



# FY22 BUDGET PRESENTATION AND WARRANT INFORMATION SESSION

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# BUDGET PROCESS

Using ClearGov for 2<sup>nd</sup> year.

FY22 Base budget uses FY21 for baseline.

Various meetings to review budget with department heads and Finance Committee.

Goal to maintain level services while focus on the impact to taxpayers.

Presented balanced budget to Finance Committee



# REVENUE

REVENUE	FY 21	FY22	DETAILS
Levy 21:	\$21,007,325	\$21,834,086	\$51,578 in additional NG
2.5%:	\$525,183	\$45,852	Leaves \$500K of levy capacity
New Growth:	\$250,000	\$250,000	
Total:	\$21,782,508	\$22,129,838	\$347,430 increase
Local Receipts:	\$2,630,981	\$2,660,981	NG LED Incentive Payment
State Aid:	\$2,294,200	\$2,745,200.00	\$451,000 increase
Transfer:	\$60,000		
Totals:	\$26,767,689	\$27,536,119	\$768,430

Majority of increase revenue related to state aid funding with less impact on taxpayers/levy.

# EXPENDITURES

Category	FY21	FY22	Difference
Benefits/Insurance	\$ 3,584,200.00	\$ 3,722,000.00	\$ 137,800.00
Retirement	\$ 1,646,399.00	\$ 1,705,397.00	\$ 58,998.00
Debt Service	\$ 2,053,7138.00	\$ 1,997,926.00	\$ (55,792.00)
General Government	\$ 2,998,653.00	\$ 2,959,212.00	\$ (39,442.00)
Public Safety	\$ 4,134,659.00	\$ 4,296,309.00	\$ 161,650.00
DPW	\$ 1,653,200.00	\$ 1,638,916.00	\$ (14,284.00)
Education	\$ 10,197,685.00	\$ 10,639,212.00	\$ 441,527.00
Trash	\$ 493,500.00	\$ 568,000.00	\$ 74,500.00
Totals:	\$26,762,971	\$27,526,971	\$764,957 (2.86%)



# FY22 BUDGET

Working with the framework of FY21 COVID restrictions. All town departments reduced expenses by 10% to balance the budget. This become the baseline for FY22.

FY 22 Budget Document with explanations on revenues and expenditures to be provided.



# FY22 ATM WARRANT INFORMATION

- Set up a little different this year
- Organized by category
- 2 years worth of capital needs
- Set up joint workshops with Finance Committee and BOS
- Finalize revenue and balance budget



# HOUSE KEEPING ARTICLES

## ARTICLE 1



To hear the reading of the reports and minutes of the previous session(s) and to hear and act on the annual reports of the Town Officers and Town Departments for the year ending December 31, 2020 and to hear the reports of any committees, or take any other action in relation thereto.

**Proposed by: BOARD OF SELECTMEN**

To see if the Town will vote to fix the salaries of the elected Town Officers for the Fiscal Year 2022, and raise and appropriate the necessary funds to defray such costs, or take any other action in relation thereto.

**Proposed by: BOARD OF SELECTMEN**



## ARTICLE 2

# BUDGET ARTICLES

## ARTICLE 3



To see if the Town will vote to raise and appropriate or transfer from available funds such sums of money as may be necessary to defray the Town charges for the ensuing Fiscal Year 2022, including salaries of the several elected officers of the Town, and make appropriations for the same, or take any other action in relation thereto.

**Proposed by: BOARD OF SELECTMEN**

To see if the Town will vote to transfer from Free Cash the sum of One Hundred Ten Thousand Three Hundred Eighty-Three Dollars and Fifty Cents (\$110,383.50) to pay last two payments of the Water Trust, or take any other action in relation thereto.

**Proposed by: BOARD OF SELECTMEN AND TREASURER-COLLECTOR**

*NOTE: By paying off the last two payments, the Town will be able to lower the raise and appropriate amount of the debt service figure for FY22 and FY23.*



## ARTICLE 4



# ARTICLE 5:

To see if the Town will vote to authorize the Board of Selectmen to accept and to enter into a contract for the expenditure of any funds allotted or to be allotted by the Commonwealth of Massachusetts and/or County of Norfolk for the construction, reconstruction and/or improvement of Town roads, or take any other action in relation thereto.

