

## TOWN OF MEDFIELD MEETING NOTICE

Posted:

Town Clerk

Posted in accordance with the provisions of M.G.L. c. 30A, §§18-25

This meeting will be held in a hybrid format. Members of the public who wish to participate to the meeting may do so in person or via Zoom by one of the following options:

1. To join online, use this link:  
<https://medfield-net.zoom.us/j/86814894515?pwd=K01pRlVzaEJmeFZDdktnEtES0vZz09>
  - a. Webinar ID: 868 1489 4515
  - b. Password: 988378
2. To join through a conference call, dial 309-205-3325 or 312-626-6799 or 646-931-3860 or 929-436-2866 or 301-715-8592 or 386-347-5053 or 564-217-2000 or 669-444-9171 or 669-900-6833 or 719-359-4580 or 253-215-8782 or 346-248-7799
  - a. Enter the Webinar ID: 868 1489 4515
  - b. Enter the password: 988378

### **Warrant Committee**

**Board of Committee**

PLACE OF MEETING	DAY, DATE, AND TIME
Chenery Hall, Medfield Town House Also available remotely on Zoom	Tuesday, March 28, 2023 at 7:00 pm

### **Agenda (Subject to Change)**

**Call to Order**

**Disclosure of video recording**

**Approval of minutes**

**Warrant Hearing**

Fiscal Update

Warrant Review

Public Comment

## **Review of Capital Budget Committee Requests**

FY 24 Municipal Building Stabilization Capital Requests

FY 24 Capital Budget

## **Department Budget Reviews and Discussion**

Health

Facilities

## **Update from Town Finance Team**

## **Next Meeting Dates**

April 3rd

April 11th

## **Informational Items**

## **Adjourn**



# Warrant Committee Hearing

## Tuesday, March 28, 2023

Article	2023 Annual Town Meeting Article Description	Sponsor
1	Annual Town Reports	Board of Selectmen
2	Elected Officer Compensation	Board of Selectmen
3	Personnel Administration Plan	Personnel Board
4	Collective Bargaining Agreement: Police	Board of Selectmen
5	Revocation of Civil Service	Board of Selectmen
6	Creation of Opioid Stabilization Fund	Board of Selectmen
7	Transfer into Opioid Stabilization Fund	Board of Selectmen
8	Transfer out of Opioid Stabilization Fund	Board of Selectmen
9	New Vaccine Revolving Fund	Board of Selectmen
10	Revolving Fund Expenditure Limits	Board of Selectmen
11	Cemetery Perpetual Care Trust Funds	Cemetery Commissioners
12	Vine Lake Cemetery Expansion Study	DPW Dir/Cemetery Commissioners
13	Local PEG Access Appropriation	Board of Selectmen
14	Affordable Housing Trust Request	Affordable Housing Trust
15	Transfer to Municipal Building Stabilization Fund	Board of Selectmen
16	Capital Projects: Municipal Buildings	Board of Selectmen/School Committee/Capital Budget Committee
17	Appropriation to Capital Stabilization Fund	Board of Selectmen

Article	2023 Annual Town Meeting Article Description	Sponsor
18	Capital Budget	Board of Selectmen/Capital Budget Committee
19	Construction of Garage at COA	Board of Selectmen
20	Elementary School Feasibility Study	Board of Selectmen/School Committee/School Building Committee
21	Prior Year Bills	Board of Selectmen
22	FY2024 Operating Budget	Board of Selectmen
23	FY2024 Water and Sewer Enterprise Fund Budget	Board of Water and Sewer
24	Appropriate Surplus Bond Proceeds WTP	Board of Water and Sewer
25	Rescind Bond Authorization WTP	Board of Selectmen
26	School Committee PPA/Lease Authorization	Medfield Energy Committee/Medfield School Committee
27	Change of Hours for Noise Bylaw	Board of Selectmen
28	Water Conservation: Private Well Restrictions	Board of Selectmen
29	Amend School Building Committee Bylaw	Board of Selectmen
30	Citizens Petition: School Committee Public Hearings	Citizen Petition
31	Citizen Petition: Compensation Transparency	Citizen Petition
32	Citizens Petition: Creation of Groundwater Protection Committee	Citizen Petition
33	Free Cash	Board of Assessors



