

**HOLLISTON FINANCE COMMITTEE  
MEETING MINUTES  
January 20, 2015**

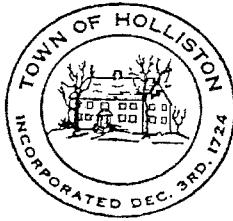
The Committee convened in Room 105 at Town Hall at 7:05 PM. Present from the Committee were Chairman Ken Szajda, Vice Chairperson Michelle Zeamer, Bill Dowd and Brendan Shea. Dan Alfred, Charlie Kaslow and Beth Liberty were absent.

1. Minutes – Moved by Bill Dowd, Seconded by Michelle Zeamer to approve the minutes of the meeting on January 13, 2015. Three in favor, none opposed, one abstention (Shea), the motion carried.
2. Meeting Update – Ken Szajda informed the Committee that it would not be meeting next week and that the meeting after that, the Committee would be considering the Reserve Fund Transfer Request from the Treasurer/Collector and Town Accountant.
3. FY16 Budget Reviews
  - a. Town Clerk – Town Clerk, Liz Greendale appeared to present the FY16 budget for the Town Clerk. (Attachment I). Liz noted that the budget was under guideline and when asked what she would do with the additional money if the budget were guideline, she said she'd pursue a dog license application. She noted she was working on a basic application with the Hopkinton Technology Director, but would need more money to do all that she would like it to do. When asked what the savings would be if the full application were installed, she said she had not determined that. She was encouraged to calculate the value of either reduced staff time or enhanced public service as part of any proposal to spend money on a software application.
  - b. Elections – Town Clerk, Liz Greendale appeared to present the FY16 budget for Elections (Attachment II). Liz noted that the reduced budget was a function of fewer elections in FY16 partially offset by the impact of an increase in the minimum wage. She noted that she was proposing to replace the voting computers as they were over 10 years old and had experienced breakdowns in prior elections. When asked, she said the voting booths were also approaching the end of their useful life. She was asked to get a replacement cost estimate and projected year when they would be needed. In response to a question, she noted that if the replacement of the computers were delayed until the fall, one election would require the use of the old computers that would be avoided if they were replaced in the summer of 2015.
  - c. Debt Service - Town Administrator Paul LeBeau appeared to present the FY16 budget for Debt Service (Attachment III) Paul noted that the budget was below guideline. He also pointed the debt schedule with several large items being paid off in the next 5 to 8 years. In response to a question, he responded that the cause of the significant increase in bank and legal fees was a function of more rigorous requirements for bond rating reviews as the result of the Dodd-Frank federal financial regulatory legislation.
  - d. Solid Waste - Town Administrator Paul LeBeau appeared to present the FY16 budget for Solid Waste (Attachment IV) Paul noted the budget was below guideline and benefitted from a renegotiation of the tipping fees.
  - e. Street Lighting - Town Administrator Paul LeBeau appeared to present the FY16 budget for Street Lighting (Attachment V) Paul noted the budget was below guideline. In response to a question, he noted that it might be possible to seek the installation of more energy efficient lights that could lower future usage costs. He said he was looking into that with NSTAR.
  - f. Sealer of Weights and Measures – Paul noted that based on historical and current expenses versus fee revenue, the Sealer budget was being zeroed out for FY16. (Attachment VI) In response to questions Paul directed the Committee's attention to the revolving fund revenue/expense table provided in the budget. Bill Dowd expressed his concern that this budget, like others with revolving fund revenue, does not provide the same detail about the

cost of the service as other budgets do. While the chart shows the expenses of the function, there is no detail as to the breakdown between personal services, supplies, etc. Paul said that he could get the Committee any information it wanted. Bill pointed out that while that was good, he believed the FinCom budget review process was flawed in that it didn't require such information up front like all the other budgets.

- g. Animal Control - Town Administrator Paul LeBeau appeared to present the FY16 budget for Animal Control (Attachment VII). Paul noted the budget was below guideline.
  - h. DPW Motor Vehicle Fuels - Town Administrator Paul LeBeau appeared to present the FY16 budget for Fuels (Attachment VIII). Paul noted that while fuel prices are currently in a dramatic downturn, the proposed budget was level funded based on concerns about prices rising just as quickly back to prior levels.
  - i. Finance Committee - The Committee reviewed its own budget (Attachment IX). The budget is below guideline.
  - j. Other Financial Administration - Town Administrator Paul LeBeau appeared to present the FY16 budget for Other Financial Administration (Attachment X). Paul noted the budget was below guideline and kept at the same amount as recent prior years.
  - k. DPW Snow and Ice - Town Administrator Paul LeBeau appeared to present the FY16 budget for Snow and Ice Removal (Attachment XI). Paul noted the budget was below guideline and kept at the same amount as recent prior years.
  - l. Budgets "c" through "k" - Town Administrator Paul LeBeau stated that in total, the budgets he presented tonight were over \$100,000 under guideline.
- 4. Financial Policies - This topic was postponed.
  - 5. OPEB funding scenarios - Town Administrator Paul LeBeau advised the Committee that its request for three additional discount rate scenarios for the OPEB valuation prepared by Segal would cost approximately \$1,000. Bill Dowd noted that based on his familiarity with these valuations, that was not a reasonable fee estimate as the scenarios were nothing more than changing a variable in a spreadsheet model. As an alternative, he suggested asking Segal to confirm that the difference between the two scenarios provided with 6% and 5.5% discount rates could be used as the basis for estimating the impact of each .5% change in the assumption. Paul agreed to find that out.
  - 6. Adjournment - At 8:45 PM moved by Brendan Shea, Seconded by Michelle Zeamer to adjourn the meeting. Four in favor, none opposed, no abstentions, the meeting was adjourned.

Approved \_\_\_\_\_ 2/3/15 \_\_\_\_\_



## Office of the Town Clerk

*Elizabeth T. Greendale*

703 Washington Street

Holliston, MA 01746

Telephone: 508-429-0601 Fax: 508-429-0642

Email: [greendalee@holliston.k12.ma.us](mailto:greendalee@holliston.k12.ma.us)

Office Hours: Mon., Wed., Thurs. 8:30 AM – 4:30 PM

Tues. 8:30 AM – 7:00 PM, Fri. 8:30 AM – 1:00 PM

January 20, 2015

Finance Committee  
703 Washington St.  
Holliston, MA 01746

Dear Ken, et al:

The Town Clerk's budget is balanced with a 1% increase to salaries and a \$6 increase to the purchased services account. I believe this will be sufficient to carry us through the year, provided that postage and census processing rates don't increase.

The only risk I see is having problems with a Dog Program, we are in the process of creating a system through the Town's GIS program.

The Election budget has come in 20% less than last year, due to fewer elections in the coming year. Minimum wage has increased by \$2, which increased election worker salaries by 38%. However, I get as many volunteers to work as possible, which keeps the cost down.

I would like to replace the 20 yr. old Voting Equipment, which will be close to \$28,000. I currently have \$12,500 available in the extended polling hours account, which can only be used for election expenses. Which leaves a need for \$15,500. I was originally going to request this in October, but would like it sooner rather than later, due to the failing equipment that we have now.

