	<b>25,000</b>	<b>0</b>	<b>0.0%</b>
<b>427 Tree Warden</b>						
Personal Services	14,354	14,354	14,354	14,354	0	0.0%
Expenses	25,000	50,000	250,000	250,000	200,000	400.0%
<b>Total</b>	<b>39,354</b>	<b>64,354</b>	<b>264,354</b>	<b>264,354</b>	<b>200,000</b>	<b>310.8%</b>
<b>429 Other Storm Control</b>						
Storm Control	10,000	10,000	10,000	10,000	0	0.0%
<b>Total</b>	<b>10,000</b>	<b>10,000</b>	<b>10,000</b>	<b>10,000</b>	<b>0</b>	<b>0.0%</b>
<b>433 Waste Collection &amp; Disposal</b>						
Recycling Salaries	17,632	17,632	17,632	17,632	0	0.0%
Rubbish Collection/Disposal	450,000	456,607	468,030	468,030	11,423	2.5%
Rubbish Disposal	340,000	350,000	360,000	360,000	10,000	2.9%
Recycling Expense	10,000	10,000	10,000	10,000	0	0.0%
Recycling Collection/Disposal	220,000	214,873	220,250	220,250	5,377	2.5%
Household Hazardous Waste	14,000	14,000	14,000	14,000	0	0.0%
<b>Total</b>	<b>1,051,632</b>	<b>1,063,112</b>	<b>1,089,912</b>	<b>1,089,912</b>	<b>26,800</b>	<b>2.5%</b>
<b>491 Cemetery Commission</b>						
Personal Services	200	200	200	200	0	0.0%
Expenses	1,000	1,000	1,000	1,000	0	0.0%
<b>Total</b>	<b>1,200</b>	<b>1,200</b>	<b>1,200</b>	<b>1,200</b>	<b>0</b>	<b>0.0%</b>
<b>Total Public Works</b>	<b>5,351,037</b>	<b>5,674,765</b>	<b>6,056,212</b>	<b>6,056,212</b>	<b>354,719</b>	<b>6.3%</b>



## Town of Hopkinton; FY 2021 Departmental Detail Budgets; March 10, 2020:

	FY19 Enacted	(A) FY20 Enacted	(B) FY21 Dept Requests	(C) FY21 Town Mgr. Recommend	(A to C) \$ Chg. FY20-21	(A to C) % Chg. FY20-21
<b><u>Health and Human Services</u></b>						
<b>511 Board of Health</b>						
Personal Services	139,909	206,956	210,169	210,169	3,214	1.6%
Expenses	79,921	79,060	79,060	79,060	0	0.0%
<b>Total</b>	<b>219,830</b>	<b>286,016</b>	<b>289,229</b>	<b>289,229</b>	<b>3,214</b>	<b>1.1%</b>
<b>541 Senior Center</b>						
Personal Services	307,466	330,323	423,986	423,986	93,663	28.4%
Expenses	37,405	61,750	40,655	40,655	-21,095	-34.2%
<b>Total</b>	<b>344,871</b>	<b>392,073</b>	<b>464,641</b>	<b>464,641</b>	<b>72,568</b>	<b>18.5%</b>
<b>542 Youth &amp; Family Services</b>						
Personal Services	118,206	108,160	137,944	137,944	29,784	27.5%
Expenses	42,390	55,670	68,670	68,670	13,000	23.4%
<b>Total</b>	<b>160,596</b>	<b>163,830</b>	<b>206,614</b>	<b>206,614</b>	<b>42,784</b>	<b>26.1%</b>
<b>543 Veterans Services</b>						
Veterans District	31,387	46,656	49,000	45,429	-1,227	-2.6%
Veterans Service Benefits	49,000	70,000	75,000	75,000	5,000	7.1%
Veterans Supplies	1,300	1,300	1,300	1,300	0	0.0%
<b>Total</b>	<b>81,687</b>	<b>117,956</b>	<b>125,300</b>	<b>121,729</b>	<b>3,773</b>	<b>3.2%</b>
<b>Total Health &amp; Human Services</b>	<b>806,984</b>	<b>959,874</b>	<b>1,085,785</b>	<b>1,082,214</b>	<b>122,339</b>	<b>12.7%</b>
<b><u>Culture and Recreation</u></b>						
<b>610 Library</b>						
Personal Services	510,775	538,878	548,092	548,092	9,214	1.7%
Expenses	37,528	43,370	47,365	47,365	3,995	9.2%
<b>Total</b>	<b>548,303</b>	<b>582,248</b>	<b>595,457</b>	<b>595,457</b>	<b>13,209</b>	<b>2.3%</b>
<b>691 Historic Commission</b>						
Expenses	1,000	1,000	1,000	1,000	0	0.0%
<b>Total</b>	<b>1,000</b>	<b>1,000</b>	<b>1,000</b>	<b>1,000</b>	<b>0</b>	<b>0.0%</b>
<b>692 Celebrations</b>						
Memorial Day	2,000	2,000	2,000	2,000	0	0.0%
<b>Total</b>	<b>2,000</b>	<b>2,000</b>	<b>2,000</b>	<b>2,000</b>	<b>0</b>	<b>0.0%</b>
<b>692 Townwide Celebration - Hopkinton Day</b>						
Expenses	0	0	0	0	0	0.0%
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>
<b>695 Historic District Commission</b>						
Expenses	550	550	550	550	0	0.0%
<b>Total</b>	<b>550</b>	<b>550</b>	<b>550</b>	<b>550</b>	<b>0</b>	<b>0.0%</b>
<b>Total Culture &amp; Recreation</b>	<b>551,853</b>	<b>585,798</b>	<b>599,007</b>	<b>599,007</b>	<b>13,209</b>	<b>2.3%</b>
<b><u>Debt Service</u></b>						
<b>700 Debt Service</b>						
Retirement of Debt	6,496,596	6,104,130	7,203,328	6,742,223	638,093	10.5%