**Proposed by: BOARD OF SELECTMEN**

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Chapter 90 Funding



# ARTICLE 6:



To see if the Town will vote to transfer from the Septic Loan Receipts Account a sum of money for repayment of the CLEAN Water Pollution Abatement Trust Loan voted and approved at the Annual Town Meeting of May 5, 2015, Article 37, or take any other action in relation thereto.

**Proposed by: BOARD OF HEALTH**

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*NOTE: The bond sale is in April and the figure will be known at that time. Article will be amended with figure.*

## ARTICLE 7: WATER OPERATIONS HOUSE KEEPING ARTICLES

***THESE ARE TYPICAL, ANNUAL ARTICLES THAT SUPPORT WATER OPERATIONS FOR THE TOWN. THESE RANGE FROM SUPPORTING THE TOWN'S GIS PROGRAM TO WORKING ON MEETING EPA PHASE II STORMWATER REGULATIONS. THE INTERCONNECT PROGRAM IS FOR PROTECTING, MAINTAINING, AND MAXIMIZING THE SUSTAINABILITY OF THE TOWN'S WATER SUPPLY AND TREATMENT, EVALUATING AND UPGRADING INTERCONNECTS WITH AREA TOWNS AND SUPPLY CAPACITIES, PROJECTS RELATED TO WATER STORAGE AND DISTRIBUTION.***

To see if the Town will vote to transfer from Free Cash a sum of Two Hundred Twenty-Seven Thousand Five Hundred Dollars (\$227,500) to previous town meeting articles to fund necessary water operations of the town as listed below, or take any other action in relation thereto.

**Proposed by: DEPARTMENT OF PUBLIC WORKS**

Program	Amount	Previous Article	Source
Cross Connection	\$14,000	ATM 5-2018 #16	Free Cash
GIS	\$8,500	ATM 5-2018 #20	Free Cash
Storm Water Management/EPA	\$80,000	ATM 5-2018 #17	Free Cash
Interconnect	\$125,000	ATM 5-2018 #18	Free Cash

# ARTICLE 8:

To see if the Town will vote to transfer from Free Cash the sum of Seventy-Five Thousand Dollars (\$75,000) for planning and engineering related to the provision of sewer to areas of town, or take any other action in relation thereto.

**Proposed by: DEPARTMENT OF PUBLIC WORKS**

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**Second phase of reviewing possible sewer for industrial/commercial area.**





# ARTICLE 9:

To see if the Town will vote to transfer from Free Cash the sum of Twenty-Seven Thousand Three Hundred Thirteen Dollars and Thirty-Three Cents (\$27,313.33) to the Septic Loan Receipts, or take any other action in relation thereto.

**Proposed by: BOARD OF HEALTH AND TOWN ACCOUNTANT**



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*NOTE: This amount was closed to free cash after FY19. These are funds that were allocated at a previous town meeting for the septic loan program and was meant to be transferred to the loan receipts account but was closed out in error.*

# ARTICLE 10:

To see if the Town will vote to transfer from Free Cash the sum of Eight Thousand Seven Hundred Eighty-One Dollars and Fifty Cents (\$8,781.50) to various Guarantee Deposit Accounts, or take any other action in relation thereto.

Board of Appeals: \$3,799.86

Selectmen: \$2,218.39

Building Inspector: \$2,763.25

**Proposed by: TREASURER-COLLECTOR AND  
TOWN ACCOUNTANT**

*NOTE: Various boards, committees and departments have deposit accounts for projects. During a review, some accounts were negative. The funds are deposited for cost for hearings, consultants, etc. These accounts can go negative if there is a need for additional hearings or reviews due to posting issues. These are not allowed to be charged to applicants and deficits occur.*



# ARTICLE 11:



To see if the Town will vote to transfer from Free Cash the sum of One Hundred Thousand Dollars (\$100,000) to the Reserved Fund (May 6, 2014 ATM, Article 5) for the future payment of accrued liabilities for compensated absences, or take any other action in relation thereto.  
**Proposed by: TREASURER-COLLECTOR AND TOWN ACCOUNTANT**

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*NOTE: The FY22 budget removed the annual contribution of \$55,000. The Town set up a revolving account in 2014 for future payment of accrued liabilities for compensated absences due. This covers any contractually obligated vacation or sick payments due. Similar to OPEB, The Town will look to build account to cover all potential future liabilities.*

# NON-CAPITAL/HOUSE KEEPING POLICE ARTICLES

## ARTICLE 12



To see if the Town will vote to transfer from CMVI funds the sum of Twelve Thousand Dollars (\$12,000) for the purpose of funding the cost of replacing (12) twelve ballistic patrol vests that have reached replacement age, or take any other action in relation thereto.