# **Warrant Committee Warrant Hearing March 28, 2023**

**Town Meeting – May 1, 2023,  
Fiscal Update and Articles**

March 28, 2023

# The Financial Articles Address All Areas of Town Finance

**Tax Bill Impact**

**Operating  
Budget**

**Reserve and  
Stabilization  
Accounts**



**Capital Assets**

**Long Term  
Liabilities**

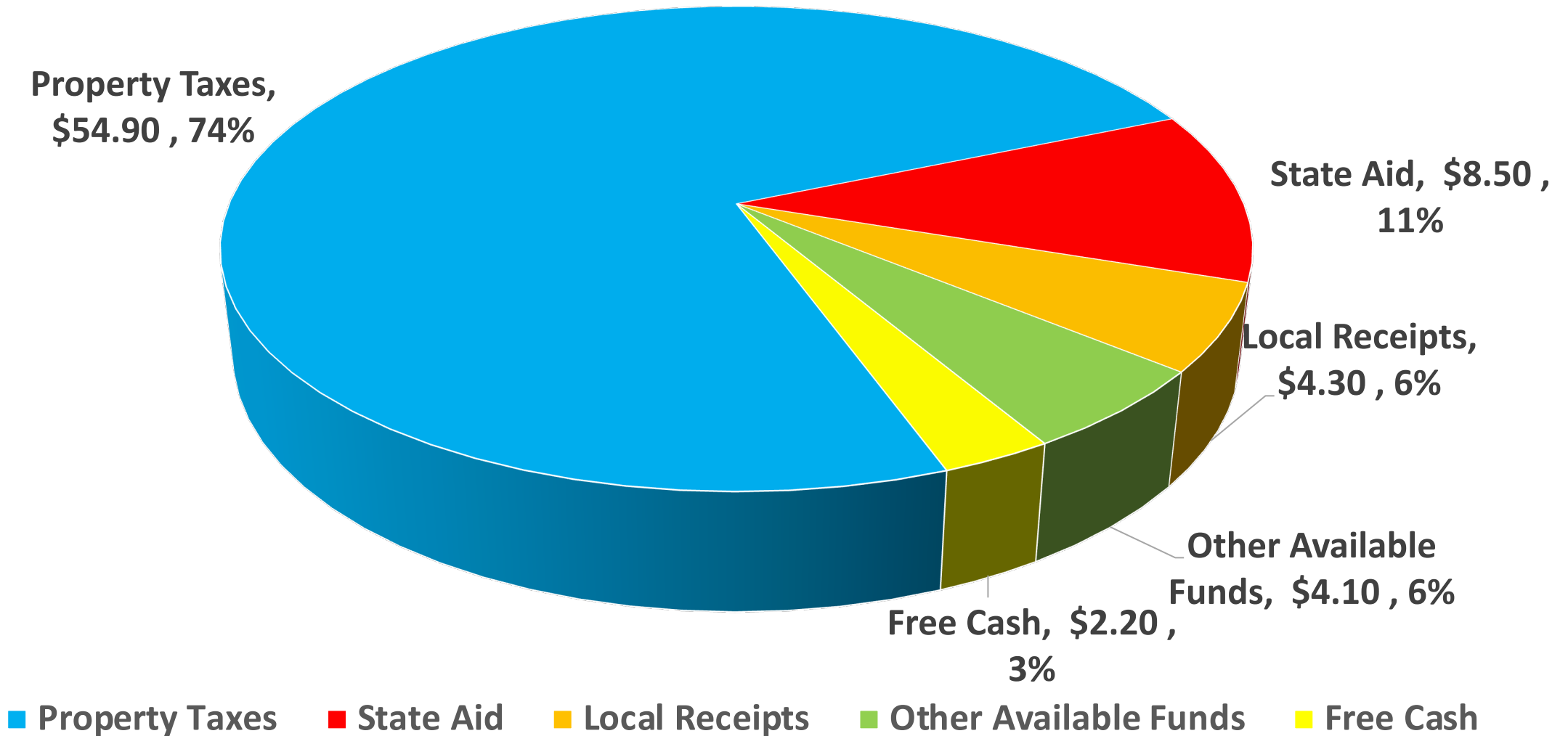
**Service Levels**

**Balance  
Many Needs**

**Town's Finances – Complying With Financial Policies**

# FY 24 Projected Budget Revenue, \$74.0 million

\$ in millions



# Property Tax Levy Calculation Per Prop 2 1/2

	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024 (Estimate)	
<b>Property Tax Levy Subject to Prop 2 1/2</b>						
Prior Year Prop 2 1/2 Levy	\$ 42,835,123	\$ 44,458,802	\$ 46,047,741	\$ 47,717,256	\$ 49,521,862	
2 1/2 Increase	\$ 1,070,878	\$ 1,111,470	\$ 1,151,194	\$ 1,192,931	\$ 1,238,047	Plus 2.5%
New Growth	\$ 552,801	\$ 477,469	\$ 518,321	\$ 611,675	\$ 400,000	Estimated New Growth
	\$ 44,458,802	\$ 46,047,741	\$ 47,717,256	\$ 49,521,862	\$ 51,159,909	
Municipal Buildings Stabilization Fund Override	\$ 1,025,000	\$ 1,050,625	\$ 1,076,890	\$ 1,103,812	\$ 1,131,407	Municipal Building Fund Override
<b>Levy Limit (within Prop 2 1/2)</b>	\$ 45,483,802	\$ 47,098,366	\$ 48,794,146	\$ 50,625,674	\$ 52,291,316	
<b>Outside Prop 2 1/2</b>						
Debt Exclusions (Exempt Borrowing)	\$ 4,140,274	\$ 3,674,665	\$ 3,305,035	\$ 3,129,882	\$ 2,590,854	
<b>Maximum Levy Limit</b>	\$ 49,624,076	\$ 50,773,031	\$ 52,099,181	\$ 53,755,556	\$ 54,882,170	What we could tax
<b>Excess Levy Capacity</b>	\$ (25,486)	\$ (16,601)	\$ (28,580)	\$ (274,077)	\$ -	Taxes Not Raised
<b>Total Tax Receipts</b>	\$ 49,598,590	\$ 50,756,430	\$ 52,070,601	\$ 53,481,479	\$ 54,882,170	What we do tax

