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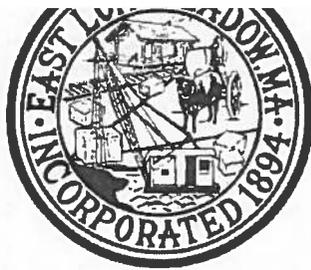
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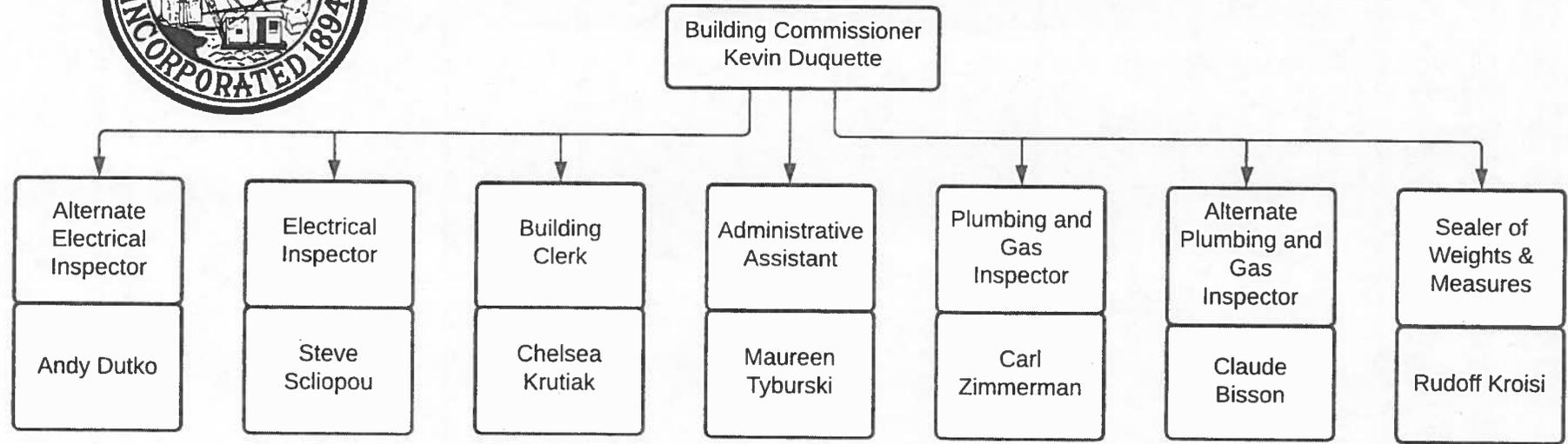
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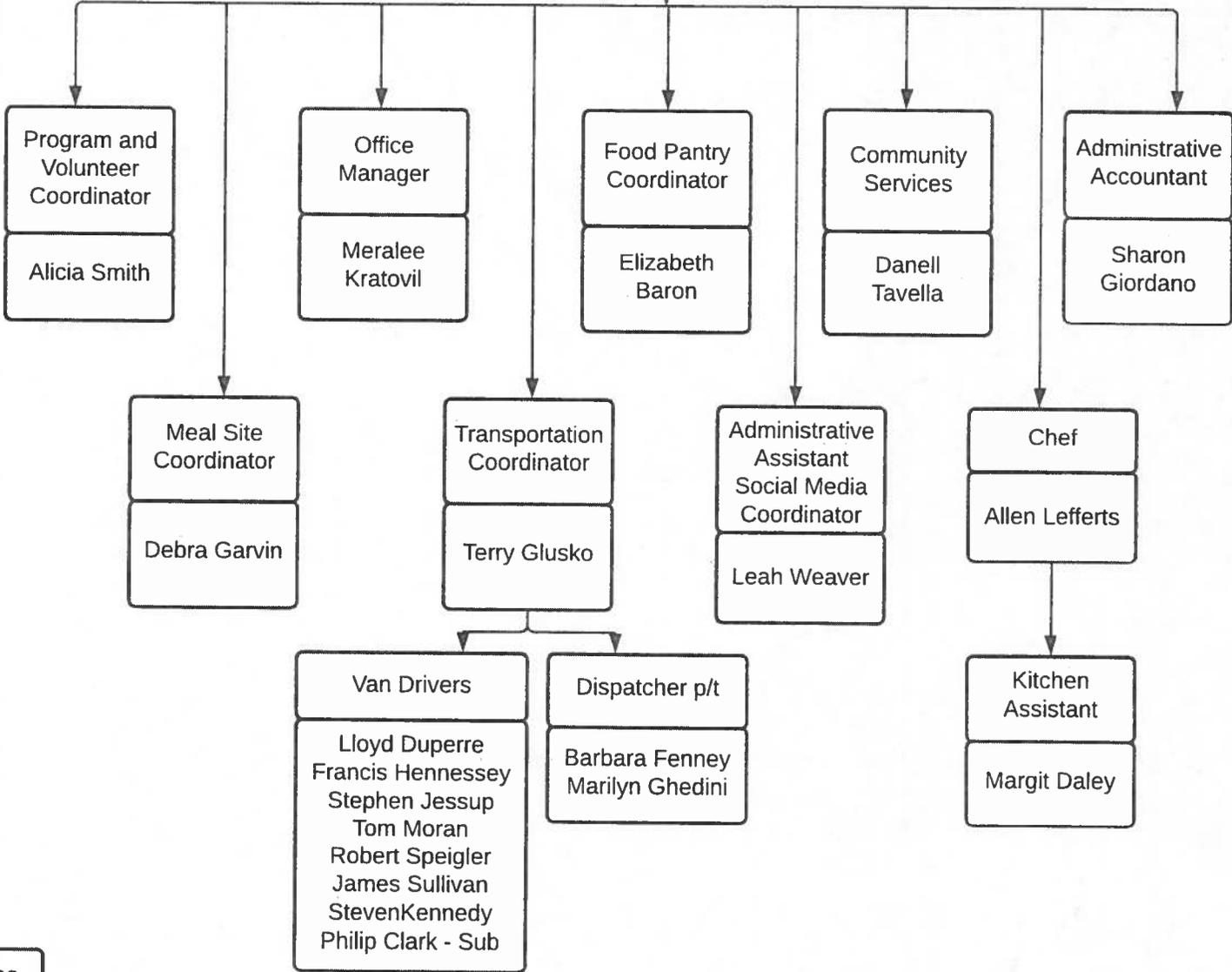


# Council of Aging

Council on Aging Director  
Erin Koebler

Council on Aging  
Board of Directors

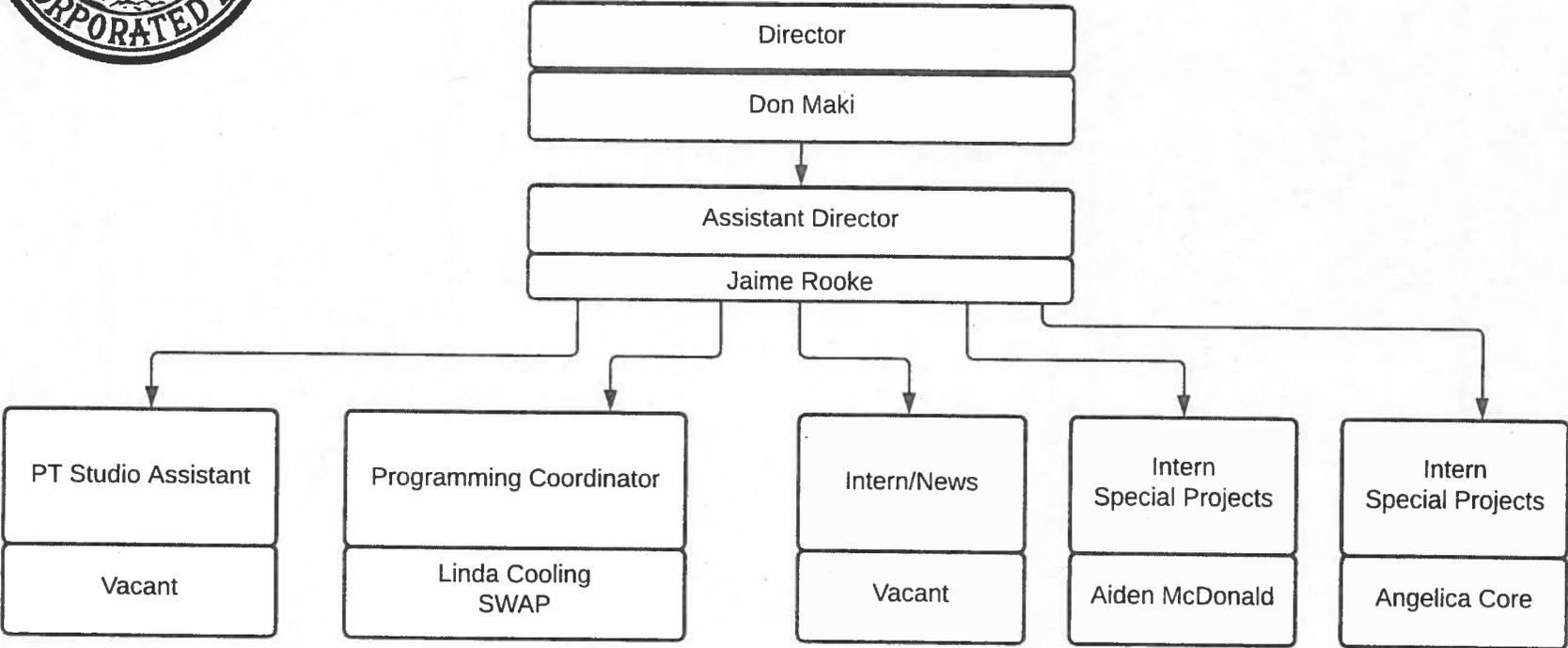
Joseph Barker  
Jane Desilets  
Julie Dunlop  
Barbara Farrell  
Theresa Govoni Moylan  
Doreen Harrison  
Melinda Ann Mandeville  
Timothy Sheranko  
Vacant  
Vacant



3/17/22

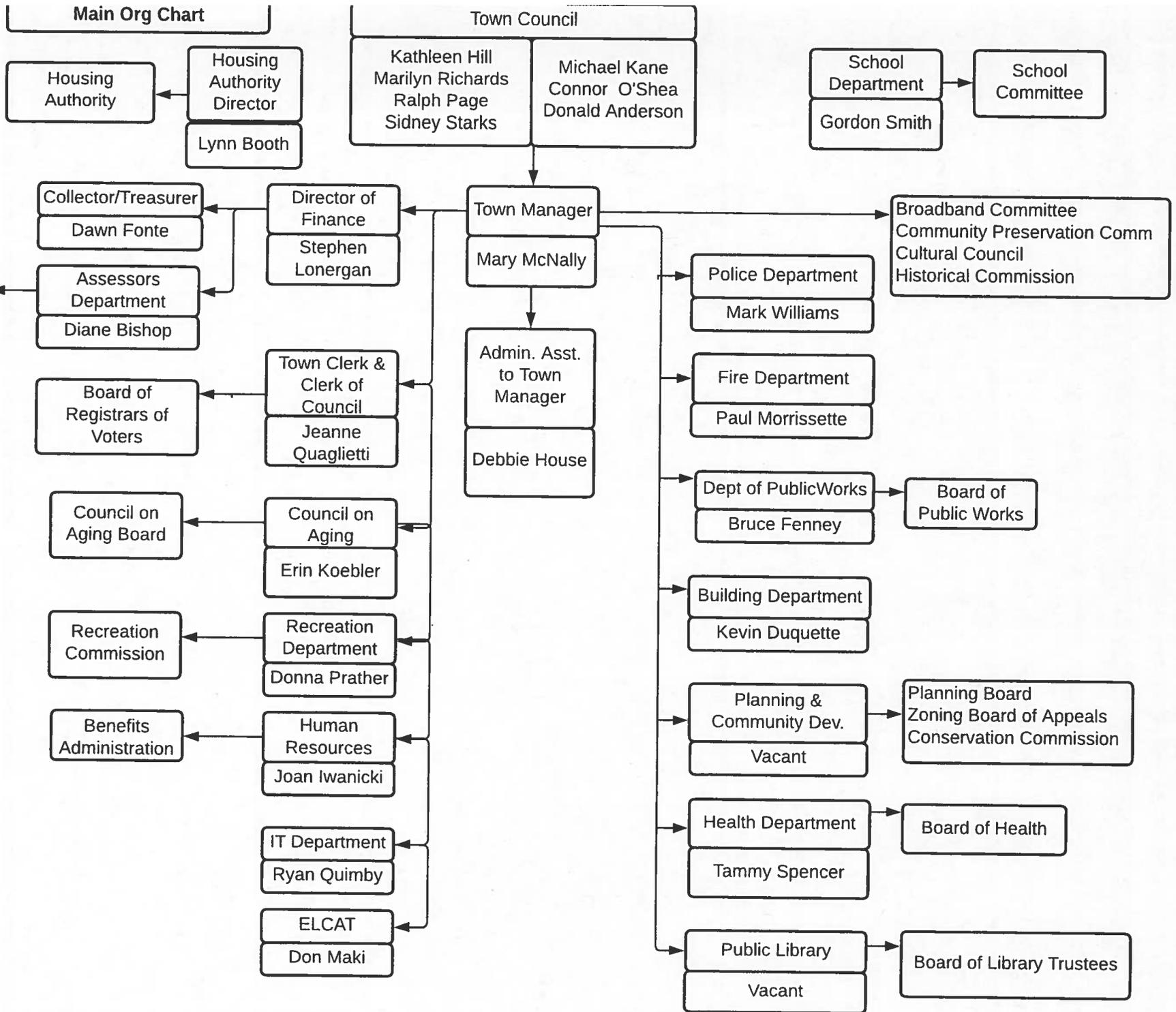


ELCAT



FT-2  
PT - 4  
SWAP - 1

7/28/21



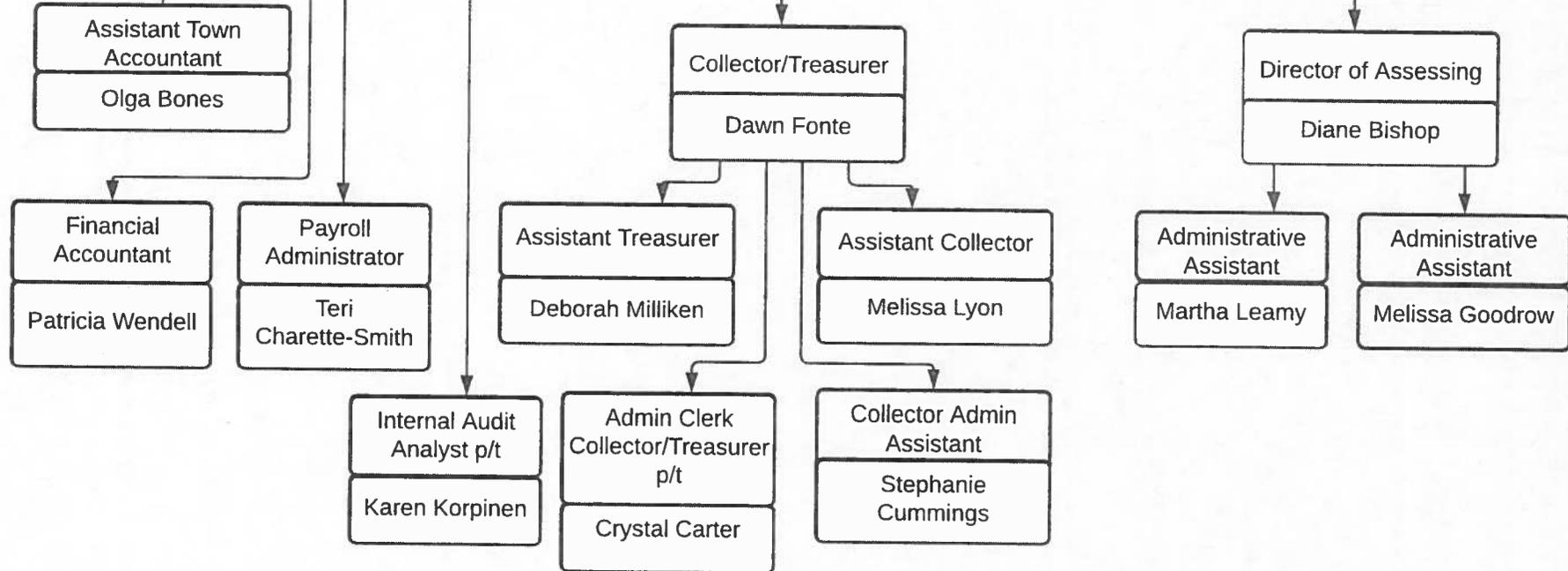


# Municipal Finance

Director of Municipal Finance/Town Accountant

Stephen Lonergan

Board of Assessors  
Martin Grudgen  
James Johnston  
Marilyn Ghedini





# East Longmeadow Fire Department

Fire Chief  
Paul Morrissette

Fire Chaplain  
Tim Sheranko  
Volunteer

Administrative Assistant  
Kerry Kervick  
(FT)

Fire Prevention Officer  
Brian Daponde  
(FT)

Career Firefighters Full Time

Firefighters Part Time

Group A  
Captain B. Cote

Group B  
Captain C. Beecher

Group C  
Captain M. Minahan

Group D  
Captain W. Houle

Call/PT

FF/EMT J. Goldrick  
FF/Medic R. Jarvis  
FF/Medic M. Marafuga  
FF E. McCandlish  
FF/EMT Christian Santaniello

FF/EMT J. Giordano  
FF/Medic J. Rivera  
FF/Medic B. Fisher  
FF/Medic G. Driscoll  
FF/Medic A. Rosado

FF E. McCandish  
FF/EMT E. Yeager  
FF/Medic B. Perreault  
FF/Medic M. Adams  
FF/EMT B. Allen  
FF/EMT M. Turowsky

FF/Medic B. D'Angelo  
FF/Medic C. French  
FF/Medic J. Rutola  
FF/Medic C. Reisbig  
FF/EMT Devon Drewniansky



# Health Department

Director of Public Health  
Tammy Spencer

Board of Health  
Christine Johnston, MPH  
Rebecca Torcia, RN, BSN  
Dr. Kathryn Jobbins, DO, MS, FACP

Health Inspector  
Alix Roncarati

Administrative Assistant  
Renee Suckau

Recycling Coordinator  
Elizabeth Bone

Health Nurse  
Vacant

Animal Control Officers  
Melissa Defino - Lagacy  
Paul Morrissey

Note: Calls for Animal Control go through the Police Dept.



Human Resources

Human Resources Manager  
Joan Iwanicki

HR Generalist  
Mariola Rivera

Benefits Administrator  
Vacant



# Information Technology Department

Information Technology Director  
Ryan Quimby

Systems/Network Administrator  
Craig Woodward

GIS Analyst (.5 IT, .17 Water, .16 Sewer, .16 Stormwater)  
Michael Ray

Accounts Payable (.32 FTE)  
David Ericksberg

SIS Admin  
Mindy Spencer

Application Analyst Tier 2 Support/Training  
Mary Schaller - Race

Help Desk Administrator Tier 2 Support/Training  
Elias Giannakopoulos

Technician  
Justin Stacy

Technician  
David Malchow

Summer Technician (Seasonal)  
8 Week FT Vacant

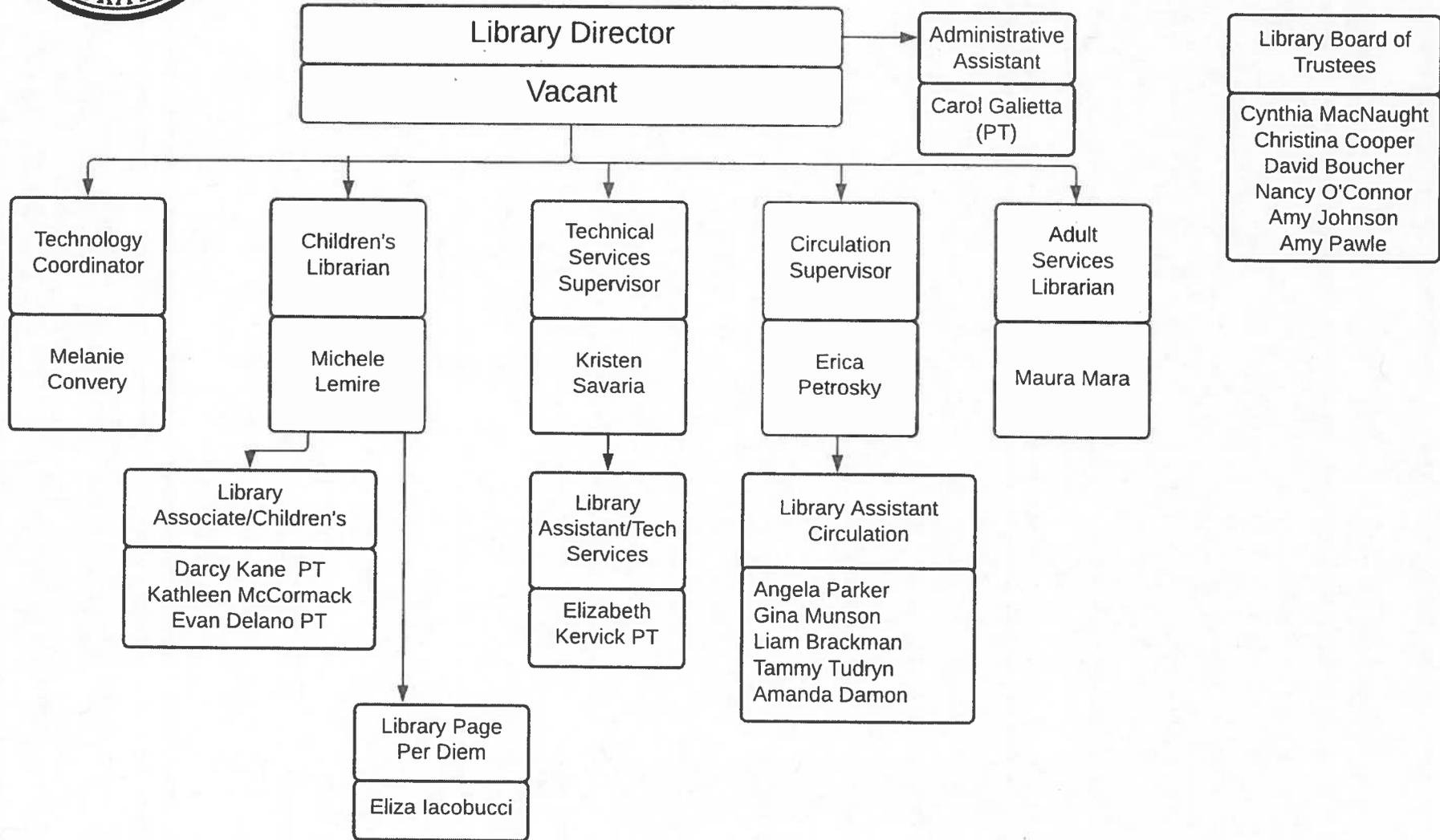
Summer Technician (Seasonal)  
8 Week FT Vacant

7.82 General Fund FTE  
.17 Water Enterprise Fund FTE  
.16 Sewer Enterprise Fund FTE  
.16 SW Enterprise Fund FTE  
2 Seasonal

3/2/22



# East Longmeadow Public Library





East Longmeadow Planning & Community Development

Planning and Community Development Director

Vacant

Planning & Community Development  
Administrative Assistant  
Nina Fazio

Planning Board  
5 Members  
Russell Denver, Chair  
George Kingston, Vice Chair  
Peter Punderson  
Jonathan Torcia, CPC Rep.  
Cassandra Cerasuolo

Zoning Board of Appeals  
5 Reg. Members  
2 Associate Members

Regular Members  
Mark Beglane, Chair  
Charles H. Gray, Vice Chair  
Brian Hill, Clerk  
Francis Dean  
Daniel Plotkin

Associate Members  
James Channing  
Vacant

Conservation Commission  
7 Members  
Thomas O'Brien, Chair  
William Arment, Vice Chair  
Nicholas Turnberg  
Anthony Zampiceni  
Michael Carabetta  
Elizabeth Stoughton, CPC Rep.  
Vacant

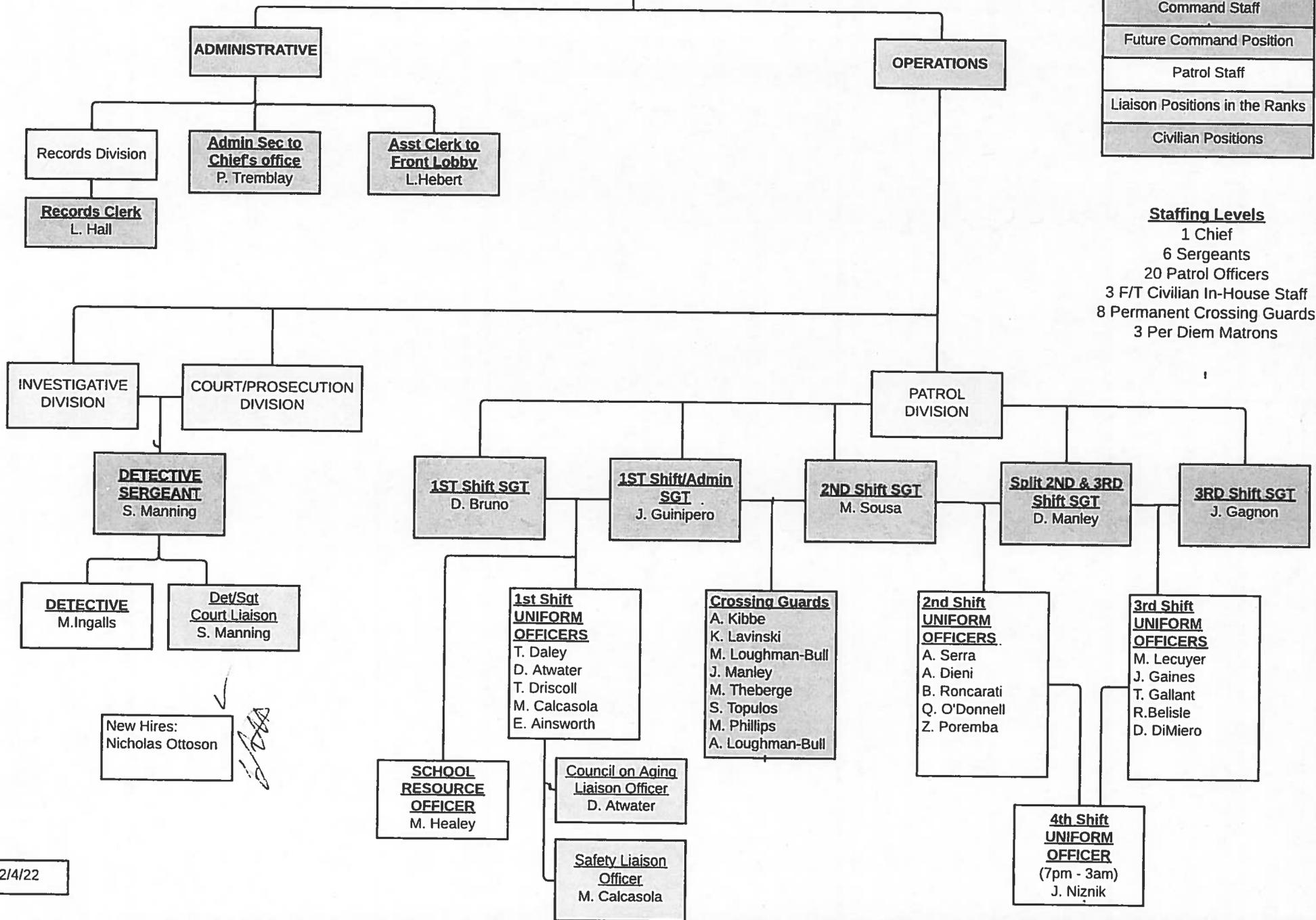
# ORGANIZATIONAL CHART

**CHIEF**  
Mark Williams

## COLOR LEGEND

Divisions In Organization
Command Staff
Future Command Position
Patrol Staff
Liaison Positions in the Ranks
Civilian Positions

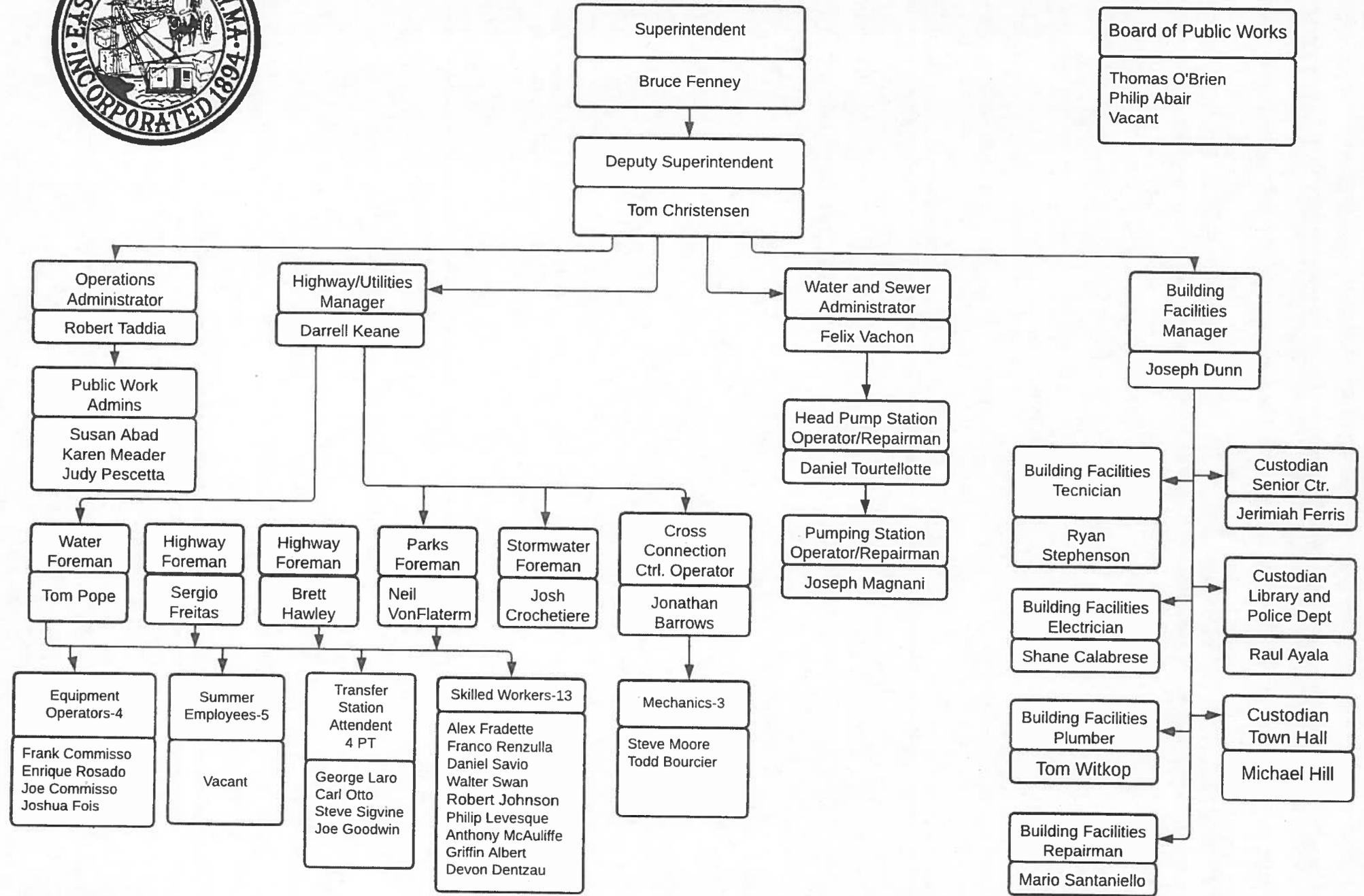
**Staffing Levels**  
 1 Chief  
 6 Sergeants  
 20 Patrol Officers  
 3 F/T Civilian In-House Staff  
 8 Permanent Crossing Guards  
 3 Per Diem Matrons



2/4/22



# East Longmeadow Public Works



**Board of Public Works**  
 Thomas O'Brien  
 Philip Abair  
 Vacant



# East Longmeadow Recreation Department

Recreation Director  
Donna Prather

Assistant Director  
Kristine Foster

Administrative Assistant  
Jessica Stacy

Department Assistant  
Joseph Carnovale

Bookkeeper PT  
DOC Ericksberg

Recreation Commission

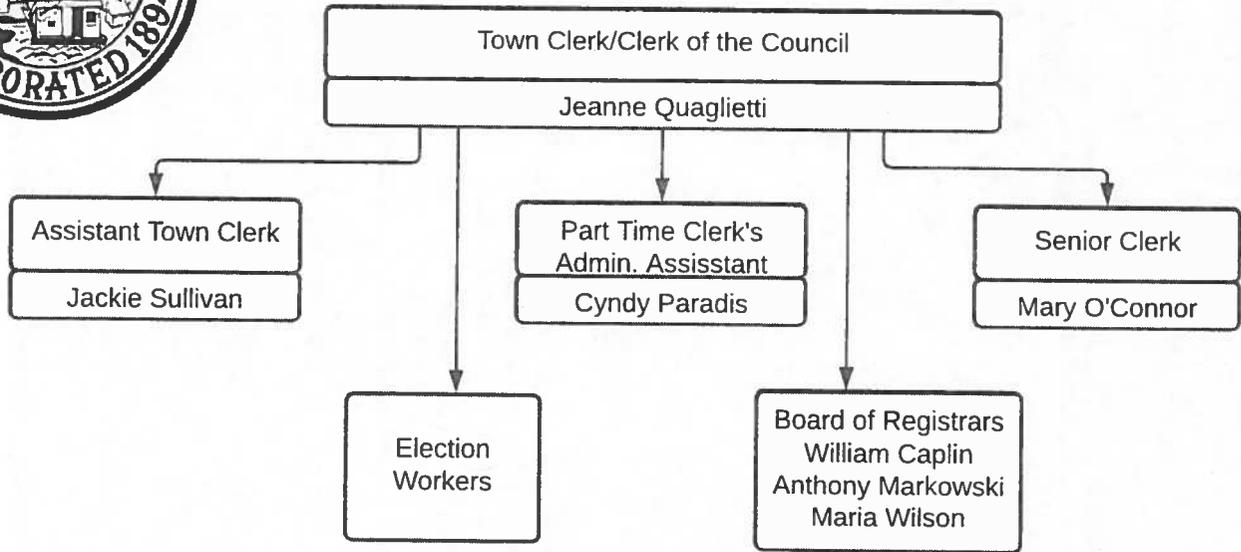
Thomas Kaye  
Nancy Roberts  
Peter Shorrock  
Don LePage  
Kevin McLoughlin  
Vacant  
Daniel Reynolds  
Michael Fox-at large  
Vacant-at large

Youth Sport Volunteers

Baseball Field Hockey  
Basketball  
Cheerleading Fitness  
Football Lacrosse Pine  
Knoll Camp XTAC  
Camp Pine Knoll Pool  
Pine Knoll Rentals  
Soccer Softball  
Swimming Tennis  
Wrestling Bus Trips  
Other



East Longmeadow Town Clerk/Clerk of the Council



Full time - 3  
Part Time - 1

1/10/22

## MUNICIPAL FINANCE TERMINOLOGY

*The following terms are frequently used in this report*

**Abatement:** A reduction of a real or personal property tax, motor vehicle excise, a fee, charge, or special assessment imposed by a governmental unit and granted only on application of the person seeking the abatement and only by the committing governmental unit.

**Appropriation:** An authorization granted by a town meeting to expend money and incur obligations for specific public purposes. An appropriation is usually limited in amount and as to the time period within which it may be expended.

**Available Funds:** Balances in the various fund types that represent non-recurring revenue sources. As a matter of sound practice, they are frequently appropriated to meet unforeseen expenses, for capital expenditures or other onetime costs. Examples of available funds include free cash, stabilization funds, overlay surplus and enterprise retained earnings.

**Budget:** A plan for allocating resources to support services, purposes, and functions over a specific period of time.

**Cherry Sheet:** Named for the cherry colored paper on which they were originally printed, the Cherry Sheet is the official notification to cities, towns and regional school districts of the next fiscal year's state aid and assessments. The aid is in the form of distributions, which provide funds based on formulas and reimbursements for costs incurred during a prior period for certain programs or services.

**Cherry Sheet Assessments:** Estimates of annual charges to cover the cost of certain state and county programs.

**Debt Service:** The repayment cost, usually stated in annual terms and based on an amortization schedule, of the principal and interest on any particular bond issue.

**Enterprise Funds:** An enterprise fund, authorized by MGL Ch. 44§53F1/2 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 costs of service delivery - direct, indirect, and capital costs - are identified. Enterprise accounting also enables communities to reserve the "surplus" or net assets unrestricted (retained earnings) generated by the operation of the enterprise rather than closing it out of the general fund at year-end.

**Estimated Receipts:** A term that typically refers to the anticipated local revenues listed on page three of the Tax Recapitulation Sheet (Recap Sheet). Projections of local revenues are often based on the previous year's receipts and represent funding sources necessary to support a community's annual budget.

**Fiscal Year:** Since 1974, the Commonwealth and municipalities have operated on a budget cycle that begins July 1 and ends June 30. The designation of the fiscal year is that of the calendar year in which the fiscal year ends. For example, the 2021 fiscal year is July 1, 2020 to June 30, 2021.

**Free Cash (Also Budgetary Fund Balance):** Remaining, unrestricted funds from operations of the previous fiscal year including unexpended free cash from the previous year, actual receipts in excess of revenue estimates shown on the tax recapitulation sheet, and unspent amounts in budget line-items. Unpaid property taxes and certain deficits reduce the amount that can be certified as free cash. The calculation of free cash is based on the balance sheet as of June 30, which is submitted by the community's auditor, accountant, or comptroller. **Important - free cash is not available for appropriation until certified by the Director of Accounts of the Commonwealth of Massachusetts.**

**General Fund:** The fund used to account for most financial resources and activities governed by the normal town meeting/city council appropriation process.

**General Fund Subsidy:** Most often used in the context of enterprise funds. When the revenue generated by rates, or user fees, is insufficient to cover the cost to provide the particular service, general fund money is used to close the gap in the form of a subsidy. The subsidy may or may not be recovered by the general fund in subsequent years.

**Indirect Cost:** Costs of a service not reflected in the operating budget of the entity providing the service. A determination of these costs is necessary to analyze the total cost of service delivery. The matter of indirect costs arises most often in the context of enterprise funds.

**Levy:** The amount a community raises through the property tax. The levy can be any amount up to the levy limit, which is re-established every year in accordance with Proposition 2 ½ provisions.

**Levy Limit:** A levy limit is one of two types of levy (tax) restrictions imposed by MGL Ch. 59 §21C (Proposition 2½). It states that the real and personal property taxes imposed by a city or town may only grow each year by 2½ of the prior year's levy limit, plus new growth and any overrides or exclusions. The levy limit can exceed the levy ceiling only if the community passes a capital expenditure exclusion, debt exclusion, or special exclusion.

**New Growth:** The additional tax revenue generated by new construction, renovations and other increases in the property tax base during a calendar year. It does not include value increases caused by normal market forces or by revaluations.

**OPEB (Other Postemployment Benefits):** Employees of state and local governments may be compensated in a variety of forms in exchange for their services. In addition to a salary, many employees earn benefits over their years of service that will not be received until after their employment with the government ends. The most common type of the postemployment benefits is a pension, but may also take the form of health and life insurance for eligible retirees, including in some cases their beneficiaries.

**Overlay:** Funds put in reserve each year to provide for real estate tax abatements, exemptions and uncollected taxes in the coming year.

**Overlay Reserve or Overlay Surplus:** Unused accumulated amount of overlay from previous years that are not required to be reserved in a specific overlay account for a given year. Once released by the Assessors, the funds may be added to Free Cash and used for any municipal purpose.

**Override:** A vote by a community at an election to permanently increase the levy limit. An override vote may increase the levy limit no higher than the levy ceiling. The override question on the election ballot must state a purpose for the override and the dollar amount.

**Payments In Lieu of Taxes:** An agreement between a municipality and an entity not subject to taxation, such as charitable or educational organizations, in which the payer agrees to make a voluntary payment to the municipality. By law, a city or town must make such a payment to any other community in which it owns land used for public purposes.

**Raise and Appropriate:** A phrase used to identify a funding source for expenditures, which refers to money generated by the tax levy or other local receipt.

**Recapitulation Tax Sheet:** A document submitted by a city or town to the Department of Revenue in order to set a property tax rate. The recap sheet shows all estimated revenues and actual appropriations that affect the property tax rate.

**Reserve Fund:** This fund is established by vote by appropriation (not exceeding 5% of the tax levy of the preceding year). It is used by vote of the Finance Subcommittee to fund extraordinary or unforeseen expenses as required.

**Retained Earnings:** Refers to the revenues generated by enterprise funds that are unappropriated or unspent at the end of the fiscal year and certified as such by the DOR.

**Revenue Deficit:** The amount by which actual revenues at year-end fall short of projected revenues and are insufficient to fund the amount appropriated. In such a case and unless otherwise funded, the revenue deficit must be raised in the following year's tax rate.

**Revenues** - All monies received by a governmental unit from any source.

**Revolving Funds:** Allows a community to raise revenues for a specific service and use those revenues without appropriation to support the service. For departmental revolving funds, MGL Ch.44 §53E½ stipulates that each fund must be reauthorized each year by Town council action, and that a limit on the total amount that may be spent from each fund must be established at that time. 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 fund. Wages or salaries for full-time employees may be paid from the revolving fund only if the fund is also charged for all associated fringe benefits.

**Stabilization Fund:** A fund designed to accumulate amounts for capital and other future spending purposes, although it may be appropriated for any lawful purpose (MGL Ch. 40 §58). Communities may establish one or more stabilization funds for different purposes and may appropriate into them in any year an amount not to exceed ten percent of the prior year's tax levy. The total of all stabilization fund balances shall not exceed ten percent of the community's equalized value, and any interest shall be added to and become a part of the funds. A two-thirds vote of town council is required to establish, amend the purpose of, or appropriate money into or from the stabilization fund.

**Surplus Revenue:** Surplus revenue is the amount by which cash, accounts receivable, and other current assets exceed liabilities and reserves.

**Tax Rate:** The amount of property tax stated in terms of a unit of the municipal tax base; for example, \$20.80 per \$1,000 of assessed valuation of taxable real and personal property.

General Fund - Sources		FY 22 Approved Budget	FY 23 Projections as of 04/5/2022	FY 23 Projections as of	Difference between FY 23 Projection and FY 22	Percent Change	
R.E. & P.P Taxes	Max Levy>	46,410,715	48,014,674	48,014,674	1,603,959	3.46%	FY 2021 Levy Limit multiplied by 2.5% (per Prop 2.5) plus est FY 2022 New Growth plus FY 2022 Debt Exclusions
Local Receipts		4,415,868	4,672,810	4,672,810	256,942	5.82%	See tab. 2-Revenue Summary
Community Preservation Fund Transfer for BAN Interest		0	0	0	-	#DIV/0!	
Community Preservation Fund Transfer for LTD		80,000	75,000	75,000	(5,000)	-6.25%	Per Debt Service Schedule
Community Preservation Fund Transfer for Interest		22,680	15,840	15,840	(6,840)	-30.16%	Per Debt Service Schedule
		102,680	90,840	90,840	(11,840)	-11.53%	
Chapter 70		12,102,021	13,030,624	13,030,624	928,603	7.67%	Per Cherry Sheets - Based on Governor's Budget 1-27-2021
Unrestricted General Government Aid		1,358,869	1,633,793	1,633,793	274,924	20.23%	Per Cherry Sheets - Based on Governor's Budget 1-27-2021
							Per Cherry Sheets - Based on Governor's Budget -1-27-2022 Charter Tuition Reimb (\$195,433), Veteran's Benefits (\$66,809) and VBS/Elderly (\$97,408); increase to Charter Tuition - NOT FINAL
Other State Aid		252,348	359,650	359,650	107,302	42.52%	
		13,713,238	15,024,067	15,024,067	1,310,829	9.56%	
FEMA (1/13, 6/1, 10/31)		0	0	0	-	#DIV/0!	
MEMA		0	0	0	-	#DIV/0!	
MSBA-Reimbursements		0	0	0	-	#DIV/0!	
Solid Waste Revolving Transfer into GF		0	0	0	-	#DIV/0!	
Water & Sewer Enterprise Funds - Indirect Support Reimbursemen		0	0	0	-	#DIV/0!	
<b>Total General Fund Sources</b>		<b>64,642,501</b>	<b>67,802,390</b>	<b>67,802,390</b>	<b>3,159,889</b>	<b>4.89%</b>	
General Fund Uses Budget		61,857,111	FY 23 Projections as of 04/5/2022 65,430,067	FY 23 Projections as of			
General Fund Uses (Other Amounts to be Raised)		2,034,364	4,457,113				
		63,891,475	69,887,180				
<b>Balance (Sources less Uses)</b>		<b>751,026</b>	<b>(2,084,789.55)</b>	<b>67,802,390</b>	<b>67,802,390</b>	<b>67,802,390</b>	

Projected Tax Levy & RE Tax Analysis

	Actual FY 2022	Estimated FY 2023	FY 23 Projections as of	0	0	
Prior Yr Levy	44,321,187	46,127,811	46,127,811	46,127,811	46,127,811	
Amended Growth	0	0	0	0	0	
2.5% Increase	1,108,030	1,153,195	1,153,195	1,153,195	1,153,195	
Proj. New Growth	698,594	500,000	500,000	500,000	500,000	\$500K - \$698,594 - Tax Recap
Calculated Levy	46,127,811	47,781,006	47,781,006	47,781,006	47,781,006	
Debt Exclusions						
Max Levy	282,904	233,668	233,668	233,668	233,668	Per Hilltop Financial Advisors Schedule
	46,410,715	48,014,674	48,014,674	48,014,674	48,014,674	
Actual Levy.....>	45,380,748	50,099,463	(19,787,717)	(19,787,717)	(19,787,717)	
Levy Gap	(1,029,967)	2,084,790	(67,802,390)	(67,802,390)	(67,802,390)	
Flat Valuation (000's) plus new growth value	2,236,607	2,262,662	2,262,662	2,262,662	2,262,662	
Proj Tax Rate	20.29	22.14	(8.75)	(8.75)	(8.75)	
Tax on \$100K	2,029	2,214	(875)	(875)	(875)	
Proj Tax Increase on \$100K	(48.00)	137.18	(2,986.53)	(2,986.53)	(2,986.53)	
		1.85				

F - Note the estimate for FY 2023 is the FY 2022 Levy Limit, and the Actual FY 2022 column has the FY 2021 Levy Limit.

**FY23 SOURCES & USES**

Categories	Budget	Projections	Actual	Difference Between		
	FY22	FY23	FY21	FY 23 Projection	and FY 22	
M.V. Excise	2,430,000	2,430,000	2,345,610	-		0%
Meals Excise	195,000	300,000	247,422	105,000		54%
						FY21 MEALS TAX - \$224,167.55; FY22 PROJECTED \$345,934 (Ave \$86,483 per quarter)
Penalties & Interest on Taxes	200,000	210,000	214,483	10,000		5%
Payments in Lieu of Taxes	83,500	84,878	100,103	-		0%
Other Taxes	65,000	65,000	88,175	-		0%
Fees	50,000	50,000	7,588	-		0%
Rental Fees	75,500	115,178	134,430	39,678		53%
						Rentals - Telephone/Cellular (Verizon \$58,536, AT&T \$31,907, T-Mobile \$24,735)
Other Dept Revenue	90,000	80,000	58,427	(10,000)		-11%
Licenses and Permits	500,000	525,000	457,931	25,000		5%
						\$275K in building permit fees expected
Special Assessments	30,000	30,000	33,198	-		0%
						I&E penalties - special assessment on tax bill
Fines	10,000	10,000	12,097	-		0%
Investment Income	105,000	105,000	169,446	-		0%
Medicaid	230,000	200,000	159,198	(30,000)		-13%
						Reduction based upon effect of pandemic - conservative
Recurring (E)	200,000	333,963	301,812	133,963		67%
						Includes MGM surrounding communities (\$100k); State 911 Grant (\$148K)
Nonrecurring-Includes MEMA/FEMA	151,868	133,791	34,947	(18,077)		-12%
<b>Total Local Receipts</b>	<b>4,415,868</b>	<b>4,672,810</b>	<b>4,364,867</b>	<b>255,564</b>		<b>6%</b>
				0		

(E) - These primarily are: general refunds, vital copies, and admin fees. Other items are: copies, str list/maps/hstr, stop pay/bad cks, zoning by laws, and copy fire report.