Regards,

FY16 BUDGET REQUEST  
TOWN CLERK

DEPT. NO.	ACT. NO.	1/16/2015 ACCOUNT NAME	Expended Fiscal Year 2011	Expended Fiscal Year 2012	Expended Fiscal Year 2013	Expended Fiscal Year 2014	Appropriated Fiscal Year 2015	Expended Fiscal Year 2015	Request Fiscal Year 2016	Change FY2015 to FY2016
1161		<b>TOWN CLERK</b>								
	50013	Town Clerk	59,499	55,000	56,835	57,403	63,280	34,913	63,913	633
	50021	Assistant Town Clerk	45,881	46,991	47,156	47,781	48,989	27,038	49,665	676
	50023	Principal Clerk	0	0	0	0	0	0	0	0
	50070	Clerical Part-time	1,206	6,061	14,260	15,135	18,242	8,729	18,580	338
	50089	Board of Registrars	0	0	0	0	0	0	0	0
	50090	Election Workers	0	0	0	0	0	0	0	0
	50111	Certification	1,000	0	0	0	1,000	0	1,000	0
	50192	Longevity	50	100	100	100	100	100	100	0
		<i>Subtotal Personal Services</i>	<i>107,636</i>	<i>108,152</i>	<i>118,351</i>	<i>120,419</i>	<i>131,611</i>	<i>70,781</i>	<i>133,258</i>	<i>1,647</i>
	51710	Workers' Compensation	0	0	0	0	0	0	0	0
	51720	Disability Insurance	0	0	0	0	0	0	0	0
	51740	Life Insurance	0	0	0	0	0	0	0	0
	51750	Health Insurance	0	0	0	0	0	0	0	0
	51760	Medicare	0	0	0	0	0	0	0	0
	51770	County Retirement	0	0	0	0	0	0	0	0
		<i>Subtotal Benefits</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>
	<b>51000</b>	<b>PERSONAL SERVICES</b>	<b>107,636</b>	<b>108,152</b>	<b>118,351</b>	<b>120,419</b>	<b>131,611</b>	<b>70,781</b>	<b>133,258</b>	<b>1,647</b>
	52050	Office Equip. Service Contract	105	105	0	0	0	0	0	0
	52150	Communications	3,215	2,609	2,495	2,715	3,139	1,532	3,170	31
	52170	Professional Development	1,392	1,596	2,200	3,243	3,626	1,519	3,601	(25)
	52190	Professional Services	811	260	309	200	200	100	200	0
	<b>52000</b>	<b>PURCHASED SERVICES</b>	<b>5,523</b>	<b>4,570</b>	<b>5,004</b>	<b>6,158</b>	<b>6,965</b>	<b>3,151</b>	<b>6,971</b>	<b>6</b>
	54200	Office Supplies	1,032	749	1,903	1,512	1,938	629	1,938	0
	<b>54000</b>	<b>SUPPLIES &amp; MATERIALS</b>	<b>1,032</b>	<b>749</b>	<b>1,903</b>	<b>1,512</b>	<b>1,938</b>	<b>629</b>	<b>1,938</b>	<b>0</b>
	<b>TOTAL</b>	<b>TOWN CLERK</b>	<b>114,191</b>	<b>113,471</b>	<b>125,258</b>	<b>128,089</b>	<b>140,514</b>	<b>74,561</b>	<b>142,167</b>	<b>1,653</b>
		<b>GUIDELINE</b>							<b>142,622</b>	
		<b>Revenues</b>	<b>34,333</b>	<b>34,884</b>	<b>38,652</b>	<b>39,840</b>		<b>9,963</b>		
		<b>Passport Revolving Account</b>								
		Revenues	12,935	0	0	0	0			
		Expenses	775	0	0	0	0			
		Transfers Out	0	0	0	12,160				
		Balance	12,160	12,160	12,160	0				
		Risks to the proposed budget:								
		1								
		2								
		3								
		4								
		5								

Opportunities for further budgetary savings:

1  
2  
3  
4  
5

01/16/2015 13:01		TOWN OF HOLLISTON		TOWN OF HOLLISTON		P		
899amini		NEXT YEAR BUDGET HISTORICAL COMPARISON		bgnyrpts		FOR PERIOD 13		
PROJECTION: 2016		FY2016 TOWN OMNIBUS BUDGET						
ACCOUNTS FOR:								
GENERAL FUND		PRIOR FY3 ACTUALS	PRIOR FY2 ACTUALS	LAST FY1 ACTUALS	CY ACTUALS	CY REV BUDGET	PROJECTION LEVEL 1	PCT CHANGE
01161 TOWN CLERK								
22 FEES								
01161 42890 FEES - TOW		10,283.30	13,976.50	10,253.50	4,199.00	.00	.00	.0%
01161 42892 PASSPORT F		.00	.00	.00	.00	.00	.00	.0%
01161 42894 SALE OF BO		75.00	130.00	35.00	45.00	.00	.00	.0%
01161 42895 CENSUS/VOT		.00	.00	.00	.00	.00	.00	.0%
01161 42913 COPY MACHI		147.40	135.25	101.00	54.25	.00	.00	.0%
01161 43920 DEFAULT WA		1,540.00	1,025.00	2,000.00	425.00	.00	.00	.0%
TOTAL FEES		12,045.70	15,266.75	12,389.50	4,723.25	.00	.00	.0%
44 LICENSES AND PERMITS								
01161 44262 DOG LICENS		22,567.00	23,105.00	25,015.00	1,695.00	.00	.00	.0%
01161 44264 HUNTING/FI		31.40	.00	.00	.00	.00	.00	.0%
01161 44670 RAFFLE PER		240.00	280.00	170.00	40.00	.00	.00	.0%
TOTAL LICENSES AND PERMITS		22,838.40	23,385.00	25,185.00	1,735.00	.00	.00	.0%
45 INTERGOVERNMENTAL								
01161 44265 DUE TO COM		.00	.00	.00	.00	.00	.00	.0%
TOTAL INTERGOVERNMENTAL		.00	.00	.00	.00	.00	.00	.0%
50 PERSONAL SERVICES								
01161 50013 TOWN CLERK		55,000.01	56,834.96	57,402.77	34,913.09	63,280.00	63,913.00	.0%
01161 50021 ASSISTANT		46,990.80	47,156.20	47,781.24	27,037.98	48,989.00	49,665.00	.0%
01161 50023 PRINCIPAL		.00	.00	.00	.00	.00	.00	.0%
01161 50070 CLERICAL/P		6,060.50	14,260.04	15,135.21	8,729.48	18,242.00	18,580.00	.0%
01161 50089 BOARD OF R		.00	.00	.00	.00	.00	.00	.0%
01161 50111 CERTIFICAT		.00	.00	.00	.00	1,000.00	1,000.00	.0%
01161 50192 LONGEVITY		100.00	100.00	100.00	100.00	100.00	100.00	.0%
TOTAL PERSONAL SERVICES		108,151.31	118,351.20	120,419.22	70,780.55	131,611.00	133,258.00	.0%
51 EMPLOYEE FRINGE BNFT								
01161 51720 DISABILITY		.00	.00	.00	.00	.00	.00	.0%
01161 51740 LIFE INSUR		.00	.00	.00	.00	.00	.00	.0%
TOTAL EMPLOYEE FRINGE BNFT		.00	.00	.00	.00	.00	.00	.0%
52 PURCHASE SERVICES								
01161 52050 SVE CONTRA		105.00	.00	.00	.00	.00	.00	.0%
01161 52150 COMMUNICAT		2,609.21	2,494.60	2,714.81	1,532.07	3,139.00	3,170.00	.0%

01/16/2015 13:01		TOWN OF HOLLISTON		P		2	
899amini		NEXT YEAR BUDGET HISTORICAL COMPARISON				bgnyrpts	
PROJECTION: 2016		FY2016 TOWN OMNIBUS BUDGET				FOR PERIOD 13	
ACCOUNTS FOR:							
GENERAL FUND		PRIOR FY3		PRIOR FY2		LAST FY1	
01161 52170		ACTUALS		ACTUALS		ACTUALS	
01161 52190		PROF DEV&T		ACTUALS		CY REV	
		PROF SERV		ACTUALS		BUDGET	
				ACTUALS		BUDGET	
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FY16 BUDGET REQUEST  
ELECTIONS