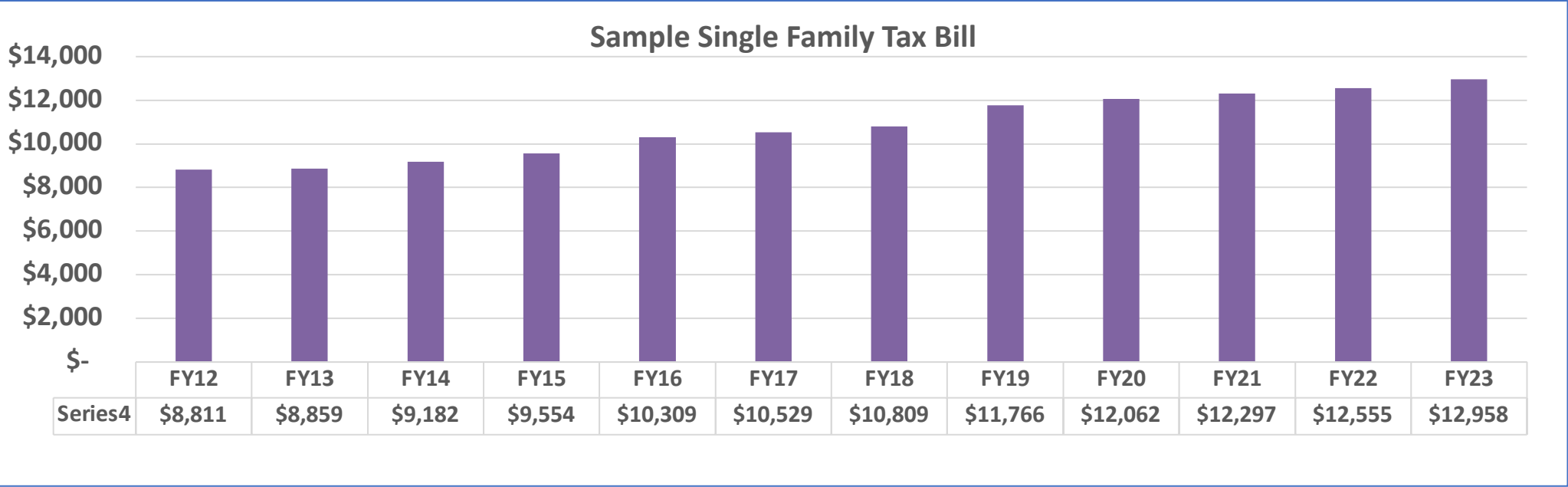


# A Look At Medfield's Single Family Tax Bill

	FY 19		FY 20		FY 21		FY 22		FY 23		Estimated FY24
<b>Average Tax Bill Increase</b>	8.9%		2.5%		1.9%		2.1%		3.2%		1.9%
<b>Single Family Average Assessed Value</b>	\$	658,424	\$	676,528	\$	692,421	\$	720,752	\$	839,765	\$839,765
<b>Average Tax Bill</b>	\$	11,766	\$	12,062	\$	12,297	\$	12,555	\$	12,958	\$ 13,204

