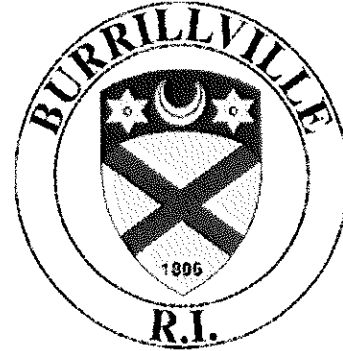


Memorandum



To: Town Manager Michael C. Wood

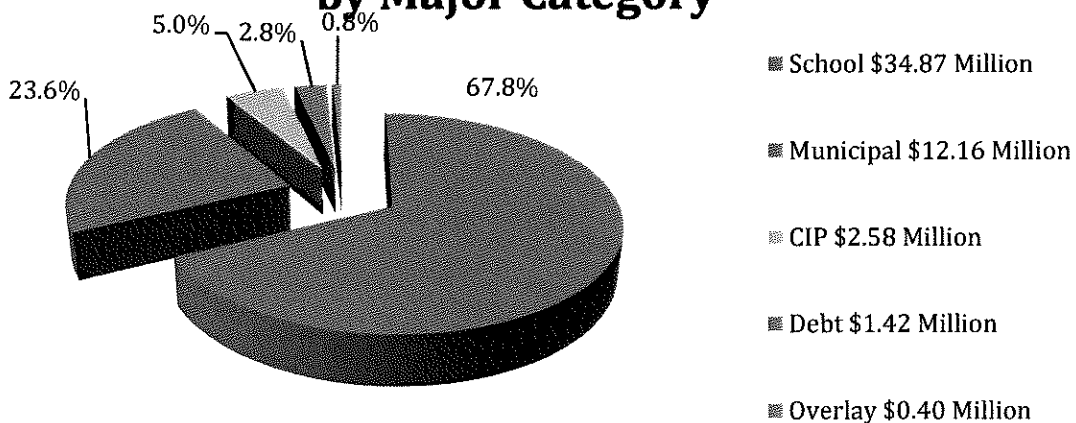
From: Budget Board

Date: March 31, 2020

Re: Operating Budget Recommendations for FYE June 30, 2021

The Budget Board represents the citizens of Burrillville in the annual budget process. Each year the Board meticulously examines each budgetary line item to recommend amounts that best represent realistic expenditures. As the Board completes its part in the budget process we realize there are unknown factors such as final determination of state aid or whether there will be more or less available revenue from assessed town values still to be determined. The board does not consider non-recurring revenue for funding operating expenses. With that said we are recommending a budget that is fair and equitable for the Town and its citizens.

Budget Board FYE 2021 Recommendation by Major Category



Municipal Operations

The Municipal departments are to be commended for their continued diligence in preparing their respective budgets. The Budget Board is recommending an FYE 2021 municipal operating budget of \$12,159,820; a \$580,584 [5.0%] increase over the current fiscal year. The majority of this increase relates to contractual salary and benefits and General Services.

Benefits

The overall benefit budget has increased by \$105,645 [4.4%]. This is due primarily to increased health insurance costs, estimated workers' compensation costs, and Police retirement.

Board of Canvassers

The budget is increased by \$17,216 [21.0%] due to the Deputy Town Clerk now being classified in the Board of Canvassers department, potential changes in state law relating to early voting, and FYE 2021 being a presidential election year. The cost of a special election is always included in the budget.

Information Systems

The budget is increased by \$18,453 [8.3%] primarily due to an increase in professional services from the School Department as a result of combining services (\$15,749).

General Services

The budget is increased by \$96,410 [5.8%] primarily due to contractual costs for tipping fees, trash, and recycling and expected property/liability insurance increases including the new DPW facility.

Board of Administration

Level funding at \$164,120 is supported for the Board of Administration.

Police Department

The Budget Board is recommending an increase of \$172,422 [6.2%]. The major portion of this (\$130,399) is due to contractual obligations and officers moving up the ranks. An increase of \$10,000 is recommended for estimated holiday pay expenses.

Public Works

The Budget Board is recommending an increase of \$58,815 [4.0%]. Salaries are up by \$6,619, which is contractual. Overtime (\$13,000 increase), combined snow removal (Ice Control - \$7,000 increase, Contracted Snow Removal - \$18,000 increase), and vehicle repair (\$10,000 increase) more accurately reflect actual costs to the department.

Recreation Department

The Budget Board is recommending a decrease of \$2,463 [2.3%]. It does not support the requested \$3,800 increase for the Electric/Water – Fields line item. This increase is being requested due to lighting at Hauser Field being switched off of generator and back onto Pascoag Utility District (PUD). Although PUD's demand charges are now based on monthly as opposed to yearly, the Board feels it is more cost effective to continue using the generator.

Special Appropriations

Community groups and organizations annually appear before the Budget Board to request special appropriations. Some groups request a specific amount for an event that will significantly benefit the town. Others provide a service and act as an extension of the Town. However, some organizations requesting funds do not reflect a transparent benefit to the town and its citizens as a whole. The board does not recommend full funding of these organizations. The recommended budget for FYE 2021 totals \$53,200. The Budget Board continues to maintain its policy of No Show, No Funding.