**Proposed by: POLICE DEPARTMENT**

*Note: The Avon Police Department is applying for federal funds. The grant would reimburse the Town 50% of the vests but will need funding for full amount. Any unused funds will be transferred back to the CMVI account.*

To see if the Town will vote to transfer from Free Cash the sum of Forty-Five Thousand Dollars (\$45,000) to the CMVI fund, or take any other action in relation thereto.

**Proposed by: BOARD OF SELECTMEN**

*NOTE: CMVI funds were transferred to free cash at the end of FY20. These funds should have been encumbered or transferred back to CMVI as unspent funds.*



## ARTICLE 13



# ARTICLE 14:

To see if the Town will vote to transfer from Free Cash the sum of Forty Thousand Dollars (\$40,000) to Article 2 of the Special Town Meeting of February 6, 2006 , or take any other action in relation thereto.

**Proposed by: BOARD OF SELECTMEN**



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*NOTE: These funds will be used in connection with a new Town Office Assessment Committee, working with the Board of Selectmen, to review an ongoing assessment of the current conditions of the town office buildings with a goal to make recommendations on how to address the current conditions in each of the departments/buildings (Town Hall, COA and Civic Center). The original funding was allocated to construct and/or renovate municipal buildings. The funding will be used to hire necessary professionals to assist the town.*

# ARTICLE 15:

To see if the Town will vote to transfer from Free Cash the sum of Two Thousand Five Hundred Eight Dollars and Nine Cents (\$2,508.09) to pay prior year bills, or take any other action in relation thereto.

**Proposed by: TOWN ACCOUNTANT**

Vendor:	Amount:
ltron	\$2,508.09



# ZONING/BYLAW ARTICLES: 16-19

## ARTICLE 16:

To see if the Town will vote to accept as a public way the following street: **FAGAN DRIVE** in accordance with all Town By-Laws and state statues, or take any other action in relation thereto.

**Proposed by: PLANNING BOARD**

## ARTICLE 17:

To see if the Town will vote to, pursuant to MGL c. 41, § 1B have its elected Tree Warden become an appointed Tree Warden of the Town, or take any other action relative thereto, subject to the approval of an official ballot question on the election warrant at the annual town election, to read as follows:

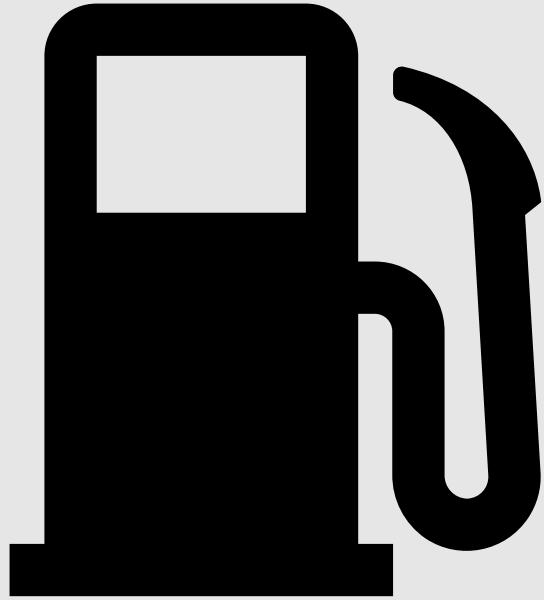
SHALL THE TOWN VOTE TO HAVE ITS ELECTED TREE WARDEN BECOME AN APPOINTED TREE WARDEN OF THE TOWN?

YES \_\_\_\_\_ NO \_\_\_\_\_.

Or take any other action in relation thereto.

**Proposed by: BOARD OF SELECTMEN**

*NOTE: This would appear on the ballot in April 2022*



# ARTICLE 18:

To see if the Town will amend the Town of Avon Zoning By-Laws with text pertaining to automotive service and open-air drive-in retail service as posted with the Town Clerk and subject to a Public Hearing, or take any other action in relation thereto.