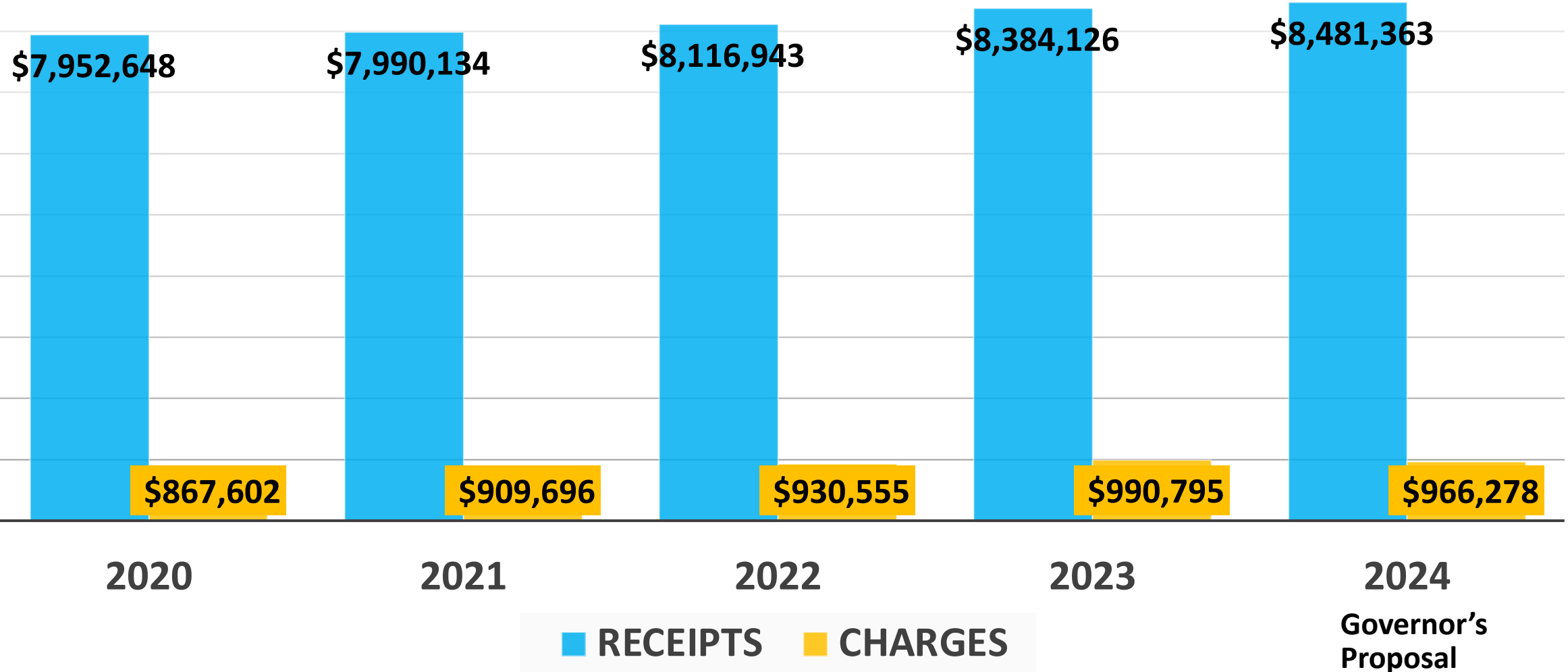
Medfield's Ranking in the State Average Tax Bill