## FY23 SOURCES & USES

	<b>FY 2022 Budget</b>	<b>FY 2023 Recommended</b>	<b>Increase (Decrease)</b>	<b>Percent Inc (Dec)</b>
<b>General Fund Sources</b>				
Prior Year Property Tax Levy	44,321,187	46,127,811	1,806,624	4.08%
Add: 2.5% Increase	1,108,030	1,153,195	45,165	4.08%
Add: Projected New Growth	698,594	500,000	(198,594)	-28.43%
Projected Tax Levy Limit	46,127,811	47,781,006	1,653,195	3.58%
Add: Voted Debt Exclusions	282,904	233,668	(49,237)	-17.40%
<b>Projected Maximum Allowable Property Tax Levy</b>	<b>46,410,715</b>	<b>48,014,674</b>	<b>1,603,959</b>	<b>3.46%</b>
Chapter 70, Education Aid	12,102,021	13,030,624	928,603	7.67%
Unrestricted General Government Aid	1,358,869	1,633,793	274,924	20.23%
Other State Aid	252,348	359,650	107,302	42.52%
<b>Total Projected State Aid</b>	<b>13,713,238</b>	<b>15,024,067</b>	<b>1,310,829</b>	<b>9.56%</b>
<b>State School Construction Reimbursement</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>#DIV/0!</b>
Motor Vehicle Excise	2,430,000	2,430,000	-	0.00%
Other Projected Revenues	1,335,868	1,582,810	246,942	18.49%
Licenses & Permits	500,000	525,000	25,000	5.00%
Special Assessment	30,000	30,000	-	0.00%
Bank Interest	120,000	105,000	(15,000)	-12.50%
<b>Total Projected Local Receipts</b>	<b>4,415,868</b>	<b>4,672,810</b>	<b>256,942</b>	<b>5.82%</b>
From Community Preservation Fund for P&I payments	102,680	90,840	(11,840)	-11.53%
<b>Total from Transfers</b>	<b>102,680</b>	<b>90,840</b>	<b>(11,840)</b>	<b>-11.53%</b>
<b>Total General Fund Sources</b>	<b>64,642,501</b>	<b>67,802,390</b>	<b>3,159,889</b>	<b>4.89%</b>

**FY23 SOURCES & USES**

<u>Revolving Fund</u>	<u>Authorized to Spend Fund</u>	<u>Revenue Source</u>	<u>Use of Funds</u>	<u>FY 2023 Spending Limit</u>	<u>FY 2023 Estimated Revenues</u>	<u>Restrictions on Use</u>
Solid Waste Disposal (#2805)	Health Department	Trash bag receipts, recycling rebates	Salaries, expenses, supplies and contractual services to operate the solid waste disposal and recycling program	174,948	136,000	Legal fees, rent
Council on Aging (#2809)	Council on Aging	General Council on Aging programs and events, such as: Fitness room memberships, exercise class fees, event fees, facility/room rental	Salaries, expenses, and contractual expenses to operate these programs at the Council on Aging	21,390	6,800	Legal fees;rent

**Revolving Funds Under MGL Chapter 44 Section 53D - Provided for Informational Purposes As An Annual Vote Is Not Needed**

<u>Revolving Fund</u>	<u>Authorized to Spend Fund</u>	<u>Revenue Source</u>	<u>Use of Funds</u>	<u>FY 2023 Estimated Expenses</u>	<u>FY 2023 Estimated Revenues</u>	<u>Restrictions on Use</u>
Recreation Revolving (#2811)	Recreation Department	Recreation program fees, including pool memberships	Salaries, expenses, supplies and contractual services to operate the recreation programs and pool	499,770	607,900	Legal fees, rent

# FY23 SOURCES & USES

General Fund Sources	FY 2022 Budget	FY 2023 Recommended	Increase (Decrease)	Percent Inc (Dec)
Taxes	46,410,715	48,014,674	1,603,959	3.46%
Local	4,415,868	4,672,810	256,942	5.82%
State	13,713,238	15,024,067	1,310,829	9.56%
Transfers	102,680	90,840	(11,840)	0.00%
<b>Total General Fund Sources</b>	<b>64,642,501</b>	<b>67,802,390</b>	<b>3,159,889</b>	<b>4.89%</b>
<b>General Fund Uses</b>				
General Government	3,046,825	3,467,534	420,709	13.81%
Public Safety	5,062,738	5,464,801	402,063	7.94%
Public Health	320,846	332,676	11,830	3.69%
Public Works	5,066,066	5,742,855	676,789	13.36%
Education	32,075,037	33,329,640	1,254,603	3.91%
Culture and Recreation	1,089,449	1,195,219	105,770	9.71%
Human Services	475,277	513,485	38,208	8.04%
Insurance	12,974,563	13,658,273	683,710	0.00%
Debt Service	1,746,310	1,725,584	(20,727)	-1.19%
<b>Total General Fund Budget</b>	<b>61,857,111</b>	<b>65,430,067</b>	<b>3,572,956</b>	<b>5.78%</b>
Capital Projects	1,055,117	2,931,189	1,876,072	177.81%
Stabilization Fund	50,000	100,000	50,000	100.00%
OPEB Trust Fund	50,000	100,000	50,000	100.00%
Compensated Absences Fund	50,000	50,000	-	0.00%
Valuation Services Fund	53,000	53,000	-	0.00%
Other Charges	776,247	1,222,924	446,677	57.54%
<b>Total Other Uses</b>	<b>2,034,364</b>	<b>4,457,113</b>	<b>2,422,749</b>	<b>119.09%</b>
<b>Total General Fund Uses</b>	<b>63,891,475</b>	<b>69,887,180</b>	<b>5,995,705</b>	<b>9.38%</b>
<b>Sources Less Uses</b>	<b>751,026</b>	<b>(2,084,790)</b>	<b>(2,835,815)</b>	<b>-377.59%</b>

**FY23 SOURCES & USES**

Department		FY 2021 Actuals	FY 2022 Budget	FY 2023 Proposed Budget	Increase/ Decrease \$	Increase/ Decrease %	Explanation of Change
111 Town Council	Salary	\$ 41,499.84	\$ 41,500.00	\$ 41,500.00	\$ -	0.0%	
	Non-salary	\$ 255.02	\$ 65.00	\$ 100.00	\$ 35.00	53.8%	
	<b>Total</b>	<b>\$ 41,754.86</b>	<b>\$ 41,565.00</b>	<b>\$ 41,600.00</b>	<b>\$ 35.00</b>	<b>0.1%</b>	
122 Town Manager	Salary	\$ 192,596.45	\$ 236,840.00	\$ 192,851.74	\$ (43,988.26)	-18.6%	New Town Manager
	Non-salary	\$ 14,040.37	\$ 11,622.39	\$ 12,950.00	\$ 1,327.61	11.4%	Travel Expenses included (reduced in FY21 due to pandemic)
	<b>Total</b>	<b>\$ 206,636.82</b>	<b>\$ 248,462.39</b>	<b>\$ 205,801.74</b>	<b>\$ (42,660.65)</b>	<b>-17.2%</b>	
132 Reserve Fund	Reserve	\$ -	\$ 112,000.00	\$ 112,000.00	\$ -	0.0%	
135 Town Accountant	Salary	\$ 269,487.42	\$ 312,240.72	\$ 418,053.61	\$ 105,812.89	33.9%	Salary Adjust for new UPSEU MoA's, Step Increases; stipends removed - Includes \$25k for
	Non-salary	\$ 63,281.50	\$ 39,914.00	\$ 44,678.48	\$ 4,764.48	11.9%	increase in Audit fees - Cares single audits
	<b>Total</b>	<b>\$ 332,768.92</b>	<b>\$ 352,154.72</b>	<b>\$ 462,732.09</b>	<b>\$ 110,577.37</b>	<b>31.4%</b>	
141 Assessor	Salary	\$ 175,349.60	\$ 202,525.79	\$ 215,956.42	\$ 13,430.63	6.6%	Step Increases; Regrading of Position
	Non-salary	\$ 83,502.32	\$ 23,267.00	\$ 32,822.00	\$ 9,555.00	41.1%	Increase Due to Nearmap annual maintenance
	<b>Total</b>	<b>\$ 258,851.92</b>	<b>\$ 225,792.79</b>	<b>\$ 248,778.42</b>	<b>\$ 22,985.63</b>	<b>10.2%</b>	
145 Collector/Treasurer	Salary	\$ 268,273.89	\$ 275,786.70	\$ 307,073.33	\$ 31,286.63	11.3%	New Position Requested
	Non-salary	\$ 57,546.67	\$ 84,771.00	\$ 95,168.00	\$ 10,397.00	12.3%	Increase due to increased usage of Lockbox - Pandemic; Increase in Postage; Travel (assuming restrictions are limited)
	<b>Total</b>	<b>\$ 325,820.56</b>	<b>\$ 360,557.70</b>	<b>\$ 402,241.33</b>	<b>\$ 41,683.63</b>	<b>11.6%</b>	
151 Legal Services	Non-salary	\$ 103,631.37	\$ 140,000.00	\$ 172,401.85	\$ 32,401.85	23.1%	increase - new town manager; union contracts
152 Human Resources	Salary	\$ 186,846.27	\$ 199,933.14	\$ 261,060.00	\$ 61,126.86	30.6%	see memo - New Position Request
	Non-salary	\$ 10,210.20	\$ 26,365.26	\$ 33,323.00	\$ 6,957.74	26.4%	Includes TRUSAIC - ACA consultant and Office Supplies broken out from TM budget
	<b>Total</b>	<b>\$ 197,056.47</b>	<b>\$ 226,298.40</b>	<b>\$ 294,383.00</b>	<b>\$ 68,084.60</b>	<b>30.1%</b>	

**FY23 SOURCES & USES**

Department		FY 2021 Actuals	FY 2022 Budget	FY 2023 Proposed Budget	Increase/ Decrease \$	Increase/ Decrease %	Explanation of Change
155 Information Technology	Salary	\$ 457,481.90	\$ 473,010.00	\$ 594,727.84	\$ 121,717.84	25.7%	Mindy - (80K) not in FY22 Budget - Union increases
	Non-salary	\$ 559,942.72	\$ 482,221.00	\$ 480,869.43	\$ (1,351.57)	-0.3%	Computer Repairs - why dropping so much (\$99k)
	<b>Total</b>	<b>\$ 1,017,424.62</b>	<b>\$ 955,231.00</b>	<b>\$ 1,075,597.27</b>	<b>\$ 120,366.27</b>	<b>12.6%</b>	
160 Town/Council Clerk	Salary	\$ 207,686.97	\$ 205,263.08	\$ 223,639.61	\$ 18,376.53	9.0%	UPSEU Contract; Position Regrade
	Non-salary	\$ 19,624.11	\$ 19,873.38	\$ 20,576.38	\$ 703.00	3.5%	Bylaw coding software almost completed - majority paid for
	<b>Total</b>	<b>\$ 227,311.08</b>	<b>\$ 225,136.46</b>	<b>\$ 244,215.99</b>	<b>\$ 19,079.53</b>	<b>8.5%</b>	
162 Elections	Salary	\$ 18,167.26	\$ 10,345.50	\$ 37,650.00	\$ 27,304.50	263.9%	Budget for 4 elections for FY23 vs 2 in FY22
	Non-salary	\$ 21,696.62	\$ 7,900.00	\$ 19,180.00	\$ 11,280.00	142.8%	Budget for 4 elections for FY23 vs 2 in FY22
	<b>Total</b>	<b>\$ 39,863.88</b>	<b>\$ 18,245.50</b>	<b>\$ 56,830.00</b>	<b>\$ 38,584.50</b>	<b>211.5%</b>	
175 Planning, Zoning, Conservation	Salary	\$ 100,962.26	\$ 121,495.92	\$ 136,251.31	\$ 14,755.39	12.1%	UPSEU Contract; Increase in Dept Head Sal
	Non-salary	\$ 7,449.94	\$ 17,153.61	\$ 11,775.00	\$ (5,378.61)	-31.4%	
	<b>Total</b>	<b>\$ 108,412.20</b>	<b>\$ 138,649.53</b>	<b>\$ 148,026.31</b>	<b>\$ 9,376.78</b>	<b>6.8%</b>	
947 PVPC Assessment	Non-salary	\$ 2,665.17	\$ 2,731.66	\$ 2,926.41	\$ 194.75	7.1%	Per Email from PVPC (Based upon population of 16,430)
<b>General Government</b>		<b>\$ 2,862,197.87</b>	<b>\$ 3,046,825.15</b>	<b>\$ 3,467,534.41</b>	<b>\$ (120,171.52)</b>	<b>-3.9%</b>	
210 Police	Salary	\$ 2,815,401.84	\$ 2,912,946.15	\$ 3,229,266.71	\$ 316,320.56	10.9%	
	Non-salary	\$ 107,782.52	\$ 131,228.00	\$ 170,500.00	\$ 39,272.00	29.9%	
	<b>Total</b>	<b>\$ 2,923,184.36</b>	<b>\$ 3,044,174.15</b>	<b>\$ 3,399,766.71</b>	<b>\$ 355,592.56</b>	<b>11.7%</b>	

**FY23 SOURCES & USES**

Department		FY 2021 Actuals	FY 2022 Budget	FY 2023 Proposed Budget	Increase/ Decrease \$	Increase/ Decrease %	Explanation of Change
220 Fire	Salary	\$ 1,612,238.32	\$ 1,535,988.80	\$ 1,530,898.77	\$ (5,090.03)	-0.3%	UPSEU Contract
	Non-salary	\$ 98,113.00	\$ 113,211.50	\$ 123,107.00	\$ 9,895.50	8.7%	
	<b>Total</b>	<b>\$ 1,710,351.32</b>	<b>\$ 1,649,200.30</b>	<b>\$ 1,654,005.77</b>	<b>\$ 4,805.47</b>	<b>0.3%</b>	
241 Building	Salary	\$ 233,991.76	\$ 243,378.24	\$ 251,030.26	\$ 7,652.02	3.1%	UPSEU Contract
	Non-salary	\$ 7,620.83	\$ 10,975.00	\$ 11,035.00	\$ 60.00	0.5%	
	<b>Total</b>	<b>\$ 241,612.59</b>	<b>\$ 254,353.24</b>	<b>\$ 262,065.26</b>	<b>\$ 7,712.02</b>	<b>3.0%</b>	
299 Dispatch	Salary	\$ -	\$ -	\$ -	\$ -		#DIV/0!
	Non-salary	\$ 146,266.25	\$ 115,010.00	\$ 148,963.00	\$ 33,953.00	29.5%	Based upon FY23 Actual Assessment - Last
	<b>Total</b>	<b>\$ 146,266.25</b>	<b>\$ 115,010.00</b>	<b>\$ 148,963.00</b>	<b>\$ 33,953.00</b>	<b>29.5%</b>	100% reimbursement by State 044 Grant
<b>Public Safety</b>	<b>\$ 5,021,414.52</b>	<b>\$ 5,062,737.69</b>	<b>\$ 5,464,800.74</b>	<b>\$ 402,063.05</b>	<b>7.9%</b>		
519 Health	Salary	\$ 219,131.09	\$ 231,455.82	\$ 238,744.56	\$ 7,288.74	3.1%	Contractual Obligations - UPSEU MoA
	Non-salary	\$ 458.60	\$ 89,390.00	\$ 93,931.00	\$ 4,541.00	5.1%	mosquito control; vaccination clinic; gas
	<b>Total</b>	<b>\$ 219,589.69</b>	<b>\$ 320,845.82</b>	<b>\$ 332,675.56</b>	<b>\$ 11,829.74</b>	<b>3.7%</b>	monitoring services groundwater sampling
<b>Public Health</b>	<b>\$ 219,589.69</b>	<b>\$ 320,845.82</b>	<b>\$ 332,675.56</b>	<b>\$ 11,829.74</b>	<b>3.7%</b>		
421 Administration & Highway	Salary	\$ 1,177,605.18	\$ 1,266,332.20	\$ 1,375,611.41	\$ 109,279.21	8.6%	Contractual Obligations
	Non-salary	\$ 150,139.39	\$ 462,495.32	\$ 522,495.32	\$ 60,000.00	13.0%	
	<b>Total</b>	<b>\$ 1,327,744.57</b>	<b>\$ 1,728,827.52</b>	<b>\$ 1,898,106.73</b>	<b>\$ 169,279.21</b>	<b>9.8%</b>	

**FY23 SOURCES & USES**

Department		FY 2021 Actuals	FY 2022 Budget	FY 2023 Proposed Budget	Increase/ Decrease \$	Increase/ Decrease %	Explanation of Change
422 Building Facilities and Maintenance	Salary	\$ 494,009.52	\$ 501,799.53	\$ 511,486.38	\$ 9,686.85	1.9%	Contractual Obligations
	Non-salary	\$ 347,249.80	\$ 355,597.60	\$ 380,679.60	\$ 25,082.00	7.1%	
	<b>Total</b>	<b>\$ 841,259.32</b>	<b>\$ 857,397.13</b>	<b>\$ 892,165.98</b>	<b>\$ 34,768.85</b>	<b>4.1%</b>	
423 Snow & Ice	Salary	\$ 70,914.52	\$ 20,297.00	\$ 20,297.00	\$ -	0.0%	
	Non-salary	\$ 201,862.36	\$ 127,875.00	\$ 127,875.00	\$ -	0.0%	
	<b>Total</b>	<b>\$ 272,776.88</b>	<b>\$ 148,172.00</b>	<b>\$ 148,172.00</b>	<b>\$ -</b>	<b>0.0%</b>	
429 Utilities (Gas, Electric, Oil)	Non-salary	\$ 993,546.10	\$ 1,069,300.00	\$ 1,319,100.00	\$ 249,800.00	23.4%	Per DPW - increased usage/fees from National Grid
430 Trash Collection	Non-salary	\$ 1,058,245.45	\$ 1,174,365.81	\$ 1,377,098.50	\$ 202,732.69	17.3%	See Attached Memo - Price increase
433 Waste Collection	Salary	\$ 17,586.00	\$ 19,704.00	\$ 20,712.00	\$ 1,008.00	5.1%	Additional Attendant/Minimum Wage increase
	Non-salary	\$ 81,351.49	\$ 68,300.00	\$ 87,500.00	\$ 19,200.00	28.1%	
	<b>Total</b>	<b>\$ 98,937.49</b>	<b>\$ 88,004.00</b>	<b>\$ 108,212.00</b>	<b>\$ 20,208.00</b>	<b>23.0%</b>	
<b>Public Works</b>		<b>\$ 4,592,509.81</b>	<b>\$ 5,066,066.46</b>	<b>\$ 5,742,855.21</b>	<b>\$ 676,788.75</b>	<b>13.4%</b>	
300 Education	Salary	\$ 25,439,381.00	\$ 26,852,393.00	\$ 27,765,832.00	\$ 913,439.00	3.4%	Includes 2 Adj Counselor moved from ESSER grant to Operational bud - HS Ass't Principal - BP A Student Inrvntion - Elementary Math Coach - Elementary Art Teacher- Preschool Model Change
	Non-salary	\$ 5,692,034.00	\$ 5,214,144.00	\$ 5,553,183.00	\$ 339,039.00	6.5%	
	<b>Total</b>	<b>\$ 31,131,415.00</b>	<b>\$ 32,066,537.00</b>	<b>\$ 33,319,015.00</b>	<b>\$ 1,252,478.00</b>	<b>3.9%</b>	
399 School Committee	Salary	\$ 8,500.00	\$ 8,500.00	\$ 10,625.00	\$ 2,125.00	25.0%	Increased from \$8,500
<b>Education</b>		<b>\$ 31,139,915.00</b>	<b>\$ 32,075,037.00</b>	<b>\$ 33,329,640.00</b>	<b>\$ 1,254,603.00</b>	<b>3.9%</b>	

**FY23 SOURCES & USES**

Department		FY 2021 Actuals	FY 2022 Budget	FY 2023 Proposed Budget	Increase/ Decrease \$	Increase/ Decrease %	Explanation of Change
610 Library	Salary	\$ 593,371.64	\$ 671,236.83	\$ 727,415.58	\$ 56,178.75	8.4%	Contractual Obligations - UPSEU MoA
	Non-salary	\$ 135,821.53	\$ 140,482.96	\$ 144,140.26	\$ 3,657.30	2.6%	
	Total	\$ 729,193.17	\$ 811,719.79	\$ 871,555.84	\$ 59,836.05	7.4%	
630 Recreation	Salary	\$ 163,729.07	\$ 235,280.30	\$ 281,163.20	\$ 45,882.90	19.5%	Contractual Obligations - UPSEU MoA
	Non-salary	\$ 12,158.08	\$ 15,324.00	\$ 15,375.00	\$ 51.00	0.3%	
	Total	\$ 175,887.15	\$ 250,604.30	\$ 296,538.20	\$ 45,933.90	18.3%	
693 Celebrations, Cultural, Historical	Non-salary	\$ 943.83	\$ 27,125.00	\$ 27,125.00		0.0%	
	<b>Culture and Recreation</b>	\$ 906,024.15	\$ 1,089,449.09	\$ 1,195,219.04	\$ 105,769.95	9.7%	
541 Council on Aging	Salary	\$ 260,754.98	\$ 295,400.43	\$ 335,166.46	\$ 39,766.03	13.5%	Contractual Obligations - UPSEU MoA
	Non-salary	\$ 16,370.26	\$ 28,167.06	\$ 25,902.34	\$ (2,264.72)	-8.0%	
	Total	\$ 277,125.24	\$ 323,567.49	\$ 361,068.80	\$ 37,501.31	11.6%	
543 Veteran Services	Salary	\$ 28,022.00	\$ 33,592.06	\$ 33,699.00	\$ 106.94	0.3%	
	Non-salary	\$ 65,103.24	\$ 118,117.00	\$ 118,717.00	\$ 600.00	0.5%	
	Total	\$ 93,125.24	\$ 151,709.06	\$ 152,416.00	\$ 706.94	0.5%	
<b>Human Services</b>		\$ 370,250.48	\$ 475,276.55	\$ 513,484.80	\$ 38,208.25	8.0%	

**FY23 SOURCES & USES**

Department	FY 2021 Actuals	FY 2022 Budget	FY 2023 Proposed Budget	Increase/ Decrease \$	Increase/ Decrease %	Explanation of Change
910 Payroll Taxes	\$ 531,100.71	\$ 560,868.16	\$ 573,876.68	\$ 13,008.52	2.3%	Gross Payroll Requested x 1.45%
912 Workers' Compensation	\$ 332,579.16	\$ 262,680.00	\$ 228,033.00	\$ (34,647.00)	-13.2%	Per MIIA Letter 3.28.22
914 Health & Life Insurance	\$ 6,277,446.92	\$ 7,695,496.12	\$ 8,049,159.88	\$ 353,663.76	4.6%	Increases to Health Ins 7%
945 Liability Insurance	\$ 326,944.23	\$ 385,193.00	\$ 400,226.00	\$ 15,033.00	3.9%	Per MIIA Letter 3.28.22; Includes Unemployment
946 Retirement Assessment	\$ 3,880,837.46	\$ 4,070,326.01	\$ 4,406,977.93	\$ 336,651.92	8.3%	FY23 Assessment (\$4,634,365 - paid in July) less Enterprise (\$227,387.07 ; 15.75 FTE) per Hampden County Retirement
<b>Insurance</b>	<b>\$ 11,348,908.48</b>	<b>\$ 12,974,563.29</b>	<b>\$ 13,658,273.49</b>	<b>\$ 683,710.20</b>	<b>5.3%</b>	
710 General Fund - Principal	\$ 2,180,525.57	\$ 1,292,645.12	\$ 1,236,092.00	\$ (56,553.12)	-4.4%	Includes GF/School/GF MWPAT (53%)/Expected FY 22 Borrowing- Reduction due to school bond paid
710 Community Preservation - Principal	\$ 80,000.00	\$ 80,000.00	\$ 75,000.00	\$ (5,000.00)	-6.3%	Land Acquisition/Pine Knoll Pool Princ Pay - Pine Knoll Princ down 5K; Increase due to FY22 Borrowing
751 General Fund - Interest	\$ 315,233.86	\$ 304,585.12	\$ 348,651.74	\$ 44,066.62	14.5%	General Fund + School less Community Preservation & Interest on Est FY21 Borrowing
751 Community Preservation - Interest	\$ 19,080.00	\$ 19,080.00	\$ 15,840.00	\$ (3,240.00)	-17.0%	Interest - Land Acquisition/Pine Knoll Pool
752 General Fund - Short Term Borrowing	\$ -	\$ 50,000.00	\$ 50,000.00	\$ -	0.0%	Costs of Issuance - BANS
752 Community Preservation - Short	\$ -	\$ -	\$ -	\$ -	0.0%	
<b>Debt Service</b>	<b>\$ 2,594,839.43</b>	<b>\$ 1,746,310.24</b>	<b>\$ 1,725,583.74</b>	<b>\$ (20,726.50)</b>	<b>-1.2%</b>	
<b>Total General Fund Budget</b>	<b>\$ 59,055,649.43</b>	<b>\$ 61,857,111.29</b>	<b>\$ 65,430,066.99</b>	<b>\$ 3,572,955.70</b>	<b>5.8%</b>	

**FY23 SOURCES & USES**

Department	FY 2021 Actuals	FY 2022 Budget	FY 2023 Proposed Budget	Increase/ Decrease \$	Increase/ Decrease %	Explanation of Change
Capital Projects	\$ 1,009,940.00	\$ 1,055,117.00	\$ 2,931,189.00	\$ 1,876,072.00	177.81%	Amount Per Capital Committee recommendation (\$2,931,189); Use of ARPA & Free Cash funds will negate potential impact on tax rate
Stabilization Fund	\$ -	\$ 50,000.00	\$ 100,000.00	\$ 50,000.00	100.0%	Normally \$100k - Adjusted to reflect pandemic effect - No use of Stabilization Fnds
OPEB Trust Fund	\$ -	\$ 50,000.00	\$ 100,000.00	\$ 50,000.00	100.0%	Normally \$100k - Adjusted to reflect pandemic effect - No use of Stabilization Fnds
Compensated Absences Fund	\$ 75,000.00	\$ 50,000.00	\$ 50,000.00	\$ -	0.0%	Based upon prior year
Valuation Services Fund	\$ 76,831.00	\$ 53,000.00	\$ 53,000.00	\$ -	0.0%	
S&I Deficit	\$ -	\$ -	\$ -	\$ -	0.0%	
Community Preservation Fund	\$ -	\$ -	\$ -	\$ -	#DIV/0!	Projects started from existing funds
R.E. Abatement	\$ 174,085.00	\$ 200,000.00	\$ 300,000.00	\$ 100,000.00	50.0%	Overlay - \$300,000 per Assessor - expects increase in Abatement Requests - Covid
State Charges	\$ 477,551.00	\$ 448,729.00	\$ 760,875.00	\$ 312,146.00	69.6%	Assessments - Cherry Sheet - Gov Budget 1.27.21 - updated SWM budget
State Offset	\$ 33,767.00	\$ 127,518.00	\$ 162,049.00	\$ 34,531.00	27.1%	Public Libraries \$36,704 and School Choice Receiving Tuition \$125,345 (Offset Receipts) Gov Budget 1.27.21
Prior Year Bills	\$ -	\$ -	\$ -	\$ -	0.0%	
<b>Total Other Financing Uses</b>	<b>\$ 1,847,174.00</b>	<b>\$ 2,034,364.00</b>	<b>\$ 4,457,113.00</b>	<b>\$ 2,422,749.00</b>	<b>119.1%</b>	
<b>Total General Fund Uses</b>	<b>\$ 60,902,823.43</b>	<b>\$ 63,891,475.29</b>	<b>\$ 69,887,179.99</b>	<b>\$ 5,995,704.70</b>	<b>9.4%</b>	

General					
Government	\$	3,467,534.41		5.30%	
Public Safety	\$	5,464,800.74		8.35%	
Public Health	\$	332,675.56		0.51%	
Public Works	\$	5,742,855.21		8.78%	
Education	\$	33,329,640.00		50.94%	
Culture and Recreation	\$	1,195,219.04		1.83%	
Human Services	\$	513,484.80		0.78%	
Insurance	\$	9,251,295.56		14.14%	
Retirement	\$	4,406,977.93		6.74%	
Debt Service	\$	1,725,583.74		2.64%	
	\$	65,430,066.99		100.00%	
	\$	4,457,113.00			
	\$	69,887,179.99			

## FY23 SOURCES & USES

To see if the Town will vote to raise and/or appropriate a sum of money by borrowing or otherwise for highway construction and/or reconstruction or maintenance purposes which is to be reimbursed by the Commonwealth of Massachusetts; and pass any vote or take any other action relative thereto.

**\$ 579,719.00**  
FY 23 Projections as c

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### Receipts Reserved for Appropriation Under MGL Chapter 40 Section 5F

Fund #	Fund Name		FY 2021 Actuals	FY 2022 Budget	FY 2023 Proposed Budget	Increase/Decrease \$	Increase/Decrease %	Explanation of Change
2907	Ambulance Fund	Salary	\$ 338,487.36	\$ 837,563.17	\$ 1,133,477.02	\$ 295,913.85	35%	
		Non-salary	\$ 267,650.60	\$ 172,501.42	\$ 217,154.00	\$ 44,652.58	26%	Ambulance supplies, billing annual service, intercept fees.
		Capital	\$ -	\$ 135,774.47	\$ 183,733.25	\$ 47,958.78	35%	Lifepak, lease payment
		<i>Total</i>	\$ 606,137.96	\$ 1,145,839.06	\$ 1,534,364.27	\$ 388,525.21	34%	
		Revenue	\$ (1,314,437.14)	\$ (1,162,150.00)	\$ (1,600,000.00)	\$ (437,850.00)	38%	
				\$ -				
		Net (Profit) or Deficit	\$ (708,299.18)	\$ (724,610.12)	\$ (790,245.85)	\$ (65,635.73)		

**FY23 SOURCES & USES****ELCAT ENTERPRISE FUND**

Moved that **\$ 216,500** be appropriated for the ELCAT Enterprise Fund and that z  
 be included in appropriations from the general fund for indirect  
 costs and be allocated to the ELCAT Enterprise Fund for funding;  
 and that \$216,500 be raised as follows:

	<b>2022</b>	<b>2023</b>
CABLE LICENSE (CHARTER)	\$ 318,000	\$ 205,000
SCHOOL DEPARTMENT	\$ -	\$ 10,000
VIDEO SERVICES	\$ 600	\$ 250
SPONSORS	\$ -	\$ -
INTEREST	\$ 1,250	\$ 1,250

**ELCAT Enterprise Fund Expenses**

Personal Services	\$ 182,044	\$ 175,447
Operating Expenses	\$ 28,002	\$ 27,002
Debt Service:		
Principal	\$ -	\$ -
Interest	\$ -	\$ -
Capital Outlay	\$ -	\$ -
Budget Surplus	\$ 109,804	\$ 14,051
<b>Total ELCAT Enterprise Fund Expenses</b>	<b>\$ 319,850</b>	<b>\$ 216,500</b>

**ELCAT Enterprise Fund Revenues**

CABLE LICENSE (CHARTER)	\$ 318,000	\$ 205,000
SCHOOL DEPARTMENT	\$ -	\$ 10,000
DVD INCOME	\$ 100	\$ -
SPONSORS	\$ -	\$ -
VHS Transfers	\$ 500	\$ 250
Interest	\$ 1,250	\$ 1,250
Retained Earnings	\$ -	\$ -
<b>Total ELCAT Enterprise Fund Revenues</b>	<b>\$ 319,850</b>	<b>\$ 216,500</b>

**FY23 SOURCES & USES**

**STORM WATER ENTERPRISE FUND**

Moved that \$ 301,750 be appropriated for the Storm Water Enterprise Fund and that zero be included in appropriations from the general fund for indirect costs and be allocated to the storm water enterprise fund for funding; and that \$301,750 be raised as follows:

	<b>2022</b>	<b>2023</b>
User Charges	\$ 310,854	\$ 300,048
Interest Earned	\$ 659	\$ 1,702
<b>Storm Water Enterprise Fund Expenses</b>		
Personnel Services	\$ 150,508	\$ 153,846
Operating Expenses	\$ 128,900	\$ 131,300
Debt Service:		
Principal	\$ 251	\$ -
Interest	\$ -	\$ -
Capital	\$ -	\$ -
Vehicle Replacement Reserve	\$ -	\$ -
Budget Surplus	\$ 31,854	\$ 16,604
<b>Total Storm Water Enterprise Fund Expenses</b>	<b>\$ 311,513</b>	<b>\$ 301,750</b>
<b>Storm Water Enterprise Fund Revenues</b>		
Usage Charges	\$ 310,854	\$ 300,048
Interest Earned	\$ 659	\$ 1,702
Retained Earnings	\$ -	\$ -
<b>Total Storm Water Enterprise Fund Revenues</b>	<b>\$ 311,513</b>	<b>\$ 301,750</b>

**FY23 SOURCES & USES**

**SEWER ENTERPRISE FUND**

Moved that **\$ 2,515,902** be appropriated for the Sewer Enterprise Fund and that zero be included in appropriations from the general fund for indirect costs and be allocated to the sewer enterprise fund for funding; and that \$2,515,902 be raised as follows:

	<b>2022</b>	<b>2023</b>
Usage Charges	\$ 2,360,500	\$ 2,434,486
Interest Earned	\$ 40,000	\$ 30,313
Betterments	\$ 10,000	\$ 9,954
Connection Fees	\$ 30,000	\$ 41,150
<b>Sewer Enterprise Fund Expenses</b>		
Personnel Services	\$ 570,087	\$ 578,637
Operating Expenses	\$ 1,239,060	\$ 1,286,299
Debt Service:		
Principal	\$ 415,999	\$ 431,791
Interest	\$ 41,563	\$ 29,349
Capital Outlay	\$ 35,000	\$ 574,275
Vehicle Replacement Reserve	\$ 50,000	\$ 50,000
Budget Surplus	\$ 88,790	\$ (434,449)
<b>Sewer Enterprise Fund Expenses</b>	<b>\$ 2,440,499</b>	<b>\$ 2,515,902</b>
<b>Sewer Enterprise Fund Revenues</b>		
Usage Charges	\$ 2,360,500	\$ 2,434,486
Interest Earned	\$ 40,000	\$ 30,313
Betterments	\$ 10,000	\$ 9,954
Connection Fees	\$ 30,000	\$ 41,150
Retained Earnings	\$ -	
<b>Sewer Enterprise Fund Revenues</b>	<b>\$ 2,440,500</b>	<b>\$ 2,515,902</b>

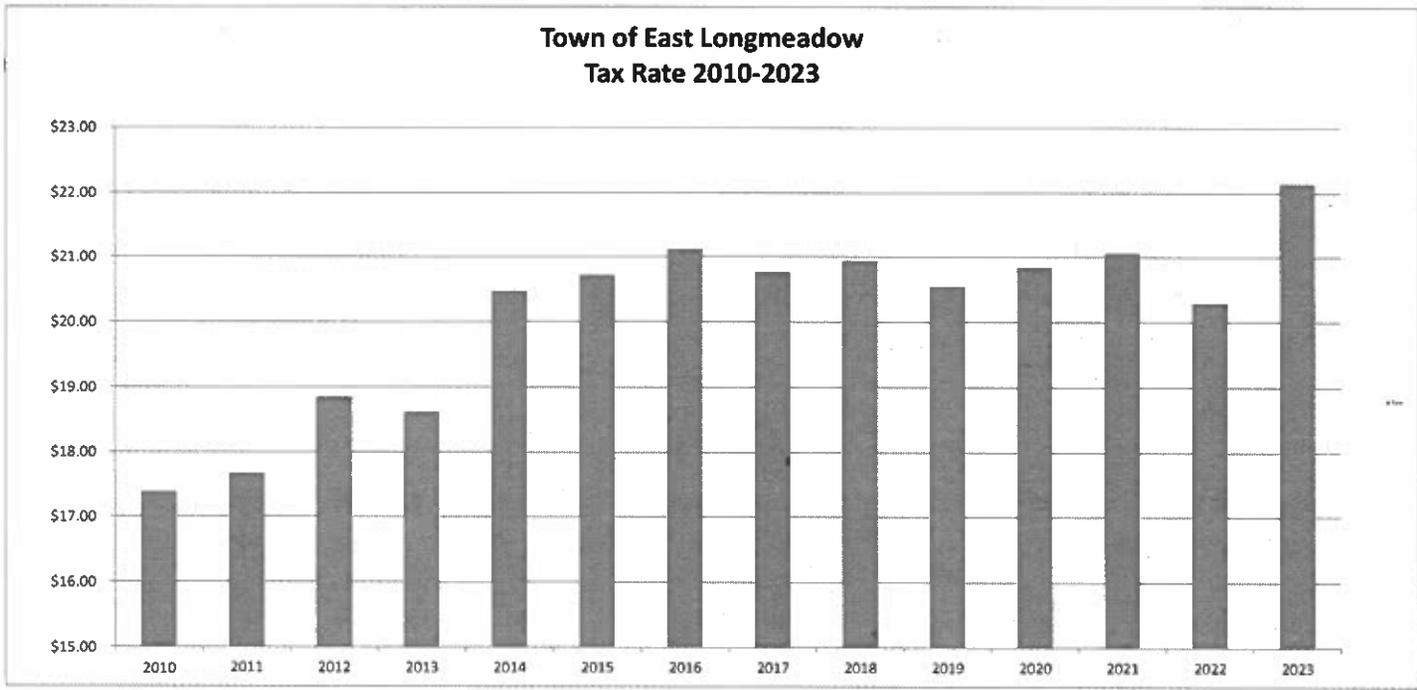
**FY23 SOURCES & USES****WATER ENTERPRISE FUND**

Moved that **\$ 3,382,754** be appropriated for the Water Enterprise Fund and that zero

be included in appropriations from the general fund for indirect costs and be allocated to the water enterprise fund for funding; and that \$3,382,754 be raised as follows:

	<b>2022</b>	<b>2023</b>
Usage Charges	\$ 3,302,958	\$ 3,310,666
Betterments	\$ -	\$ -
Interest Earned	\$ 40,000	\$ 39,087
Connection Fees	\$ 25,000	\$ 33,000
 <b>Water Enterprise Fund Expenses</b>		
Personnel Services	\$ 609,437	\$ 624,085
Operating Expenses	\$ 1,624,525	\$ 1,925,763
Debt Service:		
Principal	\$ 672,305	\$ 716,000
Interest	\$ 188,267	\$ 116,905
Capital Outlay	\$ -	\$ 290,281
Vehicle Replacement Reserve	\$ 50,000	\$ -
Budget Surplus	\$ 148,423	\$ (290,281)
<b>Total Water Enterprise Fund Expenses</b>	<b>\$ 3,292,957</b>	<b>\$ 3,382,754</b>
 <b>Water Enterprise Fund Revenues</b>		
Usage Charges	\$ 3,302,958	\$ 3,310,666
Betterments	\$ -	\$ -
Interest Earned	\$ 40,000	\$ 39,087
Connection Fees	\$ 25,000	\$ 33,000
Retained Earnings	\$ -	\$ -
<b>Total Water Enterprise Fund Revenues</b>	<b>\$ 3,367,958</b>	<b>\$ 3,382,754</b>

Year	Rate
2010	\$ 17.38
2011	\$ 17.67
2012	\$ 18.85
2013	\$ 18.62
2014	\$ 20.47
2015	\$ 20.72
2016	\$ 21.12
2017	\$ 20.77
2018	\$ 20.94
2019	\$ 20.55
2020	\$ 20.84
2021	\$ 21.06
2022	\$ 20.29
2023	\$ 22.14



Town of East Longmeadow  
 FY 2023 Budget Request

Department #: 111  
 Department Name: Town Council

Sign and Date Jeanne Quaglietti

EXPENSE CODE	ACCOUNT DESCRIPTION	FY 21 EXPENDED	FY 22 BUDGETED	FY 22 EXPENDED THROUGH 11/19/21	FY 23 REQUEST	INCREASE / (DECREASE) FROM FY 22 BUDGET
<b>Salary</b>						
5110	FULL TIME SALARY/WAGES					-
5111	PART TIME SALARY/WAGES					-
5112	BOARD/COMMITTEE SALARY	41,499.84	41,500.00	10,374.96	41,500.00	-
5113	DEPT HEAD SALARY/WAGES					-
5120	TEMPORARY POSITION					-
5130	OVERTIME					-
513019	HEALTH OVERTIME - COVID 19					-
5140	LONGEVITY					-
5142	EDUCATIONAL					-
5143	DUTY OFFICER					-
5144	STAND BY					-
5157	QUINN BILL					-
5158	RETIREMENT BONUS					-
5190	STIPEND-HOLIDAY					-
5191	CLOTHING					-
5193	STIPENDS					-
TOTAL SALARIES		41,499.84	41,500.00	10,374.96	41,500.00	-
<b>Non-Salary Expenses</b>						
5241	REPAIRS - VEHICLES					-
5272	RENTAL/LEASE OTHER					-
5294	OTR SERV-POLICE DETAIL					-
5295	OTR SERV-MISC					-
5308	PROF/TECH-CONSULTANTS					-
5310	PROF TECH-SOFTWARE SUPPORT					-
5342	COMMUNICATION-POSTAGE					-
5344	COMMUNICATION-PRINTING	176.00	65.00	-	-	(65.00)
5345	COMMUNICATION-DEL SERV					-
5382	OTR PURCH SRV-OTHER					-
5420	OFFICE SUPPLIES	15.02				-
5421	NON-DISPOSABLE OFFICE SUPPLIES					-
5501	COVID 19 - SUPPLIES/EXPENSES					-
5520	COMPUTER SUPPLIES					-
5588	OTH SUP-BOOKS					-
5590	OTH SUP-MISC					-
5710	TRAVEL-MILEAGE TOLLS & PARKING					-
5711	TRAVEL-MEALS & FOOD					-
5712	TRAVEL-HOTEL					-
5713	IN-STATE TRAVEL-OTHER					-
5730	DUES AND MEMBERSHIPS					-
5785	OTHER CHARGES/EXPENSES	64.00			100.00	100.00
TOTAL NON-SALARY EXPENSES		255.02	65.00	-	100.00	35.00
GRAND TOTAL		41,754.86	41,565.00	10,374.96	41,600.00	35.00



Town of East Longmeadow  
 FY 2023 Budget Request

Department #: 122  
 Department Name: Town Manager

Sign and Date Mary McNally

EXPENSE CODE	ACCOUNT DESCRIPTION	FY 21 EXPENDED	FY 22 BUDGETED	FY 22 EXPENDED THROUGH 11/19/21	FY 23 REQUEST	INCREASE / (DECREASE) FROM FY 22 BUDGET	
<b>Salary</b>							
5110	FULL TIME SALARY/WAGES	50,050.35	55,500.00	19,992.33	57,851.74	2,351.74	Admin Asst. 4% increase (current \$56,500)
5111	PART TIME SALARY/WAGES	-	35,000.00	6,300.00	-	(35,000.00)	
5112	ELECTED SALARY	-	-	-	-	-	
5113	DEPT HEAD SALARY/WAGES	142,546.10	146,340.00	52,015.45	135,000.00	(11,340.00)	New Town Manager
5120	TEMPORARY POSITION	-	-	-	-	-	
5130	OVERTIME	-	-	-	-	-	
5140	LONGEVITY	-	-	-	-	-	
5142	EDUCATIONAL	-	-	-	-	-	
5143	DUTY OFFICER	-	-	-	-	-	
5144	STAND BY	-	-	-	-	-	
5157	QUINN BILL	-	-	-	-	-	
5158	RETIREMENT BONUS	-	-	-	-	-	
5190	STIPEND-HOLIDAY	-	-	-	-	-	
5191	CLOTHING	-	-	-	-	-	
5193	STIPENDS	-	-	-	-	-	
<b>TOTAL SALARIES</b>		<b>192,596.45</b>	<b>236,840.00</b>	<b>78,307.78</b>	<b>192,851.74</b>	<b>(43,988.26)</b>	
<b>Non-Salary Expenses</b>							
5270	RENTAL/LEASE OFFICE EQUIPMENT	2,787.32	1,952.39	2,571.08	2,700.00	747.61	monthly copier lease
5302	PROF/TECH-TRAINING SEMINAR	-	-	-	-	-	
5304	PROF/TECH-LEGAL	-	-	-	-	-	
5305	PROF/TECH-ADVERTISING	-	500.00	-	1,000.00	500.00	
5307	PROF/TECH-OTHERS	3,150.00	1,600.00	150.31	1,700.00	100.00	Annual Town Report production increase
5342	COMMUNICATION-POSTAGE	160.34	150.00	13.32	150.00	-	
5343	COMMUNICATION - WIRELESS	-	-	1,150.00	-	-	
5344	COMMUNICATION-PRINTING	2,307.00	1,100.00	125.00	1,000.00	(100.00)	Annual Town Report Printing
5420	OFFICE SUPPLIES	1,332.86	1,100.00	600.00	1,400.00	300.00	combine non-disp off supplies account 5421
5421	NON-DISPOSABLE OFFICE SUPPLIES	51.87	250.00	50.00	-	(250.00)	combine with office supplies account 5420
5587	OTH SUP-NEWSPAPER	436.98	520.00	545.48	600.00	80.00	yearly subscription increase
5590	OTH SUP-MISC	-	50.00	7.98	-	(50.00)	
5710	TRAVEL-MILEAGE TOLLS & PARKING	-	300.00	-	300.00	-	
5711	TRAVEL-MEALS & FOOD	-	-	-	-	-	
5712	TRAVEL-HOTEL	-	-	-	-	-	
5730	DUES AND MEMBERSHIPS	3,814.00	4,100.00	3,884.00	4,100.00	-	MMA and ERC5 yearly dues
5785	OTHER CHARGES/EXPENSES	-	-	-	-	-	
5853	CAP OUTLAY-FURNITURE	-	-	-	-	-	
<b>TOTAL NON-SALARY EXPENSES</b>		<b>14,040.37</b>	<b>11,622.39</b>	<b>9,097.17</b>	<b>12,950.00</b>	<b>1,327.61</b>	
<b>GRAND TOTAL</b>		<b>206,636.82</b>	<b>248,462.39</b>	<b>87,404.95</b>	<b>205,801.74</b>	<b>(42,660.65)</b>	



Town of East Longmeadow  
 FY 2023 Budget Request

Department #: 132

Department Name: Reserve Fund Transfer

Sign and Date Steve Loneragan

EXPENSE CODE	ACCOUNT DESCRIPTION	FY 21 EXPENDED	FY 22 BUDGETED*	FY 22 EXPENDED THROUGH 12/31/21	FY 23 REQUEST	INCREASE / (DECREASE) FROM FY 22 BUDGET
<b>Salary</b>						
5110	FULL TIME SALARY/WAGES					-
5111	PART TIME SALARY/WAGES					-
5112	ELECTED SALARY					-
5113	DEPT HEAD SALARY/WAGES					-
5120	TEMPORARY POSITION					-
5130	OVERTIME					-
5140	LONGEVITY					-
5142	EDUCATIONAL					-
5143	DUTY OFFICER					-
5144	STAND BY					-
5157	QUINN BILL					-
5158	RETIREMENT BONUS					-
5190	STIPEND-HOLIDAY					-
5191	CLOTHING					-
5193	STIPENDS					-
TOTAL SALARIES		0.00	0.00	0.00	0.00	-
<b>Non-Salary Expenses</b>						
5241	REPAIRS-VEHICLES					-
5243	REPAIRS-TELEPHONES					-
5713	IN-STATE TRAVEL-OTHER					-
5730	DUES AND MEMBERSHIPS					-
5780	RESERVE FUND TRANSFER	0.00	112,000.00	0.00	112,000.00	-
5785	OTHER CHARGES/EXPENSES					-
5788	REFUND					-
5810	CAP OUTLAY-OPEN SPACE					-
5820	CAP OUTLAY-BUILDING					-
5840	CAP OUTLAY-SITE IMPROV					-
5850	CAP OUTLAY-OTHER					-
5851	CAP OUTLAY-AUTOMOBILE					-
5852	CAP OUTLAY-TRUKS/BUSES					-
5853	CAP OUTLAY-FURNITURE					-
5854	CAP OUTLAY-FIREFIGHTER EQUIP					-
TOTAL NON-SALARY EXPENSES		0.00	112,000.00	0.00	112,000.00	-
GRAND TOTAL		0.00	112,000.00	0.00	112,000.00	-

Town of East Longmeadow  
 FY 2023 Budget Request

3/30/2020

Department #: 135  
 Department Name: Accounting

Sign and Date Steve Lonergan

EXPENSE CODE	ACCOUNT DESCRIPTION	FY 21 EXPENDED	FY 22 BUDGETED*	FY 22 EXPENDED THROUGH 11/19/21	FY 23 REQUEST	INCREASE / (DECREASE) FROM FY 22 BUDGET	
Salary							
5110	FULL TIME SALARY/WAGES	127,560.05	174,218.87	83,274.92	267,739.01	93,520.14	Includes Requested Position; 2% Contractual increases including Retro plus \$1 (per Professional MoA); STEP increases; Regarding of Ass't Town Accountant; increase PT
5111	PART TIME SALARY/WAGES	19,304.16	25,000.00	5,087.50	34,941.38	9,941.38	
5112	ELECTED SALARY	0.00	-	-	0.00	-	
5113	DEPT HEAD SALARY/WAGES	106,673.21	110,071.85	51,087.34	112,273.23	2,201.38	Est 2% Increase
5120	TEMPORARY POSITION	0.00	-	-	0.00	-	
5130	OVERTIME	0.00	2,000.00	-	2,000.00	-	
5140	LONGEVITY	950.00	950.00	-	1,100.00	150.00	
5159	SETTLEMENT PAY	15,000.00	-	-	0.00	-	
5191	CLOTHING	0.00	-	-	0.00	-	
5193	STIPENDS	0.00	-	-	0.00	-	
TOTAL SALARIES		269,487.42	312,240.72	139,449.76	418,053.61	105,812.89	

Non-Salary Expenses

5241	REPAIRS-VEHICLES					-	
5270	RENTAL/LEASE OFFICE EQUIPMENT	2,559.83	2,500.00	996.10	2,600.00	100.00	
5271	RENTAL/LEASE BUILDING		-			-	
5272	RENTAL/LEASE OTHER		-			-	
5295	OTR SERV-MISC		-			-	
5300	PROF/TECH-MEDICAL		-			-	
5302	PROF/TECH-TRAINING SEMINAR	155.00	2,500.00	2,020.00	2,500.00	-	Includes MCPPO - need to update for FY23
5303	PROF/TECH - AUDITING	56,000.00	28,500.00	-	32,500.00	4,000.00	Includes increase for ARPA/Cares Single Audit
5342	COMMUNICATION-POSTAGE	682.64	555.00	152.25	555.00	-	W2's/1099 etc
5343	COMMUNICAITON-WIRELESS		-			-	
5344	COMMUNICATION-PRINTING	2,064.89	890.00	1,465.38	2,000.00	1,110.00	checks - Payroll/AP
5345	COMMUNICATION-DEL SERV		-			-	

5382	OTR PURCH SRV-OTHER		-			-	
5420	OFFICE SUPPLIES	821.49	3,184.00	1,120.49	2,798.48	(385.52)	
5421	NON-DISPOSABLE OFFICE SUPPLIES	101.79	300.00	-	0.00	(300.00)	included in Office Supplies 5420
5422	COMPUTER EQUIPMENT		-			-	
5430	BUILDING REPAIRS/SUPPLIES		-			-	
5500	MEDICAL SUPPLIES		-			-	
5580	OTH SUP-FIREFIGHTING		-			-	
5582	OTH SUP-MAGAZINE		-			-	
5584	OTH SUP-UNIFORM/CLOTHING		-			-	
5587	OTH SUP-NEWSPAPER		-			-	
5588	OTH SUP- BOOKS		-			-	
5590	OTH SUP-MISC	55.86	60.00	51.75	0.00	(60.00)	included in Office Supplies 5420
5710	TRAVEL-MILEAGE TOLLS & PARKING		600.00		600.00	-	
5711	TRAVEL-MEALS & FOOD		210.00		210.00	-	Hotel for MCTA Annual Conf
5712	TRAVEL-HOTEL		-		300.00	300.00	
5713	IN-STATE TRAVEL-OTHER		-			-	
5730	DUES AND MEMBERSHIPS	225.00	615.00	225.00	615.00	-	INCLUDES MCTA MEMBERSHIP - SL; MMAAA SL & OB & PW; GFOA SL
5789	LATE FEES		-			-	
5850	CAP OUTLAY-OTHER	615.00	-		0.00	-	
5853	CAP OUTLAY-FURNITURE	0.00	-	178.59	0.00	-	Table - Trans from Office Supplies
						-	
TOTAL NON-SALARY EXPENSES		63,281.50	39,914.00	6,209.56	44,678.48	4,764.48	
GRAND TOTAL		332,768.92	352,154.72	145,659.32	462,732.09	110,577.37	

\* Does Not Include Encumbered Expenses

Town of East Longmeadow  
 FY 2022 Detailed Salary Budget

Department #: 135  
 Department Name: Accounting

Sign and Date Steve Lonergan

Detailed Salary Budget

EXPENSE CODE	ACCOUNT DESCRIPTION	Employee's Name	Rate	Calculation (26 Pay Periods)	COMMENTS
011351-5110	Full Time Salary	Olga Bones	44.98	89,811.45	Includes New UPSEU Professional agreement
011351-5110	Full Time Salary	Teri Charette-Smith	29.51	54,180.67	new UPSEE Contract + Step Increase to D-9 6/4
011351-5110	Full Time Salary	Teri Charette-Smith	30.24	4,858.39	new UPSEE Contract + Step Increase to D-9 6/4
011351-5110	Full Time Salary	Patricia Wendell	28.78	2,202.00	New UPSEE Contract + Step Increase to D-7 to 7/12
011351-5110	Full Time Salary	Patricia Wendell	29.51	56,686.50	New UPSEE Contract + Step Increase to D-8 7/12
011351-5110	Full Time Salary	Requested Position	30.65	<u>60,000.00</u>	FT
		Total		<u><u>267,739.01</u></u>	
				-	Est 2% - potential new UPSEE Contract
011351-5111	Part Time	Karen K	35.00	<u>34,941.38</u>	PT Position
		Total		<u><u>34,941.38</u></u>	
011351-5113		Stephen Lonergan	56.23	<u>112,273.23</u>	Est 2% increase - per contract
		Total		<u><u>112,273.23</u></u>	
011351-5140	Longevity	Olga Bones		700.00	
		Teri Charette-Smith		<u>400.00</u>	Tenth Anniversary 6.2012
				<u><u>1,100.00</u></u>	
				416,053.61	

## Town of East Longmeadow

### FY23 Budget Request – Additional Position

In the FY2023 budget, Accounting is requesting an additional full time Accountant position. As the department currently stands, there are 4 full time positions, including the Director of Finance/Town Accountant position. These positions have the responsibility with ensuring bills are paid timely, maintaining the general ledger, processing payroll, assisting with the annual audit and report to the Department of Revenue. When even one person is out it has a huge effect on the efficiency of the department.

The Accounting Department is a central function of the Town. It maintains the general ledger and files the necessary reports with state and federal authorities. Accounting ensures that vendors and employees are paid properly and on time. As a department, we add new accounts, enter and monitor the budget, and provide assistance to all the departments. Additionally, we provide analysis and assist with financial decisions (i.e. budget, use of free cash, Capital and financial planning).

An major function of the Accounting department is Payroll. Accounting - through Payroll – processes the time and runs the payment process to ensure Town employees are paid correctly and on time every other Wednesday. Sometimes, such as when a holiday is on the Monday of a payroll week, Olga, Patti and Terri often work past 4 pm and as late as 7pm to ensure everyone receives their pay on Wednesday morning.

It should be noted that in order to ensure everyone is paid on Wednesday, the bank requires the funding, including payment of the payroll taxes and other deductions, to be complete by 2pm on Tuesday. So in the case of a Monday holiday, the payroll must be received and processed – with any errors corrected – within 6 hours. In order to accomplish this task, payroll becomes the main focus of the department, and as a result, all other work is delayed, resulting in a loss of productivity (approximate 75% - 3 employees) for the week.

While payroll is very important, all functions of the department are critical for maintaining and monitoring the fiscal health of East Longmeadow. Accounting could, and should, be doing much more. Several projects are on hold due to staffing, or the lack of it. One project is to review, update and memorialize the Town's financial policies. This was a finding on the FY2020 audit, and last year a part time position was budgeted in order to start the process. While the project has begun, it has been delayed due to the person leaving East Longmeadow for another position. The position was filled, but the person has been used to assist in other areas affected by staffing shortages, and the project has been delayed. Other projects, creating and maintaining the Town's 5-year financial plan are also on hold until we can increase staffing.

It should be noted that Accounting, through the hard work of everyone, has been able to accomplish several things. In addition to the day-to-day requirements, including year-end requirements, the Town's bond rating has remained strong, we were able to refinance and/or pay off several bonds resulting in a lower debt payment, saving interest expense, and our last audit was excellent.

Nevertheless, a new full time position would help alleviate the staff shortage, the stress it causes and increase the level of productivity. One FT staff Accountant could monitor/assist with the Payroll, Accounts Payable, General Ledger maintenance, etc. which would free time for the Assistant Town

Accountant and myself to start on some of the projects currently on hold. For example, a 5-year Financial Plan and/updated Capital Plan could be created and updated quarterly, or as needed. We could also start to provide a budget update on a monthly basis to the departments so that any issues may be addressed immediately versus waiting until year-end. As a result, the performance reports given to the Town Council could eventually be on a monthly as opposed to quarterly basis. This would allow the departments to address issues proactively vs reacting to issues, while allowing the Council to get the data necessary to answer constituent questions.

Other benefits would be to increase the flexibility of the department. When filled, the position would act as a backup to the Payroll and Payables positions, which would assist when scheduling vacation time as well as unscheduled time such as sick or personal. Additionally, in short payroll weeks, this position will assist in ensuring that the department will be able to complete its functions without a loss of productivity.

In conclusion, I hope that the Accounting Department will be given one new full time position in the FY2023 budget for reasons mentioned. Thank you for your consideration in this matter.

Town of East Longmeadow  
 FY 2023 Budget Request

3/30/23

Department #: 141  
 Department Name: Assessor

Sign and Date Diane Bishop

EXPENSE CODE	ACCOUNT DESCRIPTION	FY 21 EXPENDED	FY 22 BUDGETED	FY 22 EXPENDED THROUGH 11/19/21	FY 23 REQUEST	INCREASE / (DECREASE) FROM FY 22 BUDGET		
Salary								
5110	FULL TIME SALARY/WAGES	75,982.30	101,615.79	24,590.40	112,848.22	11,232.43	Position Regrade 2% sal inc	
5111	PART TIME SALARY/WAGES		-	-		-		
5112	BOARD/COMMITTEE SALARY	3,499.92	3,500.00	874.98	3,500.00	-		
5113	DEPT HEAD SALARY/WAGES	95,867.38	97,410.00	34,468.17	99,358.20	1,948.20		
5120	TEMPORARY POSITION					-		
5130	OVERTIME					-		
5140	LONGEVITY				250.00	250.00		
5142	EDUCATIONAL					-		
5143	DUTY OFFICER					-		
5144	STAND BY					-		
5157	QUINN BILL					-		
5158	RETIREMENT BONUS					-		
5190	STIPEND-HOLIDAY					-		
5191	CLOTHING					-		
5193	STIPENDS					-		
TOTAL SALARIES		175,349.60	202,525.79	59,933.55	215,956.42	13,430.63		

Non-Salary Expenses

5272	RENTAL/LEASE OTHER	1,418.96	1,427.00	1,300.08	1,427.00	-	
5295	OTR SERV-MISC	-	-	-		-	
5302	PROF/TECH-TRAINING SEMINAR	300.00	3,150.00	360.00	3,150.00	-	
5304	PROF/TECH-LEGAL		11,000.00	-	11,000.00	-	
5305	PROF/TECH-ADVERTISING	190.00	-	-		-	
5307	PROF/TECH-OTHERS	-	-	10,010.27	9,430.00	9,430.00	NearMap annual maintenance
5308	PROF/TECH-CONSULTANTS					-	
5310	PROF TECH-SOFTWARE SUPPORT					-	
5342	COMMUNICATION-POSTAGE	1,130.04	900.00	109.88	900.00	-	
5344	COMMUNICATION-PRINTING	72.14	320.00	-	320.00	-	
5345	COMMUNICATION-DEL SERV	-	2,000.00	227.88	2,000.00	-	

5382	OTR PURCH SRV-OTHER					-
5420	OFFICE SUPPLIES	642.23				-
5421	NON-DISPOSABLE OFFICE SUPPLIES	739.54				-
5500	MEDICAL SUPPLIES					-
5588	OTH SUP-BOOKS	1,376.15	1,375.00	371.95	1,400.00	25.00
5590	OTH SUP-MISC	43.89	100.00	100.00	100.00	-
5710	TRAVEL-MILEAGE TOLLS & PARKING	198.37	1,400.00	85.01	1,485.00	85.00
5711	TRAVEL-MEALS & FOOD		160.00		160.00	-
5712	TRAVEL-HOTEL		800.00		800.00	-
5713	IN-STATE TRAVEL-OTHER					-
5730	DUES AND MEMBERSHIPS	560.00	635.00	640.00	650.00	15.00
5850	CAP OUTLAY - OTHER					-
5853	CAP OUTLAY - FURNITURE					-
						-
						-
						-
						-

TOTAL NON-SALARY EXPENSES	6,671.32	23,267.00	13,205.07	32,822.00	9,555.00
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GRAND TOTAL	182,020.92	225,792.79	73,138.62	248,778.42	22,985.63
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Town of East Longmeadow  
 FY 2023 Detailed Salary Budget

Department #: 141  
 Department Name: Assessing Dept

\_\_\_\_\_  
 Sign and Date Department Head

Detailed Salary Budget

EXPENSE CODE	ACCOUNT DESCRIPTION	Employee's Name	Rate	Calculation (26 Pay Periods)	COMMENTS
5110	FULL TIME SALARIES/WAGES	Martha Leamy	28.8272	39,463.30	Union E-Hourly Emp. 7/1/22-8/10/22 Step 3-Prior to UPSEU Nego.
5110	FULL TIME SALARIES/WAGES	Martha Leamy	29.9918	20,931.05	Union E-Hourly Emp. 8/11/22-6/30/23 Step 4-Prior to UPSEU Nego.
5110	FULL TIME SALARIES/WAGES	Melissa Goodrow	25.0735	37,118.53	Union D-Hourly Emp. 7/1/2022-3/18/23 Step 3-Prior to UPSEU nego.
5110	FULL TIME SALARIES/WAGES	Melissa Goodrow	25.6904	15,335.34	Union D-Hourly Emp. 3/19/2023-6/30/23 Step 4-Prior to UPSEU Nego.
				112,848.22	
5112	APPOINTED SALARIES	Martin Grudgen		1,500.00	Stipend-chairman
5112	APPOINTED SALARIES	J. William Johnston		1,000.00	Stipend
5112	APPOINTED SALARIES	Marilyn Ghedini		1,000.00	Stipend
				3,500.00	
5113	DEPT HEAD SALARY/WAGES	Diane Bishop		97,410.00	Contractual prior to Performance Review
				1,948.20	2% budgeted -Employment Contract
				99,358.20	
5140	LONGEVITY	Melissa Goodrow		250.00	Longevity
				215,956.42	

Overlay Analysis

Obj code	FY	Overlay Reserve	Overlay Deficit Raised	Total	Less Abt & Ex through June 30th	Less Overlay \$ released	Overlay Reserve Balance	BOA Balance	GL Balance	Diff	UNPAID PP PER COLLECTOR 6/30/2021	Potential ATB	Balance less ATB + PP owed	Best Maximum Surplus Estimate
1239	2004	275,501.28	0.00	275,501.28	125,473.71	149,012.88	1,213.95	1,213.95	0.00	0.00	-	0.00	0.00	1,213.95
1239	2005	286,091.42	0.00	286,091.42	150,284.58	133,501.50	769.96	769.96	0.00	0.00	-	0.00	0.00	769.96
1239	2006	151,996.07	0.00	151,996.07	100,911.44	38,144.71	657.41	657.41	0.00	0.00	-	0.00	0.00	657.41
1239	2007	268,844.46	0.00	268,844.46	126,286.04	0.00	142,921.29	142,921.29	0.00	0.00	-	0.00	0.00	142,921.29
1239	2008	187,647.74	0.00	187,647.74	179,982.53	0.00	7,665.21	7,665.21	0.00	0.00	-	0.00	0.00	7,665.21
1239	2009	220,844.14	90,604.56	311,448.70	312,021.56	0.00	-572.86	-572.86	0.00	0.00	-	0.00	0.00	-572.86
1239	2010	270,757.25	0.00	270,757.25	186,738.81	0.00	84,018.44	84,018.44	0.00	0.00	-	0.00	0.00	84,018.44
1239	2011	299,280.54	0.00	299,280.54	201,087.32	0.00	98,193.22	98,193.22	0.00	0.00	-	0.00	0.00	98,193.22
1239	2012	320,926.41	0.00	320,926.41	150,731.31	0.00	170,195.10	170,195.10	0.00	0.00	-	0.00	0.00	170,195.10
1239	2013	318,303.53	0.00	318,303.53	148,297.38	0.00	170,006.15	170,006.15	0.00	0.00	6,560.33	0.00	6,560.33	163,445.82
1239	PRIOR	2,600,192.84	90,604.56	2,690,797.40	1,681,814.68	320,659.09	675,067.87	675,067.87	675,067.87	0.00	6,560.33	0.00	0.00	675,067.87
1233	2014	252,661.71	0.00	252,661.71	129,213.48	0.00	123,448.23	123,448.23	123,448.23	0.00	3,261.21	0.00	3,261.21	120,187.02
1232	2015	335,141.86	0.00	335,141.86	172,739.28	0.00	162,402.58	162,402.58	162,402.58	0.00	4,685.95	0.00	4,685.95	157,716.63
1231	2016	343,051.97	0.00	343,051.97	144,479.71	0.00	198,572.26	198,572.26	198,572.26	0.00	2,140.24	0.00	2,140.24	196,432.02
1230	2017	343,054.20	0.00	343,054.20	156,213.90	0.00	186,840.30	186,840.30	186,840.30	0.00	2,194.52	0.00	2,194.52	184,645.78
1238	2018	227,946.43	0.00	227,946.43	181,738.95	0.00	46,207.48	46,207.48	46,207.48	0.00	3,806.59	0.00	3,806.59	42,400.89
1237	2019	169,548.87	0.00	169,548.87	179,776.98	0.00	-10,228.11	-10,228.11	-10,228.11	0.00	47,528.16	86,848.41	134,376.57	-144,604.68
1236	2020	174,084.65	0.00	174,084.65	191,353.37	0.00	-17,268.72	-17,268.72	-17,268.72	0.00	54,133.42	96,028.64	150,162.06	-167,430.78
1235	2021	154,038.97	0.00	154,038.97	216,192.03	0.00	-62,153.06	-62,153.06	-62,153.06	0.00	8,975.15	90,610.74	99,585.89	-161,738.95
1234	2022	185,172.92	0.00	185,172.92	101,400.73	0.00	83,772.19	90,672.13						
							1,386,661.02	1,393,560.96	1,302,888.83	0.00	133,285.57	273,487.79	400,213.03	1,236,316.72

## FY2023 Town Reserves

Each year the town must budget reserves apart from departmental budgets. The five major reserve funds available to towns are as follows:

1. Free cash
2. Stabilization
3. **Overlay surplus**
4. Reserve Fund
5. Enterprise fund's retained earnings

### What is an Overlay Reserve?

Overlay is a single account to fund abatements and exemptions of committed real and personal property taxes for any fiscal year. The overlay amount is determined by the board of assessors (assessors) and may be raised in the tax rate without appropriation.