**Proposed by: PLANNING BOARD**

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This makes self service gas stations allowed in an area zoned for general business as a special permit through the Planning Board.



# ARTICLE 19:

To see if the Town will vote to amend the General Bylaws of the Town of Avon by striking the following text in Chapter 30, or take any other action in relation thereto. Full Text Available.

*This request mirrors best procurement practices for municipal procurement. It also follows MGL and the town's new procurement policy as thresholds can change.*

*Also, the request is to streamline disposition of surplus property. Current text requires town meeting approval to dispose of any property \$200 or higher. MGL has specific rules on disposition and language is to conform to those provisions as they may be amended from time to time.*

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# LOCAL ACCEPTANCE ARTICLES

## ARTICLE 20



To see if the Town will vote to adopt the provisions of MGL Chapter 138 § 33B permitting the Board of Selectmen, as the local license authority, the ability to grant to MGL Chapter 138 § 12 Liquor License holders the ability to sell alcoholic beverages at 10 AM on Sundays after developing procedures for the application from these license holders to the Board of Selectmen, or take any other action in relation thereto.

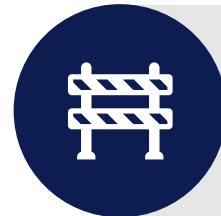
**Proposed by: BOARD OF SELECTMEN**

*NOTE: This is in reference to any restaurant/bar/function halls to operate “Brunch” on Sundays. Operator would need to request and get approval by BOS prior to operating.*

To see if the Town will vote to accept as a public way the altered layout of Pond Street, between Harrison Avenue and Bodwell Street, by the Board of Selectmen to include within the layout alteration thereto certain fee interests and easements as shown on a plan entitled “Street Alteration Plan”, dated 12/22/2020, prepared by CHA Consulting, Inc. as said plan may be amended, said plan on file with the Town Clerk, or take any other action in relation thereto.

**Proposed by: DEPARTMENT OF PUBLIC WORKS**

*NOTE: This is the last step of the process for the reconstruction of Harrison and Pond.*



## ARTICLE 21

# LOCAL ACCEPTANCE ARTICLES: SPED

## ARTICLE 22



To see if the Town will vote to accept the provisions of M.G.L., c. 40, §13E to establish and appropriate or transfer money to a reserve fund to be utilized in the upcoming fiscal years, to pay, without further appropriation, for unanticipated or unbudgeted costs of special education, out-of-district tuition and/or transportation. The balance in such reserve fund shall not exceed 2 per cent of the annual net school spending of the school district, or take any other action in relation thereto.

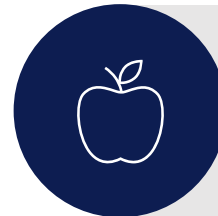
**Proposed by: SCHOOL COMMITTEE AND BOARD OF SELECTMEN**

*NOTE: Transfers/funding are restricted to SPED spending and require approval from School Committee and Board of Selectmen.*

To see if the Town will vote to transfer from Free Cash the sum of Two Hundred Thousand Dollars (\$200,000) to the SPED reserve fund to be utilized in the upcoming fiscal years, to pay, without further appropriation, for unanticipated or unbudgeted costs for special education, out-of-district tuition or transportation, or take any other action in relation thereto.

**Proposed by: SCHOOL COMMITTEE AND BOARD OF SELECTMEN**

*NOTE: Transfers/funding are restricted to SPED spending and require approval from School Committee and Board of Selectmen.*



## ARTICLE 23

# CAPITAL ITEMS



## CAPITAL PLAN

Worked with Collin Center for 5 Year Plan

Final plan approved by BOS

Due to COVID and budget concerns, 1<sup>st</sup> year of plan was delayed.

TWO YEARS WORTH OF CAPITAL ITEMS

These capital items are funded with available free cash and will result in NO ADDITIONAL TAXATION.



## COMBINED ARTICLES

Due to warrant size, some capital items were combined in categories such as water operations and DPW vehicle replacements.



# ARTICLE 24:

To see if the Town will vote to transfer from Free Cash the sum of Thirty Thousand Dollars (\$30,000) for the repair and replacement of life safety system equipment at the Avon Public Library, or take any other action in relation thereto.