FY12	22
FY13	22
FY14	21
FY15	21
FY16	18
FY17	19
FY18	19
FY19	15
FY20	16
FY21	18
<b>FY22</b>	<b>20</b>



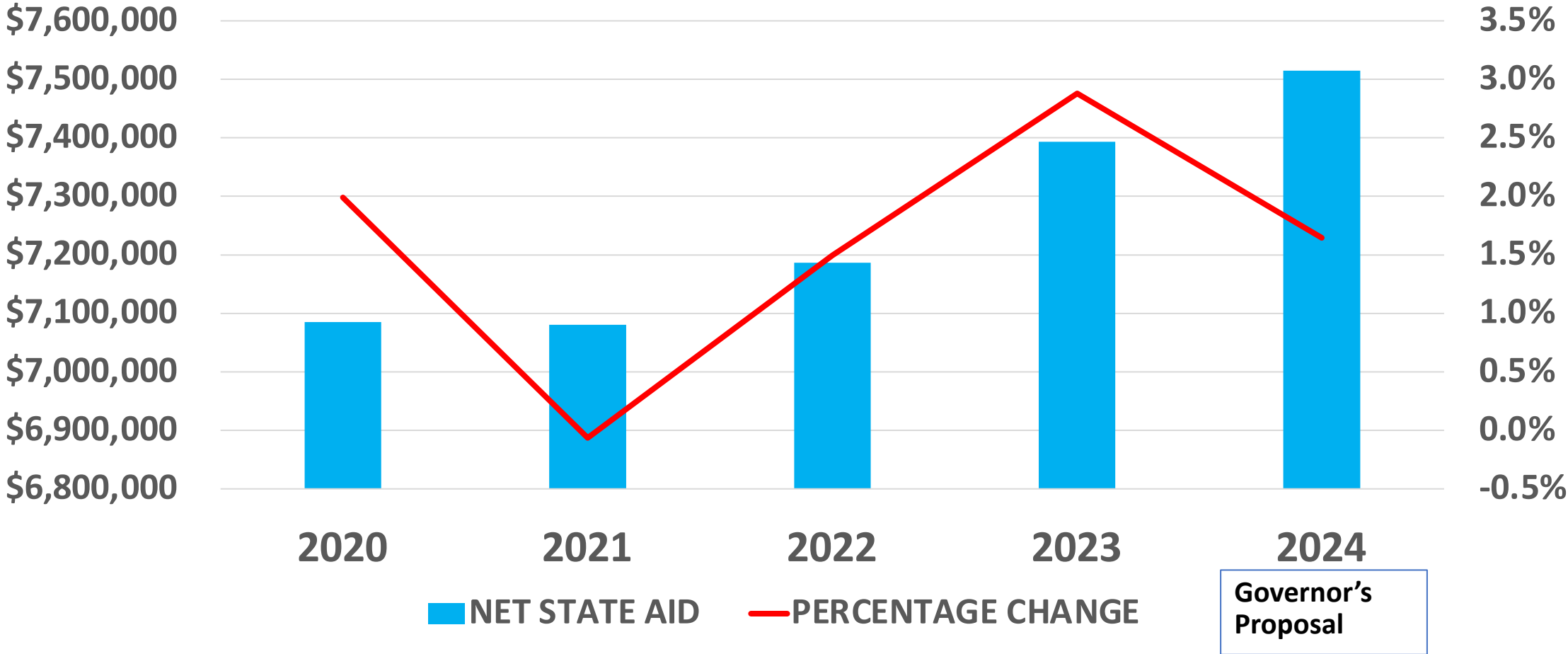
# Medfield State Aid – Cherry Sheet

## Receipts and Charges



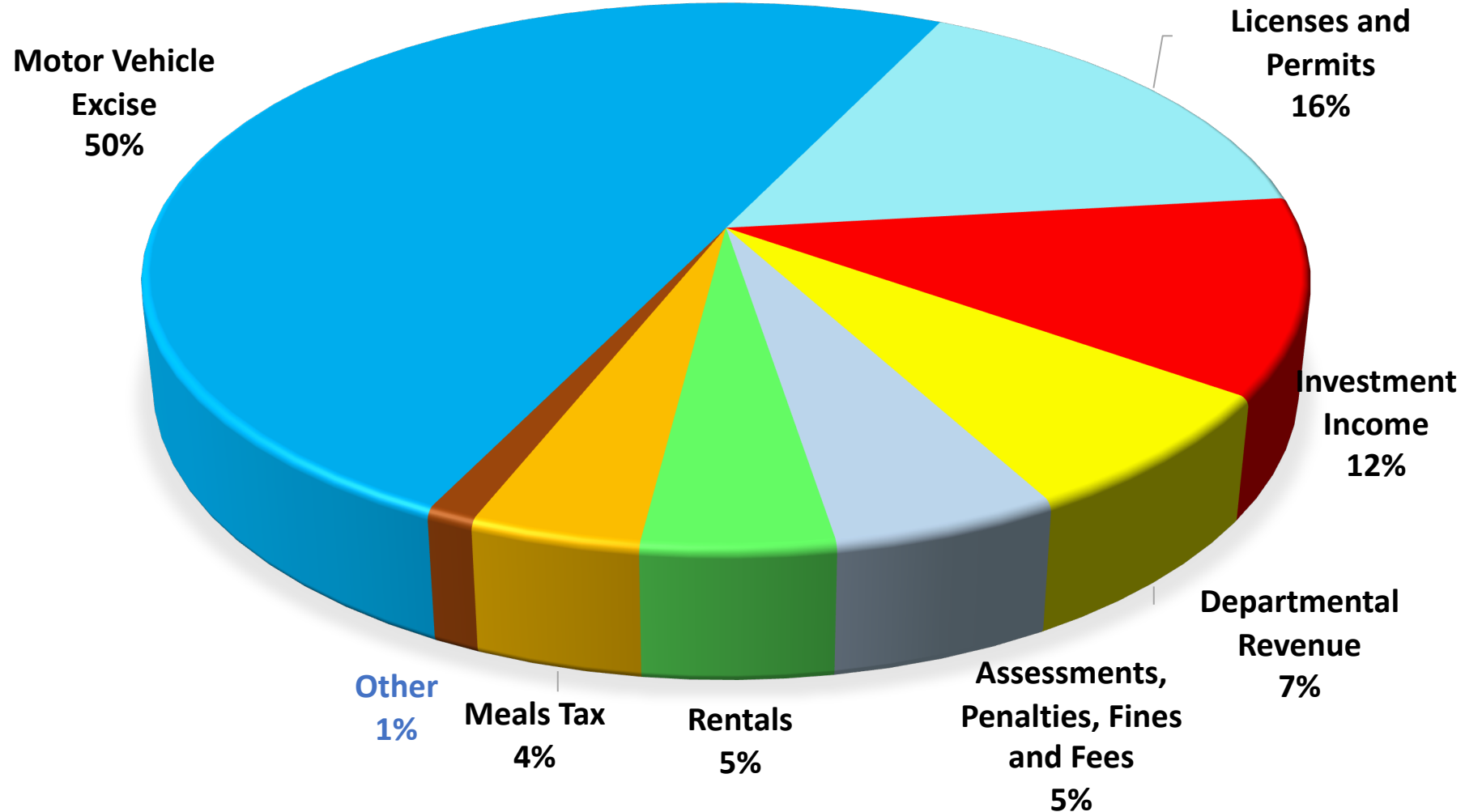
# Medfield State Aid – Cherry Sheet

## Net State Aid



# Revenue From Local Receipts

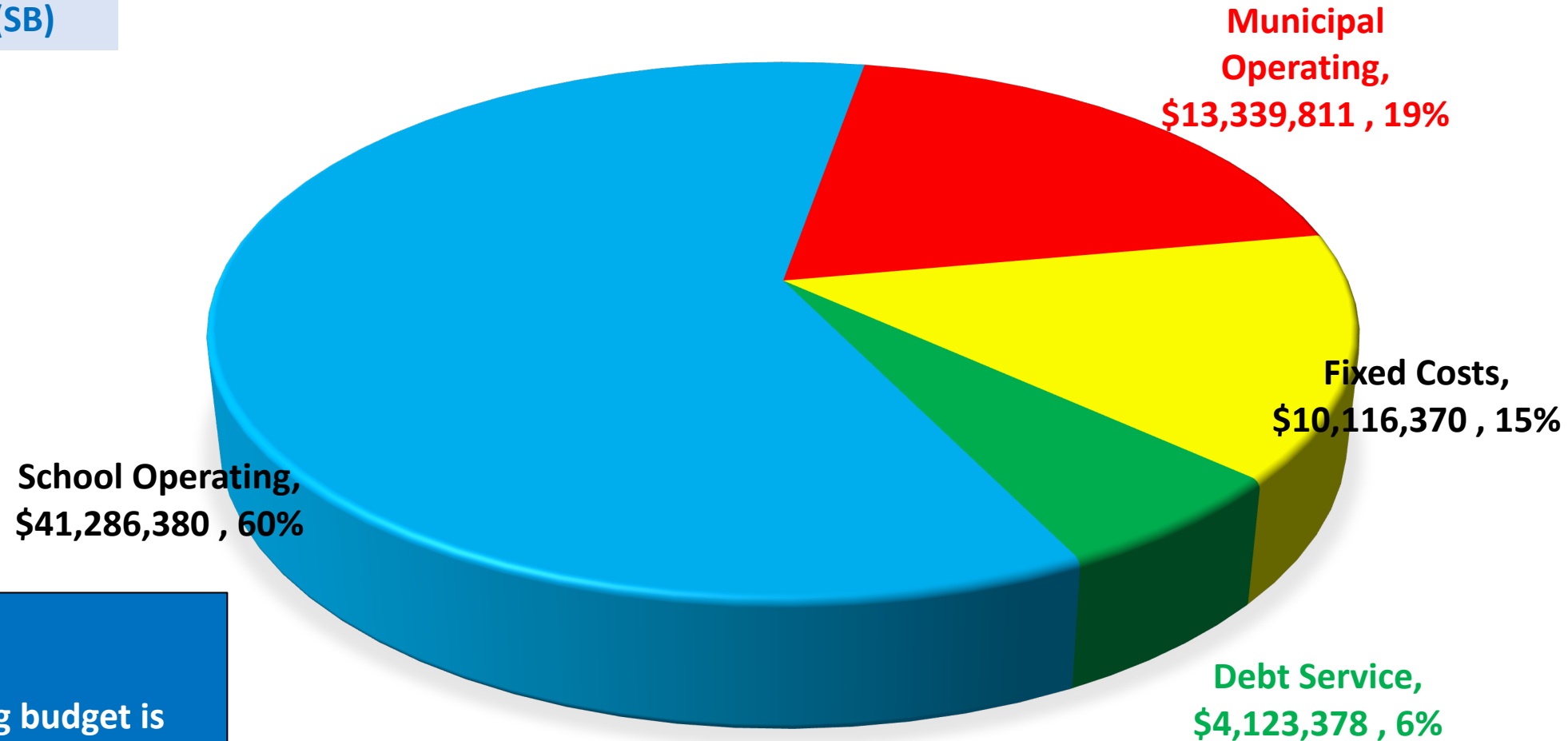
FY 24 Budget - \$4,307,737,  
2.94% increase



# What Are The Operating Budget Expenditures?

**Town Meeting Action:** Article 22,  
FY 24 Operating Budget \$ 70.6 M.  
Details in the warrant book. [\(SB\)](#)

## FY 24 OPERATING BUDGET



### OPERATING BUDGETS

- Core Services
- Approx. 80% of operating budget is staffing (salary and benefits)
- Strive for stable and sustainable school and municipal budgets

# FY 24 Proposed Operating Budget, \$ 70.6M, 1.5% increase

	<u>FY 23</u>	FY 24 Proposed	\$\$ Change FY 24 vs FY 23	% Change FY 24 vs FY23
School Operating	\$39,649,971	\$41,286,380	\$1,636,409	4.13%
Municipal Operating	\$12,717,037	\$13,339,811	\$622,774	4.90%
Town and School Employee Benefits	\$9,210,367	\$9,460,985	\$250,618	2.72%
General Stabilization Fund	\$700,000	\$500,000	-\$200,000	-28.57%
Other	\$1,867,903	\$1,846,663	-\$21,240	-1.14%
<b>SUBTOTAL</b>	<b>\$64,145,278</b>	<b>\$66,433,839</b>	<b>\$2,288,561</b>	<b>3.57%</b>
Debt Service	\$5,370,956	\$4,123,378	-\$1,247,578	-23.23%
<b>TOTAL</b>	<b>\$69,516,234</b>	<b>\$70,557,217</b>	<b>\$1,040,983</b>	<b>1.50%</b>