DEPT. NO.	ACCT. NO.	1/16/2015 ACCOUNT NAME ELECTIONS	Expended Fiscal Year 2011	Expended Fiscal Year 2012	Expended Fiscal Year 2013	Expended Fiscal Year 2014	Appropriated Fiscal Year 2015	Expended Fiscal Year 2015	Requested Fiscal Year 2016	Change 2015 to 2016
1162	50089	Board of Registrars	675	675	675	675	675	675	675	0
	50090	Election Workers	7,623	5,269	11,543	4,540	12,321	5,301	9,484	(2,837)
	50041	Overtime/Regular	407	472	1,226	229	960	154	670	(290)
		Subtotal Personal Services	8,705	6,416	13,444	5,444	13,956	6,130	10,829	(3,127)
	51710	Workers' Compensation	0	0	0	0	0	0	0	0
	51760	Medicare	0	0	0	0	0	0	0	0
		Subtotal Benefits	0	0	0	0	0	0	0	0
	51000	PERSONAL SERVICES	8,705	6,416	13,444	5,444	13,956	6,130	10,829	(3,127)
	52190	Professional Services	0	800	6,464	2,296	5,825	1,919	4,075	(1,750)
	52000	PURCHASED SERVICES	0	800	6,464	2,296	5,825	1,919	4,075	(1,750)
	54200	Office Supplies	6,566	4,704	2,966	2,255	3,710	687	3,980	270
	54000	SUPPLIES & MATERIALS	6,566	4,704	2,966	2,255	3,710	687	3,980	270
	TOTAL	ELECTIONS	15,271	11,920	22,874	9,995	23,491	8,736	18,884	(4,607)
		GUIDELINE							23,843	

## REVENUES

Risks to the proposed budget:

- 1
- 2
- 3
- 4
- 5

Opportunities for further budgetary savings:

- 1
- 2
- 3
- 4
- 5

01/16/2015 09:47 | TOWN OF HOLLISTON | P | 1  
899amini | NEXT YEAR BUDGET HISTORICAL COMPARISON | bgnyrpts

PROJECTION: 2016 FY2016 TOWN OMNIBUS BUDGET FOR PERIOD 13

ACCOUNTS FOR:

GENERAL FUND	PRIOR FY3 ACTUALS	PRIOR FY2 ACTUALS	LAST FY1 ACTUALS	CY ACTUALS	CY REV BUDGET	PROJECTION LEVEL 1	PCT CHANGE
01162 ELECTIONS & REGISTRATION							
50 PERSONAL SERVICES							
01162 50089 BOARD OF R	675.00	675.00	675.00	675.00	675.00	675.00	.0%
01162 50090 ELECTION W	5,268.90	11,543.35	4,539.90	5,300.53	12,321.00	9,484.00	.0%
01162 50410 O/T REG	471.75	1,225.65	229.10	154.19	960.00	670.00	.0%
TOTAL PERSONAL SERVICES	6,415.65	13,444.00	5,444.00	6,129.72	13,956.00	10,829.00	.0%
52 PURCHASE SERVICES							
01162 52190 PROFESSION	800.00	6,463.52	2,296.00	1,919.00	5,825.00	4,075.00	.0%
TOTAL PURCHASE SERVICES	800.00	6,463.52	2,296.00	1,919.00	5,825.00	4,075.00	.0%
54 SUPPLIES & MATERIALS							
01162 54200 OFFICE SUP	4,704.49	2,321.24	2,255.00	687.00	3,710.00	3,980.00	.0%
TOTAL SUPPLIES & MATERIALS	4,704.49	2,321.24	2,255.00	687.00	3,710.00	3,980.00	.0%
TOTAL ELECTIONS & REGISTRATI	11,920.14	22,228.76	9,995.00	8,735.72	23,491.00	18,884.00	.0%
TOTAL GENERAL FUND	11,920.14	22,228.76	9,995.00	8,735.72	23,491.00	18,884.00	.0%
GRAND TOTAL	11,920.14	22,228.76	9,995.00	8,735.72	23,491.00	18,884.00	.0%

\*\* END OF REPORT - Generated by ANDREA MINIHAN \*\*





October 2, 2014

10 Manor Parkway Unit B Salem, NH 03079  
Toll Free: 888-547-8683 Fax: 603-212-0028

Elizabeth T. Greendale  
Town Clerk  
Town of Holliston  
703 Washington Street  
Holliston, MA 01746

Dear Ms. Greendale,

Thank you for allowing LHS Associates, Inc. the opportunity to provide you with a quote for new Digital Scan Vote Tabulators. I am pleased to present the following quote for the purchase of four (4) ImageCast Precinct tabulator bundles. If you have any further questions please contact me directly.

Sincerely,

A handwritten signature in black ink, appearing to read "Jeff Silvestro".

Jeff Silvestro  
President  
LHS Associates, Inc.



Town of Holliston, Massachusetts  
**Purchase Proposal Quote**  
 Submitted by LHS Associates, Inc.  
 October 2, 2014



Quantity	Description	Price
<b>HARDWARE</b>		
	ICP Tabulator Bundle includes:	
4	<ul style="list-style-type: none"> <li>✓ One (1) Tabulator with a padded carrying case, two (2) memory cards, one (1) power cord, one (1) key set, two (2) thermal paper rolls, one (1) dozen sharpie markers, six (6) security seals and an internal battery back up.</li> <li>✓ One (1) Plastic Ballot Box with three (3) compartments, casters and a built in power supply. Ballot boxes are able to nest for ease of storage.</li> </ul>	\$27,000.00
<b>SERVICES</b>		
	<b>Two Year Hardware &amp; Software Warranty</b>	
	<ul style="list-style-type: none"> <li>✓ All parts, labor, travel and shipping costs included.</li> <li>✓ Unlimited access to the LHS Help Desk for Pre Election, Election Day and Post Election questions, concerns or troubleshooting.</li> <li>✓ An annual maintenance visit to the Town of Holliston to inspect, calibrate and service all equipment.</li> <li>✓ Any necessary repairs will take place in the Town of Holliston. If onsite repair is not possible loaner equipment will be left in the Town's possession until all equipment can be repaired and returned.</li> <li>✓ An employee of LHS, not a subcontractor, will conduct all maintenance work.</li> <li>✓ A locally based service center with parts and technicians trained in repairing and servicing voting equipment.</li> </ul>	<i>Included</i>
	<b>Documentation, including but not limited to:</b>	
	<ul style="list-style-type: none"> <li>✓ One (1) Pre Election Testing Guide, four (4) Poll Worker Training Guides and one (1) Instruction to Voters Poster.</li> </ul>	<i>Included</i>
	<b>Two training sessions exclusively for the Town of Holliston.</b>	
	<ul style="list-style-type: none"> <li>✓ Two hours of training for Town Clerk and office staff. This training will cover basic use of the machine, pre election testing and Election Day procedures.</li> <li>✓ Two hours of training for Poll workers. This training will cover Election Day procedures and basic troubleshooting.</li> <li>✓ Both trainings will be conducted in the Town of Holliston and scheduled by the Town Clerk.</li> </ul>	<i>Included</i>
	<b>On site coverage by an employee of LHS for the first election.</b>	
	<ul style="list-style-type: none"> <li>✓ A member of the LHS team will work with the Town Clerk from one (1) hour prior to opening the polls until two (2) hours after the polls close on Election Day.</li> <li>✓ The representative will NOT be a subcontracted employee from another company.</li> <li>✓ The representative will be present during the Poll Worker Training session so all Poll Workers will be familiar with and have had interaction with the employee prior to the Election.</li> </ul>	<i>Included</i>
	<b>On site acceptance testing of all equipment.</b>	<i>Included</i>
<b>SHIPPING &amp; DISCOUNTS</b>		
	<b>Shipping &amp; Handling</b>	<i>Included</i>
	<b>Tabulator Trade-In Credit</b>	(\$2,000.00)
<b>TOTAL PURCHASE</b>		<b>\$25,000.00</b>
<b>ANNUAL POST WARRANTY FEES</b>		
4	<b>Annual Post Warranty Maintenance Fee</b>	
	<ul style="list-style-type: none"> <li>✓ LHS Tier III Coverage (Annual Maintenance)</li> </ul>	\$800.00
4	<b>Annual Post Warranty Firmware License</b>	
	<ul style="list-style-type: none"> <li>✓ ICP Firmware License</li> </ul>	<i>Included</i>
<b>TOTAL ANNUAL POST WARRANTY FEES</b>		<b>\$800.00</b>