Excess overlay is determined, certified and transferred by vote of the assessors to a Fund Balance Reserved for Overlay Released by the Assessors for Expenditures (overlay surplus). Overlay surplus may then be appropriated by the legislative body for any lawful purpose until the end of the fiscal year, i.e., June 30. Overlay surplus not appropriated by year-end is closed to the general fund undesignated fund balance. G.L. c. 59, §§ 23 and 25.

### Overlay Concerns

The Overlay Reserve fund has been underfunded for the past few year with a deficit in the past three years. During the budgeting process, it was decided to raise the FY22 Overlay Reserve from \$200,000 to \$250,000. Apparently, the Town Council did not vote on this so no increase to this reserve fund was realized. At Tax Recap time, the Overlay Reserve Line found on Tax Rate Recap Page 2 IId at \$185,172.92 after recalculating the FY2022 Recap for submission to DOR for tax rate approval. This is \$64,827.08 less than anticipated. (Please note, in order to balance the Tax Recap, the Overlay Surplus is the adjustment factor.)

As we are entering the full FY2023 Recertification, I will require the amount of this reserve to be increased to **no less than \$300,000** after all recalculations are complete.

In 2016 the Municipal Modernization Act allowed for the combination of all individual fiscal years Overlay Reserve Funds to now be combined and considered one fund. This Act assist municipalities the relief of raising Overlay Deficits in the future fiscal year and utilizing any surplus from a prior fiscal year.

Please note this reserve fund covers all Real & Personal Tax Abatements, Interest on abatements, Real Estate Tax Exemptions along with the funding for the SWAP program. In FY2021, we realized over \$60,000 in deficits. Please note, in FY2021 the SWAP program was

suspended due to the pandemic with minimal hours under this program complete which minimize the charges to the Overlay.

### **Increases / Changes in the Exemption Program**

**Clause 22D:** Beginning in FY2018, Chapter 59 Section 3, Clause 22D was amended and now allows for a full exemption for certain Exemption applicants. We are now granting close to \$50,000 in exemption while at the same time the Overlay Reserve has been decreasing.

The following is the annual total granted for Clause 22D:

FY 2021 \$48,290.20

FY 2020 \$46,419.70

FY 2019 \$44,632.01

FY 2018 \$26,258.98

FY 2017 \$4,359.38

**SWAP:** The SWAP program is based on the minimum wage which is now \$14.25. The town has allotted 20 position with a maximum of 125 per slot totaling an additional \$25,624 plus the town's share of Medicare tax.

If the SWAP program was not suspended, the Overlay would be approximately \$80,000 in the red!

### **What is the Typical Overlay Reserve Raised by Cities & Towns in Recent Years?**

According to City & Town- December 16, 2021 Issue the average percentage of total levy to allocate to the Overlay was 1.02 percent.

Based on FY22 Tax Levy of \$45,380,748 with \$185,173, the town is allocating .4 percent towards the Overlay Reserve which is extremely low.

### **Potential Fluctuating Needs in Total Overlay Raised**

Many towns increase an additional allocation when the municipality is in a Recertification year. East Longmeadow will be facing not only a recertification year in FY 2023 but also faces uncertainty in the Commercial Industrial valuations due to economic and the effects of the pandemic.

Department #: 145  
 Department Name: Collector / Treasurer

Sign and Date Dawn Fonte

3/30/23

EXPENSE CODE	ACCOUNT DESCRIPTION	FY 21 EXPENDED	FY 22 BUDGETED	FY 22 EXPENDED THROUGH 11/19/21	FY 23 REQUEST	INCREASE / (DECREASE) FROM FY 22 BUDGET
<b>Salary</b>						
5110	FULL TIME SALARY/WAGES	194,649.87	179,118.84	79,536.51	187,078.73	7,959.89
5111	PART TIME SALARY/WAGES		20,383.87	387.79	42,297.85	21,913.98
5112	ELECTED SALARY		-	-		-
5113	DEPT HEAD SALARY/WAGES	71,273.17	72,420.00	25,630.99	74,152.38	1,732.38
5120	TEMPORARY POSITION	0.00	964.09	80.34	964.09	0.00
5130	OVERTIME	300.85	699.90	205.65	780.27	80.37
5140	LONGEVITY	1,050.00	1,200.00	550.00	800.00	(400.00)
5142	EDUCATIONAL		-	-		-
5143	DUTY OFFICER		-	-		-
5144	STAND BY		-	-		-
5157	QUINN BILL		-	-		-
5158	RETIREMENT BONUS		-	-		-
5190	STIPEND-HOLIDAY		-	-		-
5191	CLOTHING		-	-		-
5193	STIPENDS	1,000.00	1,000.00	-	1,000.00	-
<b>TOTAL SALARIES</b>		<b>268,273.89</b>	<b>275,786.70</b>	<b>106,391.28</b>	<b>307,073.33</b>	<b>31,286.63</b>

**Non-Salary Expenses**

5244	REPAIRS-OFFICE EQUIPMENT	292.00	300.00	334.00	1,534.00	1,234.00
5270	RENTAL/LEASE OFFICE EQUIPMENT	3,248.31	3,096.00	1,758.12	3,467.00	371.00
5295	OTR SERV-MISC	7,766.50	8,500.00	3,866.72	11,321.00	2,821.00
5296	BANK SERVICES-CHARGES/FEES	12,802.15	12,000.00	5,464.32	13,300.00	1,300.00
5302	PROF/TECH-TRAINING SEMINAR	80.00	1,500.00	135.00	1,500.00	-
5304	PROF/TECH-LEGAL	3,570.00	9,900.00	455.00	10,321.00	421.00
5305	PROF/TECH-ADVERTISING	670.00	8,000.00	-	8,000.00	-
5307	PROF/TECH-OTHERS		-	-		-
5308	PROF/TECH-CONSULTANTS		-	-		-
5342	COMMUNICATION-POSTAGE	26,158.94	35,500.00	16,244.00	38,275.00	2,775.00
5344	COMMUNICATION-PRINTING	399.98	600.00	-	600.00	-
5420	OFFICE SUPPLIES	1,067.50	3,300.00	1,006.34	3,329.00	29.00
5421	NON-DISPOSABLE OFFICE SUPPLIES	983.97	800.00	503.92	1,198.00	398.00
5590	OTH SUP-MISC	59.26	75.00	31.13	90.00	15.00
5710	TRAVEL-MILEAGE TOLLS & PARKING	148.06	800.00	202.70	813.00	13.00
5711	TRAVEL-MEALS & FOOD	0.00	-	-		-
5712	TRAVEL-HOTEL	0.00	-	-		-
5730	DUES AND MEMBERSHIPS	300.00	400.00	300.00	400.00	-
5785	OTHER CHARGES/EXPENSES		-	-		-
5788	REFUND		-	-		-
5789	LATE FEES		-	-		-
5850	CAP OUTLAY-OTHER		-	-		-
5853	CAP OUTLAY-FURNITURE		-	-	1,020.00	1,020.00
<b>TOTAL NON-SALARY EXPENSES</b>		<b>57,546.67</b>	<b>84,771.00</b>	<b>30,301.25</b>	<b>95,168.00</b>	<b>10,397.00</b>
<b>GRAND TOTAL</b>		<b>325,820.56</b>	<b>360,557.70</b>	<b>136,692.53</b>	<b>402,241.33</b>	<b>41,683.63</b>



Collector/Treasure's Office

Non-Salary Budget

Expense Code: 5244; Request increase is for two Receipt Printers that are compatible with MUNIS for Point of Sale Transactions (aka: posting the payment for in-person transactions)

Expense Code: 5270; Increase is for our New Pitney Bowes Mail Machine, the old machines contract was up and we needed to invest in the "Newer Model", due to this the Quarterly Lease has increased.

Expense Code: 5295; Increase is to add "Return Envelopes" with our Real Estate and Personal Property bills to encourage residents to mail in their payments which go to our LockBox which makes for quicker clearing of a residents payment.

Expense Code: 5590; This line item is for our office drinking water/cooler, the increase is due to being back in the building full time and being fully staffed, which ultimately will increase our water usage.

Expense Code: 5853; Request is for a New Desk for the Assistant Treasurer – in FY2018 we had worked in the budget for 4 new workstations and only ended up ordering 3 due to the Assistant Treasurer at the time did not want a new desk, so, the extra funds were turned back. Now, the new Assistant Treasurer would like a newer more functional desk with ultimately more work surface.

## Collector/Treasure's Office

### Request for 2<sup>nd</sup> Part-Time Admin. Asst. (19Hrs)

- This employees; main functions will be Counter Coverage, Telephone Coverage and Dispersing the weekly Warrant
- Prior to the Charter Change and the Clerk's Office and the Collector/Treasurers Office was combined as one, there were 5 ½ staff members answering the phones and taking their turn at the counter and currently we have 3 ½ staff members (excluding Dept. Head)
- The Assistant Treasurer should not be a regular counter person, due to segregation of duties and controls; she should be the final person to balance all payments and transaction. If she is removed from counter coverage we will be down to 2 ½ staff members to serve residents.
- Since the Pandemic, the Collector's Office has taken on the responsibility of selling the Burning Permits for the Fire Department, which has increased the volume of transactions we take in a day.
- Due to the No Cash Policy, the volume of foot traffic has increased. In 1 years' time, the Collector's staff has written 275 Cash or Card receipts for Fire Permits, Dump Stickers and other Miscellaneous Receipts.
- With extra staffing the Assistant Collector and Collector's Assistant will be able to spend more time on the daily posting of payments to keep it current – due to our high volume of transactions, this office, at times, has been 2-3 weeks behind with posting of payments. When behind we cannot give accurate information to banks, closing attorneys or residents.
- Even with online payment options and lockbox services, the payments we receive, in this office, from regular mail, can take anywhere from 3-5 hours to process.
- With the extra support/coverage, the Collector/Treasurer and the two Assistants will be able to attend Massachusetts Collector/Treasurer meetings, school and seminar, without leaving the department short staffed.
- This addition to the department will alleviate the stress and anxiety of staff members from feeling rushed to get their work done, which will help with accuracy of their jobs. Also, this will help with coverage during; sick time, vacation time, personal time, attending training and/or seminars.
- Lastly, for Fy2023 we are looking into "Point of Sale" transaction, which translates to when a taxpayer comes in person to pay for a bill, the payment will be posted into MUNIS immediately. Due to this change, it will increase the time that it takes for an in-person transaction.

Town of East Longmeadow  
 FY 2023 Budget Request

Department #: 151  
 Department Name: Legal Services

Sign and Date Mary McNally

EXPENSE CODE	ACCOUNT DESCRIPTION	FY 21 EXPENDED	FY 22 BUDGETED	FY 22 EXPENDED THROUGH 11/19/21	FY 23 REQUEST	INCREASE / (DECREASE) FROM FY 22 BUDGET
<b>Salary</b>						
5110	FULL TIME SALARY/WAGES	-	-	-	-	-
5111	PART TIME SALARY/WAGES	-	-	-	-	-
5112	ELECTED SALARY	-	-	-	-	-
5113	DEPT HEAD SALARY/WAGES	-	-	-	-	-
5120	TEMPORARY POSITION	-	-	-	-	-
5130	OVERTIME	-	-	-	-	-
5140	LONGEVITY	-	-	-	-	-
5142	EDUCATIONAL	-	-	-	-	-
5143	DUTY OFFICER	-	-	-	-	-
5144	STAND BY	-	-	-	-	-
5157	QUINN BILL	-	-	-	-	-
5158	RETIREMENT BONUS	-	-	-	-	-
5190	STIPEND-HOLIDAY	-	-	-	-	-
5191	CLOTHING	-	-	-	-	-
5193	STIPENDS	-	-	-	-	-
<b>TOTAL SALARIES</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>-</b>

Non-Salary Expenses

5270	RENTAL/LEASE OFFICE EQUIPMENT					-	
5302	PROF/TECH-TRAINING SEMINAR					-	
5304	PROF/TECH-LEGAL					-	
530401	Legal - General	56,512.50	78,328.13	33,552.50	100,178.13	21,850.00	increase per Steve
530402	Legal- Planning/Zoning/Con Com	25,090.00	21,767.47	125.00	21,767.47	-	
530403	Legal-Labor	22,028.87	36,107.30	9,864.57	50,456.25	14,348.95	increase due to ongoing labor issues per TM
530404	Legal-Town Council	0.00	0.00	0.00	-	-	
53405	Legal-Building Dept	0.00	3,797.10	0.00	-	(3,797.10)	did not use
5305	PROF/TECH-ADVERTISING					-	
5307	PROF/TECH-OTHERS					-	
5342	COMMUNICATION-POSTAGE					-	
5344	COMMUNICATION-PRINTING					-	
5420	OFFICE SUPPLIES					-	
5421	NON-DISPOSABLE OFFICE SUPPLIES					-	
5587	OTH SUP-NEWSPAPER					-	
5590	OTH SUP-MISC					-	
5710	TRAVEL-MILEAGE TOLLS & PARKING					-	
5711	TRAVEL-MEALS & FOOD					-	
5712	TRAVEL-HOTEL					-	
5730	DUES AND MEMBERSHIPS					-	
5785	OTHER CHARGES/EXPENSES					-	
5853	CAP OUTLAY-FURNITURE					-	
<b>TOTAL NON-SALARY EXPENSES</b>		<b>103,631.37</b>	<b>140,000.00</b>	<b>43,542.07</b>	<b>172,401.85</b>	<b>32,401.85</b>	
<b>GRAND TOTAL</b>		<b>103,631.37</b>	<b>140,000.00</b>	<b>43,542.07</b>	<b>172,401.85</b>	<b>32,401.85</b>	

Town of East Longmeadow  
 FY 2023 Budget Request

3/20/22

Department #: 152  
 Department Name: Human Resources

Sign and Date Joan Iwanicki

EXPENSE CODE	ACCOUNT DESCRIPTION	FY 21 EXPENDED	FY 22 BUDGETED	FY 22 EXPENDED THROUGH 11/19/21	FY 23 REQUEST	INCREASE / (DECREASE) FROM FY 22 BUDGET
<b>Salary</b>						
5110	FULL TIME SALARY/WAGES	117,531.82	123,433.14	43,249.53	183,030.00	59,596.86
5111	PART TIME SALARY/WAGES				0.00	-
5112	ELECTED SALARY					-
5113	DEPT HEAD SALARY/WAGES	69,314.45	76,500.00	24,826.96	78,030.00	1,530.00
5120	TEMPORARY POSITION					-
5130	OVERTIME					-
5140	LONGEVITY					-
5142	EDUCATIONAL					-
5143	DUTY OFFICER					-
5144	STAND BY					-
5157	QUINN BILL					-
5158	RETIREMENT BONUS					-
5190	STIPEND					-
5191	CLOTHING					-
5193	STIPENDS					-
<b>TOTAL SALARIES</b>		<b>186,846.27</b>	<b>199,933.14</b>	<b>68,076.49</b>	<b>261,060.00</b>	<b>61,126.86</b>

1 additional FT staff

Non-Salary Expenses

5241	REPAIRS-VEHICLES					-
5243	REPAIRS-TELEPHONES					-
5244	REPAIRS-OFFICE EQUIPMENT					-
5248	REPAIRS-COMPUTER EQUIP					-
5249	REPAIRS-OFFICE FURNISHING					-
5250	REPAIRS-OTHERS					-
5270	RENTAL/LEASE OFFICE EQUIPMENT	300.26	1,440.26	28.00	1,000.00	(440.26)
5271	RENTAL/LEASE BUILDING					-
5272	RENTAL/LEASE OTHER					-
5295	OTR SERV-MISC	5,491.00	5,500.00	3,990.00	6,273.00	773.00
5300	PROF/TECH-MEDICAL					-

physical/drug test / police and fire

5302	PROF/TECH-TRAINING SEMINAR	365.00	5,000.00	375.00	5,025.00	25.00	Goal for Department Head trainings. Could not administer in 2020 due to Covid
5303	PROF/TECH - AUDITING						
5304	PROF/TECH-LEGAL					-	
5305	PROF/TECH-ADVERTISING	478.02	1,500.00	78.02	1,000.00	(500.00)	
5307	PROF/TECH-OTHERS					-	
5308	PROF/TECH-CONSULTANTS		5,400.00	0.00	5,400.00	-	UI vendor
5309	PROF/TECH-DATA PROCESSING					-	
5310	PROF TECH-SOFTWARE SUPPORT				6,500.00	6,500.00	Trusaic
5341	COMMUNICATION-TELEPHONE					-	
5342	COMMUNICATION-POSTAGE	1,488.10	1,700.00	152.27	1,300.00	(400.00)	
5343	COMMUNICAITON-WIRELESS					-	
5344	COMMUNICATION-PRINTING	383.82	750.00	0.00	750.00	-	business cards, HR envelopes, HR Posters
5345	COMMUNICATION-DEL SERV					-	
5382	OTR PURCH SRV-OTHER					-	
5420	OFFICE SUPPLIES				1,000.00	1,000.00	Separation of Budget from Town Manager
5421	NON-DISPOSABLE OFFICE SUPPLIES					-	
5422	COMPUTER EQUIPMENT					-	
5430	BUILDING REPAIRS/SUPPLIES					-	
5480	VEH SUPPLY-GASOLINE					-	
5481	VEH SUPPLY-TIRES					-	
5482	VEH SUPPLY-MOTOR OIL					-	
5483	VEH SUPPLY-PARTS					-	
5484	VEH SUPPLY-BATTERIES					-	
5485	VEH SUPPLY-OTHERS					-	
5500	MEDICAL SUPPLIES					-	
5580	OTH SUP-FIREFIGHTING					-	
5582	OTH SUP-MAGAZINE					-	
5584	OTH SUP-UNIFORM/CLOTHING					-	
5587	OTH SUP-NEWSPAPER					-	
5588	OTH SUP- BOOKS					-	
5590	OTH SUP-MISC					-	
5710	TRAVEL-MILEAGE TOLLS & PARKING		1,500.00	0.00	1,500.00	-	Was not able to go to conferences due to Covid
5711	TRAVEL-MEALS & FOOD		250.00	0.00	250.00	-	Was not able to go to conferences due to Covid
5712	TRAVEL-HOTEL					-	
5713	IN-STATE TRAVEL-OTHER					-	
5730	DUES AND MEMBERSHIPS	1,435.00	2,325.00	0.00	2,325.00	-	MMHR, EANE Prof Memberships

5785	OTHER CHARGES/EXPENSES					-
5788	REFUND					-
5789	LATE FEES					-
5792	EMPLOYEE RECOGNITION		500.00	0.00	500.00	-
5810	CAP OUTLAY-OPEN SPACE					-
5820	CAP OUTLAY-BUILDING					-
5840	CAP OUTLAY-SITE IMPROV					-
5850	CAP OUTLAY-OTHER					-
5851	CAP OUTLAY-AUTOMOBILE					-
5852	CAP OUTLAY-TRUKS/BUSES					-
5853	CAP OUTLAY-FURNITURE	269.00	500.00	0.00	500.00	-
5854	CAP OUTLAY-FIREFIGHTER EQUIP					-
						-

TOTAL NON-SALARY EXPENSES	<u>10,210.20</u>	<u>26,365.26</u>	<u>4,623.29</u>	<u>33,323.00</u>	<u>6,957.74</u>
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GRAND TOTAL	<u>197,056.47</u>	<u>226,298.40</u>	<u>72,699.78</u>	<u>294,383.00</u>	<u>68,084.60</u>
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My goal is to create a consistent, supportive, environment where managers and employees have the confidence to reach out to HR for their needs, and to provide training for the HR areas that pose a high risk of harm to employees and the Town.

Human Resources is perceived by many as Benefits and Hiring, but in reality it consists of so much more. Over the last year, the HR Department has provided support to departments for compliance and assistance in Hiring, FMLA, Workman's Comp, and COVID assistance. As HR Generalist, Mariola has managed most of the operational support for these processes. As the HR Manager I have supported the Directors in different HR needs such as responding to grievances, wage and hour compliance, disciplinary actions, and reclassifying positions for employee retention and any other area that needed my assistance. Although I can't list everything that we have accomplished over the last year, we continue to build the department, but there are so many more improvements to be done. Our application process and onboarding could and should be better. We should be providing our employees with benefits that are comparable to other towns. Our school employees could use more support when choosing their benefits. Our retirees need more support during open enrollment and knowledge to help them make the decision and prevent fraudulent or additional coverages.

Human Resources provides support to Town Managers, Directors, and employees in different ways. One aspect is compliance, and the steps HR takes prevents or lessens litigation cases and settlements. There are many compliance areas that have to be addressed to prevent this risk. Of course, this is not appreciated as you can't measure the lawsuits that were prevented. Risk management is a key factor in prevention.

My point is our Town has only experienced chaos as their normal HR experience. I am trying to change that. I want to create a consistent, compliant, supportive department that serves our employees and protects our town from risk. A full time HR Department for the Town of East Longmeadow was only established since 2017. Even since 2017, HR support has been inconsistent, having no HR leadership for two years between 2017 and 2019. Prior to the establishment of Town of East Longmeadow's Human Resources Department in 2017, my understanding is there were assistants, benefits staff, and Selectman that primarily supported HR functions. Departments and Directors took on many of the functions of HR themselves.

When our Benefits Manager retired we found that she had been trying to manage all of her responsibilities, but the job was too much for one person. Since she was hired in 2009, 240 employees have retired, most of which have continued their health benefits. This is the equivalent of hiring an additional one and a half of our current full time employees. With now over 400 retirees that are taking advantage of their earned health benefits, and 600+ Town and School employees eligible for benefits, this position supports over a thousand employees. This position also manages the payroll deductions for benefits and the retiree benefits and billing which coordinates invoices through Hampden County Retirement, Mass Teachers Retirement, and Over the Counter Billing.

One of the main questions HR asks itself is why work for the Town of East Longmeadow. Since the Affordable Care Act came into play, employee benefits play a major factor when deciding on a new position. Culture, growth and development, work life balance, respectful work environment, and wages keep our employees. Human Resources can help with this and hopefully with it decrease the amount of turnover, and increase the employee retention. To do this I am requesting additional staff to accomplish this for Human Resources FY 2023 budget. I am requesting one additional FT staff and one additional PT staff for a total of \$78,000. I also have included \$30,000 to do a study to explore joining the GIC insurance for FY 2025 which would benefit both retirees and employees. If approved, the risk associated with this position and the work involved would be reduced tremendously. If approved, the process of analyzing would begin in January 2023.

I respectfully submit this request to help grow our Town to offer great benefits, and to make the HR department a supportive and compliant resource where managers and employees can feel comfortable and confident to reach out to for help.

Ed

Town of East Longmeadow  
 Additional Requests  
 FY 2023 Budget

Department #: 152  
 Department Name: HR

Sign and Date Steve Lonergan

<u>Org</u>	<u>Object</u>	<u>Description</u>	<u>Cost</u>	<u>Explanation</u>		
	5110	Full Time Salary Wages		52000 See attached memo	52,000.00	52,000.00
	5420	Office Supplies		1000 Breakout from TM Budget	1,000.00	1,000.00
Department #: 914						
Department Name: Benefits						
	5310	Professional Tech Support ACA Processing - Trusaic			6,500.00	6,500.00

### Proposal for Additional Employee Benefit Staff

Since Corinne was hired in 2009, 240 employees have retired, many of which have continued their health benefits with the Town. Additionally, replacements for the retirees, and an increase in employees as a whole, along with the staggering number of hires and resignations in 2020 and 2021 has put a burden on the demands of the Benefits Administrator and the HR Department as a whole. I am proposing to add a part time position to assume the responsibilities of the billing portion of the benefits position so that the current Benefit Administrator can focus on the actual benefits administration responsibilities of the job.

The billing portion needs more attention than has been given in the past, and this additional position will ensure that the current 325 retirees and upcoming retirees are billed correctly through their pensions and over the counter. This position will process, reconcile, and maintain all retiree billing for the Town of East Longmeadow. In the past during peak times of the year, when one group of benefit recipients took on more focus, something had to be put aside and it was usually the billing. For instance, during open enrollment for employees in April and May, School employees in August, and Retiree in December, quite a bit of time is taken to prepare and process enrollments and in the past the billing has fallen behind during these times. After these events take place there is a catch up with the billing and other duties, and this can and has snowballed over time. This additional part time staff will improve the workflow and provide the support needed to the Benefits Department to ensure the retiree billing is accurate and consistent.

This will also allow the Benefits Administrator to focus on the employee benefits, including improving the processes, expanding benefits, and maintaining compliance. Currently we offer the very basic benefits. Adding this role will also the Town to look into expanding employee benefits to remain competitive with other municipalities. There are many improvements needed in this department that the previous Benefits Administrator did not have time to resolve. One being setting up a basic cafeteria plan that can be expanded on as benefits expand. Another is looking into the option of joining the GIC Insurance and whether this would be a beneficial move for the Town of East Longmeadow.

As a resident and employee of the Town, it is important to retain our workforce. In recent years employee benefits have become a major factor when making employment decisions. In order to be competitive and attract the best talent we must remain competitive and offer the best benefits at the lowest cost to the Town.

Respectfully,

Joan Iwanicki

Town of East Longmeadow  
FY 2023 Budget Request

Department #: 152  
Department Name: Human Resources

Sign and Date

Joan Iwanicki

Detailed Salary Budget

EXPENSE CODE	ACCOUNT DESCRIPTION	Employee's Name	Rate	Calculation (26 Pay Periods)	COMMENTS
5110	FULL TIME SALARY/WAGES	Christopher Lizotte			2.00%
5110	FULL TIME SALARY/WAGES	Mariola Rivera			2.00%
5113	DEPT HEAD SALARY/WAGES	Joan Iwanicki			2.00%
5193	STIPENDS				
5193	STIPENDS				

Department #: 155  
 Department Name: INFORMATION TECHNOLOGY

Sign and Date RYAN QUIMBY

EXPENSE CODE	ACCOUNT DESCRIPTION	FY 21 EXPENDED	FY 22 BUDGETED	FY 22 EXPENDED THROUGH 11/19/2021	FY 23 REQUEST	INCREASE / (DECREASE) FROM FY22 BUDGET
Salary						
5110	FULL TIME SALARY/WAGES	349,428.07	350,640.00	149,575.63	469,523.07	118,883.07
5111	PART TIME SALARY/WAGES					-
5112	ELECTED SALARY					-
5113	DEPT HEAD SALARY/WAGES	104,174.89	107,000.00	36,976.87	109,559.77	2,559.77
5120	TEMPORARY POSITION		9,000.00	7,342.50	9,000.00	-
5130	OVERTIME	2,508.94	5,000.00		5,000.00	-
5140	LONGEVITY	1,370.00	1,370.00	570.00	1,645.00	275.00
TOTAL SALARIES		457,481.90	473,010.00	194,465.00	594,727.84	121,717.84

Includes union negotiations

Non-Salary Expenses

5240	REPAIRS-BUILDING & GROUND					-
5241	REPAIRS-VEHICLE	2,425.62	1,000.00	0.00	1,000.00	-
5243	REPAIRS - TELEPHONE	5.18	5,000.00	3,323.60	5,000.00	-
5244	REPAIRS-OFFICE EQUIPMENT					-
5248	REPAIRS- COMPUTER EQUIPMENT	132,627.96	65,000.00	136,451.37	65,000.00	-
5250	REPAIRS-OTHER	1,303.79	5,000.00	0.00	5,000.00	-
5270	RENTAL/LEASE OFFICE EQUIPMENT					-
5295	OTR SERV-MISC					-
5296	BANK SERVICES-CHARGES/FEES					-
5302	PROF/TECH-TRAINING SEMINAR	2,000.00	6,000.00	0.00	6,000.00	-
5304	PROF/TECH-LEGAL					-
5305	PROF/TECH-ADVERTISING					-
5307	PROF/TECH-OTHERS	1,817.50	0.00	3,400.00		-
5308	PROF/TECH-CONSULTANTS	25,742.50	10,000.00	20,187.50	10,000.00	-
5310	PROF TECH - SOFTWARE SUPPORT	326,386.68	313,611.00	252,256.48	312,259.43	(1,351.57)
5341	COMMUNICATIONS-TELEPHONE	21,308.66	25,200.00	23,152.69	25,200.00	-
5342	COMMUNICATION-POSTAGE	194.31	100.00	78.25	100.00	-
5343	COMMUNICATION-WIRELESS	27,384.65	30,000.00	28,000.00	30,000.00	-
5344	COMMUNICATION-PRINTING					-
5346	COMMUNICATION-INTERNET	9,000.00	15,000.00	13,140.00	15,000.00	-
5420	OFFICE SUPPLIES	509.21	2,000.00	1,051.49	2,000.00	-
5421	NON-DISPOSABLE OFFICE SUPPLIES	119.97		1,399.94		-
5480	VEH SUPPLY-GASOLINE	588.67	500.00	574.54	500.00	-
5584	OTH SUP-UNIFORM/CLOTHING		250.00	0.00	250.00	-
5590	OTH SUP-MISC	1,958.62		1,716.59		-

RECLASS TO 5420???

5711	TRAVEL-MEALS & FOOD					-
5712	TRAVEL-HOTEL					-
5713	IN-STATE TRAVEL-OTHER					-
5730	DUES AND MEMBERSHIPS	2,299.00	1,040.00	1,299.00	1,040.00	-
5785	OTHER CHARGES/EXPENSES					-
5788	REFUND					-
5789	LATE FEES					-
5850	CAP OUTLAY-OTHER					-
5853	CAP OUTLAY-FURNITURE					-
5856	CAP OUTLAY - COMPUTER EQUIPMENT	2,160.40	0.00	1,076.19	0.00	-

TOTAL NON-SALARY EXPENSES	<u>559,942.72</u>	<u>482,221.00</u>	<u>487,957.64</u>	<u>480,869.43</u>	<u>(1,351.57)</u>
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GRAND TOTAL	<u>1,017,424.62</u>	<u>955,231.00</u>	<u>682,422.64</u>	<u>1,075,597.27</u>	<u>120,366.27</u>
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FY 2023 Revision 0							Description	
Expenses	acct	sub-acct	Description	FY21	FY22	FY23	Diff	pct
011552	5243		Repairs - Telephone	\$ 5,000	\$ 5,000	\$ 5,000	\$ -	0%
011552	5248		repairs - Computer Equipment	\$ 60,000	\$ 65,000	\$ 65,000	\$ -	0%
011552	5250		Repairs - Radio	\$ 15,000	\$ 5,000	\$ 5,000	\$ -	0%
011552	5302		Prof/Tech - Training Seminar	\$ 10,000	\$ 6,000	\$ 6,000	\$ -	0%
011552	5308		Prof/Tech - Consultants	\$ 10,000	\$ 10,000	\$ 10,000	\$ -	0%
011552	5310		Prof/Tech - Other	\$ 274,261	\$ 315,550	\$ 312,259	\$ (3,296)	-1%

1	MUNIS	\$ 68,675	\$ 75,545	\$ 92,726	\$ 17,181	23%	Financial software (added PACE)
2	Cisco	\$ 39,899	\$ 45,124	\$ 30,000	\$ (15,124)	-34%	Servers, Phones, network, wireless
3	IMC (Zuercher)	\$ 14,487	\$ 15,214	\$ -	\$ (15,214)	-100%	police/dispatch CAD software
4	Antivirus	\$ 12,869	\$ 16,075	\$ 16,879	\$ 804	5%	Sophos Next Gen AV
5	Singlewire	\$ 1,941	\$ 1,941	\$ 2,038	\$ 97	5%	paging for MS/MB/PD/FD
6	UPS Vertiv	\$ 2,356	\$ 2,575	\$ 2,575	\$ -	0%	server room UPS
7	Solarwinds	\$ 5,762	\$ 3,600	\$ 4,138	\$ 538	15%	IT Helpdesk/Auditing
8	GIS Maintenance	\$ 5,800	\$ 5,100	\$ 17,591	\$ 12,491	245%	GIS mapping/DPW work flow forms
9	Vmware	\$ 644	\$ 644	\$ 811	\$ 167	26%	PD/ELPS Virtual Desktops
10	Community Alert System	\$ 4,500	\$ 6,500	\$ 5,500	\$ (1,000)	-15%	community call out system - codeRED
11	ESO	\$ 1,305	\$ 4,200	\$ -	\$ (4,200)	-100%	FD records system
12	Amplified IT	\$ 1,280	\$ 1,600	\$ 1,680	\$ 80	5%	IT Chromebook auditing/mgmt
13	Veeam	\$ 3,562	\$ 5,600	\$ 5,880	\$ 280	5%	Backup software
14	Civicplus	\$ 7,363	\$ 8,400	\$ 8,820	\$ 420	5%	website
15	JAMF	\$ 14,616	\$ 17,000	\$ 13,000	\$ (4,000)	-24%	Apple management software
16	Laserfiche	\$ 1,372	\$ 1,441	\$ 1,513	\$ 72	5%	document management solution
17	.gov domain	\$ 400	\$ 400	\$ -	\$ (400)	-100%	domain name
18	Knowbe4	\$ 6,204	\$ 2,500	\$ 2,500	\$ -	0%	security testing and training software
19	Duo	\$ 3,600	\$ 3,600	\$ 3,600	\$ -	0%	security 2 factor authentication
20	Exacqvision	\$ 8,386	\$ 8,400	\$ 9,100	\$ 700	8%	security camera software maintenance
21	Open Checkbook	\$ 2,000	\$ 2,000	\$ 2,000	\$ -	0%	transparency
22	ID Card Printer	\$ 800	\$ 880	\$ -	\$ (880)	-100%	maintenance contract on printer
23	PRTG	\$ 1,265	\$ 1,500	\$ -	\$ (1,500)	-100%	network monitoring software
24	Cradlepoint	\$ 1,145	\$ 1,500	\$ 1,650	\$ 150	10%	police/fire mobile modems added Amb
25	Zoom Remote Meetings	\$ -	\$ -	\$ 2,500	\$ 2,500	0%	remote meeting support
26	Security	\$ 5,632	\$ 8,600	\$ 8,600	\$ -	0%	CB content filtering inc due to 1:1
27	SSL Certificates	\$ -	\$ -	\$ 4,625	\$ 4,625	0%	Encryption Certificates
28	CovertTrack	\$ 600	\$ 750	\$ -	\$ (750)	-100%	GPS subscription/maintenance
29	Gmail	\$ 32,400	\$ 32,400	\$ 33,000	\$ 600	2%	Gsuite for town employees
30	Gasboy	\$ 900	\$ 900	\$ -	\$ (900)	-100%	fuel management software
31	LucidChart	\$ 1,500	\$ 1,575	\$ 1,575	\$ -	0%	diagraming software
32	SmartDeploy	\$ 1,485	\$ 1,485	\$ -	\$ (1,485)	-100%	computer imaging software
33	Adobe	\$ 1,447	\$ 1,750	\$ 2,500	\$ 750	43%	Adobe suite of products subscription
34	Vision	\$ 13,015	\$ 14,644	\$ 16,109	\$ 1,465	10%	assessing software
35	Foxit	\$ -	\$ 1,500	\$ -	\$ (1,500)	-100%	land lines
36	CJIS	\$ 800	\$ 800	\$ 800	\$ -	0%	Police access fee to state
37	PMAM PD Policies	\$ 4,928	\$ 5,175	\$ 2,000	\$ (3,175)	-61%	policy management software
38	Off Duty Blue	\$ 400	\$ 348	\$ 2,000	\$ 1,652	475%	shift filling
39	Rise Vision	\$ -	\$ 1,000	\$ 1,420	\$ 420	42%	digital signage platform
40	Nutanix	\$ -	\$ 12,000	\$ 12,630	\$ 630	5%	Hyperconverged Virtual System
41	winwam	\$ -	\$ 300	\$ -	\$ (300)	-100%	Health Dept Permitting Software
42	All Traffic Solutions	\$ -	\$ -	\$ 2,500	\$ 2,500	0%	PD Digital Sign
43	Star Witness	\$ 943	\$ 990	\$ -	\$ (990)	-100%	PD interview system

011552	5341		Telephone	\$ 25,200	\$ 25,200	\$ 25,200	\$ -	0%
	001	Verizon	\$ 18,000	\$ 18,000	\$ 18,000	\$ -	0%	added more lines
	002	Crocker	\$ 7,200	\$ 7,200	\$ 7,200	\$ -	0%	VOP Voice service + dedicated fiber
	003	AT&T	\$ -	\$ -	\$ -	\$ -	0%	

011552	5342		Postage	\$ 100	\$ 100	\$ 100	\$ -	0%
011552	5343		Communication	\$ 30,000	\$ 30,000	\$ 30,000	\$ -	0%
	001	AT&T Wireless	\$ -	\$ -	\$ -	\$ -	0%	cell phones/police cars/fire trucks/amb
	002	Verizon Wireless	\$ 30,000	\$ 30,000	\$ 30,000	\$ -	0%	

011552	5346		Communication-Internet	\$ 9,000	\$ 15,000	\$ 15,000	\$ -	0%
	001	AccessPlus Communications	\$ 9,000	\$ 15,000	\$ 15,000	\$ -	0%	new internet vendor + erate discount
	002	Charter Communications	\$ -	\$ -	\$ -	\$ -	0%	

011552	5241		Vehicle - Maintenance	\$ 1,000	\$ 1,000	\$ 1,000	\$ -	0%
011554	5426		Office Supplies	\$ 2,000	\$ 2,000	\$ 2,000	\$ -	0%
011554	5480		Vehicle - Fuel	\$ 500	\$ 500	\$ 500	\$ -	0%
011554	5582		Other Supplies/Magazines	\$ -	\$ -	\$ -	\$ -	0%
011554	5584		Clothing	\$ 250	\$ 250	\$ 250	\$ -	0%
011557	5710		In State Travel Mileage	\$ 2,520	\$ 2,520	\$ 2,520	\$ -	0%
011557	5730		Dues and Memberships	\$ 1,040	\$ 1,040	\$ 1,040	\$ -	0%

**TOTAL EXPENSE** \$ 445,891 \$ 484,166 \$ 480,869 -1%

<b>Salaries</b>								
011551	5110		Full Time Salaries	\$ 337,667	\$ 350,640	\$ 469,523	\$ 118,883	34%
011551	5120		Temporary Position	\$ 7,200	\$ 9,000	\$ 9,000	\$ -	0%
		Water Enterprise Fund	\$ 17,003	\$ 11,745	\$ 12,468	\$ 723	6%	
		Sewer Enterprise Fund	\$ 17,003	\$ 11,745	\$ 12,468	\$ 723	6%	
		Stormwater Enterprise Fund	\$ -	\$ 11,745	\$ 12,468	\$ 723	6%	
011551	5113		Appointed Salaries	\$ 98,622	\$ 184,487	\$ 109,560	\$ (74,927)	-41%
011551	5130		Overtime	\$ 5,000	\$ 5,000	\$ 5,000	\$ -	0%
011551	5140		Longevity	\$ 1,100	\$ 1,370	\$ 1,645	\$ 275	20%

**TOTAL SALARIES** \$ 449,589 \$ 550,497 \$ 594,728 8%

FY22 Total Budget \$ 44,231  
 FY23 Proposed Budget \$ 40,934.52



Department #: 155  
 Department Name: INFORMATION TECHNOLOGY

Sign and Date RYAN QUIMBY

Budget Explanation Sheet

INCREASE /  
 (DECREASE) FROM  
 FY 20 BUDGET

Explanation for Anything Not 0%

EXPENSE CODE	ACCOUNT DESCRIPTION	INCREASE / (DECREASE) FROM FY 20 BUDGET	Explanation for Anything Not 0%
<b>Salary</b>			
5110	FULL TIME SALARY/WAGES	34%	transfer employee from ELPS
5111	PART TIME SALARY/WAGES	#DIV/0!	
5112	ELECTED SALARY	#DIV/0!	
5113	DEPT HEAD SALARY/WAGES	2%	
5120	TEMPORARY POSITION	0%	
5130	OVERTIME	0%	
5140	LONGEVITY	20%	contractual increases
5142	EDUCATIONAL	#DIV/0!	
5143	DUTY OFFICER	#DIV/0!	
5144	STAND BY	#DIV/0!	
5157	QUINN BILL	#DIV/0!	
5158	RETIREMENT BONUS	#DIV/0!	
5190	STIPEND-HOLIDAY	#DIV/0!	
5191	CLOTHING	#DIV/0!	
5193	STIPENDS	#DIV/0!	
<b>Non-Salary Expenses</b>			
5250	REPAIRS-OTHER	0%	
5270	RENTAL/LEASE OFFICE EQUIPMENT	#DIV/0!	
5295	OTR SERV-MISC	#DIV/0!	
5296	BANK SERVICES-CHARGES/FEEs	#DIV/0!	
5302	PROF/TECH-TRAINING SEMINAR	0%	
5304	PROF/TECH-LEGAL	#DIV/0!	
5305	PROF/TECH-ADVERTISING	#DIV/0!	
5307	PROF/TECH-OTHERS	#DIV/0!	
5308	PROF/TECH-CONSULTANTS	-61%	
5342	COMMUNICATION-POSTAGE	0%	
5344	COMMUNICATION-PRINTING	#DIV/0!	
5420	OFFICE SUPPLIES	0%	
5421	NON-DISPOSABLE OFFICE SUPPLIES	#DIV/0!	

Town of East Longmeadow  
 FY 2023 Budget Request

Department #: 160

Department Name: LICENSING & REGISTRATION (CLERK'S)

Sign and Date Jeanne Quaglietti

EXPENSE CODE	ACCOUNT DESCRIPTION	FY 21 EXPENDED	FY 22 BUDGETED	FY 22 EXPENDED THROUGH 11/19/21	FY 23 REQUEST	INCREASE / (DECREASE) FROM FY 22 BUDGET	Comments
Salary							
5110	FULL TIME SALARY/WAGES	119,716.11	102,264.25	40,755.59	\$115,663.23	13,398.98	Mary O'Connor received a grade increase from B/10 to C/10 eff. 10/6/21
5111	PART TIME SALARY/WAGES	408.01	19,924.83	-	\$23,426.38	3,501.55	Hired PT position at higher hourly pay than the previous employee
5112	BOARD/COMMITTEE SALARY	-	-	-	-	-	
5113	DEPT HEAD SALARY/WAGES	81,175.45	82,824.00	28,937.30	\$83,250.00	426.00	
5120	TEMPORARY POSITION	-	-	-	-	-	
5130	OVERTIME	6,137.40	-	210.96	-	-	
513019	HEALTH OVERTIME - COVID 19	-	-	-	-	-	
5140	LONGEVITY	250.00	250.00	250.00	\$250.00	-	
5142	EDUCATIONAL	-	-	-	-	-	
5143	DUTY OFFICER	-	-	-	-	-	
5144	STAND BY	-	-	-	-	-	
5157	QUINN BILL	-	-	-	-	-	
5158	RETIREMENT BONUS	-	-	-	-	-	
5190	STIPEND-HOLIDAY	-	-	-	-	-	
5191	CLOTHING	-	-	-	-	-	
5193	STIPENDS	-	-	1,050.00	1,050.00	1,050.00	
TOTAL SALARIES		207,686.97	205,263.08	71,203.85	223,639.61	18,376.53	

Non-Salary Expenses

5241	REPAIRS - VEHICLES					-	
5270	RENTAL/LEASE OFFICE EQUIPMENT	1,501.81	2,811.38	1,285.56	2,811.38		
5272	RENTAL/LEASE OTHER					-	
5294	OTR SERV-POLICE DETAIL					-	
5295	OTR SERV-MISC					-	
5300	PROF/TECH - MEDICAL					-	

5302	PROF/TECH-TRAINING SEMINAR		300.00	50.00	300.00	-	MTCA Conferences (Springfield/Ft Devens/Plymouth)
5304	PROF/TECH-LEGAL					-	
5305	PROF/TECH-ADVERTISING	1,559.00	3,450.00	1,750.00	3,450.00	-	
5307	PROF/TECH-OTHERS	20.00				-	
5308	PROF/TECH-CONSULTANTS					-	
5310	PROF TECH-SOFTWARE SUPPORT	1,195.00	1,195.00	1,195.00	2,795.00	1,600.00	General Code annual maintenance fee (\$1,195) and annual supplemental fee for new legislation (\$1,000) + King Information Systems annual maintenance fee (\$600)
5342	COMMUNICATION-POSTAGE	3,974.12	925.00	466.99	925.00	-	Census postage
5344	COMMUNICATION-PRINTING	4,465.96	5,200.00	1,243.75	6,100.00	900.00	Census printing (\$4,600) + Street list printing (\$1,500)
5345	COMMUNICATION-DEL SERV					-	
5382	OTR PURCH SRV-OTHER					-	
5420	OFFICE SUPPLIES	2,824.88	2,350.00	2,032.52	2,700.00	350.00	
5421	NON-DISPOSABLE OFFICE SUPPLIES	45.28		33.99	-	-	Water - will now be charged to Office Supplies
5450	CLEANING SUPPLIES					-	
5480	VEH SUPPLY - GASOLINE					-	
5481	VEH SUPPLY - TIRES					-	
5500	MEDICAL SUPPLIES					-	
5501	COVID 19 - SUPPLIES/EXPENSES					-	
5520	COMPUTER SUPPLIES					-	
5570	SUPPLIES - HEALTH INSPECTORS					-	
5584	OTH SUP-UNIFORM/CLOTHING					-	
5588	OTH SUP-BOOKS					-	
5590	OTH SUP-MISC	401.16	500.00	5.98	450.00	(50.00)	Dog license tags
5710	TRAVEL-MILEAGE TOLLS & PARKING		210.00	17.50	220.00	10.00	MTCA Conferences (Ft Devens/Plymouth)
5711	TRAVEL-MEALS & FOOD		240.00	40.00	240.00	-	MTCA Conferences (Springfield/Ft Devens/Plymouth)
5712	TRAVEL-HOTEL		150.00	-	175.00	25.00	MTCA Conference (Plymouth)
5713	IN-STATE TRAVEL-OTHER					-	
5730	DUES AND MEMBERSHIPS	125.00	210.00	145.00	150.00	(60.00)	
5785	OTHER CHARGES/EXPENSES					-	
5788	REFUND	393.00	150.00	180.00	260.00	110.00	
5850	CAP OUTLAY - OTHER					-	
5853	CAP OUTLAY - FURNITURE					-	
5857	ELECTRONIC EQUIPMENT	3,118.90	2,182.00	982.00	-	(2,182.00)	

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TOTAL NON-SALARY EXPENSES    19,624.11    19,873.38    9,428.29    20,576.38    703.00

GRAND TOTAL    227,311.08    225,136.46    80,632.14    244,215.99    19,079.53



Town of East Longmeadow  
 FY 2023 Budget Request

Department #: 162  
 Department Name: ELECTIONS

Sign and Date Jeanne Quaglietti

EXPENSE CODE	ACCOUNT DESCRIPTION	FY 21 EXPENDED	FY 22 BUDGETED	FY 22 EXPENDED THROUGH 11/19/21	FY 23 REQUEST	INCREASE / (DECREASE) FROM FY 22 BUDGET	Comments
<b>Salary</b>							
5110	FULL TIME SALARY/WAGES					-	
5111	PART TIME SALARY/WAGES					-	
5112	BOARD/COMMITTEE SALARY					-	
5113	DEPT HEAD SALARY/WAGES					-	
5120	TEMPORARY POSITION	18,167.26	10,345.50	-	\$37,650.00	27,304.50	
5130	OVERTIME					-	
513019	HEALTH OVERTIME - COVID 19					-	
5140	LONGEVITY					-	
5142	EDUCATIONAL					-	
5143	DUTY OFFICER					-	
5144	STAND BY					-	
5157	QUINN BILL					-	
5158	RETIREMENT BONUS					-	
5190	STIPEND-HOLIDAY					-	
5191	CLOTHING					-	
5193	STIPENDS					-	
<b>TOTAL SALARIES</b>		<b>18,167.26</b>	<b>10,345.50</b>	<b>-</b>	<b>37,650.00</b>	<b>27,304.50</b>	

Non-Salary Expenses

5241	REPAIRS - VEHICLES					-	
5270	RENTAL/LEASE OFFICE EQUIPMENT					-	
5272	RENTAL/LEASE OTHER					-	
5294	OTR SERV-POLICE DETAIL	5,689.05	4,000.00	2,685.96	8,000.00	4,000.00	
5295	OTR SERV-MISC					-	
5300	PROF/TECH - MEDICAL					-	
5302	PROF/TECH-TRAINING SEMINAR					-	
5304	PROF/TECH-LEGAL					-	
5305	PROF/TECH-ADVERTISING					-	
5307	PROF/TECH-OTHERS					-	
5308	PROF/TECH-CONSULTANTS					-	

Approx. \$2,000 per election (4)

5310	PROF TECH-SOFTWARE SUPPORT	1,620.00	1,750.00		4,600.00	2,850.00
5342	COMMUNICATION-POSTAGE	3,241.37	300.00	650.51	1,500.00	1,200.00
5344	COMMUNICATION-PRINTING	8,424.84	900.00		3,180.00	2,280.00
5345	COMMUNICATION-DEL SERV					-
5382	OTR PURCH SRV-OTHER					-
5420	OFFICE SUPPLIES	1,217.46	150.00	161.39	300.00	150.00
5421	NON-DISPOSABLE OFFICE SUPPLIES					-
5450	CLEANING SUPPLIES					-
5480	VEH SUPPLY - GASOLINE					-
5481	VEH SUPPLY - TIRES					-
5500	MEDICAL SUPPLIES					-
5501	COVID 19 - SUPPLIES/EXPENSES					-
5520	COMPUTER SUPPLIES					-
5570	SUPPLIES - HEALTH INSPECTORS					-
5584	OTH SUP-UNIFORM/CLOTHING					-
5588	OTH SUP-BOOKS					-
5590	OTH SUP-MISC					-
5710	TRAVEL-MILEAGE TOLLS & PARKING					-
5711	TRAVEL-MEALS & FOOD	1,503.90	800.00	12.99	1,600.00	800.00
5712	TRAVEL-HOTEL					-
5713	IN-STATE TRAVEL-OTHER					-
5730	DUES AND MEMBERSHIPS					-
5785	OTHER CHARGES/EXPENSES					-
5788	REFUND					-
5850	CAP OUTLAY - OTHER					-
5853	CAP OUTLAY - FURNITURE					-
5857	ELECTRONIC EQUIPMENT					-

Post warranty fees for voting machines per proposal quote, \$1,000; recording of memory cards for 4 elections @ \$875 each

.30 X 1,800 for 2 local election; .30 X 3,500 for 2 state elections

\$400 X 4 elections

TOTAL NON-SALARY EXPENSES	21,696.62	7,900.00	3,510.85	19,180.00	11,280.00
GRAND TOTAL	39,863.88	18,245.50	3,510.85	56,830.00	38,584.50

Town of East Longmeadow  
 FY 2023 Budget Request

Department #: 162  
 Department Name: ELECTIONS

Sign and Date: Jeanne Quaglietti

Detailed Salary Budget

EXPENSE CODE	ACCOUNT DESCRIPTION	Employee's Name	Rate	Calculation (26 Pay Periods)
5120	TEMPORARY POSITION	Election Workers		Election workers for 4 elections in FY 23, training, and testing machines: September '22 State Primary; November '22 State Election; May '23 Local Preliminary; and June '23 Local Election
			\$456.00	32 workers X 1 hour of training (14.25) - State Primary
			\$285.00	10 workers X 2 hours of testing machines (14.25) - State Primary
			\$6,384.00	32 workers X 14 hours election day (14.25) - State Primary
			\$456.00	32 workers X 1 hour of training (14.25) - State Election
			\$285.00	10 workers X 2 hours of testing machines (14.25) - State Election
			\$6,384.00	32 workers X 14 hours election day (14.25) - State Election
			\$480.00	32 workers X 1 hour of training (15.00) - Local Prelim
			\$300.00	10 workers X 2 hours of testing machines (15.00) - Local Prelim
			\$6,720.00	32 workers X 14 hours election day (15.00) - Local Prelim
			\$3,360.00	Early Voting: 4 workers X 8 hours (15.00) for 7 days - Local Prelim
			\$480.00	32 workers X 1 hour of training (15.00) - Local Election
			\$300.00	10 workers X 2 hours of testing machines (15.00) - Local Election
			\$6,720.00	32 workers X 14 hours election day (15.00) - Local Election
			\$5,040.00	Early Voting: 6 workers X 8 hours (15.00) for 7 days - Local Prelim

Department #: 175  
 Department Name: Planning & Community Development

Sign and Date Stephen Lonergan

3/30/22

EXPENSE CODE	ACCOUNT DESCRIPTION	FY 21 EXPENDED	FY 22 BUDGETED	FY 22 EXPENDED THROUGH 11/19/21	FY 23 REQUEST	INCREASE / (DECREASE) FROM FY 22 BUDGET	Comments
<b>Salary</b>							
5110	FULL TIME SALARY/WAGES	34,724.71	51,755.55	12,854.49	50,443.62	(1,311.93)	2% increase
5111	PART TIME SALARY/WAGES	-	-	-	-	-	
5112	ELECTED SALARY	5,949.10	5,500.00	1,208.30	5,500.00	-	Annual Stipend - 5 Board Members
5113	DEPT HEAD SALARY/WAGES	60,288.45	64,240.37	22,259.58	80,307.69	16,067.32	Position Vacant- new salary per TM
5120	TEMPORARY POSITION	-	-	-	-	-	
5130	OVERTIME	-	-	-	-	-	
5140	LONGEVITY	-	-	-	-	-	
5142	EDUCATIONAL	-	-	-	-	-	
5143	DUTY OFFICER	-	-	-	-	-	
5144	STAND BY	-	-	-	-	-	
5157	QUINN BILL	-	-	-	-	-	
5158	RETIREMENT BONUS	-	-	-	-	-	
5190	STIPEND-HOLIDAY	-	-	-	-	-	
5191	CLOTHING	-	-	-	-	-	
5193	STIPENDS	-	-	-	-	-	
<b>TOTAL SALARIES</b>		<b>100,962.26</b>	<b>121,495.92</b>	<b>36,322.37</b>	<b>136,251.31</b>	<b>14,755.39</b>	
<b>Non-Salary Expenses</b>							
5244	REPAIRS-OFFICE EQUIPMENT	-	-	-	-	-	
5270	RENTAL/LEASE OFFICE EQUIPMENT	2,489.29	178.61	2,310.72	-	(178.61)	
5295	OTR SERV-MISC	-	-	-	-	-	
5296	BANK SERVICES-CHARGES/FEES	-	-	-	-	-	
5302	PROF/TECH-TRAINING SEMINAR	-	2,000.00	-	2,000.00	-	Training - expect to start post pandemic
5304	PROF/TECH-LEGAL	-	-	-	-	-	
5305	PROF/TECH-ADVERTISING	3,071.30	5,000.00	850.00	3,000.00	(2,000.00)	4 year average; past included Master Plan
5307	PROF/TECH-OTHERS	-	200.00	-	200.00	-	
5308	PROF/TECH-CONSULTANTS	-	1,200.00	-	1,200.00	-	
5342	COMMUNICATION-POSTAGE	416.55	1,450.00	86.75	750.00	(700.00)	4 year average
5344	COMMUNICATION-PRINTING	-	250.00	-	250.00	-	
5420	OFFICE SUPPLIES	268.58	1,500.00	220.11	1,500.00	-	inclds non disposablr (\$300)
5421	NON-DISPOSABLE OFFICE SUPPLIES	69.72	300.00	-	-	(300.00)	
5588	OTH SUP-BOOKS	15.00	1,200.00	-	500.00	(700.00)	
5590	OTH SUP-MISC	-	-	-	-	-	
5710	TRAVEL-MILEAGE TOLLS & PARKING	-	400.00	-	400.00	-	
5711	TRAVEL-MEALS & FOOD	-	-	-	-	-	
5712	TRAVEL-HOTEL	-	-	-	-	-	
5730	DUES AND MEMBERSHIPS	612.00	3,000.00	573.00	1,500.00	(1,500.00)	
5785	OTHER CHARGES/EXPENSES	507.50	475.00	-	475.00	-	
5788	REFUND	-	-	-	-	-	
5789	LATE FEES	-	-	-	-	-	
5850	CAP OUTLAY-OTHER	-	-	-	-	-	
5853	CAP OUTLAY-FURNITURE	-	-	-	-	-	
<b>TOTAL NON-SALARY EXPENSES</b>		<b>7,449.94</b>	<b>17,153.61</b>	<b>4,040.58</b>	<b>11,775.00</b>	<b>(5,378.61)</b>	
<b>GRAND TOTAL</b>		<b>108,412.20</b>	<b>138,649.53</b>	<b>40,362.95</b>	<b>148,026.31</b>	<b>9,376.78</b>	

Town of East Longmeadow  
 FY 2023 Budget Request

Department #: 175  
 Department Name: Planning & Community Development

Sign and Date Stephen Lonergan

Detailed Salary Budget

EXPENSE CODE	ACCOUNT DESCRIPTION	Employee's Name	Rate	Calculation (26 Pay Periods)	COMMENTS
5113	DEPT HEAD SALARY/WAGES		41.0256	80,307.69	Contracted Employee, per agreement
5110	FULL TIME SALARIES/WAGES	Nina Fazio	26.9974	14,433.06	UPSEU Union- Grade D Step 1 - Anniversary 11/2/2021
				<u>36,010.56</u>	UPSEU Union- Grade D Step 2 - Anniversary 11/2/2021
				50,443.62	
5112	BOARD/COMMITTEE SALARY	Jon Torcia		1,000.00	Annual Stipend
		Cassandra Cerasuolo		1,000.00	Annual Stipend
		Pete Punderson		1,000.00	Annual Stipend
		George Kingston		1,000.00	Annual Stipend - Vice Chair
		Russell Denver		<u>1,500.00</u>	Annual Stipend-Chair
				5,500.00	
5140	LONGEVITY	Rebecca Jones	-		Union Anniversary 11/2/2021 - start
				136,251.31	

Department #: 175  
 Department Name: Planning & Community Development

Sign and Date Stephen Loneragan

Budget Explanation Sheet

INCREASE /  
 (DECREASE)  
 FROM FY 22  
 BUDGET

EXPENSE CODE	ACCOUNT DESCRIPTION	BUDGET	Explanation for Anything Not 0%
Salary			
5110	FULL TIME SALARY/WAGES	-3%	
5111	PART TIME SALARY/WAGES	#DIV/0!	
5112	ELECTED SALARY	0%	
5113	DEPT HEAD SALARY/WAGES	25%	Increase to attract qualified candidates
5120	TEMPORARY POSITION	#DIV/0!	
5130	OVERTIME	#DIV/0!	
5140	LONGEVITY	#DIV/0!	
5142	EDUCATIONAL	#DIV/0!	
5143	DUTY OFFICER	#DIV/0!	
5144	STAND BY	#DIV/0!	
5157	QUINN BILL	#DIV/0!	
5158	RETIREMENT BONUS	#DIV/0!	
5190	STIPEND-HOLIDAY	#DIV/0!	
5191	CLOTHING	#DIV/0!	
5193	STIPENDS	#DIV/0!	
Non-Salary Expenses			
5244	REPAIRS-OFFICE EQUIPMENT	#DIV/0!	
5270	RENTAL/LEASE OFFICE EQUIPMENT	-100%	
5295	OTR SERV-MISC	#DIV/0!	
5296	BANK SERVICES-CHARGES/FEES	#DIV/0!	
5302	PROF/TECH-TRAINING SEMINAR	0%	
5304	PROF/TECH-LEGAL	#DIV/0!	
5305	PROF/TECH-ADVERTISING	-40%	
5307	PROF/TECH-OTHERS	0%	
5308	PROF/TECH-CONSULTANTS	0%	
5342	COMMUNICATION-POSTAGE	-48%	
5344	COMMUNICATION-PRINTING	0%	
5420	OFFICE SUPPLIES	0%	
5421	NON-DISPOSABLE OFFICE SUPPLIES	-100%	

Department #: 947  
 Department Name: PVPC Assessment

Sign and Date Dawn Fonte

EXPENSE CODE	ACCOUNT DESCRIPTION	FY 21 EXPENDED	FY 22 BUDGETED	FY 22 EXPENDED	FY 23 REQUEST	INCREASE / (DECREASE) FROM FY 22 BUDGET
<b>Salary</b>						
5110	FULL TIME SALARY/WAGES					-
5111	PART TIME SALARY/WAGES					-
5112	ELECTED SALARY					-
5113	DEPT HEAD SALARY/WAGES					-
5120	TEMPORARY POSITION					-
5130	OVERTIME					-
5140	LONGEVITY					-
5142	EDUCATIONAL					-
5143	DUTY OFFICER					-
5144	STAND BY					-
5157	QUINN BILL					-
5158	RETIREMENT BONUS					-
5190	STIPEND-HOLIDAY					-
5191	CLOTHING					-
5193	STIPENDS					-
TOTAL SALARIES		0.00	0.00	0.00	0.00	-
<b>Non-Salary Expenses</b>						
5785	Other Charges	2,665.17	2,731.66	2,731.66	2,926.41	194.75
						-
						-
						-
						-
						-
						-
						-
						-
TOTAL NON-SALARY EXPENSES		2,665.17	2,731.66	2,731.66	2,926.41	194.75
GRAND TOTAL		2,665.17	2,731.66	2,731.66	2,926.41	194.75

Per email from PVPC



Catalyst for Regional Progress

**PVPC**

Kimberly H. Robinson, MUP  
Executive Director

March 1, 2022

Ms. Dawn Fonte  
Treasurer/Collector  
Town of East Longmeadow  
60 Center Square  
East Longmeadow, MA 01028

RE: Advance Notice of FY 2023 Local Assessment

Dear Ms. Fonte:

I am writing today to provide advance notice of the Fiscal Year 2023 assessment fee which will be levied on your municipality. Under the provisions of Chapter 40B of the Massachusetts General Law, the Pioneer Valley Planning Commission (PVPC) is required to set the annual assessment fee to be levied on each of its 43 member cities and towns for the upcoming fiscal year, FY 2023, which begins on July 1, 2022. The PVPC must set these assessments in February. The law stipulates that local assessment fees are to be calculated on a per capita basis in direct proportion to the population of each member city or town as determined from population figures taken from the most recent Federal Census. In Fiscal Year 2023, local assessment fees will be calculated based on municipal population figures emanating from the 2020 Federal Census.