**Town of Hopkinton; FY 2021 Departmental Detail Budgets; March 10, 2020:**

	FY19 Enacted	(A) FY20 Enacted	(B) FY21 Dept Requests	(C) FY21 Town Mgr. Recommend	(A to C) \$ Chg. FY20-21	(A to C) % Chg. FY20-21
Long Term Interest	2,980,108	2,335,096	3,444,658	2,714,476	379,380	16.2%
Authorized/Unissued	0	0	0	0	0	0.0%
<b>Total Debt Service</b>	<b>9,476,704</b>	<b>8,439,226</b>	<b>10,647,986</b>	<b>9,456,699</b>	<b>1,017,473</b>	<b>12.1%</b>

**Employee Benefits&Insurance**

**910 Employee Benefits & Insurance**

Unemployment Insurance	100,000	105,000	80,000	80,000	-25,000	-23.8%
Medicare Tax	651,000	651,000	751,550	751,550	100,550	15.4%
Life Insurance Premiums	20,000	20,000	40,000	40,000	20,000	100.0%
Health Insurance Premium	7,164,154	7,607,616	8,292,301	8,292,301	684,685	9.0%
Middlesex County Retirement	2,145,296	2,486,832	2,486,832	2,486,832	0	0.0%
Drug and Alcohol Testing	3,000	3,000	5,000	5,000	2,000	66.7%
Blanket Insurance Premiums	577,500	592,000	621,600	621,600	29,600	5.0%
<b>Total Employee Benefits &amp; Insurance</b>	<b>10,660,950</b>	<b>11,465,448</b>	<b>12,277,283</b>	<b>12,277,283</b>	<b>811,835</b>	<b>7.1%</b>
<b>Total General Fund</b>	<b>82,897,963</b>	<b>87,148,752</b>	<b>95,811,040</b>	<b>93,885,652</b>	<b>6,630,172</b>	<b>7.6%</b>

**FUND 2400: COMMUNITY PRESERVATION**

**193 CPA Administration**

Personal Services	10,650	11,000	11,330	11,330	330	3.0%
Expenses	45,000	49,100	49,100	49,100	0	0.0%
<b>Total</b>	<b>55,650</b>	<b>60,100</b>	<b>60,430</b>	<b>60,430</b>	<b>330</b>	<b>0.5%</b>

**700 Debt Service**

Retirement of Debt	232,581	229,506	319,573	319,573	90,067	39.2%
<b>Total</b>	<b>232,581</b>	<b>229,506</b>	<b>319,573</b>	<b>319,573</b>	<b>90,067</b>	<b>39.2%</b>

**Total Community Preservation 288,231 289,606 380,003 380,003 90,397 31.2%**

**FUND 6000: SEWER ENTERPRISE**

**Direct Costs**

**440 Sewer**

Personal Services	191,500	173,873	177,742	177,742	3,869	2.2%
Expenses	1,016,900	1,059,704	986,743	986,743	-72,961	-6.9%
<b>Total</b>	<b>1,208,400</b>	<b>1,233,577</b>	<b>1,164,485</b>	<b>1,164,485</b>	<b>-69,092</b>	<b>-5.6%</b>

**700 Debt Service**

Retirement of Debt	1,708,865	1,336,198	1,301,478	1,301,478	-34,721	-2.6%
<b>Total</b>	<b>1,708,865</b>	<b>1,336,198</b>	<b>1,301,478</b>	<b>1,301,478</b>	<b>-34,721</b>	<b>-2.6%</b>