Libraries

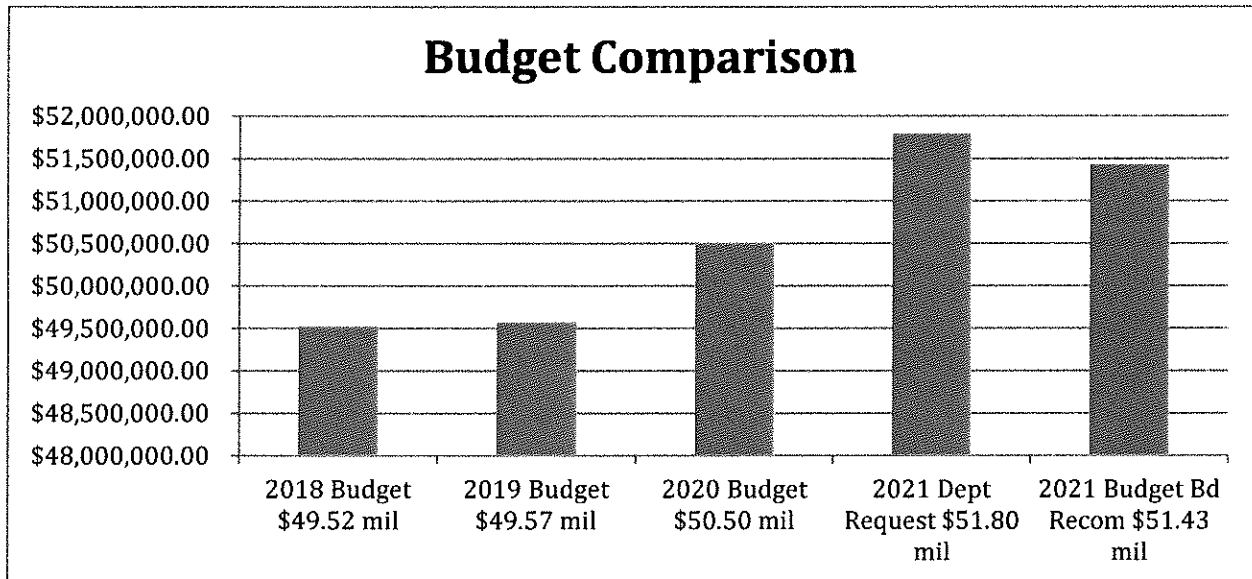
The Budget Board supports funding for the library budgets in the total amount of \$945,351, which is an increase of \$30,075 [3.3 %] with \$87,000 going to the Pascoag Library and \$858,351 to the JMS Library.

School Department Operating Budget

The Budget Board is recommending a School operating budget of \$34,866,513, which is an increase of \$865,557 [2.6%] over the current FYE 2020 appropriation. It is also anticipated that there will be an additional \$679,174 in state aid over FYE 2020, which would bring the School budget in line with their request.

Budget Summary

The Budget Board is recommending a total budget of \$51,426,119 for FYE 2021, which is \$929,499 [1.8%] more than the current FYE 2020 appropriation.



Proprietary Operations

The Budget Board has the responsibility to review various proprietary operating entities in the Town. It endorses the concept that separately operated Town entities be included in the annual budget review process. As the Manager and Town Council continue with their review of this budget, it is recommended that Town and School administrations continue to seek ways of combining services and purchases to the advantage of both.

June R. Levy Ice Rink

The rink continues to be self-supporting. The Budget Board supports a Levy Rink operating budget in the amount of \$454,196 and a CIP budget of \$25,000 with all funding from anticipated revenue.

Burrillville Extended Care

The Budget Board acknowledges the continued valuable service that BEC offers the residents of Burrillville which now includes the opening of a third site. The Board supports their budget request of \$624,086 noting that this entity is entirely self-funded.

Spring Lake

The Budget Board was unable to take a position on the Spring Lake request as a result of time constraints due to current world events. Spring Lake requested a budget in the amount of \$322,886, which is entirely self-funded.

In conclusion, the Budget Board would like to thank the various departments and organizations that took the time to meet with us (and follow up with additional information as requested) so that we could better understand their operations and requests for funding. The Budget Board would like to extend its sincere appreciation to Michael Larocque, Finance Director; Rose Doughty, Treasurer; Christine Mulligan, Deputy Treasurer; and Melissa Dupont, Financial Aide acting as our Administrative Aide. Their work was always complete and thorough.

The Budget Board recognizes its budget recommendations were determined prior to recent world events. As the Board previously mentioned, it acknowledges that unknown factors can still determine a final budget. The current pandemic has subsequently adversely impacted so many elements of the local, state, and national needs and expenditures. Therefore, the recommendations shown may be subject to significant changes.

Respectfully Submitted,

Nathan M. St. Pierre, Chairman

Judy Aubin, Vice Chairman

Karen Francisco, Secretary

Robert G. Tetreault

Thomas H. Rambacher

Michael Lamoureux, Alternate

Justin Batalon, Alternate