According to certified population figures formerly released by the U.S. Census Bureau, the 2020 population of your municipality was reported as 16,430 persons. Therefore, based upon the Planning Commission's approved local assessment rate of \$1.178114 per capita, the total Fiscal Year 2023 assessment fee for East Longmeadow will be \$2,926.41. These local assessment fees were approved by an affirmative vote of the Pioneer Valley Planning Commission at their regular meeting held on February 10, 2022. The attachment to this letter provides a complete listing of Fiscal Year 2023 local assessment fees for the PVPC's 43 member communities for your information and reference.

We hope this information will assist your community in establishing its budget for the upcoming fiscal year. If you should have any questions regarding this matter, please feel free to contact Indrani Kowlessar or myself here at the Planning Commission. Thank you for your attention to this matter.

Sincerely,

Kimberly H. Robinson  
Executive Director

KHR/ls

Attachment: Certificate of Assessment FFY2023

cc: W. Gunn, Chairman, PVPC  
G. Kingston, Treasurer, PVPC  
T.J. Cousineau, Assist. Treasurer, PVPC

Town of East Longmeadow  
 FY 2023 Budget Request

Department #: 210  
 Department Name: Police

Sign and Date Chief Mark Williams

EXPENSE CODE	ACCOUNT DESCRIPTION	FY 21 EXPENDED	FY 22 BUDGETED	FY 22 EXPENDED THROUGH 11/19/21	FY 23 REQUEST	INCREASE / (DECREASE) FROM FY 22 BUDGET	Comments
<b>Salary</b>							
5110	FULL TIME SALARY/WAGES	1,926,849.59	2,039,720.95	670,358.80	2,319,407.02	279,686.07	COLA, step increases; full yr for lieutenant
5111	PART TIME SALARY/WAGES	21,695.48	44,098.40	10,724.16	44,642.00	543.60	rate/step increase crossing guards
5112	ELECTED SALARY					-	
5113	DEPT HEAD SALARY/WAGES	218,935.49	145,074.81	50,246.11	146,633.71	1,558.90	per contract
5120	TEMPORARY POSITION					-	
5130	OVERTIME	309,789.05	339,735.00	137,436.37	367,043.80	27,308.80	per contract, plus training increase
513013	POL-OVERTIME COVID 19						
	TRAINING					-	
5140	LONGEVITY	15,750.00	13,750.00	1,250.00	15,150.00	1,400.00	per contract
5142	EDUCATIONAL					-	
5143	DUTY OFFICER					-	
5144	STAND BY					-	
5157	QUINN BILL	234,191.90	213,227.01	25,083.57	220,981.22	7,754.21	COLA, step increases
5158	RETIREMENT BONUS		19,000.00	19,000.00		(19,000.00)	no known retirements for FY 23
5190	STIPENDS	84,540.33	89,439.98	20,944.41	106,208.95	16,768.97	COLA, step increases
5191	CLOTHING	1,250.00	2,850.00	1,650.00	2,850.00	-	
5193	STIPENDS	2,400.00	6,050.00	0.00	6,350.00	300.00	
5194	TUITION REIMBURSEMENT					-	
<b>TOTAL SALARIES</b>		<b>2,815,401.84</b>	<b>2,912,946.15</b>	<b>936,693.42</b>	<b>3,229,266.71</b>	<b>316,320.56</b>	
<b>Non-Salary Expenses</b>							
5241	REPAIRS-VEHICLES	20,291.90	20,332.47	11,142.25	30,000.00	9,667.53	supply chain issues & aging fleet
5243	REPAIRS-TELEPHONES					-	
5244	REPAIRS-OFFICE EQUIPMENT					-	
5248	REPAIRS-COMPUTER EQUIP					-	
5249	REPAIRS-OFFICE FURNISHING					-	
5250	REPAIRS-OTHERS	2,343.87	2,800.00	0.00	3,000.00	200.00	
5270	RENTAL/LEASE OFFICE EQUIPMENT	5,043.59	4,600.00	4,585.44	5,000.00	400.00	
5302	PROF/TECH-TRAINING SEMINAR	5,654.00	6,000.00	191.50	10,000.00	4,000.00	compliance with requirements from POST
5304	PROF/TECH-LEGAL	287.25	500.00	0.00	0.00	(500.00)	not renewed
5305	PROF/TECH-ADVERTISING					-	
5307	PROF/TECH-OTHERS		7,000.00	0.00	10,000.00	3,000.00	assessment center fee increase
5309	PROF/TECH-DATA PROCESSING					-	

5310	PROF TECH-SOFTWARE SUPPORT						-	
5320	TUITION-IN STATE SCHOOL	3,000.00	9,750.00	3,000.00	7,000.00	(2,750.00)	fewer cadets	
5321	TUITION-OUT-OF-STATE SCH					-		
5341	COMMUNICATION-TELEPHONE					-		
5342	COMMUNICATION-POSTAGE	326.20	500.00	75.95	500.00	-		
5343	COMMUNICAITON-WIRELESS					-		
5344	COMMUNICATION-PRINTING	364.00	1,000.00	18.00	1,000.00	-		
5345	COMMUNICATION-DEL SERV					-		
5380	OTR PURCH SRV-LAUNDRY	393.75	1,300.00	1,000.00	1,700.00	400.00	price increase	
5382	OTR PURCH SRV-OTHER	10,281.13	1,114.00	376.00	1,100.00	(14.00)		
5420	OFFICE SUPPLIES	1,258.93	3,210.57	497.08	4,000.00	789.43	supplies for lieutenant & detective	
5421	NON-DISPOSABLE OFFICE SUPPLIES	622.34	1,464.50	464.50	2,000.00	535.50	desk for lieutenant	
5480	VEH SUPPLY-GASOLINE	38,045.73	43,352.74	42,852.74	50,000.00	6,647.26		
5481	VEH SUPPLY-TIRES	1,629.60	3,500.00	3,000.00	5,000.00	1,500.00	price increase	
5482	VEH SUPPLY-MOTOR OIL					-		
5483	VEH SUPPLY-PARTS					-		
5484	VEH SUPPLY-BATTERIES					-		
5485	VEH SUPPLY-OTHERS					-		
5500	MEDICAL SUPPLIES	925.67	1,300.00	0.00	4,000.00	2,700.00	upkeep of AED units; price increases	
5581	OTH SUP-CRIME PREVENTION					-		
5582	OTH SUP-MAGAZINE					-		
5584	OTH SUP-UNIFORM/CLOTHING	3,875.22	3,819.84	332.79	5,000.00	1,180.16		
5586	OTH SUP-LEGAL		500.00		500.00	-		
5587	OTH SUP-NEWSPAPER					-		
5590	OTH SUP-MISC	645.50	1,120.81	670.81	1,200.00	79.19		
5591	OTH SUP-AMMUNITION	7,268.37	10,000.00	6,640.74	12,000.00	2,000.00	Minimum training & price increase	
5710	TRAVEL-MILEAGE TOLLS & PARKING	336.62	500.50	447.11	1,000.00	499.50	expected additional training for all	
5711	TRAVEL-MEALS & FOOD	360.21	4,049.07	719.60	4,000.00	(49.07)		
5712	TRAVEL-HOTEL		4,000.00	703.71	6,000.00	2,000.00	seminars/training for Chief, Lt & Det.	
5713	TRAVEL-AIR FARE		1,500.00		3,000.00	1,500.00	seminars/training for Chief, Lt & Det.	
5721	OUT-OF-STATE TRAVEL-MEALS					-		
5722	OUT-OF-STATE TRAVEL-HOTEL					-		
5723	OUT-OF-STATE TRAVEL-OTHER					-		
5730	DUES AND MEMBERSHIPS	2,416.00	2,800.00	1,256.00	3,500.00	700.00	fee increases	
5785	OTHER CHARGES/EXPENSES					-		
5788	REFUND					-		
5820	CAP OUTLAY-BUILDING					-		
5850	CAP OUTLAY-OTHER	2,412.64				-		
5851	CAP OUTLAY-AUTOMOBILE					-		
5853	CAP OUTLAY-FURNITURE					-		
5857	ELECTRONIC EQUIPMENT					-		
						-		
	TOTAL NON-SALARY EXPENSES	107,782.52	136,014.50	77,974.22	170,500.00	34,485.50		
	GRAND TOTAL	2,923,184.36	3,048,960.65	1,014,667.64	3,399,766.71	350,806.06		

Town of East Longmeadow  
FY 2023 Budget Request

3/28/2022

Department #: 210  
Department Name: Police

Sign and Date

Chief Mark Williams

Detailed Salary Budget

EXPENSE CODE	ACCOUNT DESCRIPTION	Employee's Name	Rate	Calculation (26		COMMENTS		
				Pay Periods)				
5110	FULL TIME SALARIES/WAGES	Daniel Bruno	43.5533	90,939.29	per contract - police sergeant			
		James Gagnon	43.5533	90,939.29	per contract - police sergeant			
		Jason Guinipero	43.5533	90,939.29	per contract - police sergeant			
		Daniel Manley	43.5533	90,939.29	per contract - police sergeant			
		Steven Manning	43.5533	91,979.29	per contract - detective sergeant			
		Michael Sousa	43.5533	90,939.29	per contract - police sergeant			
		Eric Ainsworth	36.3965	75,995.89	per contract - senior patrolman			
		Daniel Atwater	36.3965	75,995.89	per contract - senior patrolman			
		Rhyan Belisle	33.5774	72,725.74	per contract - aft 2 yrs (14.5 pays); sr patrolman (11.6 pays)			
		Michael Calcasola	36.3965	75,995.89	per contract - senior patrolman			
		Timothy Daley	36.3965	75,995.89	per contract - senior patrolman			
		Anthony Dieni	36.3965	75,995.89	per contract - senior patrolman			
		Timothy Driscoll	36.3965	75,995.89	per contract - senior patrolman			
		Jonathan Gaines	36.3965	75,995.89	per contract - senior patrolman			
		Timothy Gallant	36.3965	75,995.89	per contract - senior patrolman			
		Michael Healey	36.3965	75,995.89	per contract - senior patrolman			
		Michael Ingalls	36.3965	77,035.89	per contract - detective			
		Matthew Lecuyer	36.3965	75,995.89	per contract - senior patrolman			
		Jeffrey Niznik	36.3965	75,995.89	per contract - senior patrolman			
		Quinn O'Donnell	36.3965	75,995.89	per contract - senior patrolman			
		Ben Roncarati	36.3965	75,995.89	per contract - senior patrolman			
		Alex Serra	36.3965	75,995.89	per contract - senior patrolman			
		Zackery Poremba	31.2102	66,606.16	per contract - aft 1 yr (18.5 pays); aft 2 yrs (7.6 pays)			
		David DiMiero	27.5383	63,551.26	per contract - entry (5.5 pays); aft 1 yr (20.6 pays)			
		Nicholas Ottoson	27.5383	61,935.63	per contract - entry (11 pays); aft 1 yr (15.1 pays)			
		new cadet	27.5383	57,499.97	per contract - entry (replace Ofc Strohm)			
		new detective	40.0000	1,040.00	per contract			
		Lieutenant		135,000.00	contracted employee - per agreement			
		Pennie Tremblay	33.2214	65,030.89	per contract			
		Lori Hall	31.6237	21,053.06	per contract - step 9 (9 pays); step 10 (17.1 wks)			
				40,320.18	per contract - step 9 (9 pays); step 10 (17.1 wks)			
		Lori Hebert	24.3003	23,297.18	per contract - step 4			
				23,692.84	per contract - step 5			
				<b>Total</b>	<b>2,319,407.02</b>			
		5111	PART TIME SALARY/WAGES	crossing guards		42,642.00	2 crossing guards @ 18.50; 6 crossing guards @ 18.10	
				matrons		2,000.00	per diem	
<b>Total</b>				<b>44,642.00</b>				
5113	DEPT HEAD SALARY/WAGES	Mark Williams	74.2769	146,633.71	Contracted employee - per agreement (2% increase)			
5130	OVERTIME OVERTIME-training	various		286,294.16	per contract			
				80,749.64	training			
		<b>Total</b>		<b>367,043.80</b>				
5140	LONGEVITY	Steven Manning		1,500.00	sergeant - 24 years (hired 5/3/98)			
		Daniel Bruno		1,500.00	sergeant - 24 years (hired 5/3/98)			
		Jason Guinipero		1,500.00	sergeant - 23 years (hired 8/9/99)			
		Timothy Daley		1,500.00	senior patrolman - 22 years (hired 7/16/00)			
		Jeffrey Niznik		1,250.00	senior patrolman - 16 years (hired 11/27/06)			
		Daniel Manley		1,250.00	sergeant - 16 years (hired 11/27/06)			
		Daniel Atwater		1,250.00	senior patrolman - 15 years (hired 12/3/07)			
		Timothy Driscoll		1,000.00	senior patrolman - 11 years (hired 12/13/10)			
		Michael Ingalls		1,000.00	senior patrolman - 11 years (hired 12/13/10)			
		James Gagnon		1,000.00	sergeant - 11 years (hired 3/7/11)			
		Michael Sousa		1,000.00	sergeant - 10 yrs (hired 2/6/12)			
		Pennie Tremblay		850.00	administrative assistant - 33 years (hired 10/2/89)			
		Lori Hall		550.00	records clerk - 15 years (hired 11/05/07)			
		<b>Total</b>		<b>15,150.00</b>				
5157	QUINN BILL (based on FY 2022 base salary)	Daniel Bruno		21,755.79	master's degree (25%)			
		James Gagnon		8,702.31	bachelor's degree (10%)			
		Jason Guinipero		21,755.79	master's degree (25%)			
		Daniel Manley		17,404.63	bachelor's degree (20%)			
		Steven Manning		21,755.79	master's degree (25%)			

Michael Sousa		8,702.31	bachelor's degree (10%)
Daniel Atwater		7,272.35	associate's degree (10%)
Rhyan Belisle		3,485.10	associate's degree (5%)
Michael Calcasola		7,272.35	bachelor's degree (10%)
Timothy Daley		14,544.69	bachelor's degree (20%)
Anthony Dieni		7,272.35	bachelor's degree (10%)
David DiMiero		4,300.71	bachelor's degree (10%)
Timothy Driscoll		3,636.17	associate's degree (5%)
Timothy Gallant		7,272.35	bachelor's degree (10%)
Michael Healey		7,272.35	bachelor's degree (10%)
Michael Ingalls		3,636.17	associate's degree (5%)
Matthew Lecuyer		7,272.35	bachelor's degree (10%)
Jeffrey Niznik		14,544.69	bachelor's degree (20%)
Quinn O'Donnell		7,272.35	bachelor's degree (10%)
Nicholas Ottoson		3,056.88	bachelor's degree (10%)
Zackery Poremba		6,382.86	bachelor's degree (10%)
Ben Roncarati		3,636.17	associate's degree (5%)
Alex Serra		7,272.35	bachelor's degree (10%)
new cadet		5,502.38	bachelor's degree (10%)
<b>Total</b>		<b>220,981.22</b>	

5158 RETIREMENT BONUS

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5190 STIPEND-HOLIDAY

Daniel Bruno		4,812.60	per contract
James Gagnon		4,812.60	per contract
Jason Guinipero		4,812.60	per contract
Daniel Manley		4,812.60	per contract
Steven Manning		4,812.60	per contract
Michael Sousa		4,812.60	per contract
Eric Ainsworth		4,021.81	per contract
Daniel Atwater		4,021.81	per contract
Rhyan Belisle		3,806.17	per contract
Michael Calcasola		4,021.81	per contract
Timothy Daley		4,021.81	per contract
Anthony Dieni		4,021.81	per contract
David DiMiero		3,386.35	per contract
Timothy Driscoll		4,021.81	per contract
Jonathan Gaines		4,021.81	per contract
Timothy Gallant		4,021.81	per contract
Michael Healey		4,021.81	per contract
Michael Ingalls		4,021.81	per contract
Matthew Lecuyer		4,021.81	per contract
Jeffrey Niznik		4,021.81	per contract
Quinn O'Donnell		4,021.81	per contract
Nicholas Ottoson		3,261.51	per contract
Zackery Poremba		3,509.13	per contract
Ben Roncarati		4,021.81	per contract
Alex Serra		4,021.81	per contract
new cadet		3,043.04	per contract
<b>Total</b>		<b>106,208.95</b>	

5191 CLOTHING

Mark Williams		1,250.00	per contract
Zackery Poremba		400.00	per contract
David DiMiero		400.00	per contract
Nicholas Ottoson		400.00	per contract (replace Ofc Rice)
new cadet		400.00	per contract (replace Ofc Strohman)
<b>Total</b>		<b>2,850.00</b>	

5193 STIPEND-NARCAN

Daniel Bruno		100.00	per contract
James Gagnon		100.00	per contract
Jason Guinipero		100.00	per contract
Daniel Manley		100.00	per contract
Steven Manning		100.00	per contract
Michael Sousa		100.00	per contract
Eric Ainsworth		100.00	per contract
Daniel Atwater		100.00	per contract
Rhyan Belisle		100.00	per contract
Michael Calcasola		100.00	per contract
Timothy Daley		100.00	per contract
Anthony Dieni		100.00	per contract
David DiMiero		100.00	per contract
Timothy Driscoll		100.00	per contract
Jonathan Gaines		100.00	per contract
Timothy Gallant		100.00	per contract
Michael Healey		100.00	per contract

Michael Ingalls		100.00	per contract
Matthew Lecuyer		100.00	per contract
Jeffrey Niznik		100.00	per contract
Quinn O'Donnell		100.00	per contract
Zackery Poremba		100.00	per contract
Ben Roncarati		100.00	per contract
Alex Serra		100.00	per contract
Nicholas Ottoson		100.00	per contract
new cadet		100.00	per contract
<b>Total</b>		<b>2,600.00</b>	

5194 (?)

STIPEND-UNIFORM PATCH

Daniel Bruno		150.00	
James Gagnon		150.00	
Jason Guinipero		150.00	
Daniel Manley		150.00	
Steven Manning		150.00	
Michael Sousa		150.00	
Eric Ainsworth		150.00	
Daniel Atwater		150.00	
Rhyan Belisle		150.00	
Michael Calcasola		150.00	
Timothy Daley		150.00	
Anthony Dieni		150.00	
David DiMiero		150.00	
Timothy Driscoll		150.00	
Jonathan Gaines		150.00	
Timothy Gallant		150.00	
Michael Healey		150.00	
Michael Ingalls		150.00	
Matthew Lecuyer		150.00	
Jeffrey Niznik		150.00	
Quinn O'Donnell		150.00	
Nicholas Ottoson		150.00	
Zackery Poremba		150.00	
Ben Roncarati		150.00	
Alex Serra		150.00	
<b>Total</b>		<b>3,750.00</b>	

Town of East Longmeadow  
 FY 2023 Budget Request  
 Additional Requests

Department 210

Sign and Date Chief Mark Williams

<u>Org</u>	<u>Object</u>	<u>Description</u>	<u>Cost</u>	<u>Explanation</u>
012101	5110	Full Time Salary/Wages	280,269.70	COLA; step increases; anticipated increases pending contract ratification and town council funding; full year for lieutenant
012101	5194 (?)	Stipend - Uniform Patch	3,750.00	\$150.00 per officer to have arm patch replaced on uniforms (shirts, coats & sweaters) (one time stipend) Included in 5193
012102	5241	vehicle maintenance	9,667.53	Increase to cover repair costs on aging vehicles
012102	5307	Assessment Center	3,000.00	Anticipated price increase
012104	5591	ammuntion	2,000.00	Anticipated price increase

Town of East Longmeadow  
 FY 2023 Budget Request

Department #: 220  
 Department Name: Fire

Sign and Date Paul Morrisette

EXPENSE CODE	ACCOUNT DESCRIPTION	FY 21 EXPENDED	FY 22 BUDGETED	FY 22 EXPENDED THROUGH 11/19/21	FY 23 REQUEST	INCREASE / (DECREASE) FROM FY 22 BUDGET	
Salary							
5110	FULL TIME SALARY/WAGES	1,305,783.08	1,206,587.09	397,859.40	1,207,754.42	1,167.33	Includes New Deputy Fire Chief Request Part time custodian (1/2 cost Fire 1/2 cost Ambulance)
5111	PART TIME SALARY/WAGES	2,220.25	30,000.00	232.21	10,500.00	(19,500.00)	
5112	ELECTED SALARY					-	
5113	DEPT HEAD SALARY/WAGES	141,557.33	140,815.26	50,606.18	143,826.82	3,011.56	
5120	TEMPORARY POSITION					-	
5130	OVERTIME	99,596.81	100,000.00	64,442.74	100,000.00	-	
5140	LONGEVITY	8,500.00	7,500.00	3,500.00	10,000.00	2,500.00	
5142	EDUCATIONAL	42,045.85	39,186.45	2,000.00	47,617.53	8,431.08	
5143	DUTY OFFICER					-	
5144	STAND BY					-	
5157	QUINN BILL					-	
5158	RETIREMENT BONUS					-	
5190	STIPEND-HOLIDAY	(765.00)	-	-		-	
5191	CLOTHING	13,300.00	11,900.00	11,200.00	11,200.00	(700.00)	
5193	STIPENDS					-	
TOTAL SALARIES		1,612,238.32	1,535,988.80	529,840.53	1,530,898.77	(5,090.03)	

Non-Salary Expenses

5241	REPAIRS-VEHICLES	37,183.54	35,253.00	17,288.90	35,000.00	(253.00)
5243	REPAIRS-TELEPHONES					-
5244	REPAIRS-OFFICE EQUIPMENT		750.00	-	-	(750.00)
5248	REPAIRS-COMPUTER EQUIP					-
5249	REPAIRS-OFFICE FURNISHING					-
5250	REPAIRS-OTHERS	5,512.73	13,333.00	13.37	13,300.00	(33.00)
5270	RENTAL/LEASE OFFICE EQUIPMENT	2,748.93	1,254.00	2,508.00	1,254.00	-
5271	RENTAL/LEASE BUILDING					-
5272	RENTAL/LEASE OTHER					-
5295	OTR SERV-MISC					-
5300	PROF/TECH-MEDICAL				150.00	150.00
5302	PROF/TECH-TRAINING SEMINAR	138.00	2,000.00	585.00	2,000.00	-
5304	PROF/TECH-LEGAL					-
5305	PROF/TECH-ADVERTISING					-
5307	PROF/TECH-OTHERS	3,647.93	4,625.00		5,600.00	975.00
5309	PROF/TECH-DATA PROCESSING					-
5310	PROF TECH-SOFTWARE SUPPORT	4,331.95	5,137.50	3,691.23	8,318.00	3,180.50
5341	COMMUNICATION-TELEPHONE					-
5342	COMMUNICATION-POSTAGE	412.80	100.00	112.07	300	200.00
5343	COMMUNICAITON-WIRELESS					-

5344	COMMUNICATION-PRINTING	56.70	300.00		300.00	-
5345	COMMUNICATION-DEL SERV					-
5382	OTR PURCH SRV-OTHER					-
5420	OFFICE SUPPLIES	464.53	1,350.00	65.52	1,350.00	-
5421	NON-DISPOSABLE OFFICE SUPPLIES					-
5422	COMPUTER EQUIPMENT					-
5430	BUILDING REPAIRS/SUPPLIES	7,343.59	7,450.00	1,133.94	7,450.00	-
5480	VEH SUPPLY-GASOLINE	9,286.08	14,000.00	11,544.56	14,000.00	-
5481	VEH SUPPLY-TIRES					-
5482	VEH SUPPLY-MOTOR OIL					-
5483	VEH SUPPLY-PARTS					-
5484	VEH SUPPLY-BATTERIES					-
5485	VEH SUPPLY-OTHERS					-
5500	MEDICAL SUPPLIES	44.55				-
5580	OTH SUP-FIREFIGHTING	22,406.58	22,610.00	9,916.81	27,500.00	4,890.00
5582	OTH SUP-MAGAZINE					-
5584	OTH SUP-UNIFORM/CLOTHING	130.60			700.00	700.00
5587	OTH SUP-NEWSPAPER					-
5588	OTH SUP- BOOKS	2,172.85	2,300.00	1,758.50	2,525.00	225.00
5590	OTH SUP-MISC	291.33	330.00	330.00	660.00	330.00
5710	TRAVEL-MILEAGE TOLLS & PARKING			50.00	50.00	50.00
5711	TRAVEL-MEALS & FOOD	170.31	600.00	21.04	600.00	-
5712	TRAVEL-HOTEL					-
5713	IN-STATE TRAVEL-OTHER					-
5730	DUES AND MEMBERSHIPS	1,770.00	1,819.00	1,360.00	2,050.00	231.00
5785	OTHER CHARGES/EXPENSES					-
5788	REFUND					-
5810	CAP OUTLAY-OPEN SPACE					-
5820	CAP OUTLAY-BUILDING					-
5840	CAP OUTLAY-SITE IMPROV					-
5850	CAP OUTLAY-OTHER					-
5851	CAP OUTLAY-AUTOMOBILE					-
5852	CAP OUTLAY-TRUKS/BUSES					-
5853	CAP OUTLAY-FURNITURE					-
5854	CAP OUTLAY-FIREFIGHTER EQUIP					-

Bunkergear for Deputy Fire Chief or replacement Firefighter

Uniform for Deputy Fire Chief or replacement Firefighter

Academy Books for replacement FF if Deputy from current member

TOTAL NON-SALARY EXPENSES	98,113.00	113,211.50	50,378.94	123,107.00	9,895.50
GRAND TOTAL	1,710,351.32	1,649,200.30	580,219.47	1,654,005.77	4,805.47

Town of East Longmeadow  
 FY 2023 Budget Request

Department #: 220  
 Department Name: Fire

Sign and Date Paul Morrisette

Detailed Salary Budget

EXPENSE CODE	ACCOUNT DESCRIPTION	Employee's Name	Rate	Calculation		COMMENTS
				(26.01 Pay	Periods]	
5110	FULL TIME SALARIES/WAGES	Beecher, Chris	\$ 3,026.18	\$ 78,831.99	EL Permanent Firefighters, Local 2426, Bi-weekly	
		Beecher, Chris	\$ 351.88	\$ 3,870.70	EL Permanent Firefighters, Local 2426, 11 holidays	
		Cote, Ben	\$ 3,021.66	\$ 78,714.24	EL Permanent Firefighters, Local 2426, Bi-weekly	
		Cote, Ben	\$ 351.36	\$ 3,864.91	EL Permanent Firefighters, Local 2426, 11 holidays	
		D'Angelo, Brian	\$ 2,632.68	\$ 68,581.31	EL Permanent Firefighters, Local 2426, Bi-weekly	
		D'Angelo, Brian	\$ 306.13	\$ 3,367.38	EL Permanent Firefighters, Local 2426, 11 holidays	
		Daponde, Brian	\$ 2,905.46	\$ 75,687.23	EL Permanent Firefighters, Local 2426, Bi-weekly	
		Daponde, Brian	\$ 337.84	\$ 3,716.29	EL Permanent Firefighters, Local 2426, 11 holidays	
		Drewniany, Devon	\$ -	\$ -	In Ambulance Fund	
		Driscoll, Gianna	\$ -	\$ -	In Ambulance Fund	
		Fisher, Ben	\$ 2,632.68	\$ 68,581.31	EL Permanent Firefighters, Local 2426, Bi-weekly	
		Fisher, Ben	\$ 306.13	\$ 3,367.38	EL Permanent Firefighters, Local 2426, 11 holidays	
		French, Chris	\$ 2,632.68	\$ 68,581.31	EL Permanent Firefighters, Local 2426, Bi-weekly	
		French, Chris	\$ 306.13	\$ 3,367.38	EL Permanent Firefighters, Local 2426, 11 holidays	
		Giordano, Joe	\$ 2,583.86	\$ 67,309.55	EL Permanent Firefighters, Local 2426, Bi-weekly	
		Giordano, Joe	\$ 300.45	\$ 3,304.94	EL Permanent Firefighters, Local 2426, 11 holidays	
		Goldrick, James	\$ 2,665.58	\$ 69,438.36	EL Permanent Firefighters, Local 2426, Bi-weekly	
		Goldrick, James	\$ 309.95	\$ 3,409.46	EL Permanent Firefighters, Local 2426, 11 holidays	
		Houle, Bill	\$ 2,905.46	\$ 75,687.23	EL Permanent Firefighters, Local 2426, Bi-weekly	
		Houle, Bill	\$ 337.84	\$ 3,716.29	EL Permanent Firefighters, Local 2426, 11 holidays	
		Jarvis, Rebecca	\$ -	\$ -	In Ambulance Fund	
		Kervick, Kerry	\$ 790.16	\$ 5,115.02	TEU - Half of her time	
		Kervick, Kerry	\$ 809.92	\$ 17,189.86	TEU - Half of her time, effective 9/25/21	
		Marafuga, Mike	\$ -	\$ -	In Ambulance Fund	
		McCandlish, Ed	\$ 2,534.18	\$ 66,015.39	EL Permanent Firefighters, Local 2426, Bi-weekly	
		McCandlish, Ed	\$ 294.67	\$ 3,241.39	EL Permanent Firefighters, Local 2426, 11 holidays	
		Minahan, Mike	\$ 3,147.28	\$ 81,986.64	EL Permanent Firefighters, Local 2426, Bi-weekly	
		Minahan, Mike	\$ 365.96	\$ 4,025.59	EL Permanent Firefighters, Local 2426, 11 holidays	
		Perrault, Brian	\$ -	\$ -	In Ambulance Fund	
		Reisbig, Chase	\$ 2,413.44	\$ 38,735.71	EL Permanent Firefighters, Local 2426, Bi-weekly	
		Reisbig, Chase	\$ 280.63	\$ 2,245.06	EL Permanent Firefighters, Local 2426, 9 holidays	
		Reisbig, Chase	\$ 2,632.68	\$ 26,326.80	EL Permanent Firefighters, Local 2426, Bi-weekly	
		Reisbig, Chase	\$ 306.13	\$ 918.38	EL Permanent Firefighters, Local 2426, 3 holidays	
		Rivera, Juan	\$ -	\$ -	In Ambulance Fund	
		Rosado, Antonio	\$ 2,632.68	\$ 44,887.19	EL Permanent Firefighters, Local 2426, Bi-weekly	
		Rosado, Antonio	\$ 306.13	\$ 2,755.13	EL Permanent Firefighters, Local 2426, 9 holidays	
		Rosado, Antonio	\$ 2,683.24	\$ 24,149.16	EL Permanent Firefighters, Local 2426, Bi-weekly	
		Rosado, Antonio	\$ 312.00	\$ 624.01	EL Permanent Firefighters, Local 2426, 2 holidays	
		Rutola, Joshua	\$ -	\$ -	In Ambulance Fund	
		Santaniello, Christian	\$ -	\$ -	In Ambulance Fund	
		Turowsky, Matt	\$ 2,616.16	\$ 68,150.97	EL Permanent Firefighters, Local 2426, Bi-weekly	

	Turowsky, Matt	\$	304.20	\$	3,346.25	EL Permanent Firefighters, Local 2426, 11 holidays	
	Yeager, Eli	\$	2,640.58	\$	68,787.11	EL Permanent Firefighters, Local 2426, Bi-weekly	
	Yeager, Eli	\$	307.04	\$	3,377.49	EL Permanent Firefighters, Local 2426, 11 holidays	
	Acting Captain	\$	2.00	\$	4,480.00	EL Permanent Firefighters, Local 2426, Paid to acting captain while filling in	
	New Deputy	\$	-	\$	58,000.00		
	<b>Total 5110's</b>			\$	1,207,754.42		
<b>5111</b>	<b>PART TIME SALARY/WAGES</b>			\$	10,500.00	Part time custodian (1/2 cost Fire 1/2 cost Ambulance)	
<b>5113</b>	<b>APPOINTED SALARY/WAGES</b>						2607.69
	Morrisette, Paul	\$	5,326.92	\$	139,032.61	Contracted employee per agreement	
	Morrisette, Paul	\$	532.69	\$	4,794.21	Holiday pay	
	<b>Total 5113's</b>			\$	143,826.82		
<b>5130</b>	<b>OVERTIME</b>			\$	100,000.00	Overtime - call back, fill-in	
	<b>Total 5130's</b>			\$	100,000.00		
<b>5140</b>	<b>LONGEVITY</b>						
	Beecher, Chris	\$		\$	1,250.00	17 year anniversary during fiscal year (1/1/06)	
	Cote, Ben	\$		\$	1,500.00	20 year anniversary during fiscal year (7/1/02)	
	Daponde, Brian	\$		\$	1,250.00	17 year anniversary during fiscal year (1/1/06)	
	Giordano, Joe	\$		\$	1,500.00	24 year anniversary during fiscal year (12/1/98)	
	Houle, Bill	\$		\$	1,000.00	14 year anniversary during fiscal year (9/2/08)	
	McCandlish, Ed	\$		\$	1,500.00	20 year anniversary during fiscal year (7/1/02)	
	Minahan, Mike	\$		\$	1,000.00	12 year anniversary during fiscal year (9/2/08)	
	Turowsky, Matt	\$		\$	1,000.00	11 year anniversary during fiscal year (2/1/12)	
	<b>Total 5140's</b>			\$	10,000.00		
<b>5142</b>	<b>EDUCATIONAL</b>						
	Beecher, Chris	\$		\$	1,000.00	Contractual College Reimbursement & Credit	
	Cote, Ben	\$		\$	1,000.00	Contractual College Reimbursement & Credit	
	D'Angelo, Bryan	\$		\$	1,000.00	Contractual College Reimbursement & Credit	
	Daponde, Brian	\$		\$	1,000.00	Contractual College Reimbursement & Credit	
	Fisher, Ben	\$		\$	4,429.07	Contractual College Reimbursement & Credit	
	Goldrick, James	\$		\$	4,471.93	Contractual Associates Degree, Reimbursement & Credit	
	Houle, Bill	\$		\$	7,054.96	Contractual Bachelors Degree, Reimbursement & Credit	
	McCandlish, Ed	\$		\$	3,300.77	Contractual Associates Degree	
	Minahan, Mike	\$		\$	10,248.30	Contractual College Reimbursement & Credit	
	Reisbig, Chase	\$		\$	4,253.13	Contractual College Reimbursement & Credit	
	Rosado, Antonio	\$		\$	4,451.82	Contractual Associates Degree, Reimbursement & Credit	
	Turowsky, Matt	\$		\$	4,407.55	Contractual College Reimbursement & Credit	
	Yeager, Eli	\$		\$	1,000.00	Contractual College Reimbursement & Credit	
	<b>Total 5142's</b>			\$	47,617.53		
<b>5190</b>	<b>STIPENDS</b>			\$	-		
	<b>TOTAL 5190's</b>			\$	-		
<b>5191</b>	<b>CLOTHING</b>						
	Beecher, Chris	\$	1.00	\$	700.00	EL Permanent Firefighters, Local 2426	
	Cote, Ben	\$	2.00	\$	700.00	EL Permanent Firefighters, Local 2426	
	D'Angelo, Dan	\$	3.00	\$	700.00	EL Permanent Firefighters, Local 2426	
	Daponde, Brian	\$	4.00	\$	700.00	EL Permanent Firefighters, Local 2426	
	Fisher, Ben	\$	5.00	\$	700.00	EL Permanent Firefighters, Local 2426	
	French, Chris	\$	6.00	\$	700.00	EL Permanent Firefighters, Local 2426	
	Giordano, Joe	\$	7.00	\$	700.00	EL Permanent Firefighters, Local 2427	
	Goldrick, James	\$	8.00	\$	700.00	EL Permanent Firefighters, Local 2426	

Houle, Bill	\$	9.00	\$	700.00	EL Permanent Firefighters, Local 2426
McCandlish, Ed	\$	10.00	\$	700.00	EL Permanent Firefighters, Local 2426
Minahan, Mike	\$	11.00	\$	700.00	EL Permanent Firefighters, Local 2426
Reisbig, Chase	\$	12.00	\$	700.00	EL Permanent Firefighters, Local 2427
Rosado, Antonio	\$	13.00	\$	700.00	EL Permanent Firefighters, Local 2426
Turowsky, Matt	\$	14.00	\$	700.00	EL Permanent Firefighters, Local 2426
Yeager, Eli	\$	15.00	\$	700.00	EL Permanent Firefighters, Local 2426
Morrisette, Paul	\$	16.00	\$	700.00	Contracted Employee - per agreement
<b>Total 5191's</b>			\$	<b>11,200.00</b>	
<b>Total Salaries</b>			\$	<b>1,520,398.77</b>	

Town of East Longmeadow  
 Additional Requests  
 FY 2023 Budget Request

Department #: 220  
 Department Name: Fire

Sign and Date Paul Morrisette

<u>Org</u>	<u>Object</u>	<u>Description</u>	<u>Cost</u>	<u>Explanation</u>
	5110	FULL TIME SALARY/WAGES	\$ 58,000.00	New Deputy Fire Chief - starting January 2023
	5111	PART TIME SALARY/WAGES	\$ 10,500.00	Part time custodian (1/2 cost Fire 1/2 cost Ambulance)
	5300	PROF/TECH-MEDICAL	\$ 150.00	PAT for Deputy Fire Chief or replacement Firefighter
	5307	PROF/TECH-OTHERS	\$ 600.00	Physical for Deputy Fire Chief or replacement Firefighter
	5580	OTH SUP - FIREFIGHTING	\$ 5,000.00	Bunkergear for Deputy Fire Chief or replacement Firefighter
	5584	OTH SUP-UNIFORM/CLOTHING	\$ 700.00	Uniform for Deputy Fire Chief or replacement Firefighter
	5588	OTH SUP- BOOKS	\$ 225.00	Academy Books for replacement FF if Deputy from current member
<b>EXPENSES GRAND TOTAL FOR NEW DEPUTY FIRE CHIEF</b>			<b>\$ 75,175.00</b>	

Department #: 241  
 Department Name: Building Department

Sign and Date Kevin Duquette

3/30/22

EXPENSE CODE	ACCOUNT DESCRIPTION	FY 21 EXPENDED	FY 22 BUDGETED	FY 22 EXPENDED THROUGH 11/19/21	FY 23 REQUEST	INCREASE / (DECREASE) FROM FY22 BUDGET
<b>Salary</b>						
5110	FULL TIME SALARY/WAGES	95,920.03	101,374.35	35,597.11	109,556.55	8,182.20
5111	PART TIME SALARY/WAGES	56,865.88	56,947.80	19,814.22	56,730.44	(217.36)
5112	ELECTED SALARY					-
5113	DEPT HEAD SALARY/WAGES	79,895.85	81,806.09	28,725.57	81,493.27	(312.82)
5120	TEMPORARY POSITION	760.00	2,700.00	720.00	2,700.00	-
5130	OVERTIME					-
5140	LONGEVITY	550.00	550.00	-	550.00	-
5142	EDUCATIONAL					-
5143	DUTY OFFICER					-
5144	STAND BY					-
5157	QUINN BILL					-
5158	RETIREMENT BONUS					-
5190	STIPEND-HOLIDAY					-
5191	CLOTHING					-
5193	STIPENDS					-
TOTAL SALARIES		233,991.76	243,378.24	84,856.90	251,030.26	7,652.02

Includes possible 2% per union

**Non-Salary Expenses**

5241	REPAIRS - VEHICLES	1,772.08	600.00	179.94	600.00	-
5244	REPAIRS-OFFICE EQUIPMENT					-
5270	RENTAL/LEASE OFFICE EQUIPMENT					-
5295	OTR SERV-MISC					-
5296	BANK SERVICES-CHARGES/FEES					-
5302	PROF/TECH-TRAINING SEMINAR	175.00	1,000.00	30.00	1,000.00	-
5304	PROF/TECH-LEGAL					-
5305	PROF/TECH-ADVERTISING					-
5307	PROF/TECH-OTHERS					-
5308	PROF/TECH-CONSULTANTS					-
5342	COMMUNICATION-POSTAGE	689.83	650.00	114.25	650.00	-
5344	COMMUNICATION-PRINTING	-	400.00		400.00	-
5420	OFFICE SUPPLIES	393.46	2,000.00	32.93	2,000.00	-
5421	NON-DISPOSABLE OFFICE SUPPLIES	43.43	-			-
5480	VEH SUP - GASOLINE	430.78	600.00	663.30	660.00	60.00
5584	OTH SUP - UNIFORM/CLOTHING	231.00	225.00	38.00	225.00	-
5588	OTH SUP-BOOKS	180.49	500.00		500.00	-
5590	OTH SUP-MISC					-
5710	TRAVEL-MILEAGE TOLLS & PARKING	3,624.76	4,000.00	1,263.64	4,000.00	-
5711	TRAVEL-MEALS & FOOD					-
5712	TRAVEL-HOTEL					-
5730	DUES AND MEMBERSHIPS	80.00	1,000.00	-	1,000.00	-
5785	OTHER CHARGES/EXPENSES					-
5788	REFUND					-
5789	LATE FEES					-
5850	CAP OUTLAY-OTHER					-
5853	CAP OUTLAY-FURNITURE					-
TOTAL NON-SALARY EXPENSES		7,620.83	10,975.00	2,322.06	11,035.00	60.00
GRAND TOTAL		241,612.59	254,353.24	87,178.96	262,065.26	7,712.02

**Town of East Longmeadow  
FY 2023 Budget Request**

**Department #:** 241  
**Department Name:** BUILDING

Sign and Date

Kevin Duquette

**Detailed Salary Budget**

EXPENSE CODE	ACCOUNT DESCRIPTION	Employee's Name	Rate	Calculation (26.1)		COMMENTS
				Pay Periods		
5110	FULL TIME SALARY/WAGES	Maureen Tyburski	29.0677	61,903.34	UPSEU Union- Hourly Employee	
		Chelsea Krutiak		12,189.47		
5111	PART TIME SALARY/WAGES	Chelsea Krutiak	22.5223	35,463.74	UPSEU Union- Hourly Employee	
		Steve Scliopou	28	26,308.80	Part time Electrical Inspector	
5113	DEPT HEAD SALARY/WAGES	Carl Zimmerman	28	26,308.80	Part time Plumbing & Gas Inspector	
		Rudoff Kroisi	157.58	4,112.84	Sealer of Weights & Measures- Stipend	
5120	TEMPORARY POSITION	Kevin Duquette	41.6313	81,493.27	Contracted Employee	
5140	LONGEVITY	Andy Dutko	30 PER INSP	1350	TBD Alternate Electrical Inspector- Per inspection basis	
		Claude Bisson	30 PER INSP	1350	TBD Alternate Plumbing & Gas Inspector- Per inspection basis	
		Maureen Tyburski	550	550	18 Year anniversary during fiscal year (05/10/2023)	

Town of East Longmeadow  
 FY 2023 Budget Request

Department #: 241  
 Department Name: Building Department

Sign and Date Kevin Duquette

Budget Explanation Sheet

EXPENSE CODE	ACCOUNT DESCRIPTION	INCREASE / (DECREASE) FROM FY 22 BUDGET	Explanation for Anything Not 0%
Salary			
5110	FULL TIME SALARY/WAGES	8%	POSSIBLE UNION CONTRACT
5111	PART TIME SALARY/WAGES	0%	WAGE CHANGES- NO CHANGES FOR INSPECTORS IN 10+ YEARS
5112	ELECTED SALARY	#DIV/0!	
5113	DEPT HEAD SALARY/WAGES	0%	ANNUAL PERFORMANCE
5120	TEMPORARY POSITION	0%	
5130	OVERTIME	#DIV/0!	
5140	LONGEVITY	0%	
5142	EDUCATIONAL	#DIV/0!	
5143	DUTY OFFICER	#DIV/0!	
5144	STAND BY	#DIV/0!	
5157	QUINN BILL	#DIV/0!	
5158	RETIREMENT BONUS	#DIV/0!	
5190	STIPEND-HOLIDAY	#DIV/0!	
5191	CLOTHING	#DIV/0!	
5193	STIPENDS	#DIV/0!	
Non-Salary Expenses			
5241	REPAIRS- VEHICLES		
5244	REPAIRS-OFFICE EQUIPMENT	#DIV/0!	
5270	RENTAL/LEASE OFFICE EQUIPMENT	#DIV/0!	
5295	OTR SERV-MISC	#DIV/0!	
5296	BANK SERVICES-CHARGES/FEEs	#DIV/0!	
5302	PROF/TECH-TRAINING SEMINAR	0%	
5304	PROF/TECH-LEGAL	#DIV/0!	
5305	PROF/TECH-ADVERTISING	#DIV/0!	
5307	PROF/TECH-OTHERS	#DIV/0!	
5308	PROF/TECH-CONSULTANTS	#DIV/0!	
5342	COMMUNICATION-POSTAGE	0%	
5344	COMMUNICATION-PRINTING	0%	
5420	OFFICE SUPPLIES	0%	P.O. ROLLOVER DIFFERENCE
5421	NON-DISPOSABLE OFFICE SUPPLIES	#DIV/0!	