**Appropriation 2,917,265 2,569,776 2,465,963 2,465,963 -103,813 -4.0%**

**Indirect Costs**

Employee Benefits & Pensions	57,381	59,676	60,576	60,576	900	1.5%
Shared Employees	212,982	221,501	224,846	224,846	3,345	1.5%
Shared Facility					0	
Other (Workers comp)					0	

**Town of Hopkinton; FY 2021 Departmental Detail Budgets; March 10, 2020:**

	FY19 Enacted	(A) FY20 Enacted	(B) FY21 Dept Requests	(C) FY21 Town Mgr. Recommend	(A to C) \$ Chg. FY20-21	(A to C) % Chg. FY20-21
Indirect Cost Total	270,363	281,178	285,422	285,422	4,245	1.5%
<b>Total Sewer Enterprise</b>	<b>3,187,628</b>	<b>2,850,953</b>	<b>2,751,385</b>	<b>2,751,385</b>	<b>-99,568</b>	<b>-3.5%</b>

**FUND 6100: WATER ENTERPRISE**

**Direct Costs**

**450 Water**

Personal Services	390,000	420,286	437,483	437,483	17,197	4.1%
Expenses	788,500	827,546	849,500	849,500	21,954	2.7%
<b>Total</b>	<b>1,178,500</b>	<b>1,247,832</b>	<b>1,286,983</b>	<b>1,286,983</b>	<b>39,151</b>	<b>3.1%</b>

**700 Debt Service**

Retirement of Debt	860,793	809,681	1,502,053	1,502,053	692,372	85.5%
<b>Total</b>	<b>860,793</b>	<b>809,681</b>	<b>1,502,053</b>	<b>1,502,053</b>	<b>692,372</b>	<b>85.5%</b>

**Appropriation 2,039,293 2,057,513 2,789,036 2,789,036 731,523 35.6%**

**Indirect Costs**

Employee Benefits & Pensions	124,892	129,888	131,849	131,849	1,961	1.5%
Shared Employees	230,442	239,660	243,279	243,279	3,619	1.5%
Shared Facility					0	0.0%
Other (Workers comp)					0	0.0%
<b>Total</b>	<b>355,334</b>	<b>369,547</b>	<b>375,128</b>	<b>375,128</b>	<b>5,580</b>	<b>1.5%</b>

**Total Water Enterprise 2,394,627 2,427,061 3,164,164 3,164,164 737,103 30.4%**

**FUND 6200: PARKS & RECREATION**

**Direct Costs**

**630 Parks & Recreation**

Personal Services	213,780	236,320	320,393	320,393	84,073	35.6%
Expenses	482,255	363,556	309,293	309,293	-54,263	-14.9%
<b>Total</b>	<b>696,035</b>	<b>599,876</b>	<b>629,686</b>	<b>629,686</b>	<b>29,810</b>	<b>5.0%</b>

**700 Debt Service**

Retirement of Debt	40,198	32,700	32,714	32,714	14	0.0%
<b>Total</b>	<b>40,198</b>	<b>32,700</b>	<b>32,714</b>	<b>32,714</b>	<b>14</b>	<b>0.0%</b>

**Indirect Costs**

Employee Benefits & Pensions	7,557	7,859	7,978	7,978	119	1.5%
Shared Employees	29,812	31,004	31,473	31,473	468	1.5%
Shared Facility				0		
Other (Workers comp)						
<b>Total</b>	<b>37,369</b>	<b>38,864</b>	<b>39,451</b>	<b>39,451</b>	<b>587</b>	<b>1.5%</b>

**Town of Hopkinton; FY 2021 Departmental Detail Budgets; March 10, 2020:**

	FY19 Enacted	(A) FY20 Enacted	(B) FY21 Dept Requests	(C) FY21 Town Mgr. Recommend	(A to C) \$ Chg. FY20-21	(A to C) % Chg. FY20-21
<b>Total Park and Recreation</b>	<b>773,602</b>	<b>671,440</b>	<b>701,851</b>	<b>701,851</b>	<b>30,411</b>	<b>4.5%</b>
<b>Appropriation Summary*</b>						
Fund 1000: General Fund	82,897,963	87,148,752	95,811,040	93,885,652	6,630,172	7.6%
Fund 2400: Community Preservation	288,231	289,606	380,003	380,003	90,397	31.2%
Fund 6000: Sewer Enterprise	3,187,628	2,850,953	2,751,385	2,751,385	-99,568	-3.5%
Fund 6100: Water Enterprise	2,394,627	2,427,061	3,164,164	3,164,164	737,103	30.4%
Fund 6200: Parks & Recreation Enterprise	773,602	671,440	701,851	701,851	30,411	4.5%
<b>Total</b>	<b>89,542,051</b>	<b>93,387,812</b>	<b>102,808,441</b>	<b>100,883,054</b>	<b>7,388,514</b>	<b>7.9%</b>