- This quote is an estimate and is subject to final approval by LHS and the Customer
- Rate valid for 90 days and thereafter may change
- This quote does not include Coding or Ballots

**FY16 BUDGET REQUEST  
DEBT SERVICE**

DEPT. NO.	ACCT. NO.	ACCOUNT NAME	Expended Fiscal Year 2011	Expended Fiscal Year 2012	Expended Fiscal Year 2013	Expended Fiscal Year 2014	Appropriated Fiscal Year 2015	Expended Fiscal Year 2015	Requested Fiscal Year 2016	Change 2015 to 2016
1710	01710	1/15/2015								
		<b>DEBT SERVICE</b>								
	52190	Bank/Legal	1,731	1,691	1,669	5,646	3,124	68	8,102	4,978
	52000	<b>PURCHASED SERVICES</b>	1,731	1,691	1,669	5,646	3,124	68	8,102	4,978
	57600	Principal Long Term	3,566,504	3,670,662	3,760,979	3,909,477	4,025,889	1,860,888	4,110,849	84,960
	57610	Interest Long term	2,054,083	1,874,719	1,671,684	1,474,776	1,328,394	681,834	1,186,025	(142,369)
	57620	Interest Short Term	0	0	8,476	12,664	8,354	0	6,150	(2,204)
	57690	General Interest	2,500	978	44,529	0	2,500	0	2,500	0
	576910	Principal Short Term	0	0	215,000	215,000	215,000	0	205,000	(10,000)
	57600	<b>DEBT SERVICE</b>	5,623,087	5,546,360	5,700,669	5,611,917	5,580,137	2,542,722	5,510,525	(69,612)
	<b>TOTAL</b>	<b>DEBT SERVICE</b>	5,624,817	5,548,051	5,702,338	5,617,563	5,583,261	2,542,789	5,518,627	(64,634)
		<b>GUIDELINE</b>							5,551,497	

Risks to the proposed budget:

- 1 The short term interest amount is an estimate.
- 2
- 3
- 4
- 5

Opportunities for further budgetary savings:

- 1
- 2
- 3
- 4
- 5

TOWN OF HOLLISTON  
FY16 DEBT SERVICE

1/15/2015

Purpose	Maturity	Rate	Principal	Due	Interest	Due	Total	Fees	SBAB Reimbursement	Premiums	Notes
Fire Station	12/1/2019	3.5%-5%	55,000.00	12/1/2015	5,497.50	12/1/2015	64,895.00	0.00			
				6/1/2016	4,397.50						
Fire Station	4/1/2020	4%-5%	10,000.00	4/1/2016	1,125.00	10/1/2015	12,250.00	0.00			
					1,125.00	4/1/2016					
Golf Course (I)	5/1/2021	1%-2.6%	65,000.00	5/1/2016	2,955.05	11/1/2015	70,910.10	0.00			
					2,955.05	5/1/2016					
Golf Course Clubhouse 1	5/1/2021	1%-2.6%	15,000.00	5/1/2016	829.80	11/1/2015	16,659.60	0.00			
					829.80	5/1/2016					
Golf Course Clubhouse 2	5/1/2021	1%-2.6%	15,000.00	5/1/2016	829.80	11/1/2015	16,659.60	0.00			
					829.80	5/1/2016					
Police Station	5/15/2029	3%-5%	345,000.00	5/15/2016	93,262.50	11/15/2015	531,525.00	0.00		9,669.15	Applied against tax levy Exempt
					93,262.50	5/15/2016					
School 1 (Elementary)	12/1/2019	3.5%-5%	1,865,000.00	12/1/2015	227,827.50	12/1/2015	2,283,355.00	0.00	1,308,553		Applied against tax levy Exempt
					190,527.50	6/1/2015					
School 2 (Middle)	4/1/2022	4%-5%	1,075,000.00	4/1/2016	207,875.00	10/1/2015	1,490,750.00		951,513	17,064.17	Applied against tax levy Exempt
					207,875.00	4/1/2016					
School 2 (High)	9/1/2023	1%-2.6%	265,000.00	5/1/2016	19,978.03	11/1/2015	304,956.06		See School 2 (Middle)	202.41	Applied against tax levy Exempt
					19,978.03	5/1/2016					
Sewer	4/1/2022	4%-5%	220,000.00	4/1/2016	42,475.00	10/1/2015	304,950.00			3,481.10	Applied against tax levy Exempt
					42,475.00	4/1/2016					
Sewer-SRF	8/1/2019		10,849.30	8/1/2105	857.70	2/1/2016	11,707.00	101.75			Exempt
Town Hall	5/1/2021	1%-2.6%	170,000.00	5/1/2016	9,128.58	11/1/2015	188,257.16				
					9,128.58	5/1/2016					
Continuing Disclosure								3,000.00			
Sub-total			\$4,110,849.30		\$1,186,025.22		\$5,296,874.52	\$3,101.75	\$2,260,066.00	\$30,416.83	
Ladder Truck			205,000	5/22/2016	6,150.00	5/22/2016	211,150.00	5,000.00			
TOTAL			\$4,315,849.30		\$1,192,175.22		\$5,508,024.52	\$8,101.75	\$2,260,066.00	\$30,416.83	