Town of East Longmeadow  
 FY 2023 Budget Request

Department #: 299  
 Department Name: Dispatch - Westcomm Assessment

Sign and Date Mary McNally

EXPENSE CODE	ACCOUNT DESCRIPTION	FY 21 EXPENDED	FY 22 BUDGETED	FY 22 EXPENDED	FY 23 REQUEST	INCREASE / (DECREASE) FROM FY 22 BUDGET
<b>Salary</b>						
5110	FULL TIME SALARY/WAGES					-
5111	PART TIME SALARY/WAGES					-
5112	ELECTED SALARY					-
5113	DEPT HEAD SALARY/WAGES					-
5120	TEMPORARY POSITION					-
5130	OVERTIME					-
5140	LONGEVITY					-
5142	EDUCATIONAL					-
5143	DUTY OFFICER					-
5144	STAND BY					-
5157	QUINN BILL					-
5158	RETIREMENT BONUS					-
5190	STIPEND-HOLIDAY					-
5191	CLOTHING					-
5193	STIPENDS					-
TOTAL SALARIES		0.00	0.00	0.00	0.00	-
<b>Non-Salary Expenses</b>						
5240	REPAIRS-BUILDING & GROUND					-
5294	OTR SERV-POLICE DETAIL					-
5302	PROF/TECH-TRAINING SEMINAR					-
5304	PROF/TECH-LEGAL					-
5305	PROF/TECH-ADVERTISING					-
5307	PROF/TECH-OTHERS					-
5342	COMMUNICATION-POSTAGE					-
5344	COMMUNICATION-PRINTING					-
5420	OFFICE SUPPLIES					-
5421	NON-DISPOSABLE OFFICE SUPPLIES					-
5587	OTH SUP-NEWSPAPER					-
5590	OTH SUP-MISC					-
5710	TRAVEL-MILEAGE TOLLS & PARKING					-
5711	TRAVEL-MEALS & FOOD					-
5712	TRAVEL-HOTEL					-
5730	DUES AND MEMBERSHIPS	146,266.25	115,010.00	115,010.00	148,963.00	33,953.00
5770	VETERANS BENEFITS					-
5782	4TH OF JULY					-
5783	MEMORIAL DAY					-
5784	VETERANS DAY					-
5785	OTHER CHARGES/EXPENSES					-
5853	CAP OUTLAY-FURNITURE					-
5000	4TH OF JULY PARADE					-
TOTAL NON-SALARY EXPENSES		146,266.25	115,010.00	115,010.00	148,963.00	33,953.00
GRAND TOTAL		146,266.25	115,010.00	115,010.00	148,963.00	33,953.00

Based upon FY23 Westcomm Assessment - 100%  
 reimbursed by State 911 Grant - In Receipts



Town of East Longmeadow  
 FY 2023 Budget Request

3/30/22

Department #: 519  
 Department Name: Health

1/18/2022  
 Sign and Date: Tammy Spencer

EXPENSE CODE	ACCOUNT DESCRIPTION	FY 21 EXPENDED	FY 22 BUDGETED	FY 22 EXPENDED THROUGH 11/19/21	FY 23 REQUEST	INCREASE / (DECREASE) FROM FY 22 BUDGET	Comments
Salary							
5110	FULL TIME SALARY/WAGES	101,437.50	108,420.82	33,562.28	113,769.56	5,348.74	Two positions account for this total. A 2 % increase has been factored in in anticipation of contract negotiations. <b>Health Inspector:</b> July 1-Jun 30 Grade E/Step 4 @ \$30.1366= \$58,766.37 <b>Department Admin:</b> July 1-Jun 30 Grade/Step D3 @ \$25.575/hr X 1950= \$49,871.191
5111	PART TIME SALARY/WAGES	27,375.00	38,125.00	10,585.00	43,125.00	5,000.00	ACO's earn \$75.00 per day 365 days a year+ \$27,375 annually. Double coverage for ACO training \$750.00. Public Health Nurse \$15,000- Increase of \$5,000 to cover changes in disease reporting protocols.
5112	BOARD/COMMITTEE SALARY	2,999.94	3,500.00	749.98	3,500.00	-	
5113	DEPT HEAD SALARY/WAGES	85,493.65	79,560.00	20,256.80	76,500.00	(3,060.00)	Possible 2% increase
5120	TEMPORARY POSITION					-	
5130	OVERTIME					-	
513019	HEALTH OVERTIME - COVID 19					-	
5140	LONGEVITY					-	
5142	EDUCATIONAL					-	
5143	DUTY OFFICER					-	
5144	STAND BY					-	
5157	QUINN BILL					-	
5158	RETIREMENT BONUS					-	
5190	STIPEND	325.00	350.00	75.00	350.00	-	ACO's get \$25.00 bonus when they work a holiday shift. 14 Holidays@ \$25.00=\$350.00
5191	CLOTHING					-	
5193	STIPENDS	1,500.00	1,500.00	750.00	1,500.00	-	Animal Inspector
TOTAL SALARIES		219,131.09	231,455.82	65,979.06	238,744.56	7,288.74	

Non-Salary Expenses

5241	REPAIRS - VEHICLES	458.60	1,000.00	-	1,000.00	-	
5270	RENTAL/LEASE OFFICE EQUIPMENT		3,000.00	2,571.08	3,000.00	-	ACO car is old and could need significant repairs at any time
5294	OTR SERV-POLICE DETAIL					-	Level funded from last year
5295	OTR SERV-MISC					-	

5300	PROF/TECH - MEDICAL		100.00		100.00	-	If there is a stray dog we are required to vaccinate it prior to being accepted at any shelter at #33.50 per vaccination. Occurs approximately 3 times per year.
5302	PROF/TECH-TRAINING SEMINAR		3,000.00		3,000.00	-	
5304	PROF/TECH-LEGAL					-	
5305	PROF/TECH-ADVERTISING		500.00		500.00	-	
5307	PROF/TECH-OTHERS		600.00	2,376.70	600.00	-	ACO external service vets, kennel, etc. Also serving warrants.
5308	PROF/TECH-CONSULTANTS		-			-	
5310	PROF TECH-SOFTWARE SUPPORT		-	300.00	300.00	300.00	Win WAM Annual service fee
5342	COMMUNICATION-POSTAGE		1,000.00	99.62	1,000.00	-	
5344	COMMUNICATION-PRINTING		800.00	165.00	875.00	75.00	Business cards, posters, larger copy/mail jobs.
5345	COMMUNICATION-DEL SERV		-			-	
	OTR PURCH SRV-OTHER		72,070.00	48,517.51	76,136.00	4,066.00	<b>Sharps disposal services: \$3000.00</b> <b>Clean and Liens: \$15,000.00</b> Expenses to bring properties into compliance with applicable Town and State regulations. All costs incurred will eventually be repaid to the general fund: <b>Mosquito Control District: \$21,000.</b> Mosquito control mitigation and potential mitigation of EEE breeding grounds. <b>Vaccination Clinics: \$3,000</b> Flu clinics only at this time. <b>Public Health Programming:\$3,000</b> TBD. <b>ATC: \$10,690</b> groundwater sampling at transfer station. Price includes preparation of required reporting to DEP. <b>Tighe and Bond: \$20,446</b> gas monitoring services required by DEP at the Fire Station, as well as required reporting.
5420	OFFICE SUPPLIES		1,500.00	405.36	1,500.00	-	
5421	NON-DISPOSABLE OFFICE SUPPLIES		100.00	-	100.00	-	
5450	CLEANING SUPPLIES		50.00	-	50.00	-	ACO cleaning supplies for equipment and car
5480	VEH SUPPLY - GASOLINE		200.00	100.00	200.00	-	ACO vehicle gas usage varies based on number and type of calls
5481	VEH SUPPLY - TIRES		-		200.00	200.00	Tires for ACO vehicle
5500	MEDICAL SUPPLIES		200.00		200.00	-	
5501	COVID 19 - SUPPLIES/EXPENSES					-	
5520	COMPUTER SUPPLIES					-	
5570	SUPPLIES - HEALTH INSPECTORS		300.00		300.00	-	Inspecting chemicals and strips that need to be replaced annually due to expiration, replacement thermometers and probes
5584	OTH SUP-UNIFORM/CLOTHING		500.00	80.00	500.00	-	ACO's and Health Inspector need identifiable and protective clothing.
5588	OTH SUP-BOOKS					-	
5590	OTH SUP-MISC		500.00		500.00	-	water, ACO supplies, scanners, leashes, crates
5710	TRAVEL-MILEAGE TOLLS & PARKING		2,300.00	937.06	2,300.00	-	
5711	TRAVEL-MEALS & FOOD		200.00	211.15	200.00	-	
5712	TRAVEL-HOTEL		800.00		800.00	-	1 conference in FY2023 for two employees requiring an overnight stay
5713	IN-STATE TRAVEL-OTHER					-	
5730	DUES AND MEMBERSHIPS		670.00	160.00	570.00	(100.00)	MHOA \$120 X 2, MEHA \$40 X 2, MAHB \$150, MPHN \$100,

TOTAL NON-SALARY EXPENSES	458.60	89,390.00	55,923.48	93,931.00	4,541.00
GRAND TOTAL	219,589.69	320,845.82	121,902.54	332,675.56	11,829.74

Town of East Longmeadow  
 FY 2023 Budget Request

Department #: 519  
 Department Name: Health

1/18/2022 *Tammy Spencer*  
 Sign and Date Tammy Spencer

Detailed Salary Budget

EXPENSE CODE	ACCOUNT DESCRIPTION	Employee's Name	Calculation	COMMENTS
5110	Full Time Salary/Wages	Alix Roncarati	46,800.90	UnionD-Hourly Employee Grade E-Step 4
		Alix Roncarati	14,225.14	Union D-Hourly Employee Grade E-Step 3
5110	Full Time Salary/Wages	Renee Suckau	25,344.37	Union D-Hourly Employee Grade D-Step 3
			27,399.15	UnionD-Hourly Employee Grade D-Step 4
5111	ACO's	Paul Morrissey and Melissa Defino-Lagacy	27,375.00	\$75.00 per day. Animal Control Officers are responsible for ensuring the safety of our town animals and our residents.
5193	Animal Inspector	Melissa Defino-Legacy	1,500.00	The primary duty of the Animal Inspector has recently become rabies control in the domestic animal population. Municipal Animal Inspectors are also responsible for barn inspections and to assist with domestic animal disease quarantine. This position is paid quarterly, in arrears.
5111	Animal Holiday training coverage	Paul Morrissey and Melissa Defino-Lagacy	750.00	\$750 to pay for in town coverage while ACO is out of town at training.
5112	Board of Health Salaries	Christine Johnston	1500	Stipend-Chairman
5112	Board of Health Salaries	Kathryn Jobbins	1000	Stipend
5112	Board of Health Salaries	Rebecca Torcia	1000	Stipend
5113	Dept Head Salary/Wages	Tammy Spencer	76,500.00	Health Director Salary
5111	PH Nurse	Judith Goldrick	15,000	Public Health nusing services
5190	ACO holiday stipend	Paul Morrissey and Melissa Defino-Lagacy	350	\$25.00 holiday pay rate for day worked only. 14 Holidays
			238,744.56	

Town of East Longmeadow  
 FY 2023 Budget Request

1/18/2022 *Tammy Spencer*  
 Sign and Date Tammy Spencer

Department #: 519  
 Department Name: Health

Budget Explanation Sheet

EXPENSE CODE	ACCOUNT DESCRIPTION	INCREASE / (DECREASE) FROM FY 22 BUDGET	Explanation for Anything Not 0%
Salary			
5110	FULL TIME SALARY/WAGES	5%	Contractual UPSEE + Step (Budget Increase 2% - not finalized in negotiations)
5111	PART TIME SALARY/WAGES	13%	Increase in Public Health Nurse funding by \$5,000 to factor in changes in disease reporting and followup protocols.
5112	BOARD/COMMITTEE SALARY	0%	
5113	DEPT HEAD SALARY/WAGES	-4%	
5120	TEMPORARY POSITION	#DIV/0!	
5130	OVERTIME	#DIV/0!	
5140	LONGEVITY	#DIV/0!	
5142	EDUCATIONAL	#DIV/0!	
5143	DUTY OFFICER	#DIV/0!	
5144	STAND BY	#DIV/0!	
5157	QUINN BILL	#DIV/0!	
5158	RETIREMENT BONUS	0%	
5190	STIPEND	#VALUE!	
5191	CLOTHING	#DIV/0!	
5193	STIPENDS	0%	
Non-Salary Expenses			
5270	RENTAL/LEASE OFFICE EQUIPMENT	0%	
5295	OTR SERV-MISC	#DIV/0!	
5302	PROF/TECH-TRAINING SEMINAR	0%	
5304	PROF/TECH-LEGAL	#DIV/0!	
5305	PROF/TECH-ADVERTISING	0%	
5307	PROF/TECH-OTHERS	0%	
5308	PROF/TECH-CONSULTANTS	#DIV/0!	
5310	PROF TECH-SOFTWARE SUPPORT	#DIV/0!	
5342	COMMUNICATION-POSTAGE	0%	
5344	COMMUNICATION-PRINTING	9%	
5345	COMMUNICATION-DEL SERV	#DIV/0!	
	OTR PURCH SRV-OTHER	6%	Increase is fees from environmental monitoring consultants
5420	OFFICE SUPPLIES	0%	
5421	NON-DISPOSABLE OFFICE SUPPLIES	0%	
5500	MEDICAL SUPPLIES	0%	
5588	OTH SUP-BOOKS	#DIV/0!	
5590	OTH SUP-MISC	0%	
5710	TRAVEL-MILEAGE TOLLS & PARKING	0%	
5711	TRAVEL-MEALS & FOOD	0%	
5712	TRAVEL-HOTEL	0%	
5713	IN-STATE TRAVEL-OTHER	#DIV/0!	
5730	DUES AND MEMBERSHIPS	-15%	

**BUDGET REQUEST**

Department #: 421  
Department Name: Highway

Sign and Date Bruce Fenney

EXPENSE CODE	ACCOUNT DESCRIPTION	FY 19 BUDGET	FY 19 ACTUAL	FY 20 BUDGET	FY 21 BUDGET	FY22 BUDGET	FY23 REQUEST	INCREASE / (DECREASE) FROM FY 22 BUDGET	Explanation for Anything Not 0%
<b>Salary</b>									
5110	FULL TIME SALARY/WAGES	\$ 1,015,563.79	\$ 1,075,088.11	1,107,253.94	1,079,695.40	1,092,015.12	1,173,623.08	81,607.96	increase contractual obligations
5111	PART TIME SALARY/WAGES	0.00	0.00	0.00	0.00	0.00	0.00	-	
5112	BOARD/COMMITTEE SALARY	0.00	0.00	0.00	0.00	0.00	0.00	-	
5113	DEPT HEAD SALARY/WAGES	115,429.73	115,429.73	124,751.06	104,714.68	106,663.44	110,463.33	3,799.89	increase contractual obligations
5120	TEMPORARY POSITION	40,000.00	40,000.00	65,000.00	20,000.00	20,000.00	30,000.00	10,000.00	seasonal employees
5130	OVERTIME	30,000.00	30,000.00	30,000.00	30,000.00	30,000.00	30,000.00	-	
5140	LONGEVITY	7,760.00	7,760.00	2,525.00	5,940.00	2,525.00	2,525.00	-	
5142	EDUCATIONAL							-	
5143	DUTY OFFICER							-	
5144	STAND BY	15,600.00	15,600.00	15,600.00	15,660.00	15,660.00	18,000.00	2,340.00	Increase based on FY22 Expended Budget
5157	QUINN BILL							-	
5158	RETIREMENT BONUS							-	
5190	STIPEND-HOLIDAY							-	
5191	CLOTHING	6,300.00	6,300.00	6,300.00	7,000.00	11,000.00	11,000.00	-	Hoisters/Root Allowance/Cell Phones
5193	STIPENDS							-	
	<b>TOTAL SALARIES</b>	<b>1,230,653.52</b>	<b>1,290,177.84</b>	<b>1,351,430.00</b>	<b>1,263,010.08</b>	<b>1,277,863.56</b>	<b>1,375,611.41</b>	<b>97,747.85</b>	
<b>Non-Salary Expenses</b>									
5240	REPAIRS BUILDING GROUND		37.66	0.00	0.00	0.00	0.00	-	
5241	REPAIRS-VEHICLES	170,000.00	170,000.00	170,000.00	162,000.00	162,000.00	162,000.00	-	
5247	REPAIRS PAVING & MARKING	0.00	0.00	0.00	0.00	0.00	0.00	-	
5250	REPAIRS-OTHERS	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	-	
5270	RENTAL/LEASE OFFICE EQUIPMENT	0.00	0.00	0.00	0.00	1,175.00	1,175.00	-	Printer/ Copier Lease
5272	RENTAL/LEASE-OTHER EQUIPMENT	0.00	0.00	0.00	0.00	0.00	0.00	-	
5292	OTR SERV-GARBAGE REMOVAL	0.00	0.00	0.00	0.00	0.00	0.00	-	
5294	OTR SERV-POLICE DETAIL	8,500.00	8,500.00	8,500.00	5,500.00	8,500.00	8,500.00	-	
5302	PROF/TECH-TRAINING SEMINAR	1,500.00	1,500.00	4,000.00	4,000.00	4,000.00	4,000.00	-	
5305	PROF/TECH-ADVERTISING	500.00	500.00	500.00	500.00	500.00	500.00	-	
5307	PROF/TECH-OTHERS	25,000.00	25,000.00	35,000.00	30,000.00	30,000.00	65,000.00	35,000.00	Annual Traffic Line Painting
5310	PROF TECH-SOFTWARE SUPPORT	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00	-	DUDE Solutions
5341	COMMUNICATION-TELEPHONE	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	-	
5342	COMMUNICATION-POSTAGE	825.00	825.00	825.00	825.00	825.00	825.00	-	
5343	COMMUNICAITON-WIRELESS	1,047.32	1,047.32	1,047.32	1,047.32	1,047.32	1,047.32	-	
5344	COMMUNICATION-PRINTING	200.00	200.00	200.00	200.00	200.00	200.00	-	
5382	OTR PURCH SRV-OTHER	51,000.00	51,000.00	64,000.00	59,000.00	59,000.00	59,000.00	-	
5420	OFFICE SUPPLIES	3,500.00	3,500.00	3,500.00	3,500.00	3,500.00	3,500.00	-	
5421	MISC SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00	-	
5430	BUILDING REPAIRS/SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00	-	
5431	SAFETY EQUIPMENT & GEAR	0.00	0.00	0.00	0.00	0.00	0.00	-	
5450	CLEANING SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00	-	
5460	GROUNDKEEPING SUPPLIES	26,000.00	26,000.00	48,000.00	26,000.00	26,000.00	41,000.00	15,000.00	Planters/trees & Other misc.
5480	VEH SUPPLY-GASOLINE	67,830.00	67,830.00	67,830.00	67,830.00	60,000.00	60,000.00	-	
5500	MEDICAL SUPPLIES	2,000.00	2,000.00	2,000.00	2,200.00	2,200.00	2,200.00	-	
		98,000.00	98,000.00	98,000.00	77,228.00	77,228.00	87,228.00	10,000.00	Increase due to increase construction material costs/ supply chain issues
5530	DPW SUPPLIES				10,000.00	13,000.00	13,000.00	-	Increase in Uniform Contract
5584	OTH SUP-UNIFORM/CLOTHING	7,000.00	7,000.00	7,000.00	10,000.00	13,000.00	13,000.00	-	
5710	TRAVEL-MILEAGE TOLLS & PARKING	500.00	500.00	500.00	500.00	500.00	500.00	-	
5730	DUES AND MEMBERSHIPS	320.00	320.00	320.00	320.00	320.00	320.00	-	
5785	OTHER CHARGES/EXPENSES	0.00	0.00	0.00	0.00	0.00	0.00	-	
5788	REFUND	0.00	0.00	0.00	0.00	0.00	0.00	-	
5789	LATE FEES	0.00	0.00	0.00	0.00	0.00	0.00	-	
5850	CAP OUTLAY-OTHERS	0.00	2,101.93	0.00	0.00	0.00	0.00	-	
	<b>TOTAL NON-SALARY EXPENSES</b>	<b>476,222.32</b>	<b>476,222.32</b>	<b>523,722.32</b>	<b>463,150.32</b>	<b>462,495.32</b>	<b>522,495.32</b>	<b>60,000.00</b>	
	<b>GRAND TOTAL</b>	<b>1,706,875.84</b>	<b>1,766,400.16</b>	<b>1,875,152.32</b>	<b>1,726,160.40</b>	<b>1,740,358.88</b>	<b>1,898,106.73</b>	<b>157,747.85</b>	

3/13/22

Department #: 422  
Department Name: Building

Sign and Date Bruce Fenney

EXPENSE CODE	ACCOUNT DESCRIPTION	FY 19 BUDGET	FY 19 ACTUAL	FY 20 BUDGET	FY 21 BUDGET	FY 22 BUDGET	FY23 REQUEST	INCREASE / (DECREASE) FROM FY 22 BUDGET	Explanation for Anything Not 0%
Salary									
5110	FULL TIME SALARY/WAGES	412,167.54	352,211.99	362,548.93	368,907.94	373,176.31	382,345.12	9,168.81	Increase for contractual obligations
5111	PART TIME SALARY/WAGES			0.00	0.00	0.00	0.00		
5112	BOARD/COMMITTEE SALARY	0.00	0.00	0.00	0.00	0.00	0.00		
5113	DEPT HEAD SALARY/WAGES	45,899.98	113,698.70	113,698.70	118,111.58	120,328.22	121,556.26	1,228.04	Increase for contractual obligations
5120	TEMPORARY POSITION								
5130	OVERTIME	4,000.00	4,000.00	4,000.00	4,000.00	4,000.00	4,000.00		
5140	LONGEVITY	2,140.00	2,140.00	1,185.00	1,590.00	1,895.00	1,185.00	(710.00)	
5142	EDUCATIONAL								
5143	DUTY OFFICER								
5144	STAND BY								
5157	QUINN BILL								
5158	RETIREMENT BONUS								
5190	STIPEND-HOLIDAY								
5191	CLOTHING	1,400.00	1,400.00	1,400.00	1,400.00	2,400.00	2,400.00		Hoisters/Boot Allowance/Cell Phones
5193	STIPENDS								
	TOTAL SALARIES	465,607.52	473,450.69	482,832.63	494,009.52	501,799.53	511,486.38	9,686.85	
Non-Salary Expenses									
524001	MR BUILD MAINT CONTRACTED SERV	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00		
524002	MS BUILD MAINT CONTRACTED SERV	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00		
524003	MV BUILD MAINT CONTRACTED SERV	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00		
524004	BP BUILD MAINT CONTRACTED SERV	31,500.00	31,500.00	31,500.00	26,500.00	31,500.00	31,500.00		
524005	HS BUILD MAINT CONTRACTED SERV	35,000.00	35,000.00	35,000.00	35,000.00	30,000.00	35,000.00	5,000.00	
5270	RENTAL/LEASE OFFICE EQUIPMENT	0.00	0.00	0.00	0.00	1,175.00	1,175.00		
5302	PROF/TECH TRAINING SEMINAR	200.00	200.00	2,000.00	2,000.00	2,000.00	2,000.00		
5305	PROF/TECH ADVERTISING	400.00	400.00	400.00	400.00	400.00	400.00		
5307	PROF/TECH-OTHERS	83,500.00	83,500.00	83,500.00	83,500.00	73,500.00	83,500.00	10,000.00	Increase due to increase construction material costs/ supply chain issues
5310	PROF TECH-SOFTWARE SUPPORT	3,100.00	3,100.00	3,600.00	4,500.00	4,500.00	4,500.00		
5342	COMMUNICATION-POSTAGE	0.00	0.00	0.00	0.00	0.00	0.00		
5344	COMMUNICATION-PRINTING	450.00	450.00	450.00	450.00	450.00	450.00		
5345	COMMUNICATION-DEL SERV	0.00	0.00	0.00	0.00	0.00	0.00		
5382	OTR PURCH SRV-OTHER	0.00	0.00	0.00	0.00	0.00	0.00		
5420	OFFICE SUPPLIES	2,785.00	2,785.00	2,785.00	2,785.00	2,785.00	2,785.00		
5421	NON-DISPOSABLE OFFICE SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00		
5430	BUILDING REPAIRS/SUPPLIES	76,500.00	76,500.00	76,500.00	66,500.00	56,500.00	66,500.00	10,000.00	Increase due to increase construction material costs/ supply chain issues
543001	MR BUILD MAINT SUPPLIES	18,918.00	18,918.00	18,918.00	18,918.00	18,918.00	19,000.00	82.00	
543002	MS BUILD MAINT SUPPLIES	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00		
543003	MV BUILD MAINT SUPPLIES	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00		
543004	BP BUILD MAINT SUPPLIES	17,000.00	17,000.00	17,000.00	17,000.00	17,000.00	17,000.00		
543005	HS BUILD MAINT SUPPLIES	30,000.00	30,000.00	30,000.00	30,000.00	30,000.00	30,000.00		
5450	CLEANING SUPPLIES	30,000.00	30,000.00	30,000.00	30,000.00	30,000.00	30,000.00		
5480	VEH SUPPLY-GASOLINE	0.00	0.00	0.00	0.00	0.00	0.00		
5500	MEDICAL SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00		
5584	OTH SUP-UNIFORM/CLOTHING	0.00	0.00	0.00	2,500.00	2,600.00	2,600.00		
5587	OTH SUP-NEWSPAPER	280.00	280.00	436.80	436.80	509.60	509.60		
5590	OTH SUP-MISC	3,400.00	3,400.00	3,400.00	3,400.00	3,400.00	3,400.00		
5710	TRAVEL-MILEAGE TOLLS & PARKING	360.00	360.00	360.00	360.00	360.00	360.00		
5785	OTHER CHARGES/EXPENSES	0.00	0.00	0.00	0.00	0.00	0.00		
5788	REFUND	0.00	0.00	0.00	0.00	0.00	0.00		
5840	CAP OUTLAY-SITE IMPROV	0.00	0.00	0.00	0.00	0.00	0.00		
5850	CAP OUTLAY-OTHER	0.00	0.00	0.00	0.00	0.00	0.00		
5789	LATE FEES	0.00	0.00	0.00	0.00	0.00	0.00		
	TOTAL NON-SALARY EXPENSES	383,393.00	383,393.00	385,849.80	374,249.80	355,597.60	380,679.60	25,082.00	
	GRAND TOTAL	849,000.52	856,843.69	868,682.43	868,259.32	857,397.13	892,165.98	34,768.85	

Department #: 423  
 Department Name: Snow and Ice

Sign and Date Bruce Fenney

EXPENSE CODE	ACCOUNT DESCRIPTION	FY 19 BUDGET	FY 19 ACTUAL	FY 20 BUDGET	FY 21 BUDGET	FY22 BUDGET	FY23 REQUEST	INCREASE / (DECREASE) FROM FY 22 BUDGET	Explanation for Anything Not 0%
Salary									
5110	FULL TIME SALARY/WAGES							-	
5111	PART TIME SALARY/WAGES							-	
5112	ELECTED SALARY							-	
5113	APPOINTED SALARY/WAGES							-	
5120	TEMPORARY POSITION							-	
5130	OVERTIME	20,297.00	20,297.00	20,297.00	20,297.00	20,297.00	20,297.00	-	
5140	LONGEVITY							-	
5142	EDUCATIONAL							-	
5143	DUTY OFFICER							-	
5144	STAND BY							-	
5157	QUINN BILL							-	
5158	RETIREMENT BONUS							-	
5190	STIPEND-HOLIDAY							-	
5191	CLOTHING							-	
5193	STIPENDS							-	
	<b>TOTAL SALARIES</b>	<b>20,297.00</b>	<b>20,297.00</b>	<b>20,297.00</b>	<b>20,297.00</b>	<b>20,297.00</b>	<b>20,297.00</b>	<b>-</b>	
Non-Salary Expenses									
5241	REPAIRS-VEHICLES	0.00	0.00	0.00	0.00	0.00	0.00	-	
5272	RENT/LEASE OTHER	0.00	0.00	0.00	0.00	0.00	0.00	-	
5291	OTR SERV-SNOW REMOVAL	127,875.00	127,875.00	127,875.00	127,875.00	127,875.00	127,875.00	-	
5294	OTR SERV-POLICE DETAIL	0.00	0.00	0.00	0.00	0.00	0.00	-	
5305	PROF/TECH-ADVERTISING	0.00	0.00	0.00	0.00	0.00	0.00	-	
5307	PROF/TECH-OTHERS	0.00	0.00	0.00	0.00	0.00	0.00	-	
5342	COMMUNICATION-POSTAGE	0.00	0.00	0.00	0.00	0.00	0.00	-	
5382	OTR PURCH SRV-OTHER	0.00	0.00	0.00	0.00	0.00	0.00	-	
5460	GROUNDKEEPING SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00	-	
5480	VEH SUPPLY-GASOLINE	0.00	0.00	0.00	0.00	0.00	0.00	-	
5485	VEH SUPPLY-OTHERS	0.00	0.00	0.00	0.00	0.00	0.00	-	
5590	OTH SUP-MISC	0.00	0.00	0.00	0.00	0.00	0.00	-	
5785	OTHER CHARGES/EXPENSES	0.00	0.00	0.00	0.00	0.00	0.00	-	
5788	REFUND	0.00	0.00	0.00	0.00	0.00	0.00	-	
	<b>TOTAL NON-SALARY EXPENSES</b>	<b>127,875.00</b>	<b>127,875.00</b>	<b>127,875.00</b>	<b>127,875.00</b>	<b>127,875.00</b>	<b>127,875.00</b>	<b>-</b>	
	<b>GRAND TOTAL</b>	<b>148,172.00</b>	<b>148,172.00</b>	<b>148,172.00</b>	<b>148,172.00</b>	<b>148,172.00</b>	<b>148,172.00</b>	<b>-</b>	

Town of East Longmeadow  
FY 2023 Budget Request

**BUDGET REQUEST**

Department #: 429  
Department Name: Town and School Utilities

Sign and Date Bruce Fenney

EXPENSE CODE	ACCOUNT DESCRIPTION	FY 19 BUDGET	FY 19 Actual	FY20 BUDGET	FY21 BUDGET	FY22 BUDGET	FY23 REQUEST	INCREASE / (DECREASE) FROM FY 22 BUDGET	Explanation for Anything Not 0%
Salary									
5110	FULL TIME SALARY/WAGES							-	
5111	PART TIME SALARY/WAGES							-	
5112	BOARD/COMMITTEE SALARY							-	
5113	DEPT HEAD SALARY/WAGES							-	
5120	TEMPORARY POSITION							-	
5130	OVERTIME							-	
5140	LONGEVITY							-	
5142	EDUCATIONAL							-	
5143	DUTY OFFICER							-	
5144	STAND BY							-	
5157	QUINN BILL							-	
5158	RETIREMENT BONUS							-	
5190	STIPEND-HOLIDAY							-	
5191	CLOTHING							-	
5193	STIPENDS							-	
	<b>TOTAL SALARIES</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>			-	
Non-Salary Expenses									
									Increase of 2% to 15% on all utilities depending on total usage, Therms, KWH
521001	MB UTILITIES-GAS	37,500.00	37,500.00	37,500.00	38,100.00	38,100.00	41,000.00	2,900.00	Based on Highest 3 yr. totals + %
521002	MS UTILITIES-GAS	37,000.00	37,000.00	37,000.00	38,000.00	38,000.00	48,000.00	10,000.00	Based on Highest 3 yr. totals + %
521003	MV UTILITIES-GAS	30,000.00	30,000.00	30,000.00	30,000.00	30,000.00	40,000.00	10,000.00	Based on Highest 3 yr. totals + %
521004	BP UTILITIES-GAS	55,000.00	55,000.00	55,000.00	65,000.00	60,000.00	75,000.00	15,000.00	Based on Highest 3 yr. totals + %
521005	HS UTILITIES-GAS	135,000.00	135,000.00	135,000.00	145,000.00	135,000.00	137,000.00	2,000.00	Based on Highest 3 yr. totals + %
521020	TH UTILITIES-GAS	7,000.00	7,000.00	7,000.00	7,000.00	7,000.00	7,000.00	-	
521021	POL UTILITIES-GAS	8,500.00	8,500.00	8,500.00	7,000.00	7,000.00	7,000.00	-	
521022	LIB UTILITIES-GAS	8,500.00	8,500.00	8,500.00	9,000.00	9,000.00	11,000.00	2,000.00	Based on Highest 3 yr. totals + %
521023	COA UTILITIES-GAS	17,000.00	17,000.00	17,000.00	14,400.00	14,400.00	16,000.00	1,600.00	Based on Highest 3 yr. totals + %
521024	FIRE UTILITIES-GAS	10,000.00	10,000.00	10,000.00	8,000.00	8,000.00	9,000.00	1,000.00	Based on Highest 3 yr. totals + %
521025	RED SCHOOLHOUSE UTILITIES-GAS	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	-	
521029	OLD FIRE HOUSE UTIL-GAS	0.00	0.00	0.00	0.00	1,500.00	1,500.00	-	
521040	DPW SERV UTILITIES-GAS	4,500.00	4,500.00	4,500.00	4,000.00	4,000.00	5,000.00	1,000.00	
521101	MB UTILITIES-ELECTRIC	16,000.00	16,000.00	16,000.00	25,000.00	20,000.00	40,000.00	20,000.00	Based on Highest 3 yr. totals + %
521102	MS UTILITIES-ELECTRIC	13,000.00	13,000.00	13,000.00	14,000.00	14,000.00	25,000.00	11,000.00	Based on Highest 3 yr. totals + %
521103	MV UTILITIES-ELECTRIC	13,000.00	13,000.00	13,000.00	15,000.00	15,000.00	18,000.00	3,000.00	
521104	BP UTILITIES-ELECTRIC	38,000.00	38,000.00	38,000.00	38,000.00	33,000.00	60,000.00	27,000.00	Based on Highest 3 yr. totals + %
521105	HS UTILITIES-ELECTRIC	68,000.00	68,000.00	68,000.00	60,000.00	60,000.00	106,000.00	46,000.00	Based on Highest 3 yr. totals + %
521120	TH UTILITIES-ELECTRIC	18,000.00	18,000.00	18,000.00	16,000.00	16,000.00	19,000.00	3,000.00	
521121	POL-UTILITIES-ELECTRIC	7,500.00	7,500.00	7,500.00	6,500.00	7,500.00	17,000.00	9,500.00	Based on Highest 3 yr. totals + %
521122	LIB-UTILITIES-ELECTRIC	10,000.00	10,000.00	10,000.00	16,000.00	16,000.00	16,000.00	-	
521123	COA-UTILITIES-ELECTRIC	11,000.00	11,000.00	11,000.00	11,000.00	11,000.00	11,000.00	-	
521124	FIRE-UTILITIES-ELECTRIC	5,000.00	5,000.00	5,000.00	20,000.00	20,000.00	20,000.00	-	
521126	RED SCHOOLHOUSE UTIL-ELECTRIC	0.00	0.00	0.00	1,000.00	1,000.00	1,000.00	-	
521127	HISTORICAL UTILITIES-ELECTRIC	0.00	0.00	0.00	500.00	500.00	500.00	-	

521128	CENTER FIELD UTIL-ELECTRIC	0.00	0.00	0.00	200.00	200.00	300.00	100.00	Based on Highest 3 yr. totals + %
521129	OLD FIRE HOUSE UTIL-ELECTRIC	0.00	0.00	0.00	1,000.00	1,000.00	1,000.00	-	
521130	ST LIGHTS-UTILITIES-ELECTRIC	119,000.00	119,000.00	119,000.00	64,000.00	64,000.00	108,000.00	44,000.00	Based on Highest 3 yr. totals + %
521140	DPW SERV-UTILITIES-ELECTRIC	5,000.00	5,000.00	5,000.00	8,600.00	8,600.00	11,000.00	2,400.00	
521150	TRAFFIC-UTILITIES-ELECTRIC	24,500.00	24,500.00	24,500.00	16,000.00	16,000.00	24,000.00	8,000.00	Based on Highest 3 yr. totals + %
521220	TH UTILITIES-OIL	500.00	500.00	500.00	0.00	0.00	0.00	-	
521225	HISTORICAL UTILITIES-OIL	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	-	
521240	DPW SERV UTILITIES-OIL	16,500.00	16,500.00	16,500.00	10,000.00	10,000.00	10,000.00	-	
521226	PINE KNOLL UTILITIES OIL	0.00	608.19	0.00	500.00	500.00	800.00	300.00	Based on Highest 3 yr. totals + %
5213	Solar Net Meter Credits	400,000.00	400,000.00	380,000.00	380,000.00	400,000.00	430,000.00	30,000.00	
5307	PROF/TECH-OTHERS	0.00	0.00	0.00	0.00	0.00	0.00	-	
5789	LATE FEES	0.00	0.00	0.00	0.00	0.00	0.00	-	
	TOTAL NON-SALARY EXPENSES	1,118,000.00	1,118,608.19	1,098,000.00	1,071,800.00	1,069,300.00	1,319,100.00	249,800.00	
	GRAND TOTAL	1,118,000.00	1,118,608.19	1,098,000.00	1,071,800.00	1,069,300.00	1,319,100.00	249,800.00	

Town of East Longmeadow  
FY 2023 Budget Request

**BUDGET REQUEST**

3/3/22

Department #: 433  
Department Name: Waste Collection and Disposal

Sign and Date Bruce Fenney

EXPENSE CODE	ACCOUNT DESCRIPTION	FY 19 BUDGET	FY 19 ACTUAL	FY 20 BUDGET	FY 21 BUDGET	FY22 BUDGET	FY23 REQUEST	INCREASE / (DECREASE) FROM FY 22 BUDGET	Explanation for Anything Not 0%
<b>Salary</b>									
5110	FULL TIME SALARY/WAGES							-	
5111	PART TIME SALARY/WAGES	16,688.00	16,688.22	18,080.22	19,272.00	19,704.00	20,712.00	1,008.00	Minimum wage increase/ Additional Attendant
5112	ELECTED SALARY							-	
5113	APPOINTED SALARY/WAGES							-	
5120	TEMPORARY POSITION							-	
5130	OVERTIME							-	
5140	LONGEVITY							-	
5142	EDUCATIONAL							-	
5143	DUTY OFFICER							-	
5144	STAND BY							-	
5157	QUINN BILL							-	
5158	RETIREMENT BONUS							-	
5190	STIPEND-HOLIDAY							-	
5191	CLOTHING							-	
5193	STIPENDS							-	
	<b>TOTAL SALARIES</b>	<b>16,688.00</b>	<b>16,688.22</b>	<b>18,080.22</b>	<b>19,272.00</b>	<b>19,704.00</b>	<b>20,712.00</b>	<b>1,008.00</b>	
<b>Non-Salary Expenses</b>									
5210	ENERGY-GAS	300.00	300.00	300.00	300.00	300.00	400.00	100.00	
5292	OTR SERV-GARBAGE REMOVAL	49,100.00	49,100.00	49,100.00	65,000.00	65,000.00	80,000.00	15,000.00	FY22 increase tipping fees
5307	PROF/TECH-OTHERS	0.00	0.00	0.00	0.00	0.00	3,000.00	3,000.00	
5344	COMMUNICATION-PRINTING	0.00	600.00	0.00	800.00	800.00	1,700.00	900.00	Dump Stickers
5382	OTR PURCH SRV-OTHER	0.00	0.00	0.00	0.00	0.00	0.00	-	
5420	OFFICE SUPPLIES	0.00	0.00	0.00	0.00	200.00	400.00	200.00	Receipt Booklets
5785	OTHER CHARGES/EXPENSES	2,000.00	2,000.00	2,000.00	2,000.00	2,000.00	2,000.00	-	
	<b>TOTAL NON-SALARY EXPENSES</b>	<b>51,400.00</b>	<b>52,000.00</b>	<b>51,400.00</b>	<b>68,100.00</b>	<b>68,300.00</b>	<b>87,500.00</b>	<b>19,200.00</b>	
	<b>GRAND TOTAL</b>	<b>68,088.00</b>	<b>68,688.22</b>	<b>69,480.22</b>	<b>87,372.00</b>	<b>88,004.00</b>	<b>108,212.00</b>	<b>20,208.00</b>	

Department #: 430  
 Department Name: Trash Removal

*Tammy Spencer* 3/23/2022  
 Sign and Date Tammy Spencer

EXPENSE CODE	ACCOUNT DESCRIPTION	FY 21 EXPENDED	FY 22 BUDGETED	FY 22 EXPENDED THROUGH 12/31/21	FY 23 REQUEST	INCREASE / (DECREASE) FROM FY 22 BUDGET
<b>Salary</b>						
5110	FULL TIME SALARY/WAGES					-
5111	PART TIME SALARY/WAGES					-
5112	BOARD/COMMITTEE SALARY					-
5113	DEPT HEAD SALARY/WAGES					-
5120	TEMPORARY POSITION					-
5130	OVERTIME					-
513019	HEALTH OVERTIME - COVID 19					-
5140	LONGEVITY					-
5142	EDUCATIONAL					-
5143	DUTY OFFICER					-
5144	STAND BY					-
5157	QUINN BILL					-
5158	RETIREMENT BONUS					-
5190	STIPEND-HOLIDAY					-
5191	CLOTHING					-
5193	STIPENDS					-

TOTAL SALARIES

Non-Salary Expenses

5241	REPAIRS - VEHICLES					-
5272	RENTAL/LEASE OTHER					-
5293	OTR SERV-WASTE DISPOSAL	1,058,245.39	1,174,365.81	560,564.03	1,377,098.50	202,732.69
529301	OTR SERV-WASTE DISPOSAL COVID19					-
5294	OTR SERV-POLICE DETAIL					-
5295	OTR SERV-MISC					-
5300	PROF/TECH - MEDICAL					-
5789	LATE FEES	0.06				-

Casella (Collection): FY23 Contract Cost = \$891,608.00  
 F&G (Transfer):  
 Estimated 4,738 tons for FY23 x Estimated \$95.00 per ton  
 (FY23 Cost) = \$450,110.00  
 Waste Management (Recycling)  
 1374 tons (2021) x 1.03 increase = 1415.22 tons for FY23 x  
 \$25.00 per ton (FY23 Cost) = \$35,380.50.  
 Current waste disposal facility (CEP) in bankruptcy. Will be sold off to F&G in April. Anticipated increase to \$95.00 per ton due to change in operation of facility from incinerator to transfer station.

TOTAL NON-SALARY EXPENSES 1,058,245.45 1,174,365.81 560,564.03 1,377,098.50 202,732.69

GRAND TOTAL 1,058,245.45 1,174,365.81 560,564.03 1,377,098.50 202,732.69



**TOWN OF EAST LONGMEADOW  
HEALTH DEPARTMENT  
60 CENTER SQUARE  
EAST LONGMEADOW, MA 01028  
413-525-5400 X 1106**

*Tammy Spencer, MS, RS*  
Director of Public Health

March 23, 2022

To Stephen Lonergan:

On March 22, 2022, stakeholders utilizing the CEP waste disposal facility in Springfield were invited to an information session to discuss the future of the facility. In June of 2021, CEP filed for bankruptcy and will be having their final bankruptcy hearing on April 14, 2022. Following this date, F&G Recycling will be closing on the purchase of the facility. Between now and April 14 no changes will be made to our current contracts, but CEP will be filing a motion to reject all of their contracts involving the facility.

After the April 14 hearing, the facility will effectively be shutting down their incinerator operations and will be operating as a transfer station only. While no direct information has been sent to us about the cost of disposal at the facility, based off of information from other municipalities we anticipate an increase from our current disposal rate of \$81.60 per ton to approximately \$95.00 per ton. This will increase our budgeted cost for FY23 from \$394,438.50 to \$450,110.00.

While we are waiting to hear from F&G, we are also researching other options that might be open to us and we will report back our findings.

Sincerely,

Tammy Spencer, MS, RS  
Health Director

Town of East Longmeadow  
 FY 2023 Budget Request

Department #: 541  
 Department Name: Council on Aging

Sign and Date Erin Koebler

EXPENSE CODE	ACCOUNT DESCRIPTION	FY 21 EXPENDED	FY 22 BUDGETED	FY 22 EXPENDED THROUGH 11/19/21	FY 23 REQUEST	INCREASE / (DECREASE) FROM FY 22 BUDGET	Comments
Salary							
5110	FULL TIME SALARY/WAGES	135,635.18	182,725.11	49,201.64	214,228.53	31,503.42	Step increases
5111	PART TIME SALARY/WAGES	51,611.69	37,470.35	20,650.51	46,192.59	8,722.24	Mealsite coordinator back to 19hr/week from 9.5/hr/week, Meralee Kratovil increase to 30 hrs from 22.5, Step increase, min wage increase
5112	ELECTED SALARY					-	
5113	DEPT HEAD SALARY/WAGES	72,858.11	74,004.97	21,916.19	73,545.34	(459.63)	New Director, 2% performance raise
5120	TEMPORARY POSITION					-	
5130	OVERTIME					-	
5140	LONGEVITY	650.00	1,200.00	400.00	1,200.00	-	
5142	EDUCATIONAL					-	
5143	DUTY OFFICER					-	
5144	STAND BY					-	
5157	QUINN BILL					-	
5158	RETIREMENT BONUS					-	
5190	STIPEND-HOLIDAY					-	
5191	CLOTHING					-	
5193	STIPENDS					-	
TOTAL SALARIES		260,754.98	295,400.43	92,168.34	335,166.46	39,766.03	

Non-Salary Expenses

5241	REPAIRS-VEHICLES					-	
5243	REPAIRS-TELEPHONES					-	
5244	REPAIRS-OFFICE EQUIPMENT					-	
5248	REPAIRS-COMPUTER EQUIP					-	
5249	REPAIRS-OFFICE FURNISHING					-	
5250	REPAIRS-OTHERS					-	
5270	RENTAL/LEASE OFFICE EQUIPMENT	3,017.40	3,084.56	2,736.84	2,736.84	(347.72)	Xerox Copier 228.07x12
5271	RENTAL/LEASE BUILDING					-	
5272	RENTAL/LEASE OTHER					-	
5295	OTR SERV-MISC					-	
5300	PROF/TECH-MEDICAL					-	
5302	PROF/TECH-TRAINING SEMINAR	279.00	2,145.00	245.00	2,000.00	(145.00)	MCOA annual meeting, mma pub annual meeting, mcoa workshop
5303	PROF/TECH - AUDITING					-	

5304	PROF/TECH-LEGAL					-	
5305	PROF/TECH-ADVERTISING					-	
5307	PROF/TECH-OTHERS					-	
5309	PROF/TECH-DATA PROCESSING					-	
5310	PROF TECH-SOFTWARE SUPPORT	1,750.00	2,102.50		2,102.50	-	Xavus yearly fee, tage, voice connect
5341	COMMUNICATION-TELEPHONE					-	
5342	COMMUNICATION-POSTAGE	287.96	600.00	49.31	600.00	-	Mailings, thank you's donations, shine paperwork, newsletters
5343	COMMUNICAITON-WIRELESS					-	
5344	COMMUNICATION-PRINTING	9,145.20	13,600.00	4,506.00	11,000.00	(2,600.00)	months
5345	COMMUNICATION-DEL SERV					-	
5382	OTR PURCH SRV-OTHER					-	
5420	OFFICE SUPPLIES	710.33	1,900.00	220.64	1,900.00	-	office supplies
5421	NON-DISPOSABLE OFFICE SUPPLIES	140.19	500.00	174.55	500.00	-	office supplies
5422	COMPUTER EQUIPMENT					-	
5430	BUILDING REPAIRS/SUPPLIES					-	
5480	VEH SUPPLY-GASOLINE					-	
5481	VEH SUPPLY-TIRES					-	
5482	VEH SUPPLY-MOTOR OIL					-	
5483	VEH SUPPLY-PARTS					-	
5484	VEH SUPPLY-BATTERIES					-	
5485	VEH SUPPLY-OTHERS					-	
5490	FOOD & FOOD SERV SUPP		20.00		20.00	-	Board meetings
5500	MEDICAL SUPPLIES	6.99	200.00	25.67	200.00	-	Band aids, tylenol, allergy, aed pads
5580	OTH SUP-FIREFIGHTING					-	
5582	OTH SUP-MAGAZINE					-	
5584	OTH SUP-UNIFORM/CLOTHING					-	
5587	OTH SUP-NEWSPAPER					-	
5588	OTH SUP- BOOKS					-	
5590	OTH SUP-MISC	221.94	500.00		500.00	-	water, misc items needed
5710	TRAVEL-MILEAGE TOLLS & PARKING	563.35	1,950.00	197.41	1,900.00	(50.00)	Danell outreach, trainings, meralee newsletters
5711	TRAVEL-MEALS & FOOD				300.00	300.00	MCOA annual meeting
5712	TRAVEL-HOTEL				600.00	600.00	MCOA annual meeting
5713	IN-STATE TRAVEL-OTHER					-	
5730	DUES AND MEMBERSHIPS	247.90	1,565.00	1,217.83	1,543.00	(22.00)	Danell notary, MMA, Erin LCSW renewal, CMC renewal
5785	OTHER CHARGES/EXPENSES					-	
5788	REFUND					-	
5789	LATE FEES					-	
5810	CAP OUTLAY-OPEN SPACE					-	
5820	CAP OUTLAY-BUILDING					-	
5840	CAP OUTLAY-SITE IMPROV					-	
5850	CAP OUTLAY-OTHER					-	
5851	CAP OUTLAY-AUTOMOBILE					-	
5852	CAP OUTLAY-TRUKS/BUSES					-	
5853	CAP OUTLAY-FURNITURE					-	
5854	CAP OUTLAY-FIREFIGHTER EQUIP					-	

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TOTAL NON-SALARY EXPENSES	16,370.26	28,167.06	9,373.25	25,902.34	(2,264.72)
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GRAND TOTAL	277,125.24	323,567.49	101,541.59	361,068.80	37,501.31
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Town of East Longmeadow  
 FY 2023 Budget Request

Department # 541  
 Department Name Council on Aging

Sign and Date Erin Koebler

Detailed Salary Budget

EXPENSE CODE	ACCOUNT DESCRIPTION	Employee's Name	Rate	Calculation (26 Pay Periods)	COMMENTS
5110	FULL TIME SALARIES/WAGES	Giordano, Sharon	29.55	8,701.67	Grade E Step 4 8/16/22 Step Increase GE, S5
		Giordano, Sharon		53,985.26	Grade E Step 5 8/16/22 Step Increase GE, S5
5110	FULL TIME SALARIES/WAGES	Kratovil, Meralee	21.98	3,883.41	Grade B Step 9 8/9/22 Step Increase GB, S10
		Kratovil, Meralee		24,089.79	Grade B Step 10 8/9/22 Step Increase GB, S10
5110	FULL TIME SALARIES/WAGES	Smith, Alicia	26.34	7,965.99	Grade D Step 5 2/1/23 Step Increase GB ,S6
		Smith, Alicia		47,916.73	Grade D Step 6 2/1/23 Step Increase GB ,S6
5110	FULL TIME SALARIES/WAGES	Tavella, Danell	31.04	16,812.23	Grade E Step 6 1/2/23 Step Increase GE, S7
		Tavella, Danell		50,873.45	
				214,228.53	
				214,228.53	
5111	PART TIME SALARIES/WAGES	Garvin, Debra	14.25	14,503.65	Minimum Wage, Increase 1/1/23 \$15.00
5111	PART TIME SALARIES/WAGES	Baron, Elizabeth	18.00	11,232.00	12 Hours per week, 7 hours per week grant funded
5111	PART TIME SALARIES/WAGES	Weaver, Leah	19.9082	20,055.58	Grade B Step 4
		Weaver, Leah		401.36	Grade B Step 5 6/26/23
				46,192.59	
5113	DEPARTMENT HEAD SALARY	Koebler, Erin	36.9231	73,545.34	Executive Director, 2% - performance raise
				73,545.34	
5140	Longevity	Giordano, Sharon	250	250.00	5 Years of Service
5140	Longevity	Kratovil, Meralee	150	150.00	5 Years of Service prorated
5140	Longevity	Smith, Alicia	250	250.00	5 Years of Service
5140	Longevity	Tavella, Danell	550	550.00	15 Years of Service
				1,200.00	
5110	Full Time Salaries			200,009.40	
5111	Part time salaries			45,490.14	
5113	Department Head			73,545.34	
5140	Longevity			1,200.00	
				320,244.88	
				196,087.65	

Town of East Longmeadow  
 FY 2023 Budget Request

Department #: 610  
 Department Name: Library

Sign and Date Layla Johnston

EXPENSE CODE	ACCOUNT DESCRIPTION	FY 21 EXPENDED	FY 22 BUDGETED	FY 22 EXPENDED THROUGH 11/19/21	FY 23 REQUEST	INCREASE / (DECREASE) FROM FY 22 BUDGET
Salary						
5110	FULL TIME SALARY/WAGES	506,348.87	569,513.03	189,533.05	\$622,305.36	52,792.33
5111	PART TIME SALARY/WAGES	2,623.13	15,998.40	3,496.50	16,731.00	732.60
5112	BOARD/COMMITTEE SALARY					-
5113	DEPT HEAD SALARY/WAGES	82,385.64	83,711.40	29,620.84	\$85,385.22	1,673.82
5120	TEMPORARY POSITION					-
5130	OVERTIME					-
5140	LONGEVITY	2,014.00	2,014.00	764.00	2,994.00	980.00
5142	EDUCATIONAL					-
5143	DUTY OFFICER					-
5144	STAND BY					-
5157	QUINN BILL					-
5158	RETIREMENT BONUS					-
5190	STIPEND-HOLIDAY					-
5191	CLOTHING					-
5193	STIPENDS					-
<b>TOTAL SALARIES</b>		<b>593,371.64</b>	<b>671,236.83</b>	<b>223,414.39</b>	<b>727,415.58</b>	<b>56,178.75</b>

Non-Salary Expenses

5270	RENTAL/LEASE OFFICE EQUIPMENT	2,488.44	2,488.44	2,488.44	2,488.44	-
5302	PROF/TECH-TRAINING SEMINAR					-
5304	PROF/TECH-LEGAL					-
5305	PROF/TECH-ADVERTISING					-
5307	PROF/TECH-OTHERS					-
5310	PROF/TECH - SOFTWARE SUPPORT	2,516.67	2,700.00	1,926.40	3,700.00	1,000.00
5342	COMMUNICATION-POSTAGE	177.06	510.00	32.77	510.00	-
5344	COMMUNICATION-PRINTING	608.68	1,200.00	193.00	1,200.00	-
5420	OFFICE SUPPLIES	1,305.31	1,941.07	699.40	1,940.00	(1.07)
5421	NON-DISPOSABLE OFFICE SUPPLIES	211.71	200.00	200.00	200.00	-
5422	COMPUTER EQUIPMENT	3,737.90	3,800.00		2,800.00	(1,000.00)

558500	OTH SUP - LIB - CATALOGING	1,576.41	1,800.00	1,278.16	1,800.00	-
558501	OTH SUP - LIB - CIRCULATION	1,719.19	1,600.00	256.54	1,600.00	-
558502	OTH SUP - LIB - JUVENILE	1,713.78	2,200.00	1,302.42	2,200.00	-
558503	OTH SUP - LIB - REFERENCE	502.44	500.00	76.39	500.00	-
5586	OTH SUP - LAW BOOKS					-
5587	OTH SUP-NEWSPAPER					-
5588	OTH SUP - BOOKS	119,263.94	121,300.00	105,560.18	125,000.00	3,700.00
5590	OTH SUP-MISC		41.63			(41.63)
5710	TRAVEL-MILEAGE TOLLS & PARKING					-
5711	TRAVEL-MEALS & FOOD					-
5712	TRAVEL-HOTEL					-
5730	DUES AND MEMBERSHIPS		201.82	0.00	201.82	-
5785	OTHER CHARGES/EXPENSES					-
						-

TOTAL NON-SALARY EXPENSES	<u>135,821.53</u>	<u>140,482.96</u>	<u>114,013.70</u>	<u>144,140.26</u>	<u>3,657.30</u>
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GRAND TOTAL	<u>729,193.17</u>	<u>811,719.79</u>	<u>337,428.09</u>	<u>871,555.84</u>	<u>59,836.05</u>
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Town of East Longmeadow  
FY 2023 Budget Request

Department #: 610  
Department Name: Library

Sign and Date Layla Johnston

Department Head

Detailed Salary Budget

EXPENSE CODE	ACCOUNT DESCRIPTION	Employee's Name	Rate (26 wks)	COMMENTS
5110	Full Time Salary/Wages	Brackman, Liam	\$6,501.14	Union - 21 hours/wk, step increase to A2 on 11/9/22
		Brackman, Liam	\$11,805.53	Union - 21 hours/wk, step increase to A2 on 11/9/22
5110	Full Time Salary/Wages	Convery, Melanie	\$12,038.65	Union - 37.5 hours/wk, step increase to E3 on 9/13/22
		Convery, Melanie	\$49,551.35	Union - 37.5 hours/wk, step increase to E3 on 9/13/22
5110	Full Time Salary/Wages	Damon, Amanda	\$32,206.31	Union - 37.5 hours/wk, step increase to A3 on 6/28/23
		Damon, Amanda	\$383.98	Union - 37.5 hours/wk, step increase to A3 on 6/28/23
5110	Full Time Salary/Wages	Delano, Evan	\$20,978.21	Union - 21 hours/wk, step increase to C4 on 9/7/22
			\$4,482.14	Emily???
5110	Full Time Salary/Wages	Galietta, Carol	\$7,222.56	Union - 30 hours/wk, step increase to D8 on 1/6/23
		Galietta, Carol	\$39,732.26	Union - 30 hours/wk, step increase to D8 on 1/6/23
5110	Full Time Salary/Wages	Kane, Darcy	\$18,983.38	Union - 21 hours/wk, step increase to C6 on 3/19/23
		Kane, Darcy	\$7,846.15	Union - 21 hours/wk, step increase to C6 on 3/19/23
5110	Full Time Salary/Wages	Kervick, Beth	\$12,131.62	Union - 21 hours/wk, step increase to A9 on 3/13/23
		Kervick, Beth	\$9,799.01	Union - 21 hours/wk, step increase to A9 on 3/13/23
5110	Full Time Salary/Wages	Lemire, Michele	\$58,842.80	Union - 37.5 hours/wk, step increase to E8 on 3/19/23
		Lemire, Michele	\$7,826.68	Union - 37.5 hours/wk, step increase to E8 on 3/19/23
5110	Full Time Salary/Wages	Mara, Maura	\$29,382.48	Union - 37.5 hours/wk, step increase to E5 on 11/13/22
		Mara, Maura	\$34,811.78	Union - 37.5 hours/wk, step increase to E5 on 11/13/22
5110	Full Time Salary/Wages	McCormack, Kay	\$56,538.21	Union - 37.5 hours/wk, C12 step limit
5110	Full Time Salary/Wages	Munson, Gina	\$25,608.50	Union - 21 hours/wk, A12 step limit
5110	Full Time Salary/Wages	Parker, Angela	\$629.14	Union - 21 hours/wk, step increase to A2 on 7/14/22
		Parker, Angela	\$17,708.29	Union - 21 hours/wk, step increase to A2 on 7/14/22
5110	Full Time Salary/Wages	Petrosky, Erica	\$14,812.65	Union - 37.5 hours/wk, step increase to E6 on 6/15/23
		Petrosky, Erica	\$49,731.12	Union - 37.5 hours/wk, step increase to E6 on 6/15/23
5110	Full Time Salary/Wages	Savaria, Kristen	\$18,503.91	Union - 37.5 hours/wk, step increase to E11 on 9/17/22
		Savaria, Kristen	\$56,001.29	
5110	Full Time Salary/Wages	Tudryn, Tammy	\$18,035.41	Union - 21 hours/wk, step increase to A3 on 6/28/23
			\$210.81	
			\$622,305.36	
5111	Part Time Salary/Wages	Iacobucci, Eliza	\$5,323.50	Hourly non-union - 7 hours/wk, 26 weeks at 14.25, 26 weeks at 15.00 minimum wage 1/1/23
5111	Part Time Salary/Wages	TBD. Vacancy	\$11,407.50	Hourly non-union - 15 hours/wk, 26 weeks at 14.25, 26 weeks at 15:00 minimum wage 1/1/23
			\$16,731.00	
5113	Appointed Salary/Wages	Johnston, Layla	\$85,385.22	Contracted employee 2%
5140	Longevity	Delano, Evan	\$140.00	5 year anniversary during fiscal year (4/30/23) prorated for 21 hours/week
5140	Longevity	Galietta, Carol	\$200.00	9 year anniversary during fiscal year (1/6/23) prorated for 30 hours/week
5140	Longevity	Kane, Darcy	\$140.00	5 year anniversary during fiscal year (1/16/23) prorated for 21 hours/week
5140	Longevity	Kervick, Beth	\$140.00	5 year anniversary during fiscal year (3/13/23) prorated for 21 hours/week
5140	Longevity	Lemire, Michele	\$400.00	10 year anniversary during fiscal year (5/20/23)
5140	Longevity	Mara, Maura	\$400.00	10 year anniversary during fiscal year (12/17/22)
5140	Longevity	McCormack, Kay	\$550.00	15 year anniversary during fiscal year (8/20/22)
5140	Longevity	Munson, Gina	\$224.00	10 year anniversary during fiscal year (8/27/22) prorated for 21 hours/week
5140	Longevity	Petrosky, Erica	\$250.00	5 year anniversary during fiscal year (9/25/22)
5140	Longevity	Savaria, Kristen	\$550.00	15 year anniversary during fiscal year (9/17/22)
			\$2,994.00	

Town of East Longmeadow  
Additional Requests  
FY 2023 Budget Request

Department #: 610  
Department Name: Library

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Sign and Date Layla Johnston

<u>Org</u>	<u>Object</u>	<u>Description</u>	<u>Cost</u>	<u>Explanation</u>
16104	5588	increase to materials expenditure	\$2,892	required to spend a percentage of total municipal appropriation on library materials for public use (books, DVDs, research databases, newspapers and magazines, audiobooks, etc.)  I would put the description on the explanation sheet but that code and section is missing.