**Proposed by: BUILDING DEPARTMENT, FIRE DEPARTMENT AND LIBRARY TRUSTEES**

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# ARTICLE 25:

To see if the Town will vote to transfer from Free Cash the sum of Forty-Five Thousand Dollars (\$45,000) for the purchase and installation of HVAC Rooftop Unit at AMHS, or take any other action in relation thereto.

**Proposed by: SCHOOL COMMITTEE**

This particular unit has been serviced multiple times over the last 2 – 3 years; we have been advised to replace it. This unit is now 17 years old and will fail in the next year or two if not replaced.

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## **Requested Item:**

Make/Model: 20 Ton – high efficiency Trane RTU

Location: Avon Middle High School - Auditorium

Estimate Cost: \$38,316.00 (written quote)

Funding Source: Article

## **Item Being Replaced:**

Make/Model: 20-Ton high efficiency Trane RTU

Year: 2004



# ARTICLE 26:

To see if the Town will vote to transfer from Free Cash the sum of Thirty Thousand Dollars (\$30,000) for the purchase and installation of solar pedestrian crossing warning signals, or take any other action in relation thereto.

**Proposed by: DEPARTMENT OF PUBLIC WORKS**

DPW will install in locations in discussion with BOS, Avon Police and Avon School to target safe pedestrian/student walking routes.

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Installed one unit on W. Main Street in front of Avon Public Library and Avon Middle/High School.







# ARTICLE 27:

To see if the Town will vote to transfer from Free Cash the sum of Four Hundred Thirty-Five Thousand Dollars (\$435,000) for the purchase of a Hooklift Multi-Purpose Vehicle and Mini Excavator, or take any other action in relation thereto.

**Proposed by: DEPARTMENT OF PUBLIC WORKS**

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Item	Amount	Source
Hooklift Vehicle	\$325,000	Free Cash
Mini Excavator	\$110,000	Free Cash

# ARTICLE 27: HOOK LIFT



## **Requested Item:**

Make/Model Mack Hook Lift Truck

Year 2021

Location:

Estimate Cost \$350,000

Funding Source: \$325,000 Article funding; \$25,000 Chapter 90

## **Item(s) Being Replaced:**

Make/Model: 2002 International dump truck with plow and 1999 Ford dump truck.

Year:2002/1999

## **Information:**

This vehicle will replace two aging/non-working vehicles. The 2000 international has major mechanical issues and has been of road for about a year. The 1999 Ford dump replacement parts are hard find. Some part are no longer available for repairs and maintenance.

The catch basin cleaning attachment will allow cleaning in house, reducing the use of contractors. This spring, the contractor cost is about \$30,000, and the new stormwater regulations are looking for cleaning twice per year.



# ARTICLE 27: EXCAVATOR



## **Requested Item:**

Make/Model JOHN DEERE MINI EXCAVATOR

Year 2021

Location:

Estimate Cost: 110,000.00

Funding Source: Article funding

## **Item Being Replaced:**

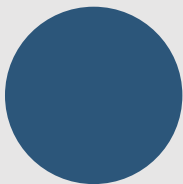
Make/Model: CATIPILER BACKHOE

Year:2000

## **Information:**

The excavator will be in place of a 20 plus year old end-of-life backhoe, which has high maintenance and also safety issues for excavating purposes. This type of excavator will work for heavier digging activities such as water breaks, manhole replacements and other drainage repairs. This machine is more maneuverable in the street and in tighter areas.

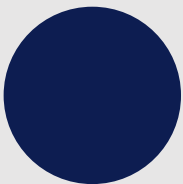
# ARTICLE 28: WATER OPERATIONS CAPITAL ITEMS



**ARTICLE:**

TO SEE IF THE TOWN WILL VOTE TO TRANSFER FROM FREE CASH THE SUM OF TWO HUNDRED SEVENTY FIVE THOUSAND DOLLARS (\$275,000) TO FUND CAPITAL ITEMS FOR THE OPERATIONS OF THE WATER SYSTEM, OR TAKE ANY OTHER ACTION IN RELATION THERETO. PROPOSED BY: DEPARTMENT OF PUBLIC WORKS

Item	Amount	Source
Design/Engineer for Well Replacement	\$75,000	Free Cash
Porter Well Generator	\$75,000	Free Cash
Well Maintenance	\$125,000	Free Cash



**NOTES:**

*The design work for replacement of Well #1 and Well #2 is estimated to cost approximately \$75,000. The well maintenance amount is to fund four years of well maintenance. Due to available funding, it was rolled into one article rather than four consecutive years. The generator at Porter Well is past its life expectancy and is currently undersized. This is for the purchase and replace of the generator as well as the setup of electrical and propane installations.*



# ARTICLE 29:



To see if the Town will vote to transfer from the Ambulance Revolving Fund the sum of Two Hundred Thousand Dollars (\$200,000) to purchase and equip a new Rescue Pumper truck for the Avon Fire Department which includes the first year lease payment of a five year lease and equipment purchases, or take any other action in relation thereto.