## HOLLISTON LONG TERM DEBT SCHEDULE

1/15/2015

FISCAL YEAR							OUTSIDE THE LEVY LIMIT					GRAND TOTALS	
	FIRE	LAND	WATER	TOWN HALL	GOLF COURSE	TOTAL	ELEMENT. SCHOOL	HIGH&MIDDLE SCHOOL	SEWERS	POLICE	TOTAL	ALL ITEMS	CHANGE
2000	37,806	0	117,856	0	0	155,462	761,271	0	0	0	761,271	916,733	
2001	161,584	0	113,795	0	0	275,379	2,324,427	0	0	0	2,324,427	2,599,806	1,683,073
2002	159,931	0	0	0	0	159,931	2,342,738	0	0	0	2,342,738	2,502,669	(97,138)
2003	179,788	0	0	0	0	179,788	2,355,616	1,588,613	332,603	0	4,276,832	4,456,619	1,953,950
2004	174,931	103,240	0	270,535	170,148	718,854	2,364,794	2,029,116	338,270	0	4,732,180	5,451,033	994,414
2005	170,244	98,088	0	265,173	188,638	702,141	2,373,231	2,028,241	340,658	0	4,742,129	5,444,271	(6,763)
2006	164,411	0	0	259,810	180,063	604,284	2,376,190	2,031,316	349,054	0	4,756,559	5,360,842	(83,428)
2007	155,960	0	714,247	254,448	176,000	1,300,655	2,397,543	2,028,166	354,005	0	4,779,714	6,080,369	719,527
2008	148,520	0	615,800	249,085	171,938	1,185,343	2,276,568	2,032,103	353,400	0	4,662,070	5,847,412	(232,957)
2009	143,376	0	602,675	248,723	162,875	1,157,649	2,274,880	2,027,578	351,998	0	4,654,456	5,812,105	(35,308)
2010	138,164	0	590,425	238,198	128,975	1,085,761	2,279,224	2,019,603	355,211	599,525	5,253,563	6,349,324	537,219
2011	118,123	0	609,702	232,835	126,050	1,085,710	2,282,455	1,933,284	338,815	589,025	5,143,578	6,229,288	(120,035)
2012	114,145	0	771,400	226,648	122,675	1,234,868	2,280,255	1,890,503	322,066	578,525	5,071,348	6,306,216	76,927
2013	100,645	0	751,800	215,460	119,300	1,187,205	2,280,555	1,869,065	317,306	568,025	5,034,951	6,222,156	(84,060)
2014	87,645	0	730,450	198,812	111,268	1,128,175	2,282,405	1,833,721	319,208	557,525	4,992,859	6,121,034	(101,122)
2015	84,845	0	704,100	195,007	109,219	1,093,171	2,281,455	1,821,266	315,465	547,025	4,965,211	6,058,382	(62,652)
2016	77,145	0	854,522	188,257	104,629	1,224,554	2,283,355	1,795,706	316,657	531,525	4,927,243	6,151,797	93,415
2017	74,270	0	818,451	181,557	98,279	1,172,557	2,282,305	1,785,056	317,453	517,725	4,902,539	6,075,096	(76,701)
2018	71,020	0	794,225	178,257	96,479	1,139,982	2,287,180	1,764,106	311,502	503,925	4,866,713	6,006,695	(68,401)
2019	66,048	0	771,312	169,957	94,679	1,101,996	2,281,203	1,746,006	309,326	490,125	4,826,660	5,928,656	(78,039)
2020	34,950	0	750,150	161,757	92,879	1,039,737	2,284,800	1,730,506	311,864	472,875	4,800,045	5,839,782	(88,874)
2021	0	0	729,426	173,757	51,279	954,462	0	1,722,056	297,500	459,075	2,478,631	3,433,093	(2,406,689)
2022	0	0	708,702	0	0	708,702	0	1,700,988	294,000	445,275	2,440,263	3,146,964	(284,129)
2023	0	0	528,154	0	0	528,154	0	235,980	0	431,475	667,455	1,195,609	(1,953,355)
2024	0	0	514,532	0	0	514,532	0	0	0	412,675	412,675	927,207	(268,402)
2025	0	0	500,829	0	0	500,829	0	0	0	399,075	399,075	899,904	(27,303)
2026	0	0	487,044	0	0	487,044	0	0	0	385,475	385,475	872,519	(27,384)
2027	0	0	155,167	0	0	155,167	0	0	0	371,450	371,450	526,817	(345,902)
2028	0	0	155,198	0	0	155,198	0	0	0	222,425	222,425	377,623	(148,994)
2029	0	0	155,228	0	0	155,228	0	0	0	213,713	213,713	368,940	(8,683)
2030	0	0	155,259	0	0	155,259	0	0	0	0	0	155,259	(213,681)
2031	0	0	155,291	0	0	155,291	0	0	0	0	0	155,291	32
2032	0	0	155,324	0	0	155,324	0	0	0	0	0	155,324	32
2033	0	0	155,358	0	0	155,358	0	0	0	0	0	155,358	34
2034	0	0	155,391	0	0	155,391	0	0	0	0	0	155,391	33
2035	0	0	155,426	0	0	155,426	0	0	0	0	0	155,426	35
TOTAL	2,463,352	201,328	15,176,240	3,908,275	2,285,373	24,034,567	46,952,448	37,612,975	6,546,361	9,296,463	100,408,246	124,442,813	

**FY16 BUDGET REQUEST  
SOLID WASTE**

DEPT. NO.	ACCT. NO.	1/5/2015 ACCOUNT NAME	Expended Fiscal Year 2011	Expended Fiscal Year 2012	Expended Fiscal Year 2013	Expended Fiscal Year 2014	Appropriated Fiscal Year 2015	Expended Fiscal Year 2015	Request Fiscal Year 2016	Change 2015 to 2016
1433		<b>SOLID WASTE</b>								
	50410	Overtime Regular	0	0	0	0	0	0	0	0
		<i>Subtotal Personal Services</i>	0	0	0	0	0	0	0	0
	51760	Medicare	0	0	0	0	0	0	0	0
		<i>Subtotal Benefits</i>	0	0	0	0	0	0	0	0
	<b>51000</b>	<b>PERSONAL SERVICES</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	52420	Solid Waste	1,014,951	1,037,934	1,051,672	1,054,260	1,063,762	518,874	1,029,710	(34,052)
	524205	Rental	0	0	0	0	0	0	0	0
	<b>52120</b>	<b>SOLID WASTE</b>	<b>1,014,951</b>	<b>1,037,934</b>	<b>1,051,672</b>	<b>1,054,260</b>	<b>1,063,762</b>	<b>518,874</b>	<b>1,029,710</b>	<b>(34,052)</b>
<b>TOTAL</b>		<b>SOLID WASTE</b>	<b>1,014,951</b>	<b>1,037,934</b>	<b>1,051,672</b>	<b>1,054,260</b>	<b>1,063,762</b>	<b>518,874</b>	<b>1,029,710</b>	<b>(34,052)</b>
		<b>GUIDELINE</b>							<b>1,079,718</b>	
		<b>Revenues</b>	<b>43,757</b>	<b>40,530</b>	<b>45,255</b>	<b>29,625</b>		<b>0</b>		
		<b>Compost Bin Revolving Account</b>								
		Revenues	484	242	154	110		22		
		Expenses	1,325	900	0	0		327		
		Balance	721	63	217	327		22		
		<b>Fluorescent Bulb Revolving Account</b>								
		Revenues	565	0	541	893		1,611		
		Expenses	582	0	541	871		1,611		
		Balance	875	875	875	897		897		

## Risks to the proposed budget:

- 1
- 2
- 3
- 4
- 5

## Opportunities for further budgetary savings:

- 1
- 2
- 3
- 4
- 5

**TOWN OF HOLLISTON  
ESTIMATED FY16 SOLID WASTE BUDGET**

EXPENSE ITEM	FY15 CURRENT BUDGET AMOUNT	FY15 ADJUSTED BUDGET AMOUNT	CURRENT (12/17) CPI TREND	FY16 PROJECTED BUDGET AMOUNT	PROJECTED BUDGET CALCULATION	NOTES
Curbside Trash Collection	\$376,359	\$377,284	\$381,056	\$381,056	\$31,754.70 per month	CPI increase (estimated at 1%)
Curbside Recycling Collection	319,380	320,164	323,366	323,366	\$26,947.17 per month	CPI increase (estimated at 1%)
Curbside Bulk Items Collection	15,494	15,532	15,687	15,687	\$1,307.27 per month	CPI increase (estimated at 1%)
Trash Tipping Fee	308,279	286,303	NA	262,400	\$64 per ton July through June (4100 tons)	Fixed Fee
Household Hazardous Waste Day	0	2,182	NA	2,500	One day each summer at a capped cost	First \$10,000 paid by Allied Waste
Household Hazardous Waste Reciprocal	1,200	1,200	NA	1,200	Holliston residents access collection days in neighboring towns	Reciprocal arrangement with 6 other towns
Recycling Bins	7,500	7,490	NA	7,500	1001 bins per year	Estimate
Trash Stickers	2,500	2,803	NA	3,000	50,000 stickers per year	Estimate
Leaf Collection	0	0	NA	0	Two weeks each year	Included above
Miscellaneous	33,050	25,000	NA	33,000	Dumpster collections at Highway, Golf Course, Schools and special events; CRT collections and metal collections at Marshall Street	Estimate
<b>TOTAL</b>	<b>1,063,762</b>	<b>1,037,958</b>		<b>1,029,710</b>		