Town of East Longmeadow  
FY 2023 Budget Request

Department #: 630

Department Name: Recreation

Sign and Date Donna Prather

EXPENSE CODE	ACCOUNT DESCRIPTION	FY 21 EXPENDED	FY 22 BUDGETED	FY 22 EXPENDED THROUGH 11/19/2021	FY 23 REQUEST	INCREASE / (DECREASE) FROM FY 22 BUDGET	
Salary							
5110	FULL TIME SALARY/WAGES	90,433.24	160,613.00	49,932.55	204,100.17	43,487.17	
5111	PART TIME SALARY/WAGES		0.00			-	
5112	BOARD/COMMITTEE SALARY		0.00			-	
5113	DEPT HEAD SALARY/WAGES	73,295.83	74,475.30	26,352.69	76,871.03	2,395.73	
5120	TEMPORARY POSITION					-	
5130	OVERTIME					-	
5140	LONGEVITY	0.00	192.00	0.00	192.00	-	
5142	EDUCATIONAL					-	
5143	DUTY OFFICER					-	
5144	STAND BY					-	
5157	QUINN BILL					-	
5158	RETIREMENT BONUS					-	
5190	STIPEND-HOLIDAY					-	
5191	CLOTHING					-	
5193	STIPENDS					-	
TOTAL SALARIES		163,729.07	235,280.30	76,285.24	281,163.20	45,882.90	

Non-Salary Expenses

5244	REPAIRS - OFFICE EQUIPAMENT	1,210.59	0.00	0.00		-	
5270	RENTAL/LEASE OFFICE EQUIPMENT	378.14	2,000.00	345.00	2,000.00	-	Copier
5302	PROF/TECH-TRAINING SEMINAR	360.00	875.00	0.00	875.00	-	
5304	PROF/TECH-LEGAL		0.00			-	
5305	PROF/TECH-ADVERTISING	1,084.75	600.00	546.00	600.00	-	Brochures - Special Events
5307	PROF/TECH-OTHERS					-	
5310	PROF/TECH - SOFTWARE SUPPORT	3,812.08	6,200.00	6,145.00	6,400.00	200.00	MYREC Software
5342	COMMUNICATION-POSTAGE	143.63	105.19	13.74	80.00	(25.19)	
5344	COMMUNICATION-PRINTING	720.00	2,500.00	0.00	2,500.00	-	Brochures/Flyers (i.e. School)
5382	OTR PURCH SRV - OTHER		375.00	0.00	400.00	25.00	
5420	OFFICE SUPPLIES	644.14	212.50	557.09	250.00	37.50	Includes 5421- Non-Disposable

5421	NON-DISPOSABLE OFFICE SUPPLIES	276.01	50.00	0.00		(50.00)	Included in Office Supplies
5500	MEDICAL SUPPLIES	321.12	0.00	0.00		-	
5584	OTH SUP - UNIFORM/CLOTHING	0.00				-	
5587	OTH SUP-NEWSPAPER					-	
5590	OTH SUP-MISC	380.32		2.24		-	
5710	TRAVEL-MILEAGE TOLLS & PARKING	0.00	150.00	0.00	150.00	-	
5711	TRAVEL-MEALS & FOOD	0.00	50.00	0.00	120.00	70.00	Conferences
5712	TRAVEL-HOTEL	120.00	1,000.00	0.00	1,000.00	-	
5713	IN STATE TRAVEL- OTHER					-	
5720	OUT-OF-STATE TRAVEL MILEAGE		150.00	0.00		(150.00)	
5721	OUT-OF-STATE TRAVEL - MEALS		50.00	0.00		(50.00)	
5722	OUT-OF-STATE TRAVEL - HOTEL		250.00	0.00		(250.00)	
5723	OUT-OF-STATE TRAVEL - OTHER					-	
5730	DUES AND MEMBERSHIPS	750.00	830.00	200.00	1,000.00	170.00	NRPA - 3 memberships/Mass Parks and Recs
5785	OTHER CHARGES/EXPENSES					-	
5850	CAPITAL OUTLAY - OTHER	1,957.30				-	

TOTAL NON-SALARY EXPENSES	<u>12,158.08</u>	<u>15,397.69</u>	<u>7,809.07</u>	<u>15,375.00</u>	<u>(22.69)</u>
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GRAND TOTAL	<u>175,887.15</u>	<u>250,677.99</u>	<u>84,094.31</u>	<u>296,538.20</u>	<u>45,860.21</u>
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Town of East Longmeadow  
 FY 2023 Budget Request

Department #: 630  
 Department Name: Recreation

Sign and Date Donna Prather

Detailed Salary Budget

EXPENSE CODE	ACCOUNT DESCRIPTION	Employee's Name	RATE/HR	Calculation	COMMENTS
5110	FULL TIME SALARIES/WAGES	Kristine Foster	\$ 24.01	\$ 46,819.50	includes a 2% increase
5110	FULL TIME SALARIES/WAGES	DAVID ERICKSBERG	\$ 23.87	\$ 23,073.42	UNION GRADE B STEP 12 - SPLIT WITH IT
5110	FULL TIME SALARIES/WAGES	Jessica Stacy	\$ 23.35	\$ 8,180.69	Adjusted for New UPSEU agreement
		Jessica Stacy		\$ 39,184.30	Adjusted for New UPSEU agreement
5110	FULL TIME SALARIES/WAGES	Joeseph Carnovale	\$ 20.75	\$ 9,411.18	Adjusted for New UPSEU agreement
		Joeseph Carnovale		\$ 34,531.08	Adjusted for New UPSEU agreement
5110	FULL TIME SALARIES/WAGES	Vacant	\$ 22.00	\$ 42,900.00	new program coordinator position
				\$ 204,100.17	
				\$ 204,100.17	Total with 2% for Union Contracts(?)
5110	FULL TIME SALARIES/WAGES	DONNA PRATHER	\$ 38.50	\$ 76,871.03	with 2% increase
5140	LONGEVITY	DAVID ERICKSBERG	\$ 192.00	\$ 192.00	SPLIT WITH IT

\$ 281,163.20

Town of East Longmeadow  
 FY 2023 Budget Request

Department #: 630  
 Department Name: Recreation

Sign and Date Donna Prather

Budget Explanation Sheet

EXPENSE CODE	ACCOUNT DESCRIPTION	INCREASE / (DECREASE) FROM FY 22 BUDGET	Explanation for Anything Not 0%
<b>Salary</b>			
5110	FULL TIME SALARY/WAGES	27%	KF - +2%, union Step +, adding a new FT
5111	PART TIME SALARY/WAGES	0%	
5112	BOARD/COMMITTEE SALARY		
5113	DEPT HEAD SALARY/WAGES	3%	
5120	TEMPORARY POSITION		
5130	OVERTIME		
5140	LONGEVITY		
5142	EDUCATIONAL		
5143	DUTY OFFICER		
5144	STAND BY		
5157	QUINN BILL		
5158	RETIREMENT BONUS		
5190	STIPEND- HOLIDAY		
5191	CLOTHING		
5193	STIPENDS		
<b>Non Salary Expenses</b>			
5270	RENTAL/LEASE OFFICE EQUIPMENT	0%	
5302	PROF/TECH-TRAINING SEMINAR	0%	
5304	PROF/TECH-LEGAL		
5305	PROF/TECH-ADVERTISING	0%	
5307	PROF/TECH-OTHERS		
5310	PROF/TECH - SOFTWARE SUPPORT	200	\$200 increase in software
5342	COMMUNICATION-POSTAGE	-24%	
5344	COMMUNICATION-PRINTING	0%	
5420	OFFICE SUPPLIES	18%	
5587	OTH SUP-NEWSPAPER		
5590	OTH SUP-MISC		
5710	TRAVEL-MILEAGE TOLLS & PARKING	0%	
5711	TRAVEL-MEALS & FOOD	140%	
5712	TRAVEL-HOTEL	0%	
5730	DUES AND MEMBERSHIPS	20%	
5785	OTHER CHARGES/EXPENSES		

Town of East Longmeadow

FY23 Budget Request – Additional Position

In the FY2023 budget, Recreation is requesting an additional full time Recreation position. As the department currently stands, there are four full time positions and one part time, including the Director of Recreation. Two of the positions are union and work 8am to 4pm and the third is 8am-2pm. We also employ 150 seasonal staff throughout the year. These positions have the responsibility of providing recreational leisure activities for over 7,000 residents and their families.

The Recreation department runs at given times seven days a week. We could not do this without the 150 volunteers that helped us. However, volunteers and seasonal staff require supervision. Minus the day camp staff, who work from 7:30am to 5pm, a majority of the staff/volunteers work after 4pm and all day on weekends. This leaves the director and assistant director to supervise evenings and weekends.

The Recreation office purchases all equipment and uniforms for twelve sports, two separate day camps, year round aquatic staff, community events and community gardens. Our department has seen a tremendous growth in services over the last four years. It should be noted that although we could not provide the services we do without volunteers, sports associations are no longer able to manage tasks they did in the past. Those responsibilities are now being completed by our office. For example, recruiting and training coaches or hiring outside vendors to help us provide the services that volunteers are no longer covering. In the past volunteers have always facilitated Bitty Ball and Little Kickers. Last season our assistant director ran those programs on Saturday mornings. In the last four years, ten of our volunteer boards have had a turnover in leadership. We are incorporating a level service agreement with our sports association defining who is responsible for what because of this change. As sports league rules change the Recreation office is now responsible for tasks such as risk manager for the Massachusetts Youth Soccer Association. In years past, a volunteer would complete a similar less completed version of this task, but unfortunately the volunteer is moving on and our office has taken over the job.

Since the majority of our programs take place on school property, submitting school use forms has increased with more activities. We submit 40-50 forms per season. Along the same lines that with more teams we process more umpire, official and referee payments. With the increased seasonal staff, our payroll has grown. We process more ICORI's; make more staff/coaches badges and coaching equipment.

An additional full time position would greatly relieve the already over taxed staff and increase our ability to grow. The recreation staff are dedicated and eager to please our community. Saying no to a resident who would like to see a new program is not in our vocabulary. This year after being asked multiple times, we are starting a youth volleyball league. When the registration went live, the program filled up in two hours for residents only.

In conclusion, I hope that the Recreation Department will be given one new full time position in the FY2023 budget for the reasons mentioned above. Thank you in advance for your consideration.

Town of East Longmeadow  
 FY 2023 Budget Request

Department #: 693  
 Department Name: Celebration/Cult/Historic

Sign and Date Mary McNally

EXPENSE CODE	ACCOUNT DESCRIPTION	FY 21 EXPENDED	FY 22 BUDGETED	FY 22 EXPENDED THROUGH 11/19/21	FY 23 REQUEST	INCREASE / (DECREASE) FROM FY 22 BUDGET
<b>Salary</b>						
5110	FULL TIME SALARY/WAGES					-
5111	PART TIME SALARY/WAGES					-
5112	ELECTED SALARY					-
5113	DEPT HEAD SALARY/WAGES					-
5120	TEMPORARY POSITION					-
5130	OVERTIME					-
5140	LONGEVITY					-
5142	EDUCATIONAL					-
5143	DUTY OFFICER					-
5144	STAND BY					-
5157	QUINN BILL					-
5158	RETIREMENT BONUS					-
5190	STIPEND-HOLIDAY					-
5191	CLOTHING					-
5193	STIPENDS					-
<b>TOTAL SALARIES</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>-</b>

**Non-Salary Expenses**

5240	REPAIRS-BUILDING & GROUND		200.00	-	200.00	-
5294	OTR SERV-POLICE DETAIL		6,125.00	3,400.00	6,125.00	-
5302	PROF/TECH-TRAINING SEMINAR					-
5304	PROF/TECH-LEGAL					-
5305	PROF/TECH-ADVERTISING					-
5307	PROF/TECH-OTHERS		450.00	-	450.00	-
5342	COMMUNICATION-POSTAGE		150.00	-	150.00	-
5344	COMMUNICATION-PRINTING					-
5420	OFFICE SUPPLIES					-
5421	NON-DISPOSABLE OFFICE SUPPLIES					-
5587	OTH SUP-NEWSPAPER					-
5590	OTH SUP-MISC					-
5710	TRAVEL-MILEAGE TOLLS & PARKING					-
5711	TRAVEL-MEALS & FOOD		50.00	-	50.00	-
5712	TRAVEL-HOTEL					-
5730	DUES AND MEMBERSHIPS					-
5770	VETERANS BENEFITS					-
5782	4TH OF JULY		17,650.00	19,481.00	17,650.00	-
5783	MEMORIAL DAY					-
5784	VETERANS DAY	943.82	2,500.00	-	2,500.00	-
5785	OTHER CHARGES/EXPENSES					-
5853	CAP OUTLAY-FURNITURE					-
5000	4TH OF JULY PARADE					-
<b>TOTAL NON-SALARY EXPENSES</b>		<b>943.82</b>	<b>27,125.00</b>	<b>22,881.00</b>	<b>27,125.00</b>	<b>-</b>
<b>GRAND TOTAL</b>		<b>943.82</b>	<b>27,125.00</b>	<b>22,881.00</b>	<b>27,125.00</b>	<b>-</b>

Vet graves care/flag purchase

Town of East Longmeadow  
 FY 2023 Budget Request

Department #: 910  
 Department Name: Employee Benefits

Sign and Date Steve Loneragan

EXPENSE CODE	ACCOUNT DESCRIPTION	FY 21 EXPENDED	FY 22 BUDGETED*	FY 22 EXPENDED THROUGH 11/19/21	FY 23 REQUEST	INCREASE / (DECREASE) FROM FY 22 BUDGET
<b>Salary</b>						
5110	FULL TIME SALARY/WAGES					-
5111	PART TIME SALARY/WAGES					-
5112	ELECTED SALARY					-
5113	DEPT HEAD SALARY/WAGES					-
5120	TEMPORARY POSITION					-
5130	OVERTIME					-
5140	LONGEVITY					-
5142	EDUCATIONAL					-
5143	DUTY OFFICER					-
5144	STAND BY					-
5157	QUINN BILL					-
5158	RETIREMENT BONUS					-
5190	STIPEND-HOLIDAY					-
5191	CLOTHING					-
5193	STIPENDS					-
<b>TOTAL SALARIES</b>		0.00	0.00	0.00	0.00	-

Non-Salary Expenses

5180	FICA MEDICARE	528,916.15	558,141.36	163,252.40	571,236.68	13,095.32	Estimate based Payroll Estimate
5188	FRINGE BENEFITS	2,184.56	2,726.80	477.52	2,640.00	(86.80)	
5850	CAP OUTLAY-OTHER					-	
5853	CAP OUTLAY-FURNITURE					-	
<b>TOTAL NON-SALARY EXPENSES</b>		531,100.71	560,868.16	163,729.92	573,876.68	13,008.52	
<b>GRAND TOTAL</b>		531,100.71	560,868.16	163,729.92	573,876.68	13,008.52	

Town of East Longmeadow  
 FY 2023 Budget Request

Department #: 912  
 Department Name: Worker's Compensation

Sign and Date Steve Lonergan

EXPENSE CODE	ACCOUNT DESCRIPTION	FY 21 EXPENDED	FY 22 BUDGETED*	FY 22 EXPENDED THROUGH 11/19/21	FY 23 REQUEST	INCREASE / (DECREASE) FROM FY 22 BUDGET
<b>Salary</b>						
5110	FULL TIME SALARY/WAGES					-
5111	PART TIME SALARY/WAGES					-
5112	ELECTED SALARY					-
5113	DEPT HEAD SALARY/WAGES					-
5120	TEMPORARY POSITION					-
5130	OVERTIME					-
5140	LONGEVITY					-
5142	EDUCATIONAL					-
5143	DUTY OFFICER					-
5144	STAND BY					-
5157	QUINN BILL					-
5158	RETIREMENT BONUS					-
5190	STIPEND-HOLIDAY					-
5191	CLOTHING					-
5193	STIPENDS					-
TOTAL SALARIES		0.00	0.00	0.00	0.00	-
<b>Non-Salary Expenses</b>						
5170	WORKERS COMP	332,579.16	262,680.00	256,033.90	228,033.00	(34,647.00)
5241	REPAIRS-VEHICLES					-
5850	CAP OUTLAY-OTHER					-
5853	CAP OUTLAY-FURNITURE					-
TOTAL NON-SALARY EXPENSES		332,579.16	262,680.00	256,033.90	228,033.00	(34,647.00)
GRAND TOTAL		332,579.16	262,680.00	256,033.90	228,033.00	(34,647.00)

Per MIIA Letter 3.28.22

**MIIA Renewal Summary**  
**Town of East Longmeadow**  
**March 28, 2022**

Projected FY23 contributions as of 2/28/22 are provided below. Please note premiums below may change should there be endorsements or property valuations processed after 2/28/22.

Property Casualty	=	\$278,228	Plus Valuations, if applicable.
Professional Liability	=	\$121,998	
Workers Compensation	=	\$228,033	
Overall	=	\$628,259 (-3.2%)	

Less prepayment discount of 2.5% if premiums are paid before 8/1/22.

Less any MIIA Rewards Credit. (Available 7/1/22)

Less Additional Participation Credits: \$14,410 (Approved January 2022)

Less Dividends: \$3,313 (Approved January 2022)

**WORKERS COMPENSATION INFORMATION**

FY23 Experience Modification: 0.90 FY23 ARAP: 1.00 FY23 Payroll: \$34,857,727

FY22 Experience Modification: 0.97 FY22 ARAP: 1.00 FY22 Payroll: \$35,567,050

**Please plan to budget in FY23 for mid-term endorsements, FY22 workers compensation payroll audits, deductible payments and any property valuations, if applicable. Premium breakdown estimates by line of coverage and by department will be available after July 1, 2022, based on Final Premiums.**

Thank you for your commitment to MIIA. If you have any questions, please call Mick Garrold at 413-563-8991.

Town of East Longmeadow  
 FY 2023 Budget Request

Department #: 914  
 Department Name: Health Insurance

Sign and Date Joan Iwaniki

EXPENSE CODE	ACCOUNT DESCRIPTION	FY 21 EXPENDED	FY 22 BUDGETED	FY 22 EXPENDED THROUGH 11/19/2021	FY 23 REQUEST	INCREASE / (DECREASE) FROM FY 22 BUDGET
Salary						
5110	FULL TIME SALARY/WAGES					-
5111	PART TIME SALARY/WAGES					-
5112	ELECTED SALARY					-
5113	DEPT HEAD SALARY/WAGES					-
5120	TEMPORARY POSITION					-
5130	OVERTIME					-
5140	LONGEVITY					-
5142	EDUCATIONAL					-
5143	DUTY OFFICER					-
5144	STAND BY					-
5157	QUINN BILL					-
5158	RETIREMENT BONUS					-
5190	STIPEND-HOLIDAY					-
5191	CLOTHING					-
5193	STIPENDS					-
TOTAL SALARIES		0.00	0.00	0.00	0.00	0.00

Non-Salary Expenses

517200	TUFTS	123,473.73	177,542.40	61,517.44	115,849.64	(61,692.76)
517201	TUFTS - RETIREE	22,188.60	29,601.60	29,601.60	55,744.60	26,143.00
517202	TUFTS - MEDICARE PREF HMO					-
517203	TUFTS - MED PREF SUPPLEMENT	280,590.00	299,781.46	299,781.46	564,548.45	264,766.99
517400	HEALTH CARE NEW ENGLAND	2,947,655.12	3,594,780.00	1,441,389.83	2,714,425.33	(880,354.67)
517401	HNE-RETIREE	440,224.40	589,344.00	589,344.00	1,109,852.62	520,508.62
517402	HNE MEDIWRAP	260,880.00	270,720.00	270,772.00	509,917.83	239,197.83
517600	BLUE CARE ELECT PREF	31,867.50	54,630.00	16,692.50	31,435.32	(23,194.68)
517601	BLUE CARE ELECT-RETIREE	39,116.00	83,820.00	83,820.00	157,849.82	74,029.82
517700	NETWORK BLUE NEW ENGLAND	1,549,538.42	1,830,696.00	752,082.14	1,416,321.08	(414,374.92)
517701	NETWORK BLUE RETIREE	248,571.40	397,740.00	397,740.00	749,023.97	351,283.97

7% increase for insurance based on last years increases.

517800	BASIC LIFE INSURANCE FY2013	5,412.66	5,760.00	2,523.24	5,760.00	-
517801	BASIC LIFE INSURANCE RETIREE	843.70	950.40	950.40	997.92	47.52
517900	MEDEX III ENHANCED	208,089.00	222,264.00	222,264.00	418,567.56	196,303.56
517901	MEDICARE HMO BLUE	4,055.39	2,429.53	2,429.53	4,575.29	2,145.76
517902	MANAGE BLUE FOR SENIOR	69,749.00	77,936.73	77,936.73	146,770.45	68,833.72
5241	REPAIRS-VEHICLES					-
5243	REPAIRS-TELEPHONES					-
5244	REPAIRS-OFFICE EQUIPMENT					-
5248	REPAIRS-COMPUTER EQUIP					-
5249	REPAIRS-OFFICE FURNISHING					-
5250	REPAIRS-OTHERS					-
5270	RENTAL/LEASE OFFICE EQUIPMENT					-
5271	RENTAL/LEASE BUILDING					-
5272	RENTAL/LEASE OTHER					-
5295	OTR SERV-MISC				30,000.00	30,000.00
5300	PROF/TECH-MEDICAL					-
5302	PROF/TECH-TRAINING SEMINAR					-
5304	PROF/TECH-LEGAL					-
5305	PROF/TECH-ADVERTISING					-
5307	PROF/TECH-OTHERS					-
5309	PROF/TECH-DATA PROCESSING					-
5310	PROF TECH-SOFTWARE SUPPORT				6,500.00	6,500.00
5341	COMMUNICATION-TELEPHONE					-
5342	COMMUNICATION-POSTAGE					-
5343	COMMUNICAITON-WIRELESS					-
5344	COMMUNICATION-PRINTING					-
5345	COMMUNICATION-DEL SERV					-
5382	OTR PURCH SRV-OTHER					-
5420	OFFICE SUPPLIES					-
5421	NON-DISPOSABLE OFFICE SUPPLIES					-
5422	COMPUTER EQUIPMENT					-
5430	BUILDING REPAIRS/SUPPLIES					-
5480	VEH SUPPLY-GASOLINE					-
5481	VEH SUPPLY-TIRES					-
5482	VEH SUPPLY-MOTOR OIL					-
5483	VEH SUPPLY-PARTS					-
5484	VEH SUPPLY-BATTERIES					-
5485	VEH SUPPLY-OTHERS					-
5500	MEDICAL SUPPLIES					-
5580	OTH SUP-FIREFIGHTING					-
5582	OTH SUP-MAGAZINE					-

Consultant for Health Insurance Review needed to before transition to GIC is allowed.

ACA Trusaic Vendor

5584	OTH SUP-UNIFORM/CLOTHING					-
5587	OTH SUP-NEWSPAPER					-
5588	OTH SUP- BOOKS					-
5590	OTH SUP-MISC					-
5710	TRAVEL-MILEAGE TOLLS & PARKING					-
5711	TRAVEL-MEALS & FOOD					-
5712	TRAVEL-HOTEL					-
5713	IN-STATE TRAVEL-OTHER					-
5730	DUES AND MEMBERSHIPS					-
5780	RESERVE FUND TRANSFER					-
5785	OTHER CHARGES/EXPENSES	0.00	7,500.00	11,020.00	11,020.00	3,520.00
5788	REFUND					-
5790	MEDICARE PENALTY	45,192.00	50,000.00	13,698.50		(50,000.00)
5810	CAP OUTLAY-OPEN SPACE					-
5820	CAP OUTLAY-BUILDING					-
5840	CAP OUTLAY-SITE IMPROV					-
5850	CAP OUTLAY-OTHER					-
5851	CAP OUTLAY-AUTOMOBILE					-
5852	CAP OUTLAY-TRUKS/BUSES					-
5853	CAP OUTLAY-FURNITURE					-
5854	CAP OUTLAY-FIREFIGHTER EQUIP					-

OPEB Actuary Evaluation/Spoke to Olga and every other year

under budget for this year.

TOTAL NON-SALARY EXPENSES	<u>6,277,446.92</u>	<u>7,695,496.12</u>	<u>4,273,563.37</u>	<u>8,049,159.88</u>	<u>353,663.76</u>
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GRAND TOTAL	<u><u>6,277,446.92</u></u>	<u><u>7,695,496.12</u></u>	<u><u>4,273,563.37</u></u>	<u><u>8,049,159.88</u></u>	<u><u>353,663.76</u></u>
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Town of East Longmeadow  
 FY 2023 Budget Request

Department #: 945  
 Department Name: Liability Insurance

Sign and Date Mary McNally

EXPENSE CODE	ACCOUNT DESCRIPTION	FY 2021 EXPENDED	FY 22 BUDGETED	FY 22 EXPENDED THROUGH 12/31/21	FY 23 REQUEST	INCREASE / (DECREASE) FROM FY 22 BUDGET
<b>Salary</b>						
5110	FULL TIME SALARY/WAGES					-
5111	PART TIME SALARY/WAGES					-
5112	ELECTED SALARY					-
5113	DEPT HEAD SALARY/WAGES					-
5120	TEMPORARY POSITION					-
5130	OVERTIME					-
5140	LONGEVITY					-
5142	EDUCATIONAL					-
5143	DUTY OFFICER					-
5144	STAND BY					-
5157	QUINN BILL					-
5158	RETIREMENT BONUS					-
5190	STIPEND-HOLIDAY					-
5191	CLOTHING					-
5193	STIPENDS					-
<b>TOTAL SALARIES</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>-</b>
<b>Non-Salary Expenses</b>						
5170	WORKERS COMP	-	-	-	-	-
5181	UNEMPLOYMENT INSURANCE	42,641.89	57,033.06	17,371.32	59,128.88	2,095.82
5182	FIREFIGHTER ACCIDENT INS	34,940.00	55,869.12	34,940.00	60,869.12	5,000.00
5183	AUTO INSURANCE PREMIUM	-	-	-	-	-
5184	PROPERTY INSURANCE PREMIUM	248,012.34	268,799.00	364,877.10	278,228.00	9,429.00
5185	BOND INSURANCE PREMIUM	1,457.00	3,491.82	1,750.00	2,000.00	(1,491.82)
<b>TOTAL NON-SALARY EXPENSES</b>		<b>327,051.23</b>	<b>385,193.00</b>	<b>418,938.42</b>	<b>400,226.00</b>	<b>15,033.00</b>
<b>GRAND TOTAL</b>		<b>327,051.23</b>	<b>385,193.00</b>	<b>418,938.42</b>	<b>400,226.00</b>	<b>15,033.00</b>

Per MIIA Letter 3.28.22

**MIIA Renewal Summary**  
**Town of East Longmeadow**  
**March 28, 2022**

Projected FY23 contributions as of 2/28/22 are provided below. Please note premiums below may change should there be endorsements or property valuations processed after 2/28/22.

* Property Casualty	=	\$278,228	Plus Valuations, if applicable.
* Professional Liability	=	\$121,998	
Workers Compensation	=	\$228,033	
Overall	=	\$628,259	(-3.2%)

Less prepayment discount of 2.5% if premiums are paid before 8/1/22.

Less any MIIA Rewards Credit. (Available 7/1/22)

Less Additional Participation Credits: \$14,410 (Approved January 2022)

Less Dividends: \$3,313 (Approved January 2022)

**WORKERS COMPENSATION INFORMATION**

FY23 Experience Modification: 0.90 FY23 ARAP: 1.00 FY23 Payroll: \$34,857,727

FY22 Experience Modification: 0.97 FY22 ARAP: 1.00 FY22 Payroll: \$35,567,050

**Please plan to budget in FY23 for mid-term endorsements, FY22 workers compensation payroll audits, deductible payments and any property valuations, if applicable. Premium breakdown estimates by line of coverage and by department will be available after July 1, 2022, based on Final Premiums.**

Thank you for your commitment to MIIA. If you have any questions, please call Mick Garrold at 413-563-8991.



Nonprofit  
Locally based  
Member driven

Serving Massachusetts communities since 1982

MIIA Member Services

15 Cabot Road  
Woburn, MA 01801-1003  
TEL (800) 526-6442  
FAX (781) 376-9907  
www.emiia.org

March 28, 2022

Ms. Mary McNally  
Town Manager  
Town of East Longmeadow  
Town Hall, 60 Center Square  
East Longmeadow, MA 01028

COPY

Re: FY 2023 Renewal Proposal

Dear Mary:

The Town of East Longmeadow is an important member of the MIIA programs. Due to the financial strength of our programs and your favorable loss history, we are able to offer you a renewal proposal for Fiscal Year 2023 which includes a rate decrease of -3.2%. We are pleased to offer this renewal proposal for your Property, Liability and Workers Compensation coverages. Your overall contributions will reflect changes in exposures, building values, vehicles, expenditures, payroll, or experience modification factors. In addition, MIIA may provide Participation and *MIIA Rewards* credits depending upon your eligibility. To assist the membership, we will provide a 2.5% prepay premium discount for Fiscal Year 2023 so long as the balance is paid by August 1, 2022. For your convenience, please refer to the attached Renewal Summary.

MIIA was founded by the Massachusetts Municipal Association (MMA) to establish insurance cost stability for Massachusetts communities while at the same time delivering comprehensive education and training to its members. Today, we have become the leader in municipal insurance and risk management services as a result of the members' commitment.

By accepting our proposal, you will continue to enjoy MIIA's high quality coverages and services. In order to accept our offer, please sign and return the enclosed copy of this letter to our offices before April 11, 2022. For your convenience, enclosed is a return envelope or email to [MIIRenewals@mma.org](mailto:MIIRenewals@mma.org). It is a privilege and pleasure to serve you. We appreciate your continued commitment to the MIIA programs.

Sincerely,

Mick Garrold  
Senior Account Executive

We wish to continue participating in the MIIA Property, Liability and Workers Compensation programs for Fiscal Year 2023.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Title





Richard M. Theroux  
Chairman/Treasurer

Commonwealth of Massachusetts

# Hampden County Regional Board of Retirement

67 Hunt Street, Suite 116  
Agawam, Massachusetts  
01001  
(413) 737-1344  
Fax (413) 732-7999

Julianne Bartley  
Executive Director  
Email: jbartley@hcrb.org

## CERTIFICATION OF RETIREMENT BOARD APPROPRIATION

TO: Member Unit Treasurers  
FROM: Hampden County Regional Retirement Board  
RE: **FY 2023 Annual Appropriation**  
DATE: December 23, 2021

Pursuant to the provision of General Laws Chapter 32 section 22(7), the actuary of the Public Employee Retirement Administration Commission has calculated and certified the appropriation necessary to fund the Hampden County Regional Retirement System for **FY 2023**.

Please find set out below your member unit's certified required **Total Appropriation Amount for Fiscal Year 2023:**

<u>TOWN OF EAST LONGMEADOW</u>	<u>\$4,688,014.00</u>
Member Unit	Amount

One half of this amount must be **paid on or before July 1, 2022** with the remaining **balance due on or before January 1, 2023**.

**If your member unit should choose to pay the entire appropriation amount due the Retirement Board by July 31, 2022, the following reduced amount would be due:**

<u>TOWN OF EAST LONGMEADOW</u>	<u>\$4,634,365.00</u>
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**Town of East Longmeadow, Massachusetts**  
*Fiscal Year 2023 Principal and Interest Payments*

**General**

Issue : Purpose	PRINCIPAL	INTEREST	MCWT Subsidy	NET NEW D/S
January 15, 2009 : Senior Center Remodeling (I)	-	1,000.00	-	1,000.00
January 15, 2009 : Departmental Equipment (I)	-	280.00	-	280.00
January 15, 2009 : Recreational Facilities Improvements (I)	-	480.00	-	480.00
January 15, 2009 : Departmental Equipment 2 (I)	-	1,800.00	-	1,800.00
November 12 2020 : Roadway Improvements (I)	80,000.00	16,150.00	-	96,150.00
June 1 2003 : Library (I-E)	-	1,500.00	-	1,500.00
June 1 2003 : Library (I)	-	700.00	-	700.00
February 3 2022 : Sidewalks (I)	70,661.00	27,484.28	-	98,145.28
January 15, 2009 : Senior Center Remodeling (I)	25,000.00	1,000.00	-	26,000.00
January 15, 2009 : Departmental Equipment (I)	7,000.00	280.00	-	7,280.00
January 15, 2009 : Recreational Facilities Improvements (I)	12,000.00	480.00	-	12,480.00
January 15, 2009 : Departmental Equipment 2 (I)	45,000.00	1,800.00	-	46,800.00
November 12 2020 : Roadway Improvements (I)	-	14,150.00	-	14,150.00
June 1 2003 : Library (I-E)	75,000.00	1,500.00	-	76,500.00
February 3 2022 : Sidewalks (I)	-	15,132.50	-	15,132.50
	-	2,600.00	-	2,600.00
<b>Total General</b>	<b>\$384,661.00</b>	<b>\$92,518.45</b>	<b>-</b>	<b>\$477,179.45</b>

**School**

Issue : Purpose	PRINCIPAL	INTEREST	MCWT Subsidy	NET NEW D/S
January 15, 2009 : School Remodeling (I)	-	1,560.00	-	1,560.00
January 15, 2009 : School Athletic Field (I)	-	1,200.00	-	1,200.00
January 15, 2009 : School Remodeling 2 (I)	-	880.00	-	880.00
October 13 2011 Non-Called : School Boiler (I)	35,000.00	3,530.00	-	38,530.00
September 15 2010 : Turf Field (I)	100,000.00	5,325.00	-	105,325.00
September 15 2010 : School Heating System (I)	20,000.00	1,065.00	-	21,065.00
September 27 2018 : Elementary School Windows & Doors (O)	90,000.00	18,384.38	-	108,384.38
September 27 2018 : Modular Classrooms (I)	135,000.00	27,393.75	-	162,393.75
September 27 2018 : Middle School Door (I)	5,000.00	800.00	-	5,800.00
November 12 2020 : Cur Ref of 12 1 05 School Roof (I)	27,000.00	2,142.50	-	29,142.50
November 12 2020 : Cur Ref of 1 15 07 School Remodeling (IE)	132,500.00	13,240.00	-	145,740.00
November 12 2020 : Cur Ref of 1 15 07 School Remodeling (I)	39,000.00	3,890.00	-	42,890.00
February 3 2022 : School Steam Pipe Replacement (I)	29,430.00	11,475.95	-	40,905.95
February 3 2022 : Meadow Brook Elementary School (O)	52,501.00	24,572.02	-	77,073.02
January 15, 2009 : School Remodeling (I)	39,000.00	1,560.00	-	40,560.00
January 15, 2009 : School Athletic Field (I)	30,000.00	1,200.00	-	31,200.00
January 15, 2009 : School Remodeling 2 (I)	22,000.00	880.00	-	22,880.00
October 13 2011 Non-Called : School Boiler (I)	-	2,970.00	-	2,970.00
September 15 2010 : Turf Field (I)	-	4,075.00	-	4,075.00
September 15 2010 : School Heating System (I)	-	815.00	-	815.00
September 27 2018 : Elementary School Windows & Doors (O)	-	16,584.38	-	16,584.38
September 27 2018 : Modular Classrooms (I)	-	24,693.75	-	24,693.75
September 27 2018 : Middle School Steam Piping (I)	-	7,475.00	-	7,475.00
September 27 2018 : Middle School Door (I)	-	700.00	-	700.00
November 12 2020 : Cur Ref of 12 1 05 School Roof (I)	-	1,467.50	-	1,467.50
November 12 2020 : Cur Ref of 1 15 07 School Remodeling (IE)	-	9,927.50	-	9,927.50
November 12 2020 : Cur Ref of 1 15 07 School Remodeling (I)	-	2,915.00	-	2,915.00
February 3 2022 : School Steam Pipe Replacement (I)	-	6,320.00	-	6,320.00
February 3 2022 : Meadow Brook Elementary School (O)	-	13,742.50	-	13,742.50
February 3 2022 : Mountainview School Modular Classrooms (I)	-	13,270.00	-	13,270.00

Total School	\$851,431.00	\$256,133.29	-	\$1,107,564.29
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### Sewer

Issue : Purpose	PRINCIPAL	INTEREST	MCWT Subsidy	NET NEW D/S
December 18 2007 MWPAT CW-03-18-A Sewer (I) : SINGLE PURPOSE	17,268.00	528.58	-	17,796.58
December 14 2006 MWPAT CW-03-18 Sewer (I) : SINGLE PURPOSE	24,023.29	1,283.61	(2,090.78)	23,216.12
September 15 2010 : Sewer Pump Station Upgrades (I)	70,000.00	3,727.50	-	73,727.50
September 27 2018 : Sewer Mack Truck (I)	20,000.00	2,600.00	-	22,600.00
September 27 2018 : Sewer Truck with Crane (I)	5,000.00	650.00	-	5,650.00
September 27 2018 : Sewer I&I (O)	10,000.00	1,300.00	-	11,300.00
November 12 2020 : Cur Ref of 12 1 05 Sewer (I)	10,500.00	812.50	-	11,312.50
June 1 2003 : Sewer-Chestnut Street (I)	-	650.00	-	650.00
June 1 2003 : Sewer-upgrade (I)	-	200.00	-	200.00
June 1 2003 : Sewer-Replacement (I)	-	1,825.00	-	1,825.00
June 1 2003 : Sewer-Parker/Meadowbrook (I)	-	100.00	-	100.00
June 1 2003 : Sewer-Replace North Main Street (I)	-	1,225.00	-	1,225.00
June 1 2003 : Sewer-Redstone Drive (I)	-	250.00	-	250.00
June 1 2003 : Sewer-Pecousic (I)	-	100.00	-	100.00
June 1 2003 : Sewer-Bike Trail (I)	-	450.00	-	450.00
February 3 2022 : Sewer - Technology (I)	44,000.00	11,262.33	-	55,262.33
February 3 2022 : Sewer - I&I (I)	5,000.00	2,458.44	-	7,458.44
February 3 2022 : Sewer - Monitoring Meters (I)	138,500.00	17,724.06	-	156,224.06
December 18 2007 MWPAT CW-03-18-A Sewer (I) : SINGLE PURPOSE	-	355.90	-	355.90
December 14 2006 MWPAT CW-03-18 Sewer (I) : SINGLE PURPOSE	-	1,238.61	(834.00)	404.61
September 15 2010 : Sewer Pump Station Upgrades (I)	-	2,852.50	-	2,852.50
September 27 2018 : Sewer Mack Truck (I)	-	2,200.00	-	2,200.00
September 27 2018 : Sewer Truck with Crane (I)	-	550.00	-	550.00
September 27 2018 : Sewer I&I (O)	-	1,100.00	-	1,100.00
November 12 2020 : Cur Ref of 12 1 05 Sewer (I)	-	550.00	-	550.00
June 1 2003 : Sewer-Chestnut Street (I)	32,500.00	650.00	-	33,150.00
June 1 2003 : Sewer-upgrade (I)	10,000.00	200.00	-	10,200.00
June 1 2003 : Sewer-Replacement (I)	91,250.00	1,825.00	-	93,075.00
June 1 2003 : Sewer-Parker/Meadowbrook (I)	5,000.00	100.00	-	5,100.00
June 1 2003 : Sewer-Replace North Main Street (I)	61,250.00	1,225.00	-	62,475.00
June 1 2003 : Sewer-Redstone Drive (I)	12,500.00	250.00	-	12,750.00
June 1 2003 : Sewer-Pecousic (I)	5,000.00	100.00	-	5,100.00
June 1 2003 : Sewer-Bike Trail (I)	22,500.00	450.00	-	22,950.00
February 3 2022 : Sewer - Technology (I)	-	5,900.00	-	5,900.00
February 3 2022 : Sewer - I&I (I)	-	1,380.00	-	1,380.00
February 3 2022 : Sewer - Monitoring Meters (I)	-	7,900.00	-	7,900.00
<b>Total Sewer</b>	<b>\$584,291.29</b>	<b>\$75,974.03</b>	<b>(2,924.78)</b>	<b>\$657,340.54</b>

### Water

Issue : Purpose	PRINCIPAL	INTEREST	MCWT Subsidy	NET NEW D/S
September 27 2018 : Water Mains - Maple Street (O)	40,000.00	8,275.00	-	48,275.00
September 27 2018 : Water Mains - Fern Glenn (O)	5,000.00	953.13	-	5,953.13
September 27 2018 : Water Mains - Maple Shade Ave. (O)	30,000.00	5,821.88	-	35,821.88
November 12 2020 : Cur Ref of 12 1 05 Water Tower (O)	116,000.00	9,240.00	-	125,240.00
November 12 2020 : Maple St. Water Main (O)	60,000.00	11,675.00	-	71,675.00
November 12 2020 : Prospect St. Water Tank (O)	115,000.00	17,675.00	-	132,675.00
June 1 2003 : Water Tank Painting (O)	-	100.00	-	100.00
June 1 2003 : Water-Elm Street (O)	-	810.00	-	810.00
June 1 2003 : Water-Westwood Ave 1 (O)	-	525.00	-	525.00
June 1 2003 : Water-Westwood Ave 2 (O)	-	225.00	-	225.00
June 1 2003 : Water-Lee, Parker, Meadowbrook (O)	-	800.00	-	800.00
June 1 2003 : Water-Parker Street Main (O)	-	1,100.00	-	1,100.00
June 1 2003 : Water-Meadow Road Birchland (O)	-	640.00	-	640.00
February 3 2022 : Water (O)	74,908.00	13,451.94	-	88,359.94

June 29 2016 : Harkness Pump Station Improvements (O)	-	5,000.00	5,000.00
September 27 2018 : Water Mains - Maple Street (O)	-	7,475.00	7,475.00
September 27 2018 : Water Mains - Fern Glenn (O)	-	853.13	853.13
September 27 2018 : Water Mains - Maple Shade Ave. (O)	-	5,221.88	5,221.88
November 12 2020 : Cur Ref of 12 1 05 Water Tower (O)	-	6,340.00	6,340.00
November 12 2020 : Maple St. Water Main (O)	-	10,175.00	10,175.00
November 12 2020 : Prospect St. Water Tank (O)	-	14,800.00	14,800.00
June 1 2003 : Water Tank Painting (O)	5,000.00	100.00	5,100.00
June 1 2003 : Water-Elm Street (O)	40,500.00	810.00	41,310.00
June 1 2003 : Water-Westwood Ave 1 (O)	26,250.00	525.00	26,775.00
June 1 2003 : Water-Westwood Ave 2 (O)	11,250.00	225.00	11,475.00
June 1 2003 : Water-Lee, Parker, Meadowbrook (O)	40,000.00	800.00	40,800.00
June 1 2003 : Water-Parker Street Main (O)	55,000.00	1,100.00	56,100.00
June 1 2003 : Water-Meadow Road Birchland (O)	32,000.00	640.00	32,640.00
February 3 2022 : Water (O)	-	6,600.00	6,600.00
June 29 2016 : Harkness Pump Station Improvements (O)	65,000.00	5,000.00	70,000.00
<b>Total Water</b>	<b>\$715,908.00</b>	<b>\$136,956.96</b>	<b>\$852,864.96</b>

### Community Preservation

Issue : Purpose	PRINCIPAL	INTEREST	MCWT Subsidy	NET NEW D/S
October 13 2011 : Non-called Land Acquisition (I)	40,000.00	10,240.00	-	50,240.00
June 29 2016 : Pine Knoll Pool Renovations (I)	35,000.00	5,600.00	-	40,600.00
<b>Total Community Preservation</b>	<b>\$75,000.00</b>	<b>\$15,840.00</b>	<b>-</b>	<b>\$90,840.00</b>
<b>GRAND TOTAL</b>	<b>\$2,611,291.29</b>	<b>\$577,422.73</b>	<b>(2,924.78)</b>	<b>\$3,185,789.24</b>

**KEY:**

I = Inside the Levy Limit

O = Outside the Levy Limit

E = Exempt from Proposition 2 1/2

FY2023 SCHOOL DEPARTMENT PRELIMINARY BUDGET REQUEST

*Gordon C. Smith*  
 Gordon Smith

*2/16/22*  
 Date

Department #: 300  
 Department Name: Education - School Department

	Operational Budget FTE	Grants or Revolving FTE	Grand Total FTE	FY21 Actual Expenditures	FY22 Budget	FY23 Budget	FY23 Operating Budget Increase/Decrease	% Change	
Teachers & Nurses	246.77	3.68	250.45	\$ 20,064,386	\$ 20,785,353	\$ 21,145,461	\$ 360,108	1.7%	Contractual Obligations:
Administration	14.00		14.00	\$ 1,592,139	\$ 1,654,706	\$ 1,672,054	\$ 17,348	1.0%	Contractual Obligations
Liberal	22.00		22.00	\$ 906,239	\$ 980,963	\$ 964,627	\$ (16,336)	-1.7%	Contractual Obligations
Custodial	18.00		18.00	\$ 974,580	\$ 989,650	\$ 1,012,623	\$ 22,973	2.3%	Contractual Obligations
Paraprofessionals	90.00	5.70	95.70	\$ 1,703,618	\$ 2,017,438	\$ 2,084,587	\$ 67,149	3.3%	Contractual Obligations
Employment At Will Agmts	8.73		8.73	\$ 122,847	\$ 277,999	\$ 236,852	\$ (41,147)	-14.8%	Utilizing more contract services on the expense side
Prof Dev & Other				\$ 75,572	\$ 146,284	\$ 140,899	\$ (5,385)	-3.7%	Contractual Obligations
Food Service	Food Service	16.46	16.46				\$ -		Self funded under School Lunch Revolving Account
<b>SALARY SUB TOTAL</b>	<b>399.50</b>	<b>25.84</b>	<b>425.34</b>	<b>\$ 25,439,381</b>	<b>\$ 26,852,393</b>	<b>\$ 27,257,103</b>	<b>\$ 404,709</b>	<b>1.5%</b>	
<b>MOVE 2 ADJUSTMENT COUNSELOR POSITIONS FROM ESSER FUNDING TO OPERATIONAL BUDGET; TO COVER 5 LOST FTE'S DUE TO PANDEMIC</b>	<b>7</b>		<b>7</b>			<b>\$ 508,729</b>	<b>\$ 508,729</b>	<b>1.9%</b>	Two Adjustment Counselors will move from ESSER Grant to Operational Budget, HS Asst Princ, BP Unit A Student Intervention Coordinator, Elementary Math Coach, Elementary Art Teacher, Preschool Model Change
<b>SALARY TOTAL</b>	<b>406.50</b>	<b>25.84</b>	<b>432.34</b>	<b>\$ 25,439,381</b>	<b>\$ 26,852,393</b>	<b>\$ 27,765,832</b>	<b>\$ 913,438</b>	<b>3.4%</b>	Salary Side Increase
Contract Services				\$ 2,571,189	\$ 3,082,009	\$ 3,287,354	\$ 205,345	6.7%	Transportation Increase and Utilizing more Contract Services for IEP needs
Out-of-District Tuitions				\$ 2,206,034	\$ 1,496,717	\$ 1,562,025	\$ 65,308	4.4%	Special Education Out-of-District Tuitions
Supplies				\$ 815,523	\$ 445,177	\$ 518,919	\$ 73,742	16.6%	Curriculum Software
Maintenance & Repair				\$ 15,985	\$ 43,986	\$ 43,986	\$ -	0.0%	
Prof Dev & Misc				\$ 83,303	\$ 146,255	\$ 140,899	\$ (5,356)	-3.7%	
<b>NON SALARY TOTAL</b>				<b>\$ 5,692,034</b>	<b>\$ 5,214,144</b>	<b>\$ 5,553,183</b>	<b>\$ 339,040</b>	<b>6.5%</b>	Expense Side Increase
<b>RAND TOTAL</b>				<b>\$ 31,131,415</b>	<b>\$ 32,066,537</b>	<b>\$ 33,319,015</b>	<b>\$ 1,252,478</b>	<b>3.9%</b>	Total Increase
							<b>\$ 854,666</b>		Chapter 70 Increase
							<b>\$ 397,812</b>		Amount over the Chapter 70 Increase (equates to 2% increase to the Town)

EAST LONGMEADOW PUBLIC SCHOOLS

180 Maple Street  
East Longmeadow, MA. 01028-2788



*Achievement*

*Accountability*

Gordon Smith  
Superintendent of Schools

Pamela Blair  
Asst. Superintendent for Business

**ELPS Overview for Budget Development for FY 2023**

The ELPS School Committee was excited to begin the budget process with the Town Council earlier this year during the joint meeting on January 11th. It was heartening to hear about the strong fiscal shape that the Town is in currently. The recent release of the Governor's proposed budget also provided very good news for the FY2023 budget development process. The Governor in his budget proposes an increase to Chapter 70 of 8.8% along with an increase to unrestricted local aid to 2.7%. Additionally, Massachusetts still has \$2.3 billion in Fiscal Recovery Funds or 43.5 percent that remain available for legislative appropriation to support municipalities. These increases combined with the fiscal strength of the Town should provide a great base from which to grow and move out from the challenges encountered from the Covid-19 Global Pandemic.

Working through the challenges presented by the Covid-19 Global Pandemic for two years and parts of three school years, has created some significant new needs. Students and staff are needing more support with mental health along with academic challenges. In October, the American Academy of Child and Adolescent Psychiatry and The Children's Hospital Association declared a national emergency for children's mental health. The suicide rate had been rising before the Covid-19 Pandemic hit, becoming the second leading cause of death for people ages 10 - 24 in 2018. The Covid-19 Pandemic, now, has isolated people and brought out more fear and anxiety, given the many unknowns as we all continue to navigate the Pandemic and the variants. ELPS students have experienced the loss of a parent or loved one, possibly for the first time, due to the Pandemic. ELPS staff members have also experienced loss due to the Pandemic. It has impacted all in the ELPS community and the community at large.

Prior to the Pandemic, ELPS began a partnership with River Valley Counseling to provide a small number of students therapeutic counseling in addition to the counseling received from ELPS adjustment counselors and guidance counselors. ELPS made the decision last year to utilize ESSER funding for the 2021 - 2022 school year to add two adjustment counselors at the elementary level in order to ensure that all five schools have licensed adjustment counselors available to our students. Caseloads for all counselors have increased well beyond pre-pandemic levels. Additionally, more students also are utilizing therapeutic counseling from River Valley Counseling than ever before. River Valley Counseling has alerted us that they have reached their capacity, and they are not able to take any more referrals. Staff members are also making decisions to retire earlier than originally planned. Our end-of-the-year student achievement data and fall assessment data show that we have learning gaps and challenges. Over the last two fiscal years, ELPS has reduced staffing numbers in accordance with allocated Town budgets. In the FY 2023 budget and future budgets, ELPS will need additional staff to support our students and staff in meeting these ongoing needs.

Future staffing decisions may not recover the exact positions lost over the previous two years. The most urgent student needs identified will help determine the additional staffing needed. ELPS has identified five positions that will be instrumental in helping us support our students and staff in the best possible way in the 2022 - 2023 school year. These positions are noted on the Town Budget Request Spreadsheet. We know that fully working through the entire impact of the Covid-19 Global Pandemic will take a plan spanning a few fiscal years. We look forward to discussing all of this with the Town Manager, Town Council, and Financial Oversight Committee.

DRAFT BUDGET REQUEST

Town of East Longmeadow  
FY 2022 Budget

Department #: 399

Department Name: School Committee

*Gordon C. Smith*  
Gordon Smith

*2/16/22*  
Date

		FY21 ACTUAL	FY22 BUDGET	FY23 REQUEST	Increase	
013991						
5112	<b>ELECTED SALARY</b>	\$ 8,500	\$ 8,500	\$ 10,625	\$ 2,125 25%	

The School Committee respectfully requests a 25% increase to the annual stipend paid to the five elected School Committee Members. See attached history document.

Town of East Longmeadow  
 FY 2023 Budget Request

Department #: 2907220

Department Name: Ambulance - Receipts Reserved for Appropriation

Sign and Date Paul Morrisette

EXPENSE CODE	ACCOUNT DESCRIPTION	FY 21 EXPENDED	FY 22 BUDGETED	FY 22 EXPENDED THROUGH 11/19/21	FY 23 REQUEST	INCREASE / (DECREASE) FROM FY 22 BUDGET	COMMENTS
<b>Salary</b>							
5110	FULL TIME SALARY/WAGES	261,587.34	652,148.90	254,177.05	922,648.55	270,499.65	
5111	PART TIME SALARY/WAGES				10,500.00	10,500.00	
5113	DEPT HEAD SALARY/WAGES					-	
5120	TEMPORARY POSITION					-	
5130	OVERTIME	64,505.02	150,000.00	41,610.55	150,000.00	-	
513014	OVERTIME - COVID 19					-	
5140	LONGEVITY		1,000.00	1,000.00		(1,000.00)	
5142	EDUCATIONAL	200.00	22,314.27	800.00	29,878.47	7,564.20	
5190	STIPEND	10,795.00	7,200.00	450.00	13,450.00	6,250.00	
5191	CLOTHING	1,400.00	4,900.00	3,500.00	7,000.00	2,100.00	
	<b>TOTAL SALARIES</b>	<b>338,487.36</b>	<b>837,563.17</b>	<b>301,537.60</b>	<b>1,133,477.02</b>	<b>295,913.85</b>	
<b>Non-Salary Expenses</b>							
5241	REPAIRS-VEHICLES	4,000.00	8,448.99	4,048.74	12,000.00	3,551.01	
5270	RENTAL/LEASE OFFICE EQUIPMENT				1,254.00	1,254.00	FY21 - \$104.50/month = \$1,254 annually
5300	PROF/TECH-MEDICAL	300.00	150.00	450.00	3,000.00	2,850.00	
5307	PROF/TECH-OTHERS	40,668.53	58,594.83	25,060.67	69,600.00	11,005.17	
5310	PROF TECH-SOFTWARE SUPPORT	9,194.04	8,066.42	5,709.58	11,100.00	3,033.58	FD Alerting & Response System \$1,000, ESO
5342	COMMUNICATION-POSTAGE	650.45		359.50	500.00	500.00	Shipping, freight, & postage
5480	VEH SUPPLY-GASOLINE	9,334.42	14,979.83	12,979.83	14,000.00	(979.83)	
5500	MEDICAL SUPPLIES	46,885.91	67,616.48	25,842.69	67,500.00	(116.48)	
550004	MEDICAL SUPPLIES-FEDERAL	9,709.07		2,400.35		-	
5580	OTH SUP - FIREFIGHTING	7,573.21	10,000.00	9,999.83	30,000.00	20,000.00	MEDICAL EQUIPMENT
5584	OTH SUP-UNIFORM/CLOTHING	1,860.50	2,779.60	2,006.35	2,800.00	20.40	
5588	OTH SUP-Books				900.00	900.00	
5711	Meals & Food Purchase					-	
5730	DUES AND MEMBERSHIPS	1,700.00	4,500.00		4,500.00	-	
5850	CAP OUTLAY-OTHER		10,200.00	7,884.58		(10,200.00)	
5852	CAP OUTLAY-AMBULANCE/Engine	135,774.47	135,774.47	135,774.47	183,733.25	47,958.78	LEASE PAYMENT MADE FROM CAPITAL+25% New Engine
5853	CAP OUTLAY-FURNITURE					-	
	<b>TOTAL NON-SALARY EXPENSES</b>	<b>267,650.60</b>	<b>321,110.62</b>	<b>232,516.59</b>	<b>400,887.25</b>	<b>79,776.63</b>	
	<b>EXPENSES GRAND TOTAL</b>	<b>606,137.96</b>	<b>1,158,673.79</b>	<b>534,054.19</b>	<b>1,534,364.27</b>	<b>375,690.48</b>	
<b>Revenue</b>							
4484	RECEIPTS RESERVED REVENUE	1,289,984.29	1,162,150.00	472,440.42	1,600,000.00	437,850.00	
488401	AMBULANCE INTEREST			1,987.73			
4580	FEDERAL GRANT REVENUE	7,430.85		4,303.21			
4680	STATE GRANTS	17,022.00		30,432.00			
	<b>TOTAL REVENUE</b>	<b>1,314,437.14</b>	<b>1,162,150.00</b>	<b>509,163.36</b>	<b>1,600,000.00</b>	<b>437,850.00</b>	
	<b>NET (PROFIT) OR DEFICIT</b>	<b>1,920,575.10</b>	<b>2,320,823.79</b>	<b>1,043,217.55</b>	<b>(65,635.73)</b>		

Town of East Longmeadow  
 FY 2023 Budget Request

Department #: 2907220  
 Department Name: Ambulance - Receipts Reserved for Appropriation

Sign and Date

#REF!