**Proposed by: FIRE DEPARTMENT**

*NOTE: With a purchase price of approximately \$525,000, the lease payments, depending on interest rates would be about \$120,000 a year. The additional \$80,000 is to equip the vehicle. Going forward, there will be four remaining payments of approximately \$120,000 which will be funded through the Ambulance Revolving Fund.*

Year	Lease	Equipment:	Totals:
Year One	\$120,000	\$80,000	\$200,000
Year Two – Five	\$120,000		\$480,000
Total:	\$600,000	\$80,000	\$680,000



# Article 29: rescue pumper truck



## **Requested Item:**

Make/Model Pierce PUC Fire Rescue Pumper

Year 2021

Location:

Estimate Cost \$680,000

Funding Source: Ambulance Account

## **Item(s) Being Replaced:**

Make/Model: 1988 E-One Hush Rescue Pumper

## **Information:**

This vehicle will replace a 1988 Fire Rescue Pumper with major body and plumbing issues. The purchase will be over 5 lease/purchase payments funded from the Ambulance Account. \$80,000 of the total price is to equip the truck.

# ARTICLE 30:



To see if the Town will vote to transfer from the Ambulance Revolving Fund the sum of Seventy-Five Thousand Dollars (\$75,000), for the purpose of purchasing and equipping a new replacement shift command truck for the fire department, or take any other action in relation thereto.

**Proposed by: FIRE DEPARTMENT**

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*NOTE: The command vehicle replaces a 2007 Ford F250. The replacement truck type is commonly in use in the area for this role. The cost estimate of \$75k represents both vehicle and equipment such as lights and radios. The truck that it is replacing has significant body rot and other mechanical issues.*



# Article 30: command vehicle



## **Requested Item:**

Make/Model Ford F350 / Chevrolet 3500

Year 2021

Location:

Estimate Cost \$75,000

Funding Source: Ambulance Account

## **Item(s) Being Replaced:**

Make/Model Ford F250

Year:2007

## **Information:**

This vehicle will replace a 2007 F250 with body rot and significant mechanical issues. The new vehicle is typical of the vehicles being used in the area for this role.

# ARTICLE 31:

To see if the Town will vote to transfer the sum of One Hundred Twenty Two Thousand Four Hundred Fifty One Dollars and Thirty Five Cents (\$122,451.35) from the Ambulance Revolving Fund, and transfer the sum of Five Thousand Two Hundred Forty Three Dollars and Eighty Seven Cents (\$5,243.87) from Article 17 of the 2013 ATM [631], Five Thousand Four Hundred Thirty Dollars and Ninety Six Cents (\$5,430.96) from Article 9 of the 2017 ATM [601], Eight Thousand Five Hundred Forty Nine Dollars (\$8,549.00) from Article 9 of the 2018 ATM [690], Eight Thousand Three Hundred Twenty Four Dollars and Eighty Two Cents (\$8,324.82) from Article 10 of the 2018 ATM [691], for a total of One Hundred Fifty Thousand Dollars (\$150,000) to be used to fund the rehabilitation and life extension of the Fire Department ladder truck, or take any other action in relation thereto.

2013 – 17 [631] Down payment for fire pumper

2017 – 9: [601] Ambulance purchase

2018 – 9: [690] Patient loading equipment

2018 – 10: [691] Support Truck purchase

**Proposed by: FIRE DEPARTMENT**





# FINANCIAL HOUSE KEEPING ARTICLES:

**ARTICLE 32:** Capital Stabilization Account

**ARTICLE 33:** OPEB Trust

**ARTICLE 34:** Stabilization Account

Article place holders for distribution of remaining free cash. The balance available to transfer is \$1,344,478.81





**THANK YOU**

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