CPI Calculation for Allied Waste Escalator: 0.41%

17-Dec-14

Budget divided by total households (4,629) served equals maximum fee: \$222.45  
Maximum fee times number of non-exempt households equals maximum fee revenue: \$784,795.03

**FY16 BUDGET REQUEST  
STREET LIGHTING**

DEPT. NO.	ACCT. NO.	1/5/2015 ACCOUNT NAME	Expended Fiscal Year 2011	Expended Fiscal Year 2012	Expended Fiscal Year 2013	Expended Fiscal Year 2014	Appropriated Fiscal Year 2015	Expended Fiscal Year 2015	Request Fiscal Year 2016	Change 2015 to 2016
1424	52120	STREET LIGHTING	69,756	65,998	52,961	60,057	61,200	19,706	60,000	(1,200)
	<b>TOTAL</b>	<b>STREET LIGHTING</b>	<b>69,756</b>	<b>65,998</b>	<b>52,961</b>	<b>60,057</b>	<b>61,200</b>	<b>19,706</b>	<b>60,000</b>	<b>(1,200)</b>

**GUIDELINE**

**62,118**

Risks to the proposed budget:

- 1
- 2
- 3
- 4
- 5

Opportunities for further budgetary savings:

- 1
- 2
- 3
- 4
- 5



**FY16 BUDGET REQUEST  
SEALER OF WEIGHTS AND MEASURES**

DEPT. NO.	ACCT. NO.	1/7/2015 ACCOUNT NAME	Expended Fiscal Year 2011	Expended Fiscal Year 2012	Expended Fiscal Year 2013	Expended Fiscal Year 2014	Appropriated Fiscal Year 2015	Expended Fiscal Year 2015	Request Fiscal Year 2016	Change FY2015 to FY2016
1254		<b>SEALER OF WEIGHTS &amp; MEASURES</b>								
	50081	Sealer	1,000	1,000	1,000	1,000	1,000	497	0	(1,000)
		<i>Subtotal Personal Services</i>	<i>1,000</i>	<i>1,000</i>	<i>1,000</i>	<i>1,000</i>	<i>1,000</i>	<i>497</i>	<i>0</i>	<i>(1,000)</i>
	51710	Workers' Compensation	0	0	0	0	0	0	0	0
	51720	Disability Insurance	0	0	0	0	0	0	0	0
	51760	Medicare	0	0	0	0	0	0	0	0
	51770	County Retirement	0	0	0	0	0	0	0	0
		<i>Subtotal Benefits</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>
	<b>51000</b>	<b>PERSONAL SERVICES</b>	<b>1,000</b>	<b>1,000</b>	<b>1,000</b>	<b>1,000</b>	<b>1,000</b>	<b>497</b>	<b>0</b>	<b>(1,000)</b>
	52030	Vehicle Maintenance	0	0	0	0	0	0	0	0
	52170	Professional Development	0	0	0	0	0	0	0	0
	<b>52000</b>	<b>PURCHASED SERVICES</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	54200	Office Supplies	0	0	0	0	0	0	0	0
	<b>54000</b>	<b>SUPPLIES &amp; MATERIALS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL</b>		<b>SEALER OF WEIGHTS &amp; MEASURES</b>	<b>1,000</b>	<b>1,000</b>	<b>1,000</b>	<b>1,000</b>	<b>1,000</b>	<b>497</b>	<b>0</b>	<b>(1,000)</b>
		<b>GUIDELINE</b>							<b>1,000</b>	
		<b>Sealer Revolving Account</b>								
		Revenues	3,340	5,015	2,720	4,970		3,080		
		Expenses	2,406	2,779	2,499	2,705		1,694		
		Transfers	0	0	0	8,302		0		
		Balance Year End	8,581	10,817	11,038	5,001		6,387		

## Risks to the proposed budget:

- 1
- 2
- 3
- 4
- 5

## Opportunities for further budgetary savings:

- 1 Total annual expense is running at an average of about \$3,600 for the previous four years. Revenues have averaged \$4,000 for the previous four years. There is an option available to eliminate this budget and rely on the revolving fund to carry the full expense for the foreseeable future.

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- 4
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**FY16 BUDGET REQUEST  
ANIMAL CONTROL OFFICER**

DEPT. NO.	ACCT. NO.	1/5/2015 ACCOUNT NAME	Expended Fiscal Year 2011	Expended Fiscal Year 2012	Expended Fiscal Year 2013	Expended Fiscal Year 2014	Appropriated Fiscal Year 2015	Expended Fiscal Year 2015	Request Fiscal Year 2016	Change 2015 to 2016
1292		<b>ANIMAL CONTROL OFFICER</b>								
	50850	Animal Control Officer	0	0	0	0	0		0	0
		<i>Subtotal Personal Services</i>	0	0	0	0	0	0	0	0
	51710	Workers' Compensation	0	0	0	0	0		0	0
	51750	Health Insurance	0	0	0	0	0		0	0
	51760	Medicare	0	0	0	0	0		0	0
	51770	County Retirement	0	0	0	0	0		0	0
		<i>Subtotal Benefits</i>	0	0	0	0	0	0	0	0
	<b>51000</b>	<b>PERSONAL SERVICES</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	52150	Communications	0	0	0	0	0		0	0
	52152	Pager	0	0	0	0	0		0	0
	52190	Professional Services	38,000	38,000	38,000	38,359	38,000	0	38,000	0
	52482	Repair/Maintenance	0	0	0	0	0		0	0
	<b>52000</b>	<b>PURCHASED SERVICES</b>	<b>38,000</b>	<b>38,000</b>	<b>38,000</b>	<b>38,359</b>	<b>38,000</b>	<b>0</b>	<b>38,000</b>	<b>0</b>
	54200	Office Supplies	0	0	0	0	0		0	0
	<b>54000</b>	<b>SUPPLIES &amp; MATERIALS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>TOTAL</b>	<b>ANIMAL CONTROL OFFICER</b>	<b>38,000</b>	<b>38,000</b>	<b>38,000</b>	<b>38,359</b>	<b>38,000</b>	<b>0</b>	<b>38,000</b>	<b>0</b>
		<b>GUIDELINE</b>							<b>38,934</b>	
		Revenues	25	25	25	150		0		

Risks to the proposed budget:

- 1
- 2
- 3
- 4
- 5

Opportunities for further budgetary savings:

- 1
- 2
- 3
- 4
- 5

**FY16 BUDGET REQUEST  
DPW - MOTOR VEHICLE FUELS**

1/5/2015			Expended	Expended	Expended	Expended	Appropriated	Expended	Request	Change
DEPT.	ACCT.	ACCOUNT NAME	Fiscal Year	Fiscal Year	Fiscal Year	Fiscal Year	Fiscal Year	Fiscal Year	Fiscal Year	2015 to
NO.	NO.		2011	2012	2013	2014	2015	2015	2016	2016
1499		OTHER PUBLIC WORKS								
	54000	Motor Vehicle Fuels	106,169	130,216	142,099	127,483	144,232	74,329	144,232	0
	<b>TOTAL</b>	<b>OTHER PUBLIC WORKS</b>	<b>106,169</b>	<b>130,216</b>	<b>142,099</b>	<b>127,483</b>	<b>144,232</b>	<b>74,329</b>	<b>144,232</b>	<b>0</b>