Detailed Salary Budget

EXPENSE CODE	ACCOUNT DESCRIPTION	Employee's Name	Rate	Calculation (26.01 Pay Periods)	COMMENTS
5110	FULL TIME SALARIES/WAGES	Adams, Matt	\$ 2,413.44	\$ 33,908.83	EL Permanent Firefighters, Local 2426, Bi-weekly
		Adams, Matt	\$ 280.63	\$ 1,964.43	EL Permanent Firefighters, Local 2426, 8 holidays
		Adams, Matt	\$ 2,632.68	\$ 31,592.16	EL Permanent Firefighters, Local 2426, Bi-weekly
		Adams, Matt	\$ 306.13	\$ 1,224.50	EL Permanent Firefighters, Local 2426, 3 holidays
		Allen, Brody	\$ 2,322.36	\$ 4,760.84	EL Permanent Firefighters, Local 2426, Bi-weekly
		Allen, Brody	\$ 270.04	\$ 270.04	EL Permanent Firefighters, Local 2426, 1 holidays
		Allen, Brody	\$ 2,413.44	\$ 57,922.56	EL Permanent Firefighters, Local 2426, Bi-weekly
		Allen, Brody	\$ 280.63	\$ 2,806.33	EL Permanent Firefighters, Local 2426, 10 holidays
		Drewniany, Devon	\$ 2,322.36	\$ 7,083.20	EL Permanent Firefighters, Local 2426, Bi-weekly
		Drewniany, Devon	\$ 270.04	\$ 270.04	EL Permanent Firefighters, Local 2426, 11 holidays
		Drewniany, Devon	\$ 2,413.44	\$ 55,509.12	EL Permanent Firefighters, Local 2426, Bi-weekly
		Drewniany, Devon	\$ 280.63	\$ 2,806.33	EL Permanent Firefighters, Local 2426, 11 holidays
		Driscoll, Gianna	\$ 2,413.44	\$ 4,947.55	EL Permanent Firefighters, Local 2426, Bi-weekly
		Driscoll, Gianna	\$ 280.63	\$ 280.63	EL Permanent Firefighters, Local 2426, 11 holidays
		Driscoll, Gianna	\$ 2,632.68	\$ 63,184.32	EL Permanent Firefighters, Local 2426, Bi-weekly
		Driscoll, Gianna	\$ 306.13	\$ 3,061.26	EL Permanent Firefighters, Local 2426, 11 holidays
		Jarvis, Rebecca	\$ 2,632.68	\$ 47,519.87	EL Permanent Firefighters, Local 2426, Bi-weekly
		Jarvis, Rebecca	\$ 306.13	\$ 2,755.13	EL Permanent Firefighters, Local 2426, 9 holidays
		Jarvis, Rebecca	\$ 2,683.24	\$ 21,465.92	EL Permanent Firefighters, Local 2426, Bi-weekly
		Jarvis, Rebecca	\$ 312.00	\$ 624.01	EL Permanent Firefighters, Local 2426, 2 holidays
		Kervick, Kerry	\$ 790.16	\$ 5,115.02	TEU - Half of her time
		Kervick, Kerry	\$ 809.92	\$ 17,189.86	TEU - Half of her time, effective 9/25/21
		Marafuga, Mike	\$ 2,780.12	\$ 72,422.13	EL Permanent Firefighters, Local 2426, Bi-weekly
		Marafuga, Mike	\$ 323.27	\$ 3,555.97	EL Permanent Firefighters, Local 2426, 11 holidays
		Perrault, Brian	\$ 2,764.32	\$ 72,010.54	EL Permanent Firefighters, Local 2426, Bi-weekly
		Perrault, Brian	\$ 321.43	\$ 3,535.76	EL Permanent Firefighters, Local 2426, 11 holidays
		Rivera, Juan	\$ 2,632.68	\$ 68,581.31	EL Permanent Firefighters, Local 2426, Bi-weekly
		Rivera, Juan	\$ 306.13	\$ 3,367.38	EL Permanent Firefighters, Local 2426, 9 holidays
		Rutola, Joshua	\$ 2,640.58	\$ 45,021.89	EL Permanent Firefighters, Local 2426, Bi-weekly
		Rutola, Joshua	\$ 307.04	\$ 2,763.40	EL Permanent Firefighters, Local 2426, 9 holidays
		Rutola, Joshua	\$ 2,691.28	\$ 24,221.52	EL Permanent Firefighters, Local 2426, Bi-weekly
		Rutola, Joshua	\$ 312.94	\$ 625.88	EL Permanent Firefighters, Local 2426, 2 holidays
		Santaniello, Christian	\$ 2,322.36	\$ 2,438.48	EL Permanent Firefighters, Local 2426, Bi-weekly
		Santaniello, Christian	\$ 270.04	\$ 270.04	EL Permanent Firefighters, Local 2426, 9 holidays
		Santaniello, Christian	\$ 2,413.44	\$ 60,336.00	EL Permanent Firefighters, Local 2426, Bi-weekly
		Santaniello, Christian	\$ 280.63	\$ 2,806.33	EL Permanent Firefighters, Local 2426, 2 holidays
		New Positions		\$ 48,607.50	
		New Positions		\$ 48,607.50	
		New Positions		\$ 48,607.50	
		New Positions		\$ 48,607.50	
		Total 5110's	\$ 1,162,150.00	\$ 922,648.55	1600000

5111	PART TIME SALARY/WAGES	\$	10,500.00	Part time custodian (1/2 cost Fire 1/2 cost Ambulance)
5130	OVERTIME	\$	150,000.00	Overtime - call back, fill-in
	<b>Total 5130's</b>	\$	150,000.00	
5142	EDUCATIONAL	\$	4,275.05	Contractual College Reimbursement & Credit
	Adams, Matt	\$	1,000.00	Contractual College Reimbursement & Credit
	Driscoll, Gianna	\$	5,518.86	Contractual College Reimbursement & Credit
	Jarvis, Rebecca	\$	4,621.09	Contractual College Reimbursement & Credit
	Marafuga, Mike	\$	9,001.30	Contractual College Reimbursement & Credit
	Perreault, Brian	\$	4,462.17	Contractual Associates Degree, Reimbursement & Credit
	Rutola, Josh	\$	1,000.00	Contractual Bachelors Degree, Reimbursement & Credit
	Santaniello, Christian	\$	29,878.47	
	<b>Total 5142's</b>	\$		
5190	STIPENDS	\$	170.00	EL Perm. FF's, Local 2626 EMS Continuing Ed, ACLS
	Adams, Matt	\$	5,150.00	EL Perm. FF's, Local 2626 EMS Continuing Ed, Paramedic Stipend
	Allen, Brody	\$	150.00	EL Perm. FF's, Local 2626 EMS Continuing Ed
	Beecher, Chris	\$	150.00	EL Perm. FF's, Local 2626 EMS Continuing Ed
	Cote, Ben	\$	170.00	EL Perm. FF's, Local 2626 EMS Continuing Ed, ACLS
	D'Angelo, Bryan	\$	5,150.00	EL Perm. FF's, Local 2626 EMS Continuing Ed, Paramedic Stipend
	Drewniany, Devon	\$	170.00	EL Perm. FF's, Local 2626 EMS Continuing Ed, ACLS
	Driscoll, Gianna	\$	170.00	EL Perm. FF's, Local 2626 EMS Continuing Ed, ACLS
	Fisher, Ben	\$	170.00	EL Perm. FF's, Local 2626 EMS Continuing Ed, ACLS
	French, Chris	\$	170.00	EL Perm. FF's, Local 2626 EMS Continuing Ed, ACLS
	Giordano, Joe	\$	150.00	EL Perm. FF's, Local 2626 EMS Continuing Ed
	Goldrick, Jim	\$	170.00	EL Perm. FF's, Local 2626 EMS Continuing Ed, ACLS
	Jarvis, Rebecca	\$	170.00	EL Perm. FF's, Local 2626 EMS Continuing Ed, ACLS
	Marafuga, Mike	\$	170.00	EL Perm. FF's, Local 2626 EMS Continuing Ed, ACLS
	Minahan, Mike	\$	170.00	EL Perm. FF's, Local 2626 EMS Continuing Ed, ACLS
	Perreault, Brian	\$	170.00	EL Perm. FF's, Local 2626 EMS Continuing Ed, ACLS
	Reisbig, Chase	\$	170.00	EL Perm. FF's, Local 2626 EMS Continuing Ed, ACLS
	Rivera, Juan	\$	170.00	EL Perm. FF's, Local 2626 EMS Continuing Ed, ACLS
	Rosado, Antonio	\$	170.00	EL Perm. FF's, Local 2626 EMS Continuing Ed, ACLS
	Santaniello, Christian	\$	170.00	EL Perm. FF's, Local 2626 EMS Continuing Ed, ACLS
	Turowsky, Matt	\$	150.00	EL Perm. FF's, Local 2626 EMS Continuing Ed
	Yeager, Eli	\$	170.00	EL Perm. FF's, Local 2626 EMS Continuing Ed, ACLS
	<b>TOTAL 5190's</b>	\$	13,450.00	
5191	CLOTHING	\$	700.00	EL Permanent Firefighters, Local 2426
	Adams, Matt	\$	700.00	EL Permanent Firefighters, Local 2426
	Allen, Brody	\$	700.00	EL Permanent Firefighters, Local 2426
	Drewniany, Devon	\$	700.00	EL Permanent Firefighters, Local 2426
	Driscoll, Gianna	\$	700.00	EL Permanent Firefighters, Local 2426
	Jarvis, Rebecca	\$	700.00	EL Permanent Firefighters, Local 2426
	Marafuga, Mike	\$	700.00	EL Permanent Firefighters, Local 2427
	Perreault, Brian	\$	700.00	EL Permanent Firefighters, Local 2426
	Rivera, Juan	\$	700.00	EL Permanent Firefighters, Local 2426
	Rutola, Josh	\$	700.00	EL Permanent Firefighters, Local 2426
	Santaniello, Christian	\$	700.00	EL Permanent Firefighters, Local 2426
	<b>Total 5191's</b>	\$	7,000.00	
	<b>Total Salaries</b>	\$	1,122,977.02	

Town of East Longmeadow  
 Additional Requests  
 FY 2023 Budget Request

Department #: 2907220

Department Name: Ambulance - Receipts Reserved for Appropriation

Sign and Date

Paul Morrissette

<u>Org</u>	<u>Object</u>	<u>Description</u>	<u>Cost</u>	<u>Explanation</u>
	5110	FULL TIME SALARY/WAGES	\$ 194,430.00	Four new Firefighter/Paramedics - starting in October 2022
	5111	PART TIME SALARY/WAGES	\$ 10,500.00	Part time custodian (1/2 cost Fire 1/2 cost Ambulance)
	5300	PROF/TECH-MEDICAL	\$ 3,000.00	Physical for four new Firefighter/Paramedics
	5307	PROF/TECH-OTHERS	\$ 600.00	PAT Fee for four new Firefighter/Paramedics
	5580	OTH SUP - FIREFIGHTING	\$ 20,000.00	Bunkergear for four new Firefighter/Paramedics
	5584	OTH SUP-UNIFORM/CLOTHING	\$ 2,800.00	Uniforms for four new Firefighter/Paramedics
	5588	OTH SUP- BOOKS	\$ 900.00	Academy Books for four new Firefighter/Paramedics
EXPENSES GRAND TOTAL FOR FOUR FIREFIGHTER/PARAMEDICS			\$ 232,230.00	

Town of East Longmeadow  
 FY 2023 Budget Request

Department #: 6010123  
 Department Name: East Longmeadow Local Cable Access Television (ELCAT)

Sign and Date Don Maki

*email 2/1/22*

EXPENSE CODE	ACCOUNT DESCRIPTION	FY 21 EXPENDED	FY 22 BUDGETED	FY 22 EXPENDED THROUGH 11/19/21	FY 23 REQUEST	INCREASE / (DECREASE) FROM FY 22 BUDGET	Comments
<b>Salary</b>							
5110	FULL TIME SALARY/WAGES	48,285.00	48,010.77	24,420.00	53,909.55	5,898.78	
5111	PART TIME SALARY/WAGES	-	30,580.95	-	-	(30,580.95)	
5112	ELECTED SALARY	-	-	-	-	-	
5113	DEPT HEAD SALARY/WAGES	70,368.74	71,369.04	36,350.86	73,312.99	1,943.95	
5120	TEMPORARY POSITION	-	-	-	-	-	
5130	OVERTIME	-	-	-	-	-	
5140	LONGEVITY	-	-	-	-	-	
5142	EDUCATIONAL	-	-	-	-	-	
5143	DUTY OFFICER	-	-	-	-	-	
5144	STAND BY	-	-	-	-	-	
5157	QUINN BILL	-	-	-	-	-	
5158	RETIREMENT BONUS	-	-	-	-	-	
5190	STIPEND-HOLIDAY	-	-	-	-	-	
5191	CLOTHING	-	-	-	-	-	
5193	STIPENDS	-	-	-	-	-	
5180	FICA MEDICARE	-	4,207.54	-	4,207.54	-	
5170	WORKERS' COMPENSATION	1,096.00	1,884.04	-	1,884.04	-	
VARIOUS	HEALTH INSURANCE	12,404.40	13,258.05	-	13,258.50	0.45	
5785	RETIREMENT CONTRIBUTION	24,040.98	27,572.06	-	28,874.55	1,302.49	
	<b>TOTAL SALARIES</b>	<b>156,195.12</b>	<b>196,882.45</b>	<b>60,770.86</b>	<b>175,447.17</b>	<b>(21,435.28)</b>	

Non-Salary Expenses							
5244	REPAIRS-OFFICE EQUIPMENT	-	600.00	-	300.00	(300.00)	
5248	REPAIRS-COMPUTER EQUIPMENT	-	1,500.00	-	-	(1,500.00)	
5250	REPAIRS-OTHERS	-	3,000.00	-	1,500.00	(1,500.00)	
5305	PROF/TECH-ADVERTISING	-	-	-	-	-	
5307	PROF/TECH-OTHERS	-	-	-	-	-	
5310	PROF/TECH-SOFTWARE SUPPORT	-	8,504.00	-	4,252.00	(4,252.00)	telvue maintenance contract
5342	COMMUNICATION-POSTAGE	-	100.00	-	20.00	(80.00)	
5344	COMMUNICATION-PRINTING	-	350.00	150.38	150.00	(200.00)	
5382	OTR PURCH SRV-OTHER	1,210.68	1,589.32	1,043.01	1,400.00	(189.32)	Sonitrol
5420	OFFICE SUPPLIES	123.78	376.22	-	-	(376.22)	
5421	NON-DISPOSABLE OFFICE SUPPLIES	-	800.00	-	-	(800.00)	
5590	OTH SUP-MISC	-	25.00	-	400.00	375.00	Ltwt jackets for public events
5710	TRAVEL-MILEAGE TOLLS & PARKING	-	1,300.00	-	480.00	(820.00)	travel stipends away events
5730	DUES AND MEMBERSHIPS	-	500.00	-	-	(500.00)	
5785	OTHER CHARGES/EXPENSES	-	350.00	-	-	(350.00)	
5789	LATE FEES	-	-	-	-	-	
5850	CAP OUTLAY-OTHER	5,880.80	13,119.20	7,904.63	15,000.00	1,880.80	production equipment upgrades
5856	CAP OUTLAY-COMPUTER EQUIPMENT	-	5,000.00	-	3,500.00	(1,500.00)	computer workstaion/laptop
	TOTAL NON-SALARY EXPENSES	7,215.26	37,113.74	9,098.02	27,002.00	(10,111.74)	
Debt							
5910	PRINCIPAL-LONG TERM DEBT	-	-	-	-	-	
5915	INTEREST-LONG TERM DEBT	-	-	-	-	-	
5950	REPAYMENT TEMP LOANS	-	-	-	-	-	
	TOTAL DEBT EXPENSES	-	-	-	-	-	
	EXPENSES GRAND TOTAL	163,410.38	233,996.19	69,868.88	202,449.17	(31,547.02)	
Revenue							
4883	CABLE LICENSE (CHARTER)	(217,767.22)	(318,600.00)	(102,798.57)	(205,000.00)	113,600.00	less \$104.49 (FY20) interest booked to 4883 in error
	CHARTER EQUIP & FACILITIES	-	-	-	-	-	
	SCHOOL DEPARTMENT	-	-	-	(10,000.00)	10,000.00	ted for FY21 to reduce school budget
	DVD INCOME	-	(100.00)	-	-	100.00	
		(1,650.00)	-	-	-	-	Revenue from Printed Program Guides
	VHS to DVD Transfers	(417.00)	(500.00)	(231.00)	(250.00)	250.00	
488301	ELCAT INTEREST	(1,257.68)	-	(542.86)	(1,250.00)	-	Includes \$104.49 (FY20) interest not booked to 488301
	REVENUE TOTAL	(221,091.90)	(319,200.00)	(103,572.43)	(216,500.00)	123,950.00	
	NET (PROFIT) OR DEFICIT	(57,681.52)	(85,203.81)	(33,703.55)	(14,050.83)	92,402.98	

**Town of East Longmeadow  
FY 2023 Budget Request**

**Department #:** 6010123  
**Department Name:** East Longmeadow Local Cable Access Television (ELCAT)

\_\_\_\_\_  
 Sign and Date Don Maki

**Detailed Salary Budget**

EXPENSE CODE	ACCOUNT DESCRIPTION	Employee's Name	Rate	Calculation	COMMENTS
5110	FULL TIME SALARY	Jamie Rooke	27	53,909.55	Approved 1/10/22 Contract per Mary McNally (non-union)
5111	PART TIME SALARY			-	
5113	DEPT HEAD SALARY	Don Maki	36.718	73,312.99	Approved 7/21/21

Department #: 490  
Department Name: Storm Water Enterprise Fund

Sign and Date Bruce Fenney

EXPENSE CODE	ACCOUNT DESCRIPTION	FY 19 BUDGET	FY 19 EXPENDED	FY 20 BUDGET	FY 21 BUDGET	FY22 BUDGET	FY23 REQUEST	INCREASE / (DECREASE) FROM FY 22 BUDGET	Explanation for Anything Not 0%
Salary									
5110	FULL TIME SALARY/WAGES			65,681.80	62,687.14	64,261.19	65,681.80	1,420.61	increase not included in last years
5111	PART TIME SALARY/WAGES			10,000.00	10,000.00	10,000.00	10,000.00	-	
5112	ELECTED SALARY							-	
5113	DEPT HEAD SALARY/WAGES			0.00	33,278.42	34,037.02	34,999.62	962.60	Deputy Super & GIS Coordinator
5120	TEMPORARY POSITION							-	
5130	OVERTIME							-	
5140	LONGEVITY			276.67	276.67	235.00	276.67	41.67	
5142	EDUCATIONAL							-	
5143	DUTY OFFICER							-	
5144	STAND BY							-	
5157	QUINN BILL							-	
5158	RETIREMENT BONUS							-	
5190	STIPEND-HOLIDAY							-	
5191	CLOTHING			100.00	350.00	600.00	600.00	-	Hoisters/Boot Allowance/ Cell Phones
5193	STIPENDS							-	
5180	FICA MEDICARE			952.39	1,472.20	1,425.32	1,425.32	-	Based on SM analysis
5170	WORKERS' COMPENSATION			332.58	529.40	471.15	471.15	-	Based on SM analysis
VARIOUS	HEALTH & LIFE INSURANCE			20,046.70	19,641.90	20,046.70	20,046.70	-	Based on SM analysis
5785	RETIREMENT CONTRIBUTION			19,554.28	18,030.73	19,530.21	20,344.26	814.05	Based on SM analysis
	<b>TOTAL SALARIES</b>	<b>0.00</b>	<b>0.00</b>	<b>116,944.41</b>	<b>146,266.46</b>	<b>150,606.59</b>	<b>153,845.51</b>	<b>3,238.92</b>	
Non-Salary Expenses									
5184	VEHICLE INSURANCE			0.00	1,500.00	1,500.00	1,500.00	-	
5210	ENERGY-GAS			0.00	0.00	0.00	0.00	-	
5211	ENERGY-ELECTRICITY			0.00	0.00	0.00	0.00	-	
5212	ENERGY-OIL			0.00	0.00	0.00	0.00	-	
5213	Solar Net Meter Credits			0.00	0.00	0.00	0.00	-	
5241	REPAIRS-VEHICLES			0.00	8,000.00	10,000.00	12,000.00	2,000.00	Increase repair costs due to old equipment
5250	REPAIRS-OTHERS			0.00	0.00	0.00	0.00	-	
5294	OTR SERV-POLICE DETAIL			0.00	3,000.00	3,000.00	3,000.00	-	
5302	PROF/TECH-TRAINING SEMINAR			0.00	500.00	500.00	500.00	-	
5305	PROF/TECH-ADVERTISING			0.00	0.00	0.00	0.00	-	
5307	PROF/TECH-OTHERS			128,500.00	75,000.00	65,000.00	65,000.00	-	
5310	PROF TECH-SOFTWARE SUPPORT			0.00	0.00	0.00	0.00	-	
5341	COMMUNICATION-TELEPHONE			0.00	0.00	0.00	0.00	-	
5342	COMMUNICATION-POSTAGE			0.00	0.00	3,200.00	3,400.00	200.00	billing statements
5343	COMMUNICATION-WIRELESS			0.00	0.00	0.00	0.00	-	
5344	COMMUNICATION-PRINTING			0.00	1,000.00	2,500.00	2,500.00	-	Public Education Outreach
5382	OTR PURCH SRV-OTHER			0.00	0.00	0.00	0.00	-	
5420	OFFICE SUPPLIES			0.00	500.00	500.00	500.00	-	
5421	NON-DISPOSABLE OFFICE SUPPLIES			0.00	0.00	0.00	0.00	-	
5460	GROUNDKEEPING SUPPLIES			0.00	0.00	0.00	0.00	-	
5480	VEH SUPPLY-GASOLINE			0.00	4,000.00	3,000.00	3,000.00	-	Gasoline projected use
5500	MEDICAL SUPPLIES			0.00	200.00	200.00	200.00	-	
5530	STORMWATER SUPPLIES			10,000.00	30,772.00	25,000.00	25,000.00	-	

5584	OTH SUP-UNIFORM/CLOTHING			450.00	1,000.00	1,000.00	1,200.00	200.00	Increase for Uniform Contract
5590	OTH SUP-MISC			0.00	10,000.00	10,000.00	10,000.00	-	
5710	TRAVEL-MILEAGE TOLLS & PARKING			0.00	0.00	0.00	0.00	-	
5730	DUES AND MEMBERSHIPS			0.00	3,500.00	3,500.00	3,500.00	-	PVPC Dues
5785	OTHER CHARGES/EXPENSES			5,000.00	0.00	0.00	0.00	-	
5788	REFUND			0.00	0.00	0.00	0.00	-	
5789	LATE FEES			0.00	0.00	0.00	0.00	-	
5850	CAP OUTLAY-OTHER			0.00	0.00	0.00	0.00	-	
5855	CAP OUTLAY-STORMWATER			0.00	0.00	0.00	0.00	-	
585803	STORMWATER EQUIPMENT			45,000.00	0.00	0.00	0.00	-	
	TOTAL NON-SALARY EXPENSES	0.00	0.00	188,950.00	138,972.00	128,900.00	131,300.00	2,400.00	
5910	PRINCIPAL-LONG TERM DEBT			0.00	0.00	250.55	0.00	(250.55)	No P&I per Town Accountant
5915	INTEREST-LONG TERM DEBT			0.00	0.00	0.00	0.00	-	No P&I per Town Accountant
5950	REPAYMENT TEMP LOANS			0.00	0.00	0.00	0.00	-	
	TOTAL DEBT EXPENSES	0.00	0.00	0.00	0.00	250.55	0.00	(250.55)	
	EXPENSES GRAND TOTAL	0.00	0.00	305,894.41	285,238.46	279,757.14	285,145.51	5,388.37	
Revenue									
4173	UB INTEREST	0.00	0.00	0.00	(520.53)	\$ (659.21)	\$ (1,702.17)	(1,042.96)	
4223	STORMWATER ENTRANCE REVENUE	0.00	0.00	0.00	0.00	0.00	0.00	-	
4822	PREMIUM ON SALE OF BONDS	0.00	0.00	0.00	0.00	0.00	0.00	-	
4860	AR MISC	0.00	0.00	0.00	0.00	0.00	0.00	-	
4861	LIEN ADDED TO TAX	0.00	0.00	0.00	0.00	0.00	\$ (2,373.20)	(2,373.20)	
4862	BETTERMENTS	0.00	0.00	0.00	0.00	0.00	0.00	-	
4863	COMM INT ADDED TO TAXES	0.00	0.00	0.00	0.00	0.00	0.00	-	
4864	UB MISC ADDED TO TAX	0.00	0.00	0.00	0.00	0.00	0.00	-	
4865	TAX TITLE	0.00	0.00	0.00	0.00	0.00	0.00	-	
4891	STORMWATER REVENUE	0.00	0.00	(289,075.00)	(310,853.71)	\$ (297,674.30)	\$ (297,674.30)	-	
4889	UB REVENUE	0.00	0.00	0.00	0.00	0.00	0.00	-	
	REVENUE TOTAL	-	-	(289,075.00)	(311,374.24)	(298,333.51)	(301,749.67)	(3,416.16)	
	NET (PROFIT) OR DEFICIT	-	-	16,819.41	(26,135.78)	(18,576.37)	(16,604.16)	1,972.21	



5480	VEH SUPPLY-GASOLINE	9,000.00	9,000.00	9,000.00	9,000.00	9,000.00	9,000.00	-	
5500	MEDICAL SUPPLIES	600.00	600.00	600.00	1,100.00	1,100.00	1,100.00	-	
5530	SEWER SUPPLIES	61,500.00	61,500.00	61,500.00	61,500.00	51,500.00	55,000.00	3,500.00	Increase pipe, pump parts, valves
5584	OTH SUP-UNIFORM/CLOTHING	3,000.00	3,000.00	3,000.00	2,500.00	2,600.00	2,800.00	200.00	Increase for Uniform Contract
5590	OTH SUP-MISC	25,000.00	25,000.00	25,000.00	25,000.00	21,000.00	21,000.00	-	
5710	TRAVEL-MILEAGE TOLLS & PARKING	500.00	500.00	500.00	500.00	500.00	500.00	-	
5730	DUES AND MEMBERSHIPS	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	-	
5785	OTHER CHARGES/EXPENSES	0.00	0.00	0.00	0.00	0.00	0.00	-	
5788	REFUND	0.00	0.00	0.00	0.00	0.00	0.00	-	
5789	LATE FEES	0.00	0.00	0.00	0.00	0.00	0.00	-	
5850	CAP OUTLAY-OTHER	0.00	0.00	0.00	0.00	0.00	0.00	-	
5855	CAP OUTLAY-WATER/SEWER	0.00	0.00	0.00	0.00	0.00	0.00	-	
585803	SEWER EQUIPMENT	0.00	0.00	0.00	0.00	0.00	0.00	-	
	TOTAL NON-SALARY EXPENSES	844,903.32	844,903.32	926,403.32	1,091,403.32	1,239,060.32	1,286,299.32	✓ 47,239.00	
5910	PRINCIPAL-LONG TERM DEBT	403,761.68	403,761.68	481,785.29	441,500.00	448,349.29	396,791.29	✓ (51,558.00)	
5915	INTEREST-LONG TERM DEBT	75,043.69	75,043.69	75,975.52	71,707.41	46,126.59	29,349.20	✓ (16,777.39)	Interest plus MWPAT admin fees
5950	REPAYMENT TEMP LOANS	35,000.00	35,000.00	35,000.00	35,000.00	35,000.00	35,000.00	-	
	TOTAL DEBT EXPENSES	513,805.37	513,805.37	592,760.81	548,207.41	529,475.88	461,140.49	(68,335.39)	
	EXPENSES GRAND TOTAL	1,883,363.73	1,887,416.41	2,032,344.51	2,172,920.30	2,331,512.49	2,326,076.51	(5,435.98)	
Revenue									
4223	WATER/SEWER ENTRANCE REVENUE	(48,186.00)	(48,186.00)	(30,000.00)	(37,500.00)	(30,000.00)	(41,150.00)	✓ (11,150.00)	
4225	DRAINLAYER LICENSES REVENUE	(500.00)	(500.00)	(600.00)	(600.00)	(600.00)	(850.00)	✓ (250.00)	
4173	UB INTEREST	(16,062.00)	(16,062.00)	(35,000.00)	(31,263.83)	(35,000.00)	(22,934.03)	✓ 12,065.97	
4860	AR MISC	(3,000.00)	(3,000.00)	(1,500.00)	(879.76)	(1,500.00)	(680.45)	✓ 819.55	
4861	LIEN ADDED TO TAX	(17,000.00)	(17,000.00)	(20,000.00)	(19,014.26)	(20,000.00)	(30,800.47)	✓ (10,800.47)	
4862	BETTERMENTS	(18,400.00)	(18,400.00)	(10,000.00)	(9,419.78)	(10,000.00)	(9,954.34)	✓ 45.66	
4863	COMM INT ADDED TO TAXES	(5,000.00)	(5,000.00)	(5,000.00)	(5,142.30)	(5,000.00)	(7,378.49)	✓ (2,378.49)	
4864	UB MISC ADDED TO TAX	-	-	-	-	-	-	-	
4865	TAX TITLE	-	-	-	-	-	(554.64)	✓ (554.64)	
4888	UB REVENUE	-	-	-	-	-	-	-	
4889	SEWER REVENUE	(1,945,852.00)	(1,945,852.00)	(1,959,200.00)	(1,913,091.39)	(2,338,400.00)	(2,401,600.00)	✓ (63,200.00)	
	REVENUE TOTAL	(2,054,000.00)	(2,054,000.00)	(2,061,300.00)	(2,016,911.32)	(2,440,500.00)	(2,515,902.42)	(75,402.42)	
	NET (PROFIT) OR DEFICIT	(170,636.27)	(166,583.59)	(28,955.49)	156,008.98	(108,987.51)	(189,825.91)	(80,838.40)	



5480	VEH SUPPLY-GASOLINE	7,000.00	7,000.00	7,000.00	7,000.00	6,000.00	6,000.00	-	
5500	MEDICAL SUPPLIES	750.00	750.00	750.00	1,100.00	1,100.00	1,100.00	-	
5530	WATER SUPPLIES	60,000.00	60,000.00	60,000.00	60,000.00	55,000.00	61,595.89	6,595.89	Increase water meters, valves etc...
5584	OTH SUP-UNIFORM/CLOTHING	5,000.00	5,000.00	5,000.00	2,500.00	2,600.00	2,800.00	200.00	Increase in Uniform Contract
5590	OTH SUP-MISC	30,000.00	30,000.00	30,000.00	30,000.00	25,000.00	25,000.00	-	
5710	TRAVEL-MILEAGE TOLLS & PARKING	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	500.00	(500.00)	
5730	DUES AND MEMBERSHIPS	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	500.00	(500.00)	
5785	OTHER CHARGES/EXPENSES	0.00	0.00	0.00	0.00	0.00	0.00	-	
5788	REFUND	0.00	0.00	0.00	0.00	0.00	0.00	-	
5789	LATE FEES	0.00	0.00	0.00	0.00	0.00	0.00	-	
585802	Water Equipment	0.00	0.00	0.00	0.00	0.00	0.00	-	
	<b>TOTAL NON-SALARY EXPENSES</b>	<b>1,444,611.32</b>	<b>1,444,611.32</b>	<b>1,469,797.32</b>	<b>1,578,692.32</b>	<b>1,624,525.32</b>	<b>1,925,763.21</b>	<b>301,237.89</b>	
5910	PRINCIPAL-LONG TERM DEBT	379,609.70	379,609.70	510,500.00	510,500.00	672,304.82	641,000.00	(31,304.82)	Principal & Interest for Bonded Projects
5915	INTEREST-LONG TERM DEBT	87,499.58	87,499.58	125,061.33	125,018.17	188,267.38	116,905.02	(71,362.36)	Interest plus MWPAT admin fees
5950	REPAYMENT TEMP LOANS	50,000.00	50,000.00	75,000.00	75,000.00	75,000.00	75,000.00	-	
	<b>TOTAL DEBT EXPENSES</b>	<b>517,109.28</b>	<b>517,109.28</b>	<b>710,561.33</b>	<b>710,518.17</b>	<b>935,572.20</b>	<b>832,905.02</b>	<b>(102,667.18)</b>	
	<b>EXPENSES GRAND TOTAL</b>	<b>2,525,242.08</b>	<b>2,529,195.31</b>	<b>2,764,185.89</b>	<b>2,870,785.82</b>	<b>3,162,037.50</b>	<b>3,382,753.51</b>	<b>220,716.01</b>	
<b>Revenue</b>									
4173	UB INTEREST	(16,178.72)	(16,178.72)	(50,500.00)	(46,363.94)	(40,000.00)	(35,225.28)	4,774.72	
4223	WATER/SEWER ENTRANCE REVENUE	(24,125.00)	(24,125.00)	(25,000.00)	(29,000.00)	(25,000.00)	(33,000.00)	(8,000.00)	
4822	PREMIUM ON SALE OF BONDS	-	-	-	-	-	-	-	
4860	AR MISC	(47,845.04)	(47,845.04)	(50,000.00)	(62,829.08)	(60,000.00)	(95,887.48)	(35,887.48)	
4861	LIEN ADDED TO TAX	(3,471.98)	(3,471.98)	(30,000.00)	(28,316.32)	(30,000.00)	(6,601.96)	23,398.04	
4862	BETTERMENTS	-	-	-	-	-	-	-	
4863	COMM INT ADDED TO TAXES	(1,090.30)	(1,090.30)	(4,000.00)	(3,861.90)	(3,861.90)	(3,861.90)	-	
4864	UB MISC ADDED TO TAX	-	-	-	-	-	-	-	
4865	TAX TITLE	-	-	-	(1,496.06)	(1,496.06)	(576.89)	919.17	
4888	WATER REVENUE	(1,364,752.66)	(1,364,752.66)	(2,984,850.00)	(2,651,656.95)	(3,207,600.00)	(3,207,600.00)	-	
4889	UB REVENUE	-	-	-	-	-	-	-	
	<b>REVENUE TOTAL</b>	<b>(1,457,463.70)</b>	<b>(1,457,463.70)</b>	<b>(3,144,350.00)</b>	<b>(2,823,524.25)</b>	<b>(3,367,957.96)</b>	<b>(3,382,753.51)</b>	<b>(14,795.55)</b>	
	<b>NET (PROFIT) OR DEFICIT</b>	<b>1,067,778.38</b>	<b>1,071,731.61</b>	<b>(380,164.11)</b>	<b>47,261.57</b>	<b>(205,920.46)</b>	<b>(0.00)</b>	<b>205,920.46</b>	



# Springfield Water and Sewer Commission

P.O. Box 995

Springfield, MA 01101-0995

Phone 413.452.1300 Fax 413.787.6269

March 22, 2022

## ***Revised Updated Wholesale Water Estimated Billings for Fiscal Year 2023***

***The FY 2023 Estimated Billing letter you received in December 2021 stated that if there were significant changes to the estimate, we would notify you before April 2022. We have a significant change in our budget estimates that need to be communicated and your revised FY 2023 Estimated Billing are included with this letter.***

The Commission has completed its FY 2023 budgetary process and as a result, there will be a significant increase in many areas that have resulted in an overall increase of \$3,048,448 or 15.9% from the estimates sent last December. The changes are due to increased cost of supplies and materials, as well as construction estimates. Supply chain issues may continue to impact future project costs as well. We will continue to update you as changes occur.

The follow are the major drivers in the increase:

<b>O&amp;M Expense</b>	<b>13.9%</b>
<i>Chemicals</i>	70.4%
<i>Electricity</i>	23.2%
<i>LAB Testing</i>	12.3%
<b>Capital Outlay</b>	<b>21.1%</b>

Additionally, there are increases in both the capital project and bond reserve line items that will resulted additional \$1.28 million. Included with this letter are the revised cost calculations and each partner's proportional cost based on flow history.

Please contact me at 413.452.1300 x106 if you require more information.

Sincerely,  
Springfield Water and Sewer Commission

By: *Domenic Pellegrino*

Domenic Pellegrino  
Finance Director

# Wholesale Water Reports

Cost Calculation						
	FY19 Cost	FY20 Cost	FY21 Cost	Est FY 22	Est FY 23	Revised Est FY 23
<b>From accounting records:</b>						
O&M expense	\$10,114,100	\$10,666,716	\$10,619,119	\$11,250,000	\$11,531,250	\$13,140,090
Debt service	\$4,412,057	\$4,773,933	\$4,981,468	\$4,904,721	\$5,068,552	\$5,220,257
Capital outlay	\$3,176,742	\$3,682,549	\$7,494,893	\$3,500,000	\$3,000,000	\$3,633,800
<b>Total water supply &amp; transmissio</b>	<b>\$17,702,899</b>	<b>\$19,123,198</b>	<b>\$23,095,480</b>	<b>\$19,654,721</b>	<b>\$19,599,802</b>	<b>\$21,994,147</b>
<b>Adjustments:</b>						
Ludlow Reservoir direct cost	(\$587,856)	(\$595,653)	(\$701,193)	(\$590,000)	(\$625,000)	(\$625,000)
Increase (decr) in bond reserves	(\$1,906,620)	\$832,415	\$406,247	(\$76,747)	\$163,831	\$817,934
<b>Cost to be apportioned</b>	<b>\$15,208,423</b>	<b>\$19,359,960</b>	<b>\$22,800,534</b>	<b>\$18,987,974</b>	<b>\$19,138,633</b>	<b>\$22,187,081</b>

# Wholesale Water Reports

<b>Flow History</b>							
						<b>Three-year Average</b>	<b>Contract limits 7/1/19</b>
<b>Yearly usage (mg)</b>	<b>FY 2017</b>	<b>FY 2018</b>	<b>FY 2019</b>	<b>FY 2020</b>	<b>FY 2021</b>		
Agawam	1,261.805	1,182.497	1,100.072	1,238.319	1,378.123	1,238.838	1,678.900
East Longmeadow	714.721	656.965	625.353	726.006	758.610	703.323	783.830
Longmeadow	726.782	671.288	626.288	709.008	820.381	718.559	935.240
Southwick	17.312	22.403	17.790	28.861	36.481	27.711	57.680
Springfield et al	<u>8,445.060</u>	<u>8,269.087</u>	<u>8,207.447</u>	<u>8,507.956</u>	<u>8,519.415</u>	<u>8,411.606</u>	<u>10,122.350</u>
West Parish Output	11,165.680	10,802.240	10,576.950	11,210.150	11,513.010	11,100.037	13,578.000
							<b>REVISED Cost Estimate</b>
<b>% of WP output</b>	<b>FY 2017</b>	<b>FY 2018</b>	<b>FY 2019</b>	<b>FY 2020</b>	<b>FY 2021</b>	<b>Three-year Average</b>	<b>FY 2023</b>
Agawam	11.30%	10.95%	10.40%	11.05%	11.97%	11.16%	\$ 2,476,226
East Longmeadow	6.40%	6.08%	5.91%	6.48%	6.59%	6.34%	\$ 1,405,823
Longmeadow	6.51%	6.21%	5.92%	6.32%	7.13%	6.47%	\$ 1,436,277
Southwick	0.16%	0.21%	0.17%	0.26%	0.32%	0.25%	\$ 55,389
Springfield et al	<u>75.63%</u>	<u>76.55%</u>	<u>77.60%</u>	<u>75.90%</u>	<u>74.00%</u>	<u>75.78%</u>	\$ 16,813,366
	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	\$ 22,187,081

Town of East Longmeadow  
FY 2023 Budget Request

Department #: 2805122  
Department Name: Solid Waste Disposal Revolving

Sign & Date Tammy Spencer

EXPENSE CODE	ACCOUNT DESCRIPTION	FY 21 EXPENDED	FY 22 REQUEST	FY 22 EXPENDED THROUGH 12/31/20	FY23 Request	INCREASE / (DECREASE) FROM FY 21 BUDGET
<b>Salary</b>						
5110	FULL TIME SALARY/WAGES					
5111	PART TIME SALARY/WAGES	15,060.30	20,748.00	10,316.25	20,748.00	-
5112	ELECTED SALARY					
5113	APPOINTED SALARY/WAGES					
5120	TEMPORARY POSITION					
5130	OVERTIME					
5140	LONGEVITY					
5142	EDUCATIONAL					
5143	DUTY OFFICER					
5144	STAND BY					
5157	QUINN BILL					
5158	RETIREMENT BONUS					
5190	STIPEND-HOLIDAY					
5191	CLOTHING					
5193	STIPENDS					
	<b>TOTAL SALARIES</b>	<b>15,060.30</b>	<b>20,748.00</b>	<b>10,316.25</b>	<b>20,748.00</b>	<b>-</b>
<b>Non-Salary Expenses</b>						
5293	OTR SERV-WASTE DISPOSAL	12,382.00	10,000.00	675.00	10,000.00	-
5302	PROF/TECH-TRAINING SEMINAR	0.00	2,000.00	75.00	2,000.00	-
5305	PROF/TECH-ADVERTISING	0.00	1,000.00	0.00	1,000.00	-
5307	PROF/TECH-OTHERS	0.00	0.00	375.00		-
5308	PROF/TECH-CONSULTANTS	0.00	0.00	0.00		-
5342	COMMUNICATION - POSTAGE	221.72	0.00	0.00		-
5344	COMMUNICATION-PRINTING	0.00	4,000.00	662.11	4,000.00	-
5382	OTR PURCH SRV-OTHER	30,153.00	100,000.00	19,320.28	100,000.00	-
5420	OFFICE SUPPLIES	0.00	200.00	0.00	200.00	-
5590	OTH SUP-MISC	2,175.16	30,000.00	5,274.75	30,000.00	-
5710	TRAVEL-MILEAGE TOLLS & PARKING	0.00	0.00	0.00		-
5730	DUES AND MEMBERSHIPS	0.00		0.00		-
5785	OTHER CHARGES/EXPENSES	0.00	7,000.00	7,000.00	7,000.00	-
	<b>TOTAL NON-SALARY EXPENSES</b>	<b>44,931.88</b>	<b>154,200.00</b>	<b>33,382.14</b>	<b>154,200.00</b>	<b>-</b>
	<b>GRAND TOTAL</b>	<b>59,992.18</b>	<b>174,948.00</b>	<b>43,698.39</b>	<b>174,948.00</b>	<b>-</b>
4883	REVOLVING FUNDS REVENUE	(104,034.82)	(125,000.00)	(63,120.00)	(136,000.00)	(11,000.00)
	Transferred to General Fund					
	Net (Profit) or Deficit	(44,042.64)	49,948.00	(19,421.61)	38,948.00	(11,000.00)
	Fund Balance at 6/30	(205,068.97)	(155,120.97)	(224,490.58)	(185,542.58)	

Recycling Coordinator 19 hours a week at \$21.00. This is a .60 raise from her current salary

Waste Disposal Services for community examples include: Styrofoam recycling, e-waste, bulky waste or bulky plastic events.  
Training for our recycling coordinator

Community education materials  
Community Shred Events, overflow bags if needed. We have needed more than in the past due to enforcement of trash limits. \$60,000 for the cost of Recycling Disposal

Community compost bins, kitchen pails, and rain barrels.

7 K Household Haz Waste Disposal services.

FY21 on pace for \$136K - as pandemic restrictions lessen may be less revenue; Revenue consists of green bag sales, recycling div, and pink bag dividends

Sign & Date Erin Koebler

*Council*  
*2/7/2022*

Department #: 2809541  
 Department Name: Council on Aging Revolving

EXPENSE CODE	ACCOUNT DESCRIPTION	FY 21 EXPENDED	FY 22 BUDGETED	FY 22 EXPENDED THROUGH 12/31/21	FY 23 REQUEST	INCREASE / (DECREASE) FROM FY 20 BUDGET
<b>Salary</b>						
5110	FULL TIME SALARY/WAGES					-
5111	PART TIME SALARY/WAGES					-
5112	ELECTED SALARY					-
5113	APPOINTED SALARY/WAGES					-
5120	TEMPORARY POSITION					-
5130	OVERTIME	0.00	500.00	0.00	500.00	-
5140	LONGEVITY					-
5142	EDUCATIONAL					-
5143	DUTY OFFICER					-
5144	STAND BY					-
5157	QUINN BILL					-
5158	RETIREMENT BONUS					-
5190	STIPEND-HOLIDAY					-
5191	CLOTHING					-
5193	STIPENDS					-
	<b>TOTAL SALARIES</b>	<b>0.00</b>	<b>500.00</b>	<b>0.00</b>	<b>500.00</b>	<b>-</b>
<b>Non-Salary Expenses</b>						
5305	PROF/TECH-ADVERTISING					-
5307	PROF/TECH-OTHERS	500.00	8,900.00	1,380.00	10,000.00	1,100.00
5342	COMMUNICATION-POSTAGE	41.50	90.00	0.00	90.00	-
5344	COMMUNICATION-PRINTING	1,200.00	2,600.00	0.00	2,600.00	-
5382	OTR PURCH SRV-OTHER	1,668.63	1,500.00	0.00	1,500.00	-
5420	OFFICE SUPPLIES	0.00	300.00	0.00	300.00	-
5421	NON-DISPOSABLE OFFICE SUPPLIES	0.00	500.00	0.00	500.00	-
5490	FOOD & FOOD SERV SUPPLIES	822.29	2,950.00	296.08	3,200.00	250.00
5584	OTH SUP-UNIFORM/CLOTHING	44.75	300.00	0.00	300.00	-
5590	OTH SUP-MISC	1,212.11	1,800.00	1,538.90	2,300.00	500.00
5710	TRAVEL-MILEAGE TOLLS & PARKING	0.00	100.00	0.00	100.00	-
5785	OTHER CHARGES/EXPENSES					-
5850	CAP OUTLAY-OTHER					-
	<b>TOTAL NON-SALARY EXPENSES</b>	<b>5,489.28</b>	<b>19,040.00</b>	<b>3,214.98</b>	<b>20,890.00</b>	<b>1,850.00</b>
	<b>GRAND TOTAL</b>	<b>5,489.28</b>	<b>19,540.00</b>	<b>3,214.98</b>	<b>21,390.00</b>	<b>1,850.00</b>
4883	REVOLVING FUNDS REVENUE	(2,657.03)		(3,726.84)	(6,800.00)	(6,800.00)
	Transferred to General Fund					
	Net (Profit) or Deficit	2,832.25	19,540.00	(511.86)	14,590.00	(4,950.00)
	Fund Balance	(50,961.30)	(31,421.30)	(31,933.16)	(17,343.16)	

Town of East Longmeadow  
 FY 2023 Budget Request

Department #: 2811630A  
 Dept Name: Recreation Revolving - Baseball

Donna Prather

EXPENSE CODE	ACCOUNT DESCRIPTION	FY21 Actual	FY22 BUDGET	FY 22 EXPENDED		COMMENTS
				01/31/2022	FY 23 REQUEST	
<b>Salary</b>						
5110	FULL TIME SALARY/WAGES					
5111	PART TIME SALARY/WAGES	4,854.04	500.00	1,841.82	0.00	was charged to covid expenses
	TOTAL SALARIES	4,854.04	500.00	1,841.82	0.00	
<b>Non-Salary Expenses</b>						
5240	REPAIRS-BUILDING & GROUND	4,459.27	1,600.00	3,052.18	5,000.00	field product not covered by DPW
5248	REPAIRS-COMPUTER EQUIP			0.00		
5250	REPAIRS-OTHERS			0.00		
5270	RENTAL/LEASE OFFICE EQUIPMENT			0.00		
5271	RENTAL/LEASE BUILDING		450.00	0.00	450.00	school use
5302	PROF/TECH-TRAINING SEMINAR			0.00		
5305	PROF/TECH-ADVERTISING		20.00	0.00	20.00	
5307	PROF/TECH-OTHERS	2,932.00	9,000.00	4,136.00	9,000.00	umpires
5310	PROF TECH-SOFTWARE SUPPORT	41.97	-	33.17		
5341	COMMUNICATION-TELEPHONE			0.00		
5342	COMMUNICATION-POSTAGE	761.97	-	560.63	500.00	
5343	COMMUNICAITON-WIRELESS			0.00		
5344	COMMUNICATION-PRINTING			0.00	20.00	
5382	OTR PURCH SRV-OTHER	637.75	1,200.00	222.50	400.00	sani-cans
5420	OFFICE SUPPLIES			0.00		
5421	NON-DISPOSABLE OFFICE SUPPLIES			0.00		
5422	COMPUTER EQUIPMENT			0.00		
5480	VEH SUPPLY-GASOLINE			0.00		
5500	MEDICAL SUPPLIES	524.10	150.00	106.08	150.00	
5583	OTH SUP-RECREATION	3,770.27	4,000.00	2,168.04	2,500.00	balls, batting t's, chin guards etc
					7,000.00	
5584	OTH SUP-UNIFORM/CLOTHING	7,376.75	6,128.75	3,365.55		
5590	OTH SUP-MISC	370.43		0.00		
5711	Meals & Food Purchase			0.00		
5730	DUES AND MEMBERSHIPS	2,740.00	1,900.00	0.00	2,000.00	JLS league fees
5788	REFUND	2,040.00	-	330.00		
5789	LATE FEES			0.00		
5850	CAP OUTLAY-OTHER			0.00		
	TOTAL NON-SALARY EXPENSES	25,654.51	24,448.75	13,974.15		
	GRAND TOTAL	30,508.55	24,948.75	15,815.97	27,040.00	
4883	REVOLVING FUNDS REVENUE	(43,379.40)	(21,730.00)	\$ (825.00)	(27,000.00)	
	Transferred to General Fund					
	Net (Profit) or Deficit	(12,870.85)	3,218.75	14,990.97	40.00	
	Fund Balance at 6/30					

Town of East Longmeadow  
 FY 2023 Budget Request

Department #: 28116308  
 Dept Name: Recreation Revolving - Field Hockey

Donna Prather

EXPENSE CODE	ACCOUNT DESCRIPTION	FY21 ACTUAL	FY22 BUDGET	FY 22		COMMENTS
				EXPENDED 01/31/2022	FY 23 REQUEST	
<b>Salary</b>						
5110	FULL TIME SALARY/WAGES					
5111	PART TIME SALARY/WAGES	786.08	250.00	0.00		
5120	TEMPORARY POSITION					
	TOTAL SALARIES	786.08	250.00	0.00	0.00	
<b>Non-Salary Expenses</b>						
5240	REPAIRS-BUILDING & GROUND	-	500.00	0.00	400.00	field repairs not provided by DPW
5248	REPAIRS-COMPUTER EQUIP			0.00		
5250	REPAIRS-OTHERS	-		0.00		
5270	RENTAL/LEASE OFFICE EQUIPMENT			0.00		
5271	RENTAL/LEASE BUILDING	-	600.00	0.00	600.00	school use
5302	PROF/TECH-TRAINING SEMINAR			0.00		
5305	PROF/TECH-ADVERTISING	-	20.00	0.00		
5307	PROF/TECH-OTHERS	1,480.00	1,400.00	1,580.00	1,600.00	umpire fees
5310	PROF TECH-SOFTWARE SUPPORT	25.70	-	0.00		
5341	COMMUNICATION-TELEPHONE			0.00		
5342	COMMUNICATION-POSTAGE	1.06	20.00	2.40	20.00	
5343	COMMUNICAITON-WIRELESS			0.00		
5344	COMMUNICATION-PRINTING			70.88		
5382	OTR PURCH SRV-OTHER	94.00	150.00	433.33	400.00	sani cans
5420	OFFICE SUPPLIES	-	20.00	0.00		
5421	NON-DISPOSABLE OFFICE SUPPLIES			0.00		
5422	COMPUTER EQUIPMENT			0.00		
5480	VEH SUPPLY-GASOLINE			0.00		
5500	MEDICAL SUPPLIES	64.10	24.00	137.36	150.00	band-aids, ice packs etc
5583	OTH SUP-RECREATION	353.89	500.00	201.45		
5584	OTH SUP-UNIFORM/CLOTHING	696.50	1,950.00	490.00	2,000.00	
5590	OTH SUP-MISC	19.95	-	18.66		
5730	DUES AND MEMBERSHIPS	-	1,300.00	1,060.00	1,200.00	League fees
5788	REFUND	-		50.00		
5789	LATE FEES			0.00		
5850	CAP OUTLAY-OTHER			0.00		
	TOTAL NON-SALARY EXPENSES	2,735.20	6,484.00	4,044.08	6,370.00	
	GRAND TOTAL	3,521.28	6,734.00	4,044.08	6,370.00	
4883	REVOLVING FUNDS REVENUE	(4,210.00)	(4,250.00)	(5,810.00)	(6,400.00)	
	Transferred to General Fund			-		
	Net (Profit) or Deficit	(688.72)	2,484.00	(1,765.92)	(30.00)	
	Fund Balance at 6/30					

Town of East Longmeadow  
 FY 2023 Budget Request

Department #: 2811630C  
 Dept Name: Recreation Revolving - Basketball

Donna Prather

EXPENSE CODE	ACCOUNT DESCRIPTION	FY21 ACTUAL	FY2022 BUDGET	FY2022 EXPENSE		COMMENTS
				01/31/2022	FY 22 REQUEST	
<b>Salary</b>						
5110	FULL TIME SALARY/WAGES					
5111	PART TIME SALARY/WAGES	7,000.59	21,500.00	7,868.44	21,000.00	monitors, scorekeepers
5120	TEMPORARY POSITION					
	TOTAL SALARIES	7,000.59	21,500.00	7,868.44	21,000.00	
<b>Non-Salary Expenses</b>						
5240	REPAIRS-BUILDING & GROUND	-	20,000.00	0.00		
5248	REPAIRS-COMPUTER EQUIP			0.00		
5250	REPAIRS-OTHERS			0.00		
5270	RENTAL/LEASE OFFICE EQUIPMENT			0.00		
5271	RENTAL/LEASE BUILDING		2,500.00	0.00	6,000.00	school use
5296	BANK SERVICES			0.00		
5302	PROF/TECH-TRAINING SEMINAR			0.00		
5305	PROF/TECH-ADVERTISING		20.00	0.00	20.00	
5307	PROF/TECH-OTHERS	-	18,000.00	4,095.00	18,000.00	ref's
5310	PROF TECH-SOFTWARE SUPPORT	20.05		134.18		
5341	COMMUNICATION-TELEPHONE			0.00		
5342	COMMUNICATION-POSTAGE	1.06	20.00	5.46	20.00	
5343	COMMUNICAITON-WIRELESS			0.00		
5344	COMMUNICATION-PRINTING			70.88		
5382	OTR PURCH SRV-OTHER			0.00		
5420	OFFICE SUPPLIES			0.00		
5422	COMPUTER EQUIPMENT			0.00		
5480	VEH SUPPLY-GASOLINE			0.00		
5500	MEDICAL SUPPLIES	114.10		198.12	200.00	band aids, ice packs,
5583	OTH SUP-RECREATION	477.39	2,500.00	488.82	2,500.00	basketballs, pumps, net bags, etc.
5584	OTH SUP-UNIFORM/CLOTHING	2,144.15	6,200.00	8,971.50	8,500.00	t-shirts, jersey's
5590	OTH SUP-MISC			0.00		
5711	MEALS & FOOD PURCHASE			135.40		
5730	DUES AND MEMBERSHIPS	-	4,200.00	3,780.00	4,200.00	league fees
5788	REFUND	350.00		2,840.00		
5789	LATE FEES			0.00		
5850	CAP OUTLAY-OTHER			0.00		
	TOTAL NON-SALARY EXPENSES	3,106.75	53,440.00	20,719.36	39,440.00	
	GRAND TOTAL	10,107.34	74,940.00	28,587.80	60,440.00	
4883	REVOLVING FUNDS REVENUE	(10,803.00)	(76,000.00)	(850.00)	(60,500.00)	
	Transferred to General Fund			-		
	Net (Profit) or Deficit	(695.66)	(1,060.00)	27,737.80	(60.00)	
	Fund Balance at 6/30					

Town of East Longmeadow  
 FY 2023 Budget Request

Department #: 2811630D  
 Deprt Name: Recreation Revolving - Cheerleading

Donna Prather

EXPENSE CODE	ACCOUNT DESCRIPTION	FY21 Actual	FY 22		FY 23 REQUEST	COMMENTS
			BUDGET	EXPENDED 01/31/2022		
<b>Salary</b>						
5110	FULL TIME SALARY/WAGES					
5111	PART TIME SALARY/WAGES	429.80	150.00	67.50		
5120	TEMPORARY POSITION					
	TOTAL SALARIES	429.80	150.00	67.50	0.00	
<b>Non-Salary Expenses</b>						
5240	REPAIRS-BUILDING & GROUND			0.00		
5248	REPAIRS-COMPUTER EQUIP			0.00		
5250	REPAIRS-OTHERS			0.00		
5270	RENTAL/LEASE OFFICE EQUIPMENT			0.00		
5271	RENTAL/LEASE BUILDING	0.00	600.00	0.00	6,000.00	school use
5302	PROF/TECH-TRAINING SEMINAR			0.00		
5305	PROF/TECH-ADVERTISING		250.00	0.00	250.00	
5307	PROF/TECH-OTHERS			0.00		
5310	PROF TECH-SOFTWARE SUPPORT	12.45		33.17		
5341	COMMUNICATION-TELEPHONE			0.00		
5342	COMMUNICATION-POSTAGE	1.06	0.00	34.40	50.00	
5343	COMMUNICAITON-WIRELESS			0.00		
5344	COMMUNICATION-PRINTING			70.88	100.00	
5382	OTR PURCH SRV-OTHER			0.00		
5420	OFFICE SUPPLIES			0.00		
5422	COMPUTER EQUIPMENT			0.00		
5480	VEH SUPPLY-GASOLINE			0.00		
5500	MEDICAL SUPPLIES	34.10	12.00	47.75	50.00	
5583	OTH SUP-RECREATION	14.82	500.00	190.68		
5584	OTH SUP-UNIFORM/CLOTHING	190.00	5,500.00	4,564.86		
5590	OTH SUP-MISC			18.66		
5711	MEALS & FOOD PURCHASE			1,656.56		
5730	DUES AND MEMBERSHIPS	0.00	500.00	225.00		
5788	REFUND			80.00		
5789	LATE FEES			0.00		
5850	CAP OUTLAY-OTHER			0.00		
	TOTAL NON-SALARY EXPENSES	252.43	7,362.00	6,921.96	6,450.00	
	GRAND TOTAL	682.23	7,512.00	6,989.46	6,450.00	
4883	REVOLVING FUNDS REVENUE	(3,114.52)	(7,600.00)	(1,375.00)	(6,500.00)	
	Transferred to General Fund			-		
	Net (Profit) or Deficit	(2,432.29)	(88.00)	5,614.46	(50.00)	
	Fund Balance at 6/30					