\*Enterprise Funds Include Indirect Costs

**Town of Hopkinton, FY 2021 Capital Request Summary, March 10, 2020:**

General Fund - Pay as You Go

<u>Department</u>	<u>Project</u>	<u>Amount Requested</u>	<u>Town Manager Recommendation</u>
Hopkinton Public Schools	Vehicles	\$59,500	\$53,000
Hopkinton Public Schools	White House roof, siding, windows	\$206,000	\$0
Hopkinton Public Schools	Wetlands Order of Condition	\$60,000	\$0
Facilities Department	Police Station Roof Repair	\$200,000	\$200,000
Fire EMS Department	Communication Receiver Site	\$65,000	\$0
Fire EMS Department	Engine 4 Refurbishment	\$100,000	\$100,000
Fire EMS Department	Station Alerting Upgrade	\$70,000	\$70,000
Police Department	Cruiser Replacement (3)	\$153,000	\$153,000
Information Technology	Core Fiber Optic Upgrade	\$55,000	\$55,000
Information Technology	End User Hardware Renewal	\$43,700	\$43,700
Information Technology	Printer Replacements	\$34,420	\$34,420
Information Technology	Public Safety Camera Replacement (4)	\$34,931	\$34,931
Public Works	Wood Chipper	\$51,000	\$51,000
Public Works	Mini Excavator and Trailer	\$84,000	\$84,000
Public Works	Super Duty Utility Truck	\$96,000	\$0
Hopkinton Public Schools	School District Feasibility Study	\$70,000	\$70,000
Public Works	Property Acquisition - Spindle Island	\$195,000	\$195,000
Total Pay as You Go		\$1,577,551	\$1,144,051

General Fund - Borrowing in Levy

Hopkinton Public Schools	Systemwide Security Upgrades	\$200,000	\$200,000
Hopkinton Public Schools	Systemwide Technology Upgrades	\$100,000	\$100,000
Facilities Department	Town Hall Parking Lot Construction	\$300,000	\$300,000
Hopkinton Public Schools	HVAC Districtwide	\$250,000	\$250,000
Hopkinton Public Schools	Boiler Replacement	\$160,000	\$160,000
Public Works	Retaining Wall, Elm at Wood St.	\$120,000	\$120,000
Public Works	Street Sweeper	\$255,000	\$255,000
Total Borrowing in the Levy		\$1,385,000	\$1,385,000

General Fund - Excluded from Tax Levy Limit

Hopkinton Public Schools	Roof Replacement, design & construction	\$3,000,000	\$3,000,000
Total Excluded from Tax Levy Limit		\$3,000,000	\$3,000,000

General Fund Borrowing Total      \$4,385,000      \$4,385,000

Capital - Community Preservation Act

Center for the Arts	HCA Farmhouse / Terry Family Farmhouse	\$400,000	\$400,000
Historical Commission	Aikens Park Trail to Stone Bridge	\$25,000	\$25,000
Upper Charles Trl. Comm.	Land Acquisition - 3 Parcels, extend Upper Charles Trail	TBD	TBD
Upper Charles Trl. Comm.	Campus Trail Connector	\$74,376	\$74,376
Trail Coord & Mgt. Comm.	Hughes Trail Phase 2	\$20,000	\$20,000
Trail Coord & Mgt. Comm.	Chamberlain to Center Trail	\$75,000	\$75,000
Parks and Recreation	Skate Park at EMC	\$75,000	\$75,000
Total Community Preservation Act		\$669,376	\$669,376

Capital - Sewer Enterprise Fund

Sewer Enterprise	Heavy Duty Truck	\$53,000	\$53,000
Total Sewer Enterprise Fund		\$53,000	\$53,000

Capital - Water Enterprise Fund

Water Enterprise	Alprilla Farm Well 7 & 8 Cleaning	\$40,000	\$40,000
Water Enterprise	Water Main Replacement, 900' Woody Isl Rd	\$275,000	\$275,000
Water Enterprise	Grove Street Tank Replacement*	\$6,500,000	\$6,500,000
Water Enterprise	Well Field, Pratt Farm	\$195,000	\$195,000
Total Water Enterprise Fund		\$7,010,000	\$7,010,000

Total All Funds      \$13,694,927      \$13,261,427

**Encl: (5)**