**GUIDELINE**

Risks to the proposed budget:

1. Significant spike in fuel prices.
2. Sustained severe winter weather conditions.
- 3
- 4
- 5

Opportunities for further budgetary savings:

- 1
- 2
- 3
- 4
- 5

## MOTOR VEHICLE FUELS CONSUMPTION

05-Jan-15	GASOLINE	GAS AVG. \$ PER GAL.	DIESEL	DIESEL AVG. \$ PER GAL.	TOTAL	AVG. \$ PER GAL.
FY05	23,838	\$1.73	23,846	\$1.71	47,684	\$1.71
FY06	22,855	\$2.33	19,134	\$2.28	41,989	\$2.30
FY07	22,445	\$2.49	19,393	\$2.29	41,838	\$2.40
FY08	23,021	\$2.87	23,165	\$3.22	46,186	\$3.04
FY09	23,633	\$2.22	20,567	\$2.67	44,200	\$2.43
FY10	20,871	\$2.37	19,105	\$2.40	39,976	\$2.39
FY11	21,794	\$2.77	21,213	\$2.97	43,007	\$2.87
FY12	20,141	\$3.18	15,817	\$3.40	35,958	\$3.28
FY13	21,084	\$3.28	18,684	\$3.44	39,768	\$3.36
FY14	21,775	\$3.11	19,988	\$3.36	41,763	\$3.23
TOTAL	221,457		200,912		422,368	
AVERAGE ALL	22,146	\$2.64	20,091	\$2.77	42,237	\$2.70
AVERAGE LAST 5	21,133	\$2.94	18,961	\$3.11	40,094	\$3.02

The proposed FY16 budget is \$144,232. That budget amount would sustain a weighted average price per gallon \$3.415 based on the average annual consumption. That budget amount would sustain a weighted average price gallon of \$3.597 based on the average annual consumption for the last 5 years.

TOWN OF HOLLISTON  
FY15 MOTOR VEHICLE FUELS USAGE

DEPARTMENT	JULY	AUGUST	SEPT	OCT	NOV	DEC	JAN	FEB	MARCH	APRIL	MAY	JUNE	TOTAL	AVERAGE
<b>GASOLINE</b>														
HIGHWAY (1)	424.9	385.6	358.2	342.5	270.4	489.2							2,270.8	376.5
WATER (2)	303.7	276.6	376.0	549.2	364.2	484.7							2,354.4	392.4
POLICE	1,230.4	1,010.1	1,217.0	1,214.5	1,134.0	1,128.0							6,932.0	1,155.3
FIRE	89.3	72.8	101.0	79.5	105.9	82.7							534.2	89.0
BUILDING	18.2	0.0	15.7	16.0	15.1	15.8							85.8	14.0
ANIMAL CONTROL (3)	0.0	0.0	0.0	0.0	0.0	0.0							0.0	NA
SCHOOL (2)	283.2	203.4	461.9	405.3	355.5	437.6							2,177.9	363.0
AUXILIARY POLICE	57.6	52.5	37.6	59.2	59.2	46.7							312.8	52.1
COUNCIL ON AGING (2)	153.8	154.7	104.0	176.6	123.8	158.9							871.8	145.3
<b>TOTAL GASOLINE</b>	2,599.1	2,138.7	2,671.4	2,842.8	2,483.1	2,852.6	0.0	0.0	0.0	0.0	0.0	0.0	15,537.7	1,284.8
<b>DIESEL</b>														
HIGHWAY (1)	689.9	658.9	716.5	885.1	889.1	730.8							4,530.0	755.0
WATER	0.0	0.0	0.0	0.0	0.0	0.0							0.0	0.0
FIRE	345.6	187.9	186.3	188.2	124.8	245.1							1,263.9	210.1
SCHOOL (2)	41.7	989.9	3,520.3	3,819.3	3,451.5	2,846.7							14,546.4	2,424.9
HIGHWAY HEAT	0.0	0.0	0.0	0.0	0.0	0.0							0.0	0.0
COUNCIL ON AGING (2)	0.0	0.0	0.0	0.0	0.0	0.0							0.0	0.0
<b>TOTAL DIESEL</b>	1,047.2	1,514.5	4,523.1	4,853.8	4,475.4	3,922.4	0.0	0.0	0.0	0.0	0.0	0.0	20,340.3	1,995.0
<b>TOTAL ALL</b>	3,616.3	3,653.3	7,194.5	7,696.6	6,958.5	6,775.0	0.0	0.0	0.0	0.0	0.0	0.0	35,878.0	2,989.8
<b>TOTAL HIGHWAY</b>	1,094.8	1,022.5	1,073.7	1,210.8	1,169.5	1,229.8	0.0	0.0	0.0	0.0	0.0	0.0	6,800.9	588.7
<b>TOTAL FIRE</b>	434.9	280.7	290.3	247.7	233.7	327.8	0.0	0.0	0.0	0.0	0.0	0.0	1,755.1	149.5
<b>TOTAL SCHOOL</b>	324.9	878.3	4,082.2	4,224.6	3,835.0	3,384.3	0.0	0.0	0.0	0.0	0.0	0.0	16,727.3	1,383.9
<b>GASOLINE PER GALLON (4)</b>	\$3.10	\$3.06	\$3.03	\$3.03	\$2.44	\$2.14							\$2.80	\$2.80
<b>DIESEL PER GALLON (4)</b>	\$3.34	\$3.34	\$2.84	\$2.53	\$2.51	\$2.52							\$2.86	\$2.86
<b>GASOLINE TOTAL COST</b>	\$7,964.21	\$8,652.57	\$8,102.31	\$8,613.66	\$5,011.20	\$8,099.59	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$43,383.64	\$3,616.32
<b>DIESEL TOTAL COST</b>	\$3,497.86	\$5,091.13	\$13,234.95	\$13,741.33	\$12,597.96	\$10,263.42	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$55,455.33	\$4,871.36
<b>TOTAL COST ALL</b>	\$11,461.98	\$11,654.01	\$21,337.26	\$22,354.99	\$18,579.05	\$18,363.01	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$101,840.19	\$8,486.68
<b>FUELS TAXES</b>	\$897.91	\$876.90	\$1,727.16	\$1,103.39	\$1,074.00	\$1,626.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$7,325.25	\$610.44
<b>NET TO BUDGET OF \$144,222</b>	\$9,564.32	\$8,371.96	\$9,610.05	\$8,272.54	\$7,503.63	\$7,988.74	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$52,970.25	\$4,414.19
<b>NET FUEL TO BUDGET</b>	2,833.9	2,345.7	2,654.3	2,748.0	2,915.5	2,747.1	0.0	0.0	0.0	0.0	0.0	0.0	15,925.52	1,227.0
<b>NET GASOLINE TO BUDGET</b>	1,828.4	1,201.0	1,729.5	1,711.7	1,591.6	1,771.4	0.0	0.0	0.0	0.0	0.0	0.0	10,133.64	844.5
<b>NET DIESEL TO BUDGET</b>	1,005.5	844.7	904.8	1,036.3	1,323.9	975.7	0.0	0.0	0.0	0.0	0.0	0.0	5,790.88	482.6

(1) Includes Snow &amp; Ice and Public Facilities.

(2) School, Water and Council on Aging reimburse Highway for fuels usage.

(3) Animal Control fuels assumed by Ashland effective July 1, 2009.

(4) The pumps at the Highway Department were replaced in August; all departments fueled at gas stations from August 18 through 21 at \$3.50 per gallon for gasoline (110.2 gals) and \$4.10 per gallon for diesel (42.7 gals).