Town of East Longmeadow  
FY 2023 Budget Request

Department #: 2811630E  
Dept Name: Recreation Revolving - Fitness

Sign & Date Donna Prather

EXPENSE CODE	ACCOUNT DESCRIPTION	FY21 Actual	FY22 BUDGET	FY 22		COMMENTS
				EXPENDED 01/31/2022	FY 23 REQUEST	
<b>Salary</b>						
5110	FULL TIME SALARY/WAGES					
5111	PART TIME SALARY/WAGES	660.00	3,200.00	-	1,500.00	contract instructors
5120	TEMPORARY POSITION					
	TOTAL SALARIES	660.00	3,200.00	-	1,500.00	
<b>Non-Salary Expenses</b>						
5240	REPAIRS-BUILDING & GROUND					
5248	REPAIRS-COMPUTER EQUIP					
5250	REPAIRS-OTHERS					
5270	RENTAL/LEASE OFFICE EQUIPMENT					
5271	RENTAL/LEASE BUILDING				600.00	school use
5296	BANK SERVICES					
5302	PROF/TECH-TRAINING SEMINAR					
5305	PROF/TECH-ADVERTISING					
5307	PROF/TECH-OTHERS			144.00		
5310	PROF TECH-SOFTWARE SUPPORT	198.00				
5341	COMMUNICATION-TELEPHONE					
5342	COMMUNICATION-POSTAGE	1.06				
5343	COMMUNICAITON-WIRELESS					
5344	COMMUNICATION-PRINTING					
5382	OTR PURCH SRV-OTHER					
5420	OFFICE SUPPLIES					
5422	COMPUTER EQUIPMENT					
5480	VEH SUPPLY-GASOLINE					
5500	MEDICAL SUPPLIES	34.10			20.00	band aids, ice packs,
5583	OTH SUP-RECREATION	14.82	150.00	-	200.00	bands, weights
5584	OTH SUP-UNIFORM/CLOTHING					
5590	OTH SUP-MISC					
5711	MEALS & FOOD PURCHASE					
5730	DUES AND MEMBERSHIPS					
5788	REFUND			195.00		
5789	LATE FEES					
5850	CAP OUTLAY-OTHER					
	TOTAL NON-SALARY EXPENSES	247.98	150.00	339.00	820.00	
	GRAND TOTAL	907.98	3,350.00	339.00	2,320.00	
4883	REVOLVING FUNDS REVENUE	(1,337.00)	(5,000.00)	(88.00)	(2,500.00)	
	Transferred to General Fund					
	Net (Profit) or Deficit	(429.02)	(1,650.00)	251.00	(180.00)	
	Fund Balance at 6/30					

Town of East Longmeadow  
FY 2023 Budget Request

Department #: 2811630F  
Deprt Name: Recreation Revolving - Football

Sign & Date Donna Prather

EXPENSE CODE	ACCOUNT DESCRIPTION	FY21 Actual	FY22 BUDGET	FY 22 EXPENDED		FY 23 REQUEST	COMMENTS
				01/31/2022			
<b>Salary</b>							
5110	FULL TIME SALARY/WAGES						
5111	PART TIME SALARY/WAGES	601.60	500.00	1,857.72			
5120	TEMPORARY POSITION						
	TOTAL SALARIES	601.60	500.00	1,857.72		-	
<b>Non-Salary Expenses</b>							
5230	WATER						
5240	REPAIRS-BUILDING & GROUND	0.00	1,650.00	0.00			
5248	REPAIRS-COMPUTER EQUIP						
5250	REPAIRS-OTHERS						
5270	RENTAL/LEASE OFFICE EQUIPMENT	0.00	1,800.00	0.00			
5271	RENTAL/LEASE BUILDING	0.00	800.00	0.00		1,000.00	School use
5302	PROF/TECH-TRAINING SEMINAR						
5305	PROF/TECH-ADVERTISING						
5307	PROF/TECH-OTHERS	0.00	3,000.00	1,720.00		3,500.00	EMT's
5310	PROF TECH-SOFTWARE SUPPORT	0.00	0.00	8.47			
5341	COMMUNICATION-TELEPHONE						
5342	COMMUNICATION-POSTAGE	1.05	20.00	29.78		20.00	
5343	COMMUNICAITON-WIRELESS						
5344	COMMUNICATION-PRINTING						
5382	OTR PURCH SRV-OTHER	0.00	1,200.00	5,240.84		5,000.00	helments, sani cans
5420	OFFICE SUPPLIES						
5422	COMPUTER EQUIPMENT						
5480	VEH SUPPLY-GASOLINE						
5500	MEDICAL SUPPLIES	34.10	100.00	234.95		250.00	band aids, ice packs,
5583	OTH SUP-RECREATION	14.82	400.00	2,075.27		400.00	helmet covers
5584	OTH SUP-UNIFORM/CLOTHING	0.00	1,000.00	4,490.00		5,000.00	pants, jersey's
5590	OTH SUP-MISC	0.00	0.00	18.65			
5711	MEALS & FOOD PURCHASE						
5730	DUES AND MEMBERSHIPS	0.00	1,800.00	1,300.00		1,800.00	Suburban league fees/insurance
5788	REFUND	70.00	0.00	150.00			
5789	LATE FEES						
5850	CAP OUTLAY-OTHER						
	TOTAL NON-SALARY EXPENSES	119.97	11,770.00	15,267.96		16,970.00	
	GRAND TOTAL	721.57	\$ 12,270.00	\$ 17,125.68		16,970.00	
4883	REVOLVING FUNDS REVENUE	-9,133.00	-12,335.00	\$ (7,040.00)		\$ (17,000.00)	
	Transferred to General Fund						
	Net (Profit) or Deficit	(8,411.43)	(65.00)	10,085.68		(30.00)	
	Fund Balance at 6/30						

Town of East Longmeadow  
 FY 2023 Budget Request

Department #: 2811630G  
 Dept Name: Recreation Revolving - Girls Lacrosse

Sign & Date Donna Prather

EXPENSE CODE	ACCOUNT DESCRIPTION	FY21 Actual	FY22 BUDGET	FY 22		COMMENTS
				EXPENDED 01/31/2022	FY 23 REQUEST	
<b>Salary</b>						
5110	FULL TIME SALARY/WAGES					
5111	PART TIME SALARY/WAGES	4,713.97	150.00	1,107.92		
5120	TEMPORARY POSITION					
	<b>TOTAL SALARIES</b>	<b>4,713.97</b>	<b>150.00</b>	<b>1,107.92</b>	<b>-</b>	
<b>Non-Salary Expenses</b>						
5240	REPAIRS-BUILDING & GROUND	642.60	600.00	0.00		
5248	REPAIRS-COMPUTER EQUIP		0.00			
5250	REPAIRS-OTHERS		0.00			
5270	RENTAL/LEASE OFFICE EQUIPMENT		0.00			
5271	RENTAL/LEASE BUILDING	-	600.00	0.00	600.00	school use
5296	BANK SERVICES		0.00			
5302	PROF/TECH-TRAINING SEMINAR	-	300.00	0.00		
5305	PROF/TECH-ADVERTISING	-	20.00	0.00		
5307	PROF/TECH-OTHERS	2,640.00	2,200.00	60.00	1,200.00	ref's
5310	PROF TECH-SOFTWARE SUPPORT	24.25	0.00	0.00		
5341	COMMUNICATION-TELEPHONE		0.00			
5342	COMMUNICATION-POSTAGE	91.05	20.00	0.00	20.00	
5343	COMMUNICAITON-WIRELESS		0.00			
5344	COMMUNICATION-PRINTING		0.00			
5382	OTR PURCH SRV-OTHER	420.00	150.00	0.56		
5420	OFFICE SUPPLIES		0.00			
5422	COMPUTER EQUIPMENT		0.00			
5480	VEH SUPPLY-GASOLINE		0.00			
5500	MEDICAL SUPPLIES	64.10	36.00	12.60	60.00	band aids, ice packs,
5583	OTH SUP-RECREATION	2,599.46	500.00	75.00		
5584	OTH SUP-UNIFORM/CLOTHING	2,314.00	2,500.00	0.00		
5590	OTH SUP-MISC	-	0.00	5.39		
5711	MEALS & FOOD PURCHASE		0.00			
5730	DUES AND MEMBERSHIPS	250.00	400.00	0.00		
5788	REFUND	290.00	0.00	0.00		
5789	LATE FEES		0.00			
5850	CAP OUTLAY-OTHER		0.00			
	<b>TOTAL NON-SALARY EXPENSES</b>	<b>9,335.46</b>	<b>7,326.00</b>	<b>153.55</b>	<b>1,880.00</b>	
	<b>GRAND TOTAL</b>	<b>14,049.43</b>	<b>7,476.00</b>	<b>1,261.47</b>	<b>1,880.00</b>	
4883	REVOLVING FUNDS REVENUE	(10,100.00)	(7,550.00)	(560.00)	(2,000.00)	
	Transferred to General Fund		-		-	
	<b>Net (Profit) or Deficit</b>	<b>3,949.43</b>	<b>(74.00)</b>	<b>701.47</b>	<b>(120.00)</b>	
	Fund Balance at 6/30					

Town of East Longmeadow  
 FY 2023 Budget Request

Department #: 2811630H  
 Dept Name: Recreation Revolving - Teen Adventure Camp

Sign & Date Donna Prather

EXPENSE CODE	ACCOUNT DESCRIPTION	FY21 Actual	FY22 BUDGET	FY 22 EXPENDED		COMMENTS
				01/31/2022	FY 23 REQUEST	
<b>Salary</b>						
5110	FULL TIME SALARY/WAGES					
5111	PART TIME SALARY/WAGES	4,464.73	26,170.65	18,466.78	20,000.00	
5120	TEMPORARY POSITION					
	TOTAL SALARIES	4,464.73	26,170.65	18,466.78	20,000.00	
<b>Non-Salary Expenses</b>						
5240	REPAIRS-BUILDING & GROUND	338.56				
5248	REPAIRS-COMPUTER EQUIP					
5250	REPAIRS-OTHERS					
5270	RENTAL/LEASE OFFICE EQUIPMENT					
5271	RENTAL/LEASE BUILDING					
5302	PROF/TECH-TRAINING SEMINAR					
5305	PROF/TECH-ADVERTISING	171.25	326.40		300.00	
5307	PROF/TECH-OTHERS					
5310	PROF TECH-SOFTWARE SUPPORT	550.95	696.15	292.45	300.00	Sling - staff scheduling
5341	COMMUNICATION-TELEPHONE					
5342	COMMUNICATION-POSTAGE	28.55	15.30	0.00		
5343	COMMUNICAITON-WIRELESS					
5344	COMMUNICATION-PRINTING	0.00	153.00	0.00		
5382	OTR PURCH SRV-OTHER	-108.63	36,600.00	34,395.38	36,000.00	buses for trips & fees
5420	OFFICE SUPPLIES					
5422	COMPUTER EQUIPMENT					
5480	VEH SUPPLY-GASOLINE					
5500	MEDICAL SUPPLIES	388.83	150.00	129.59	150.00	
5583	OTH SUP-RECREATION	114.62	150.00	220.94	250.00	toys, sports equip
5584	OTH SUP-UNIFORM/CLOTHING	1,444.65	530.00	472.50	550.00	camper/staff t-shirts
5590	OTH SUP-MISC	158.92	0.00	201.13		
5711	MEALS & FOOD PURCHASE		605.00	549.67	600.00	pizza Friday's, food for trips
5730	DUES AND MEMBERSHIPS					
5788	REFUND	315.00		1,375.00		
5789	LATE FEES					
5850	CAP OUTLAY-OTHER	294.50				
	TOTAL NON-SALARY EXPENSES	3,697.20	39,225.85	37,636.66	38,150.00	
	GRAND TOTAL	8,161.93	\$ 65,396.50	\$ 56,103.44	58,150.00	
4883	REVOLVING FUNDS REVENUE	\$ (37,672.81)	\$ (59,000.00)	\$ (18,970.84)	\$ (60,000.00)	
	Transferred to General Fund					
	Net (Profit) or Deficit	(29,510.88)	6,396.50	37,132.60	(1,850.00)	
	Fund Balance at 6/30					

Town of East Longmeadow  
FY 2023 Budget Request

Department #: 28116301  
Deprt Name: Recreation Revolving - Pine Knoll Camp

Sign & Date Donna Prather

EXPENSE CODE	ACCOUNT DESCRIPTION	FY21 Actual	FY22 BUDGET	FY 22		COMMENTS
				EXPENDED 01/31/2022	FY 23 REQUEST	
<b>Salary</b>						
5110	FULL TIME SALARY/WAGES					
5111	PART TIME SALARY/WAGES	133,119.89	150,347.75	170,363.92	175,000.00	
5120	TEMPORARY POSITION					
	<b>TOTAL SALARIES</b>	<b>133,119.89</b>	<b>150,347.75</b>	<b>170,363.92</b>	<b>175,000.00</b>	
<b>Non-Salary Expenses</b>						
5240	REPAIRS-BUILDING & GROUND	1,727.32	1,350.00	240.48	250.00	paint, hooks
5248	REPAIRS-COMPUTER EQUIP					
5250	REPAIRS-OTHERS					
5270	RENTAL/LEASE OFFICE EQUIPMENT					
5271	RENTAL/LEASE BUILDING					
5296	BANK SERVICES					
5302	PROF/TECH-TRAINING SEMINAR					
5305	PROF/TECH-ADVERTISING	171.25	320.00	137.36	150.00	
5307	PROF/TECH-OTHERS	286.00	3,100.00	682.00	700.00	Sling - staff scheduling
5310	PROF TECH-SOFTWARE SUPPORT	1,688.84	0.00	2,199.33		purchased camera's last year not needed
5341	COMMUNICATION-TELEPHONE					
5342	COMMUNICATION-POSTAGE	152.02	250.00	23.70	50.00	
5343	COMMUNICAITON-WIRELESS					
5344	COMMUNICATION-PRINTING					
5382	OTR PURCH SRV-OTHER	141.48	3,911.94	3,368.15	4,000.00	plates, napkins
5420	OFFICE SUPPLIES	593.16	200.00	12.46		
5421	NON-DISPOSABLE OFFICE SUPPLIES	158.49	0.00	0.00		
5422	COMPUTER EQUIPMENT					
5480	VEH SUPPLY-GASOLINE					
5500	MEDICAL SUPPLIES	973.63	400.00	129.56	400.00	
5583	OTH SUP-RECREATION	3,378.41	4,500.00	1,449.85	4,000.00	toys, sports equip
5584	OTH SUP-UNIFORM/CLOTHING	2,794.61	1,480.00	765.00	2,000.00	camper/staff t-shirts
5590	OTH SUP-MISC	2,049.73	2,000.00	285.42	2,000.00	
5711	MEALS & FOOD PURCHASE	1,981.76	4,500.00	5,902.23	6,000.00	Pizza Fridays
5730	DUES AND MEMBERSHIPS					
5788	REFUND	12,327.00	0.00	5,065.00		
5789	LATE FEES					
5850	CAP OUTLAY-OTHER	369.17	-	-		
	<b>TOTAL NON-SALARY EXPENSES</b>	<b>28,792.87</b>	<b>22,011.94</b>	<b>20,260.54</b>	<b>19,550.00</b>	
	<b>GRAND TOTAL</b>	<b>161,912.76</b>	<b>172,359.69</b>	<b>\$ 190,624.46</b>	<b>194,550.00</b>	
4883	REVOLVING FUNDS REVENUE	-251,495.15	-175,500.00	\$ (104,160.16)	\$ (200,000.00)	
	Transferred to General Fund					
	Net (Profit) or Deficit	(89,582.39)	(3,140.31)	86,464.30	(5,450.00)	
	Fund Balance at 6/30					

Town of East Longmeadow  
 FY 2023 Budget Request

Department #: 2811630J  
 Deprt Name: Recreation Revolving - Soccer

Sign & Date Donna Prather

EXPENSE CODE	ACCOUNT DESCRIPTION	FY21 Actual	FY22 BUDGET	FY 22 EXPENDED		FY 23 REQUEST	COMMENTS
				01/31/2022			
<b>Salary</b>							
5110	FULL TIME SALARY/WAGES						
5111	PART TIME SALARY/WAGES	5,020.87	500.00	4,501.62		500.00	
5120	TEMPORARY POSITION						
	TOTAL SALARIES	5,020.87	500.00	4,501.62		500.00	
<b>Non-Salary Expenses</b>							
5240	REPAIRS-BUILDING & GROUND	1,285.20	1,200.00	74.99		200.00	field product
5248	REPAIRS-COMPUTER EQUIP						
5250	REPAIRS-OTHERS						
5270	RENTAL/LEASE OFFICE EQUIPMENT						
5271	RENTAL/LEASE BUILDING					2,000.00	school use
5296	BANK SERVICES						
5302	PROF/TECH-TRAINING SEMINAR	0.00	8,000.00	0.00			
5305	PROF/TECH-ADVERTISING						
5307	PROF/TECH-OTHERS	4,430.00	0.00	2,680.00		3,000.00	ref's
5310	PROF TECH-SOFTWARE SUPPORT	30.78	0.00	21.63		40.00	sling
5341	COMMUNICATION-TELEPHONE						
5342	COMMUNICATION-POSTAGE	91.05	20.00	7.13		20.00	
5343	COMMUNICAITON-WIRELESS						
5344	COMMUNICATION-PRINTING						
5382	OTR PURCH SRV-OTHER	420.00	1,800.00	1,245.00		1,800.00	
5420	OFFICE SUPPLIES						
5422	COMPUTER EQUIPMENT						
5480	VEH SUPPLY-GASOLINE						
5500	MEDICAL SUPPLIES	311.70	200.00	312.14		300.00	
5583	OTH SUP-RECREATION	484.30	2,500.00	5,252.42		2,500.00	balls, nets, pumps
5584	OTH SUP-UNIFORM/CLOTHING	2,377.00	10,000.00	9,713.50			
5590	OTH SUP-MISC	21.51	0.00	6.66			
5711	MEALS & FOOD PURCHASE	0.00	0.00	28.36			
5730	DUES AND MEMBERSHIPS	19,113.00	14,000.00	8,520.00		14,000.00	league fees/ref's
5788	REFUND	2,037.00	0.00	390.00			
5789	LATE FEES						
5850	CAP OUTLAY-OTHER						
	TOTAL NON-SALARY EXPENSES	30,601.54	37,720.00	28,251.83		23,860.00	
	GRAND TOTAL	35,622.41	\$ 38,220.00	\$ 32,753.45		24,360.00	
4883	REVOLVING FUNDS REVENUE	-42,562.00	-39,820.00	\$ (41,585.00)		\$ (26,000.00)	
	Transferred to General Fund	-					
	Net (Profit) or Deficit	(6,939.59)	(1,600.00)	(8,831.55)		(1,640.00)	
	Fund Balance at 6/30						

Town of East Longmeadow  
 FY 2023 Budget Request

Department #: 2811630K  
 Deprt Name: Recreation Revolving - Softball

Sign & Date Donna Prather

EXPENSE CODE	ACCOUNT DESCRIPTION	FY21 Actual	FY22 BUDGET	FY 22 EXPENDED		COMMENTS
				01/31/2022	FY 23 REQUEST	
<b>Salary</b>						
5110	FULL TIME SALARY/WAGES					
5111	PART TIME SALARY/WAGES	2,467.62	150.00	0.00		
5120	TEMPORARY POSITION					
	TOTAL SALARIES	2,467.62	150.00	0.00	-	
<b>Non-Salary Expenses</b>						
5240	REPAIRS-BUILDING & GROUND	2,570.75	1,500.00	107.66	1,000.00	field product
5248	REPAIRS-COMPUTER EQUIP					
5250	REPAIRS-OTHERS					
5270	RENTAL/LEASE OFFICE EQUIPMENT					
5271	RENTAL/LEASE BUILDING	0.00	450.00	0.00	450.00	school use
5296	BANK SERVICES					
5302	PROF/TECH-TRAINING SEMINAR					
5305	PROF/TECH-ADVERTISING					
5307	PROF/TECH-OTHERS	960.00	1,200.00	120.00	2,400.00	umpires
5310	PROF TECH-SOFTWARE SUPPORT	12.45	0.00	33.16		
5341	COMMUNICATION-TELEPHONE					
5342	COMMUNICATION-POSTAGE	533.42	40.00	2.99	20.00	
5343	COMMUNICAITON-WIRELESS					
5344	COMMUNICATION-PRINTING					
5382	OTR PURCH SRV-OTHER	444.75	250.00	480.00	500.00	umpires
5420	OFFICE SUPPLIES					
5422	COMPUTER EQUIPMENT					
5480	VEH SUPPLY-GASOLINE					
5500	MEDICAL SUPPLIES	64.10	40.00	42.54	60.00	
5583	OTH SUP-RECREATION	5,842.40	1,200.00	30.75	2,400.00	
5584	OTH SUP-UNIFORM/CLOTHING	2,485.50	1,680.00	336.00	1,800.00	
5590	OTH SUP-MISC	0.00	80.00	0.00		
5711	MEALS & FOOD PURCHASE	0.00	0.00	25.62		
5730	DUES AND MEMBERSHIPS	1,205.00	2,400.00	0.00	2,400.00	
5788	REFUND	0.00	0.00	1,480.00		
5789	LATE FEES					
5850	CAP OUTLAY-OTHER					
	TOTAL NON-SALARY EXPENSES	14,118.37	8,840.00	2,658.72	11,030.00	
	GRAND TOTAL	16,585.99	\$ 8,990.00	\$ 2,658.72	11,030.00	
4883	REVOLVING FUNDS REVENUE	-7,245.00	-10,170.00	\$ (680.00)	\$ (11,500.00)	
	Transferred to General Fund	-			-	
	Net (Profit) or Deficit	9,340.99	(1,180.00)	1,978.72	(470.00)	
	Fund Balance at 6/30					

Town of East Longmeadow  
 FY 2023 Budget Request

Department #: 2811630L  
 Dept Name: Recreation Revolving - Swimming

Sign & Date Donna Prather

EXPENSE CODE	ACCOUNT DESCRIPTION	FY21 Actual	FY22 BUDGET	FY 22 EXPENDED		COMMENTS
				01/31/2022	FY 23 REQUEST	
<b>Salary</b>						
5110	FULL TIME SALARY/WAGES					
5111	PART TIME SALARY/WAGES	41,076.41	40,000.00	34,576.27	40,000.00	
5120	TEMPORARY POSITION					
	TOTAL SALARIES	41,076.41	40,000.00	34,576.27	40,000.00	
<b>Non-Salary Expenses</b>						
5240	REPAIRS-BUILDING & GROUND	593.08	1,000.00	240.46	250.00	
5248	REPAIRS-COMPUTER EQUIP					
5250	REPAIRS-OTHERS					
5270	RENTAL/LEASE OFFICE EQUIPMENT					
5271	RENTAL/LEASE BUILDING	0.00	4,000.00	0.00	4,000.00	
5296	BANK SERVICES					
5302	PROF/TECH-TRAINING SEMINAR					
5305	PROF/TECH-ADVERTISING					
5307	PROF/TECH-OTHERS					
5310	PROF TECH-SOFTWARE SUPPORT	33.70	1,600.00	2,286.93	1,600.00	sports engine
5341	COMMUNICATION-TELEPHONE					
5342	COMMUNICATION-POSTAGE	13.39	50.00	78.70	100.00	
5343	COMMUNICAITON-WIRELESS					
5344	COMMUNICATION-PRINTING					
5382	OTR PURCH SRV-OTHER	32.84	0.00	154.00		
5420	OFFICE SUPPLIES					
5422	COMPUTER EQUIPMENT					
5480	VEH SUPPLY-GASOLINE					
5500	MEDICAL SUPPLIES	87.57	70.00	0.00		
5583	OTH SUP-RECREATION	3,079.39	3,000.00	2,633.69	3,000.00	shirts/caps
5584	OTH SUP-UNIFORM/CLOTHING	1,657.88	4,000.00	4,896.00		
5590	OTH SUP-MISC	77.63	2,000.00	0.00	2,000.00	kickboards/bouys
5711	MEALS & FOOD PURCHASE	0.00	3,000.00	347.38		
5730	DUES AND MEMBERSHIPS	0.00	2,000.00	0.00	2,000.00	league fees
5788	REFUND	2,615.00	0.00	0.00		
5789	LATE FEES					
5850	CAP OUTLAY-OTHER	74.66	0.00	0.00		
	TOTAL NON-SALARY EXPENSES	8,265.14	20,720.00	10,637.16	12,950.00	
	GRAND TOTAL	49,341.55	\$ 60,720.00	\$ 45,213.43	52,950.00	
4883	REVOLVING FUNDS REVENUE	-37,360.00	-60,000.00	\$ (165.00)	\$ (80,000.00)	
	Transferred to General Fund	-				
	Net (Profit) or Deficit	11,981.55	720.00	45,048.43	(27,050.00)	
	Fund Balance at 6/30					

Town of East Longmeadow  
FY 2023 Budget Request

Department #: 2811630M  
Dept Name: Recreation Revolving - Clinics

Sign & Date Donna Prather

EXPENSE CODE	ACCOUNT DESCRIPTION	FY 22 EXPENDED			FY 23 REQUEST	COMMENTS
		FY21 Actual	FY22 BUDGET	01/31/2022		
<b>Salary</b>						
5110	FULL TIME SALARY/WAGES					
5111	PART TIME SALARY/WAGES	23,564.43	8,375.00	15,124.14	10,000.00	
5120	TEMPORARY POSITION					
	TOTAL SALARIES	23,564.43	8,375.00	15,124.14	10,000.00	
<b>Non-Salary Expenses</b>						
5240	REPAIRS-BUILDING & GROUND					
5248	REPAIRS-COMPUTER EQUIP					
5250	REPAIRS-OTHERS					
5270	RENTAL/LEASE OFFICE EQUIPMENT					
5271	RENTAL/LEASE BUILDING					
5296	BANK SERVICES					
5302	PROF/TECH-TRAINING SEMINAR					
5305	PROF/TECH-ADVERTISING					
5307	PROF/TECH-OTHERS	5,098.20	3,475.00	5,811.50	5,000.00	
5310	PROF TECH-SOFTWARE SUPPORT	39.69	0.00	22.76		
5341	COMMUNICATION-TELEPHONE					
5342	COMMUNICATION-POSTAGE	36.04	0.00	50.05	20.00	
5343	COMMUNICAITON-WIRELESS					
5344	COMMUNICATION-PRINTING					
5382	OTR PURCH SRV-OTHER	7,923.82	9,100.00	2,860.00	6,000.00	
5420	OFFICE SUPPLIES					
5422	COMPUTER EQUIPMENT					
5480	VEH SUPPLY-GASOLINE					
5500	MEDICAL SUPPLIES	40.94	0.00	0.00		
5583	OTH SUP-RECREATION	1,524.99	2,400.00	860.07	1,200.00	
5584	OTH SUP-UNIFORM/CLOTHING	250.00	0.00	221.00	400.00	
5590	OTH SUP-MISC	4.86	0.00	156.80		
5711	MEALS & FOOD PURCHASE	440.46	0.00	0.00		
5730	DUES AND MEMBERSHIPS					
5788	REFUND	5,163.00	0.00	4,354.00		
5789	LATE FEES					
5850	CAP OUTLAY-OTHER					
	TOTAL NON-SALARY EXPENSES	20,522.00	14,975.00	14,336.18	12,620.00	
	GRAND TOTAL	44,086.43	\$ 23,350.00	\$ 29,460.32	22,620.00	
4883	REVOLVING FUNDS REVENUE	-62,618.90	-25,400.00	\$ (13,621.25)	\$ (23,000.00)	
	Transferred to General Fund	-				
	Net (Profit) or Deficit	(18,532.47)	(2,050.00)	15,839.07	(380.00)	
	Fund Balance at 6/30					

Town of East Longmeadow  
 FY 2023 Budget Request

Department #: 2811630N  
 Dept Name: Recreation Revolving - Tennis

Sign & Date Donna Prather

EXPENSE CODE	ACCOUNT DESCRIPTION	FY21 Actual	FY22 BUDGET	FY 22 EXPENDED		FY 23 REQUEST	COMMENTS
				01/31/2022			
<b>Salary</b>							
5110	FULL TIME SALARY/WAGES						
5111	PART TIME SALARY/WAGES	1,023.03	0.00	0.00			
5120	TEMPORARY POSITION						
	<b>TOTAL SALARIES</b>	<b>1,023.03</b>	<b>0.00</b>	<b>0.00</b>			
<b>Non-Salary Expenses</b>							
5240	REPAIRS-BUILDING & GROUND	0.00	1,200.00	0.00			
5248	REPAIRS-COMPUTER EQUIP						
5250	REPAIRS-OTHERS						
5270	RENTAL/LEASE OFFICE EQUIPMENT						
5271	RENTAL/LEASE BUILDING						
5296	BANK SERVICES						
5302	PROF/TECH-TRAINING SEMINAR						
5305	PROF/TECH-ADVERTISING	0.00	20.00	0.00			
5307	PROF/TECH-OTHERS	13,607.51	0.00	4,724.00		16,000.00	Enfield Tennis
5310	PROF TECH-SOFTWARE SUPPORT	11.80	0.00	0.00			
5341	COMMUNICATION-TELEPHONE						
5342	COMMUNICATION-POSTAGE	91.05	0.00	0.00		20.00	
5343	COMMUNICAITON-WIRELESS						
5344	COMMUNICATION-PRINTING						
5382	OTR PURCH SRV-OTHER	420.00	0.00	178.33			
5420	OFFICE SUPPLIES						
5422	COMPUTER EQUIPMENT						
5480	VEH SUPPLY-GASOLINE						
5500	MEDICAL SUPPLIES	34.08	40.00	0.00			
5583	OTH SUP-RECREATION	14.82	500.00	0.00			
5584	OTH SUP-UNIFORM/CLOTHING						
5590	OTH SUP-MISC						
5711	MEALS & FOOD PURCHASE						
5730	DUES AND MEMBERSHIPS						
5788	REFUND	700.00	0.00	135.00			
5789	LATE FEES						
5850	CAP OUTLAY-OTHER						
	<b>TOTAL NON-SALARY EXPENSES</b>	<b>14,879.26</b>	<b>1,760.00</b>	<b>5,037.33</b>		<b>16,020.00</b>	
	<b>GRAND TOTAL</b>	<b>15,902.29</b>	<b>\$ 1,760.00</b>	<b>\$ 5,037.33</b>		<b>16,020.00</b>	
4883	REVOLVING FUNDS REVENUE	-32,176.00	-2,400.00	\$ (8,121.25)		\$ (20,000.00)	
	Transferred to General Fund						
	Net (Profit) or Deficit	(16,273.71)	(640.00)	(3,083.92)		(3,980.00)	
	Fund Balance at 6/30						

Town of East Longmeadow  
 FY 2023 Budget Request

Department #: 28116300  
 Dept Name: Recreation Revolving - Wrestling

Sign & Date Donna Prather

EXPENSE CODE	ACCOUNT DESCRIPTION	FY21 Actual	FY22 BUDGET	FY 22		FY 23 REQUEST	COMMENTS
				EXPENDED	01/31/2022		
<b>Salary</b>							
5110	FULL TIME SALARY/WAGES						
5111	PART TIME SALARY/WAGES	0.00	150.00	185.85			
5120	TEMPORARY POSITION						
	TOTAL SALARIES	0.00	150.00	185.85			
<b>Non-Salary Expenses</b>							
5240	REPAIRS-BUILDING & GROUND						
5248	REPAIRS-COMPUTER EQUIP						
5250	REPAIRS-OTHERS						
5270	RENTAL/LEASE OFFICE EQUIPMENT						
5271	RENTAL/LEASE BUILDING	0.00	650.00	0.00		1,000.00	school use
5296	BANK SERVICES						
5302	PROF/TECH-TRAINING SEMINAR						
5305	PROF/TECH-ADVERTISING	0.00	20.00	0.00		20.00	
5307	PROF/TECH-OTHERS						
5310	PROF TECH-SOFTWARE SUPPORT						
5341	COMMUNICATION-TELEPHONE						
5342	COMMUNICATION-POSTAGE	1.05	20.00	0.00		20.00	
5343	COMMUNICAITON-WIRELESS						
5344	COMMUNICATION-PRINTING						
5382	OTR PURCH SRV-OTHER						
5420	OFFICE SUPPLIES						
5422	COMPUTER EQUIPMENT						
5480	VEH SUPPLY-GASOLINE						
5500	MEDICAL SUPPLIES	34.08	40.00	25.00			
5583	OTH SUP-RECREATION	14.82	400.00	994.63		1,200.00	
5584	OTH SUP-UNIFORM/CLOTHING	0.00	220.00	222.00			
5590	OTH SUP-MISC						
5711	MEALS & FOOD PURCHASE						
5730	DUES AND MEMBERSHIPS	0.00	500.00	0.00		500.00	
5788	REFUND						
5789	LATE FEES						
5850	CAP OUTLAY-OTHER						
	TOTAL NON-SALARY EXPENSES	49.95	1,850.00	1,241.63		2,740.00	
	GRAND TOTAL	49.95	\$ 2,000.00	\$ 1,427.48		2,740.00	
4883	REVOLVING FUNDS REVENUE	0.00	-2,400.00	(30.00)		(3,000.00)	
	Transferred to General Fund	-					
	Net (Profit) or Deficit	49.95	(400.00)	1,397.48		(260.00)	
	Fund Balance at 6/30						

Town of East Longmeadow  
 FY 2023 Budget Request

Department #: 2811630P  
 Dept Name: Recreation Revolving - Bus Trips

Sign & Date Donna Prather

EXPENSE CODE	ACCOUNT DESCRIPTION	FY21 Actual	FY22 BUDGET	FY 22 EXPENDED		FY 23 REQUEST	COMMENTS
				01/31/2022			
<b>Salary</b>							
5110	FULL TIME SALARY/WAGES						
5111	PART TIME SALARY/WAGES						
5120	TEMPORARY POSITION						
	TOTAL SALARIES	0.00	0.00	0.00			
<b>Non-Salary Expenses</b>							
5240	REPAIRS-BUILDING & GROUND						
5248	REPAIRS-COMPUTER EQUIP						
5250	REPAIRS-OTHERS						
5270	RENTAL/LEASE OFFICE EQUIPMENT						
5271	RENTAL/LEASE BUILDING						
5302	PROF/TECH-TRAINING SEMINAR						
5305	PROF/TECH-ADVERTISING						
5307	PROF/TECH-OTHERS						
5310	PROF TECH-SOFTWARE SUPPORT						
5341	COMMUNICATION-TELEPHONE						
5342	COMMUNICATION-POSTAGE	0.00	10.00	0.00			
5343	COMMUNICAITON-WIRELESS						
5344	COMMUNICATION-PRINTING						
5382	OTR PURCH SRV-OTHER	0.00	8,500.00	0.00		8,500.00	Bus rental
5420	OFFICE SUPPLIES						
5422	COMPUTER EQUIPMENT						
5480	VEH SUPPLY-GASOLINE						
5500	MEDICAL SUPPLIES						
5583	OTH SUP-RECREATION						
5584	OTH SUP-UNIFORM/CLOTHING						
5590	OTH SUP-MISC						
5711	MEALS & FOOD PURCHASE	0.00	360.00	0.00			
5730	DUES AND MEMBERSHIPS						
5788	REFUND						
5789	LATE FEES						
5850	CAP OUTLAY-OTHER						
	TOTAL NON-SALARY EXPENSES	0.00	8,870.00	0.00		8,500.00	
	GRAND TOTAL	0.00	\$ 8,870.00	\$ -		8,500.00	
4883	REVOLVING FUNDS REVENUE	-3,793.50	-9,800.00	\$ -	\$	(10,000.00)	
	Transferred to General Fund	-					
	Net (Profit) or Deficit	(3,793.50)	(930.00)	-		(1,500.00)	
	Fund Balance at 6/30						

Town of East Longmeadow  
 FY 2023 Budget Request

Department #: 2811630Q  
 Dept Name: Recreation Revolving - Pre-Q

Sign & Date Donna Prather

EXPENSE CODE	ACCOUNT DESCRIPTION	FY21 Actual	FY22 BUDGET	FY 22 EXPENDED		COMMENTS
				01/31/2022	FY 23 REQUEST	
<b>Salary</b>						
5110	FULL TIME SALARY/WAGES					
5111	PART TIME SALARY/WAGES	953.58	0.00	1,645.94	2,000.00	
5120	TEMPORARY POSITION					
	TOTAL SALARIES	953.58	0.00	1,645.94	2,000.00	
<b>Non-Salary Expenses</b>						
5230	WATER	0.00	300.00	0.00		
5240	REPAIRS-BUILDING & GROUND					
5248	REPAIRS-COMPUTER EQUIP					
5250	REPAIRS-OTHERS		100.00			
5270	RENTAL/LEASE OFFICE EQUIPMENT					
5271	RENTAL/LEASE BUILDING					
5302	PROF/TECH-TRAINING SEMINAR					
5305	PROF/TECH-ADVERTISING	72.75	0.00	0.00		
5307	PROF/TECH-OTHERS	429.56	0.00	150.00		
5310	PROF TECH-SOFTWARE SUPPORT	4.00	0.00	0.00		
5341	COMMUNICATION-TELEPHONE					
5342	COMMUNICATION-POSTAGE	19.55	20.00	0.00		
5343	COMMUNICAITON-WIRELESS					
5344	COMMUNICATION-PRINTING	0.00	20.00	0.00		
5382	OTR PURCH SRV-OTHER					
5420	OFFICE SUPPLIES					
5422	COMPUTER EQUIPMENT					
5480	VEH SUPPLY-GASOLINE					
5500	MEDICAL SUPPLIES	45.08	0.00	0.00		
5583	OTH SUP-RECREATION	140.02	0.00	0.00	1,200.00	
5584	OTH SUP-UNIFORM/CLOTHING	2,987.50	0.00	0.00		
5590	OTH SUP-MISC	13.15	0.00	0.00		
5711	MEALS & FOOD PURCHASE					
5730	DUES AND MEMBERSHIPS					
5788	REFUND	600.00	0.00	0.00		
5789	LATE FEES					
5850	CAP OUTLAY-OTHER					
	TOTAL NON-SALARY EXPENSES	4,311.61	440.00	150.00	1,200.00	
	GRAND TOTAL	5,265.19	\$ 440.00	\$ 1,795.94	3,200.00	
4883	REVOLVING FUNDS REVENUE	-8,123.00	-540.00	\$ (595.00)	\$ (5,000.00)	
	Transferred to General Fund	-			-	
	Net (Profit) or Deficit	(2,857.81)	(100.00)	1,200.94	(1,800.00)	
	Fund Balance at 6/30					

Town of East Longmeadow  
 FY 2023 Budget Request

Department #: 2811630R  
 Dept Name: Recreation Revolving - Rentals

Sign & Date Donna Prather

EXPENSE CODE	ACCOUNT DESCRIPTION	FY21 Actual	FY22 BUDGET	FY 22 EXPENDED		COMMENTS
				01/31/2022	FY 23 REQUEST	
<b>Salary</b>						
5110	FULL TIME SALARY/WAGES					
5111	PART TIME SALARY/WAGES	2,266.03	5,650.00	6,098.23	8,000.00	
5120	TEMPORARY POSITION					
	TOTAL SALARIES	2,266.03	5,650.00	6,098.23	8,000.00	
<b>Non-Salary Expenses</b>						
5230	WATER					
5240	REPAIRS-BUILDING & GROUND	499.84	0.00	247.34	500.00	
5248	REPAIRS-COMPUTER EQUIP					
5250	REPAIRS-OTHERS					
5270	RENTAL/LEASE OFFICE EQUIPMENT					
5271	RENTAL/LEASE BUILDING					
5302	PROF/TECH-TRAINING SEMINAR					
5305	PROF/TECH-ADVERTISING					
5307	PROF/TECH-OTHERS					
5310	PROF TECH-SOFTWARE SUPPORT	0.00	0.00	81.75	100.00	sling
5341	COMMUNICATION-TELEPHONE					
5342	COMMUNICATION-POSTAGE	4.74	0.00	23.70		
5343	COMMUNICAITON-WIRELESS					
5344	COMMUNICATION-PRINTING					
5382	OTR PURCH SRV-OTHER	283.00	500.00	650.00	800.00	pool chemicals
5420	OFFICE SUPPLIES					
5422	COMPUTER EQUIPMENT					
5480	VEH SUPPLY-GASOLINE					
5500	MEDICAL SUPPLIES	19.87	0.00	0.00	60.00	bandaids, ice packs
5583	OTH SUP-RECREATION	77.49	0.00	35.97		
5584	OTH SUP-UNIFORM/CLOTHING	971.88	0.00	0.00	250.00	staff shirts
5590	OTH SUP-MISC	74.98	0.00	14.99		
5711	MEALS & FOOD PURCHASE					
5730	DUES AND MEMBERSHIPS					
5788	REFUND	0.00	0.00	830.00		
5789	LATE FEES					
5850	CAP OUTLAY-OTHER	107.97	0.00	0.00		
	TOTAL NON-SALARY EXPENSES	2,039.77	500.00	1,883.75	1,710.00	
	GRAND TOTAL	4,305.80	\$ 6,150.00	\$ 7,981.98	9,710.00	
4883	REVOLVING FUNDS REVENUE	-3,901.50	-6,000.00	\$ (5,537.50)	\$ (10,000.00)	
	Transferred to General Fund	-				
	Net (Profit) or Deficit	404.30	150.00	2,444.48	(290.00)	
	Fund Balance at 6/30					

Town of East Longmeadow  
FY 2023 Budget Request

Department #: 28116305  
Dept Name: Recreation Revolving - Pool Memberships

Sign & Date Donna Prather

EXPENSE CODE	ACCOUNT DESCRIPTION	FY21 Actual	FY22 BUDGET	FY 22 EXPENDED		COMMENTS
				01/31/2022	FY 23 REQUEST	
<b>Salary</b>						
5110	FULL TIME SALARY/WAGES					
5111	PART TIME SALARY/WAGES	11,673.01	33,805.25	10,980.22	12,000.00	
5120	TEMPORARY POSITION					
	TOTAL SALARIES	11,673.01	33,805.25	10,980.22	12,000.00	
<b>Non-Salary Expenses</b>						
5230	WATER					
5240	REPAIRS-BUILDING & GROUND	546.85	2,200.00	240.40	500.00	
5248	REPAIRS-COMPUTER EQUIP					
5250	REPAIRS-OTHERS					
5270	RENTAL/LEASE OFFICE EQUIPMENT					
5271	RENTAL/LEASE BUILDING					
5296	BANK SERVICES					
5302	PROF/TECH-TRAINING SEMINAR					
5305	PROF/TECH-ADVERTISING					
5307	PROF/TECH-OTHERS					
5310	PROF TECH-SOFTWARE SUPPORT	0.00	0.00	81.75	80.00	sling
5341	COMMUNICATION-TELEPHONE					
5342	COMMUNICATION-POSTAGE	9.56	150.00	23.65	20.00	
5343	COMMUNICAITON-WIRELESS					
5344	COMMUNICATION-PRINTING					
5382	OTR PURCH SRV-OTHER	0.00	100.00	0.00		
5420	OFFICE SUPPLIES					
5422	COMPUTER EQUIPMENT					
5480	VEH SUPPLY-GASOLINE					
5500	MEDICAL SUPPLIES	259.05	75.00	13.04	100.00	
5583	OTH SUP-RECREATION	145.47	450.00	123.98	500.00	pool chemicals
5584	OTH SUP-UNIFORM/CLOTHING	971.88	384.00	0.00		
5590	OTH SUP-MISC	284.95	0.00	4.05		
5711	MEALS & FOOD PURCHASE					
5730	DUES AND MEMBERSHIPS					
5788	REFUND	0.00	0.00	160.00		
5789	LATE FEES					
5850	CAP OUTLAY-OTHER	74.66				
	TOTAL NON-SALARY EXPENSES	2,292.42	3,359.00	646.87	1,200.00	
	GRAND TOTAL	13,965.43	\$ 37,164.25	\$ 11,627.09	13,200.00	
4883	REVOLVING FUNDS REVENUE	-7,498.00	-11,800.00	\$ (418.00)	\$ (15,000.00)	
	Transferred to General Fund	-				
	Net (Profit) or Deficit	6,467.43	25,364.25	11,209.09	(1,800.00)	
	Fund Balance at 6/30					

Town of East Longmeadow  
 FY 2023 Budget Request

Department #: 2811630T  
 Dept Name: Recreation Revolving - Community Garden

Sign & Date Donna Prather

EXPENSE CODE	ACCOUNT DESCRIPTION	FY21 Actual	FY22 BUDGET	FY 22 EXPENDED		COMMENTS
				01/31/2022	FY 23 REQUEST	
<b>Salary</b>						
5110	FULL TIME SALARY/WAGES					
5111	PART TIME SALARY/WAGES					
5120	TEMPORARY POSITION					
	TOTAL SALARIES	0.00	0.00	0.00	-	
<b>Non-Salary Expenses</b>						
5230	WATER	152.10	300.00	75.72	300.00	
5240	REPAIRS-BUILDING & GROUND					
5248	REPAIRS-COMPUTER EQUIP					
5250	REPAIRS-OTHERS	0.00	100.00	0.00		
5270	RENTAL/LEASE OFFICE EQUIPMENT					
5271	RENTAL/LEASE BUILDING					
5296	BANK SERVICES					
5302	PROF/TECH-TRAINING SEMINAR					
5305	PROF/TECH-ADVERTISING					
5307	PROF/TECH-OTHERS					
5310	PROF TECH-SOFTWARE SUPPORT					
5341	COMMUNICATION-TELEPHONE					
5342	COMMUNICATION-POSTAGE	0.00	20.00	0.00		
5343	COMMUNICAITON-WIRELESS					
5344	COMMUNICATION-PRINTING	0.00	20.00	0.00		
5382	OTR PURCH SRV-OTHER					
5420	OFFICE SUPPLIES					
5422	COMPUTER EQUIPMENT					
5480	VEH SUPPLY-GASOLINE					
5500	MEDICAL SUPPLIES					
5583	OTH SUP-RECREATION					
5584	OTH SUP-UNIFORM/CLOTHING					
5590	OTH SUP-MISC				200.00	garden hoses,
5711	MEALS & FOOD PURCHASE					
5730	DUES AND MEMBERSHIPS					
5788	REFUND					
5789	LATE FEES					
5850	CAP OUTLAY-OTHER					
	TOTAL NON-SALARY EXPENSES	152.10	440.00	75.72	300.00	
	GRAND TOTAL	152.10	\$ 440.00	\$ 75.72	300.00	
4883	REVOLVING FUNDS REVENUE	-555.00	-540.00	\$ -	\$ (500.00)	
	Transferred to General Fund	-			-	
	Net (Profit) or Deficit	(402.90)	(100.00)	75.72	(200.00)	
	Fund Balance at 6/30					

Town of East Longmeadow  
 FY 2023 Budget Request

Department #: 2811630U  
 Dept Name: Recreation Revolving - Boys Lacrosse

Sign & Date Donna Prather

EXPENSE CODE	ACCOUNT DESCRIPTION	FY21 Actual	FY22 BUDGET	FY 22 EXPENDED		COMMENTS
				01/31/2022	FY 23 REQUEST	
<b>Salary</b>						
5110	FULL TIME SALARY/WAGES					
5111	PART TIME SALARY/WAGES	3,352.10	150.00	942.48		
5120	TEMPORARY POSITION					
	TOTAL SALARIES	3,352.10	150.00	942.48	-	
<b>Non-Salary Expenses</b>						
5230	WATER					
5240	REPAIRS-BUILDING & GROUND	642.60	600.00	0.00		
5248	REPAIRS-COMPUTER EQUIP					
5250	REPAIRS-OTHERS					
5270	RENTAL/LEASE OFFICE EQUIPMENT					
5271	RENTAL/LEASE BUILDING	0.00	600.00	600.00	600.00	school use
5296	BANK SERVICES					
5302	PROF/TECH-TRAINING SEMINAR	0.00	500.00	0.00		
5305	PROF/TECH-ADVERTISING	0.00	20.00	0.00		
5307	PROF/TECH-OTHERS	4,210.00	3,800.00	60.00		
5310	PROF TECH-SOFTWARE SUPPORT	28.28				
5341	COMMUNICATION-TELEPHONE					
5342	COMMUNICATION-POSTAGE	91.05	20.00	68.62	20.00	
5343	COMMUNICAION-WIRELESS					
5344	COMMUNICATION-PRINTING					
5382	OTR PURCH SRV-OTHER	420.00	220.00	0.00		
5420	OFFICE SUPPLIES					
5422	COMPUTER EQUIPMENT					
5480	VEH SUPPLY-GASOLINE					
5500	MEDICAL SUPPLIES	64.07	36.00	25.08	60.00	
5583	OTH SUP-RECREATION	1,738.01	1,200.00	2,295.00	3,500.00	sicks, balls
5584	OTH SUP-UNIFORM/CLOTHING	1,406.00	6,000.00	0.00		
5590	OTH SUP-MISC					
5711	MEALS & FOOD PURCHASE					
5730	DUES AND MEMBERSHIPS	0.00	1,200.00	0.00	1,200.00	league fees
5788	REFUND	145.00	0.00	0.00		
5789	LATE FEES					
5850	CAP OUTLAY-OTHER					
	TOTAL NON-SALARY EXPENSES	8,745.01	14,196.00	3,048.70	5,380.00	
	GRAND TOTAL	12,097.11	\$ 14,346.00	\$ 3,991.18	5,380.00	
4883	REVOLVING FUNDS REVENUE	-13,230.00	-14,620.00	\$ (375.00)	\$ (6,000.00)	
	Transferred to General Fund	-				
	Net (Profit) or Deficit	(1,132.89)	(274.00)	3,616.18	(620.00)	
	Fund Balance at 6/30					

Town of East Longmeadow  
 FY 2023 Budget Request

Department #: 2811630V  
 Dept Name: Recreation Revolving - Special Events

Sign & Date Donna Prather

EXPENSE CODE	ACCOUNT DESCRIPTION	FY21 Actual	FY22 BUDGET	EXPENDED		COMMENTS
				01/31/2022	FY 23 REQUEST	
<b>Salary</b>						
5110	FULL TIME SALARY/WAGES					
5111	PART TIME SALARY/WAGES	3,958.18	150.00	4,095.48	6,000.00	
5120	TEMPORARY POSITION					
	<b>TOTAL SALARIES</b>	<b>3,958.18</b>	<b>150.00</b>	<b>4,095.48</b>	<b>6,000.00</b>	
<b>Non-Salary Expenses</b>						
5230	WATER					
5240	REPAIRS-BUILDING & GROUND	0.00	600.00	0.00		
5248	REPAIRS-COMPUTER EQUIP					
5250	REPAIRS-OTHERS					
5270	RENTAL/LEASE OFFICE EQUIPMENT					
5271	RENTAL/LEASE BUILDING	0.00	600.00	0.00	600.00	school use/
5296	BANK SERVICES					
5302	PROF/TECH-TRAINING SEMINAR	0.00	500.00	0.00		
5305	PROF/TECH-ADVERTISING	936.25	20.00	594.45		
5307	PROF/TECH-OTHERS	0.00	3,800.00	0.00	4,000.00	contractors
5310	PROF TECH-SOFTWARE SUPPORT	6.95	0.00	113.79	120.00	sling
5341	COMMUNICATION-TELEPHONE					
5342	COMMUNICATION-POSTAGE	624.87	20.00	0.00	20.00	
5343	COMMUNICAITON-WIRELESS					
5344	COMMUNICATION-PRINTING	121.98	0.00	0.00		
5382	OTR PURCH SRV-OTHER	800.00	220.00	5,413.00	2,500.00	climbing walls, bounce house
5420	OFFICE SUPPLIES					
5422	COMPUTER EQUIPMENT					
5480	VEH SUPPLY-GASOLINE					
5500	MEDICAL SUPPLIES	34.07	36.00	0.00		
5583	OTH SUP-RECREATION	239.82	1,200.00	182.11	500.00	popcorn bags, give aways
5584	OTH SUP-UNIFORM/CLOTHING	1,755.00	6,000.00	82.00		
5590	OTH SUP-MISC	0.00	0.00	90.99		
5711	MEALS & FOOD PURCHASE	0.00	0.00	80.60		
5730	DUES AND MEMBERSHIPS	0.00	1,200.00	0.00		
5788	REFUND	110.00	0.00	160.00		
5789	LATE FEES					
5850	CAP OUTLAY-OTHER					
	<b>TOTAL NON-SALARY EXPENSES</b>	<b>4,628.94</b>	<b>14,196.00</b>	<b>6,716.94</b>	<b>7,740.00</b>	
	<b>GRAND TOTAL</b>	<b>8,587.12</b>	<b>\$ 14,346.00</b>	<b>\$ 10,812.42</b>	<b>13,740.00</b>	
4883	REVOLVING FUNDS REVENUE	-1,400.00	-14,620.00	\$ (425.00)	\$ (16,000.00)	
	Transferred to General Fund	-				
	<b>Net (Profit) or Deficit</b>	<b>7,187.12</b>	<b>(274.00)</b>	<b>10,387.42</b>	<b>(2,260.00)</b>	
	<b>Fund Balance at 6/30</b>					

FY 2023 Capital Projects & Categories

3/31/2022

Dept	Project Name:	Amount:	Department Priority	Capital Priority	Capital Group	Public Safety	Government Mandate	Capital Infrastructure Maint	Improved Operation	Energy Efficiency	QOL (Residents)	Running Total	Notes
ELPD	- 2 Marked Cruisers	\$121,320	1	1	A	X		X				\$121,320	
DPW	Design Cost North Main Street TIP Harkness to Dearborn	\$560,000	1	2	A			X	X		X	\$681,320	
DPW	Allen Street Landfill Closure	\$147,265	2	3	A		X					\$828,585	
IT	1:1 Device Replacements	\$125,000	0	4	A			X				\$953,585	
ELPS	HS - Replace roof membrane on freshman wing	\$225,000	1	5	A	X		X			X	\$1,178,585	
ELFD	Engine 2 Replacement (5 year lease) 1/5 (25% to ambulance fund)	\$142,265	1	6	A	X			X		X	\$1,320,850	
IT	Fuel System Management Replacement	\$40,000	3	7	A	X		X	X			\$1,360,850	
ELPS	MB - Add lights to Porter Rd parking lot	\$65,008	2	8	A	X			X		X	\$1,425,858	
ELPS	MV - Replace Gym Floor	\$71,663	3	9	A			X	X		X	\$1,497,521	
DPW	Bobcat #109 185 [2006] Replace JOHN DEERE 333G Compact Track Loader	\$88,725	5	10	A	X		X	X			\$1,586,246	
IT	SIS Replacement	\$129,150	1	1	B			X	X			\$1,715,396	
IT	Town/School Switch Replacement	\$154,826	2	2	B			X	X			\$1,870,222	\$107,000 erate
DPW	Flat bed Truck #73 F800 [1999] Replace FORD F550 flatbed	\$95,300	3	3	B	X			X		X	\$1,965,522	
ELPS	HS - Replace skylights and domes	\$22,345	5	4	B			X				\$1,987,867	
DPW	One Ton Dump Truck #67 F550 [2001] Replace w/ FORD F550 Dump Body	\$90,686	6	5	B			X	X			\$2,078,553	
DPW	Backhoe #17 Volvo [2008] Replace w/JOHN DEERE 410L	\$179,550	4	6	B			X	X			\$2,258,103	
ELPS	MS - Parking lot and playground paving with added drainage	\$142,674	4	7	B	X		X				\$2,400,777	
ELPD	- Unmarked Cruiser	\$35,337	2	8	B	X		X	X			\$2,436,114	
DPW	Police- New Generator 60KW	\$37,657	8	1	C	X			X		X	\$2,473,771	
IT	Building Automation Upgrades	\$105,010	4	2	C			X	X			\$2,578,781	
DPW	Town Hall - Trailer Mount Generator (150 KW)	\$104,153	7	3	C	X			X		X	\$2,682,934	
ELPS	MS - Replacement of flat roof sections	\$964,810	6	4	C	X		X			X	\$3,647,744	
ELFD	Car 1 Replacement	\$59,770	2	5	C	X		X	X			\$3,707,514	
DPW	Fire - New Fire Sprinkler System Piping	\$192,488	9	6	C			X				\$3,900,002	
ELPS	MB - Full renovation of parking lot	\$1,905,000	7	7	C			X	X		X	\$5,805,002	
Recreation	Heritage Park Design, Engineering, Permitting, Bid Documents	\$495,075			A				X		X		*non general fund
ELPS	BP - Ballasted flat roof	\$492,737	9		D			X					wait for MSBA