**FY16 BUDGET REQUEST  
FINANCE COMMITTEE**

DEPT. NO.	ACCT. NO.	1/16/15 ACCOUNT NAME	Expended Fiscal Year 2011	Expended Fiscal Year 2012	Expended Fiscal Year 2013	Expended Fiscal Year 2014	Appropriated Fiscal Year 2015	Expended Fiscal Year 2015	Request Fiscal Year 2016	Change 2015 to 2016
1131		<b>FINANCE COMMITTEE</b>								
	50070	Clerical Part-time	1,411	1,365	1,717	206	1,475	0	1,475	0
		<i>Subtotal Personal Services</i>	<i>1,411</i>	<i>1,365</i>	<i>1,717</i>	<i>206</i>	<i>1,475</i>	<i>0</i>	<i>1,475</i>	<i>0</i>
	51710	Workers' Compensation	0	0	0	0	0	0	0	0
	51760	Medicare	0	0	0	0	0	0	0	0
		<i>Subtotal Benefits</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>
	<b>51000</b>	<b>PERSONAL SERVICES</b>	<b>1,411</b>	<b>1,365</b>	<b>1,717</b>	<b>206</b>	<b>1,475</b>	<b>0</b>	<b>1,475</b>	<b>0</b>
	52150	Communications	0	0	0	0	0	0	0	0
	52190	Professional Services	0	0	0	0	0	0	0	0
	<b>52000</b>	<b>PURCHASED SERVICES</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	54200	Office Supplies	32	0	50	35	50	50	50	0
	<b>54000</b>	<b>SUPPLIES &amp; MATERIALS</b>	<b>32</b>	<b>0</b>	<b>50</b>	<b>35</b>	<b>50</b>	<b>0</b>	<b>50</b>	<b>0</b>
	<b>TOTAL</b>	<b>FINANCE COMMITTEE</b>	<b>1,443</b>	<b>1,365</b>	<b>1,767</b>	<b>241</b>	<b>1,525</b>	<b>0</b>	<b>1,525</b>	<b>0</b>
		<b>GUIDELINE</b>							<b>1,548</b>	

Risks to the proposed budget:

- 1
- 2
- 3
- 4
- 5

Opportunities for further budgetary savings:

- 1
- 2
- 3
- 4
- 5

**FY16 BUDGET REQUEST  
OTHER FINANCIAL ADMINISTRATION**

DEPT. NO.	ACCT. NO.	1/9/15 ACCOUNT NAME	Expended Fiscal Year 2011	Expended Fiscal Year 2012	Expended Fiscal Year 2013	Expended Fiscal Year 2014	Appropriated Fiscal Year 2015	Expended Fiscal Year 2015	Request Fiscal Year 2016	Change 2015 to 2016
		<b>OTHER FINANCIAL ADM.</b>								
	53202	Bank/Bonding Expense	0	0	0	0	0	0	0	0
	57810	Reserve For Transfers	212,565	35,318	71,144	179,361	212,675	19,000	212,675	0
	<b>TOTAL</b>	<b>OTHER FINANCIAL ADM.</b>	<b>212,565</b>	<b>35,318</b>	<b>71,144</b>	<b>179,361</b>	<b>212,675</b>	<b>19,000</b>	<b>212,675</b>	<b>0</b>
		<b>GUIDELINE</b>							<b>212,675</b>	

Risks to the proposed budget:

1  
2  
3  
4  
5

Opportunities for further budgetary savings:

1  
2  
3  
4  
5

**FY16 BUDGET REQUEST  
SNOW & ICE REMOVAL**

		1/5/2015									
DEPT. NO.	ACCT. NO.	ACCOUNT NAME	Expended Fiscal Year 2011	Expended Fiscal Year 2012	Expended Fiscal Year 2013	Expended Fiscal Year 2014	Appropriated Fiscal Year 2015	Expended Fiscal Year 2015	Request Fiscal Year 2016	Change FY2015 to FY2016	
1423		SNOW AND ICE REMOVAL									
	50135	Snow Labor	52,548	17,431	53,917	50,000	50,000	5,970	50,000	0	
		Subtotal Personal Services	52,548	17,431	53,917	50,000	50,000	5,970	50,000	0	
	51710	Workers' Compensation	0	0	0	0	0	0	0	0	
	51760	Medicare	0	0	0	0	0	0	0	0	
		Subtotal Benefits	0	0	0	0	0	0	0	0	
	51000	PERSONAL SERVICES	52,548	17,431	53,917	50,000	50,000	5,970	50,000	0	
	52150	Communications	0	654	828	375	375	811	375	0	
	52200	Plowing	187,861	25,331	121,956	100,000	100,000	0	100,000	0	
	52205	Contract Plowing	5,874	1,092	5,411	3,640	3,640	0	3,640	0	
	52860	Weather	1,175	1,175	1,175	2,200	2,200	1,175	2,200	0	
	52000	PURCHASED SERVICES	194,910	28,252	129,370	106,215	106,215	1,986	106,215	0	
	54210	Sand & Salt	101,131	46,541	90,082	85,000	85,000	43,771	85,000	0	
	54220	Food	116	0	372	350	350	180	350	0	
	54520	Vehicle Maintenance	20,807	3,882	12,215	8,435	8,435	1,572	8,435	0	
	54000	SUPPLIES & MATERIALS	122,054	50,423	102,669	93,785	93,785	45,523	93,785	0	
	TOTAL	SNOW AND ICE REMOVAL	369,512	96,106	285,956	250,000	250,000	53,479	250,000	0	

## GUIDELINE

## Revenues

**Risks to the proposed budget:**

1. Sustained severe winter weather conditions.

**Opportunities for further budgetary savings:**

- 1  
2  
3  
4  
5



**TOWN OF HOLLISTON  
SNOW & ICE BUDGETS**

05-Jan-15

<b>FISCAL YEAR</b>	<b>BUDGET</b>	<b>EXPENDED</b>	<b>SURPLUS/ (DEFICIT)</b>
FY00	122,220	181,344	(59,124)
FY01	122,220	406,118	(283,898)
FY02	122,760	242,947	(120,187)
FY03	122,760	391,366	(268,606)
FY04	123,760	204,321	(80,561)
FY05	200,000	371,747	(171,747)
FY06	200,000	259,566	(59,566)
FY07	200,000	160,705	39,295
FY08	200,000	333,502	(133,502)
FY09	200,000	416,717	(216,717)
FY10	200,000	251,353	(51,353)
FY11	200,000	369,513	(169,513)
FY12	200,000	96,105	103,895
FY13	250,000	285,957	(35,957)
FY14	250,000	341,504	(91,504)
AVERAGE FY00-FY14	180,915	287,518	(106,603)
AVERAGE FY13-FY14	250,000	313,730	(63,730)
AVERAGE FY05-FY14	210,000	288,667	(78,667)

Snow and Ice Appropriations  
Fiscal Year 2011

	FY2011 Snow and Ice Appropriation	Road Miles*	Appropriation per Road Mile
Ashland	185,200	79	2,344
Dedham	300,000	106	2,830
Dover	230,000	62	3,710
Framingham	900,000	242	3,719
Holliston	200,000	92	2,174
Hopkinton	200,000	124	1,613
Lincoln	117,000	63	1,857
Medfield	246,095	77	3,196
Medway	318,000	74	4,297
Millis	176,200	52	3,388
Natick	150,000	154	974
Needham	200,000	138	1,449
Southborough	275,000	105	2,619
Walpole	707,430	138	5,126
Wayland	370,000	95	3,895
Wellesley	348,703	130	2,682
Westborough	449,211	66	6,806
Weston	252,900	113	2,238
Westwood	250,000	88	2,841
Average	309,249	105	3,040

\* MMA Directory 2010 - 2011