**GOAL: CONTINUED STABLE AND SUSTAINABLE OPERATING BUDGET GROWTH**

# Free Cash Use

Certified Free Cash – June 30, 2022: \$4,010,325

Less FY 24 Articles Proposed Uses of Free Cash:

Opioid Stabilization Fund (Article 7)	( \$92,139)	
Vaccine Revolving Fund (Article 9)	( \$5,000)	
Affordable Housing Trust (Article 14)	(\$ 15,000)	
Capital Stabilization Fund (Article 15)	(\$850,000)	
Elementary School Feasibility Study (Article 20)	(\$250,000)	
OPEB Trust Fund (Article 22)	(\$525,000)	
General Stabilization Fund (Article 22)	(\$500,000)	
		(\$2,237,139)
Estimated Unused Free Cash		\$1,773,186

# Credit Review



**September 2021  
Updated Credit  
Review with Moody's**



**Rigorous review of  
finances and financial  
practices**



**Moody's reaffirms  
Town's Aa1 rating**



**This is a good rating  
for a small  
community**



**Helps the Town issue  
debt at a lower  
interest rate**

**Recent Bond Sale (FY 22): September 2021,  
Water Department, \$10.6 M for 10-20 years at  
1.46%**

**Aa1**

**Medfield's Municipal  
Bond Rating**

Year	Moody's
2021	Aa1
2020	Aa1
2019	Aa1
2018	
2017	Aa1
2016	



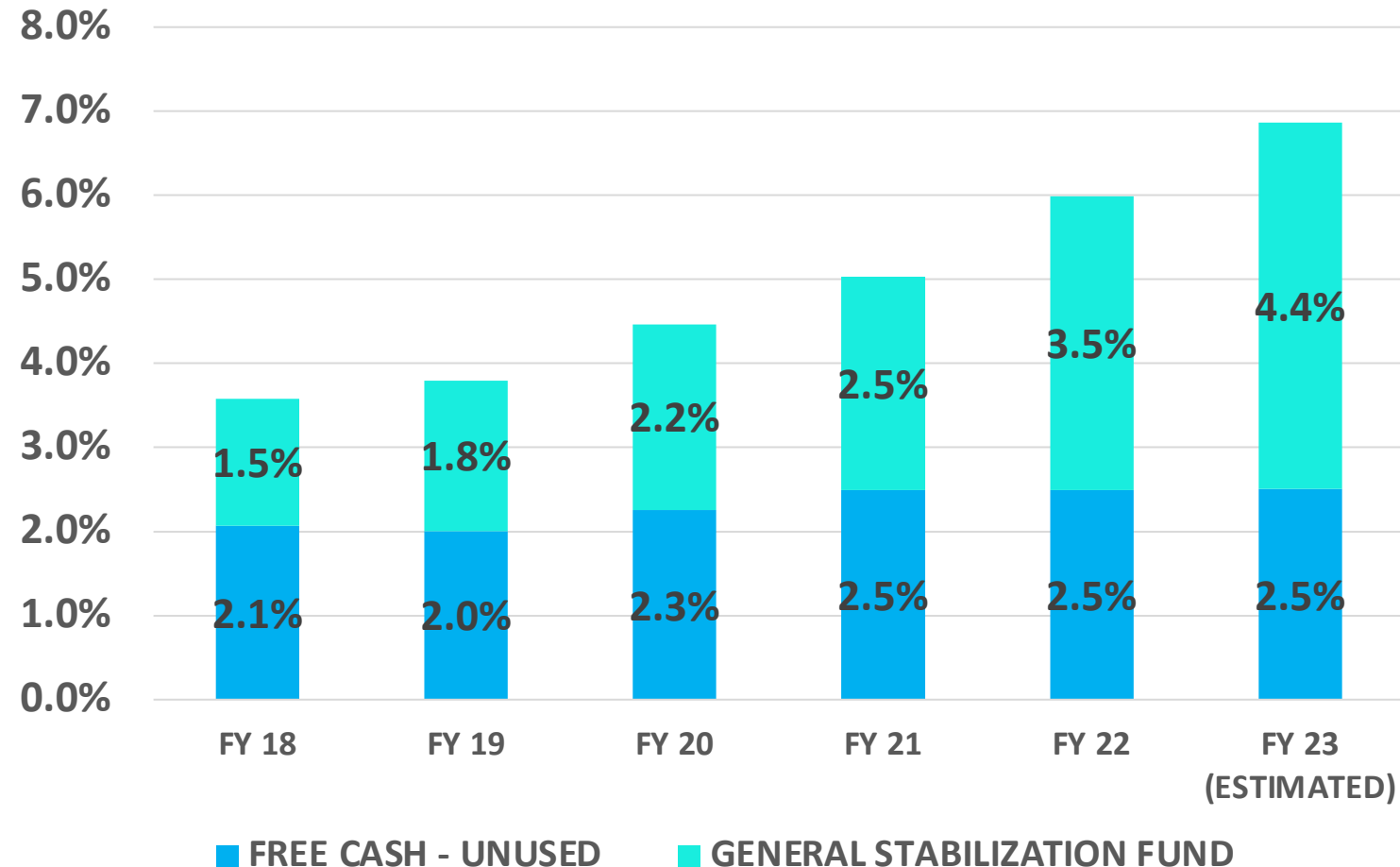
# Building Up Our Reserves

**Town Meeting Action: Article 22**, transfer \$500,000 from Free Cash to General Stabilization Fund – (SB)

**General Stabilization Fund**  
FY 23 (Estimated) - \$3.1 M

- Main Reserve Account
- Important component of Credit Rating

Reserves as a % of Operating Revenue  
(after subsequent spending)



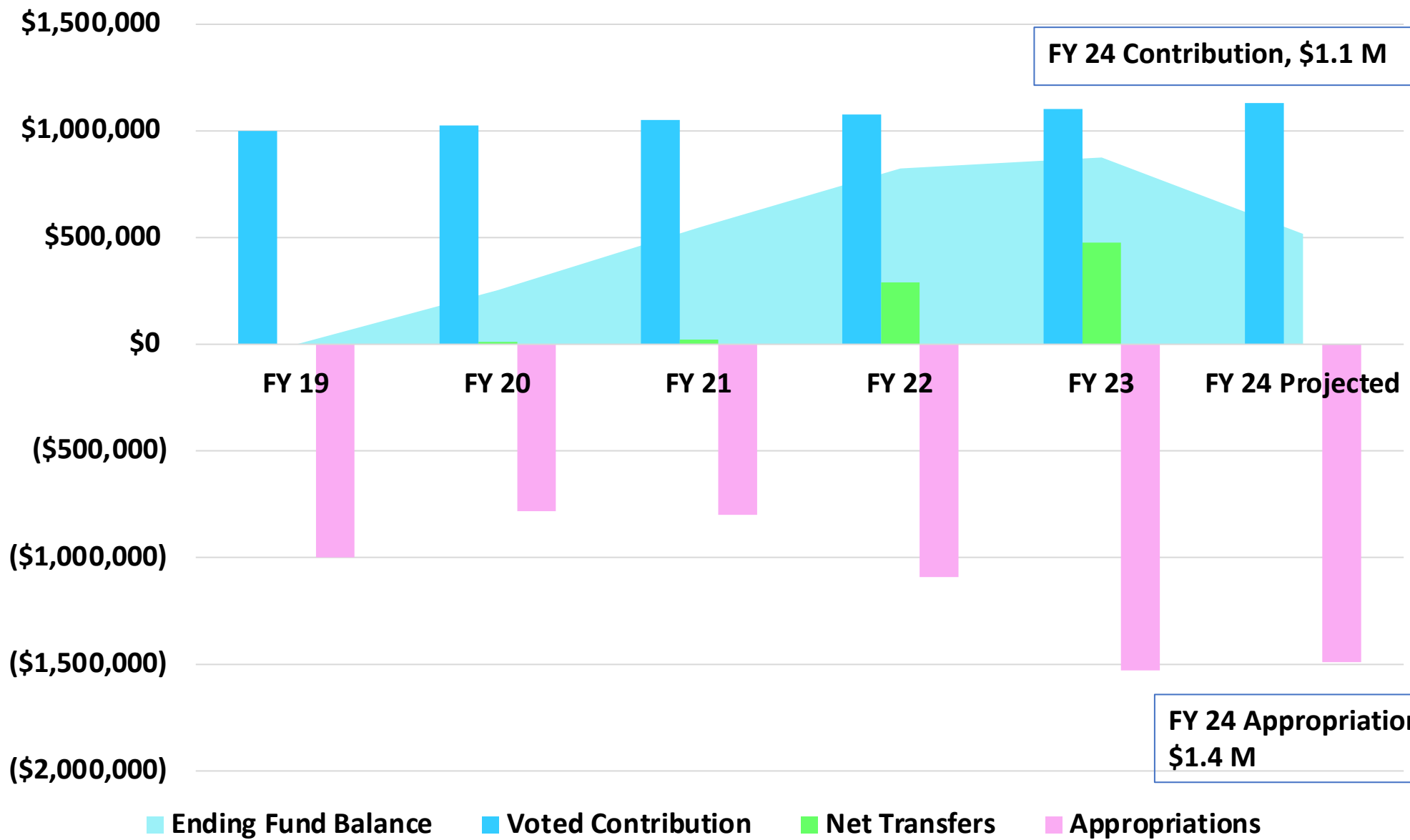
# Municipal Buildings Stabilization Fund

**Town Meeting Action:** Articles 15 and 16, transfer \$1,131,408 to Municipal Building Stabilization Fund and appropriate \$1,405,500 for Capital Projects from Municipal Building Stabilization Fund. Details of appropriations are provided in Warrant.

(SB)

Important to  
Maintain Town  
and School  
Buildings

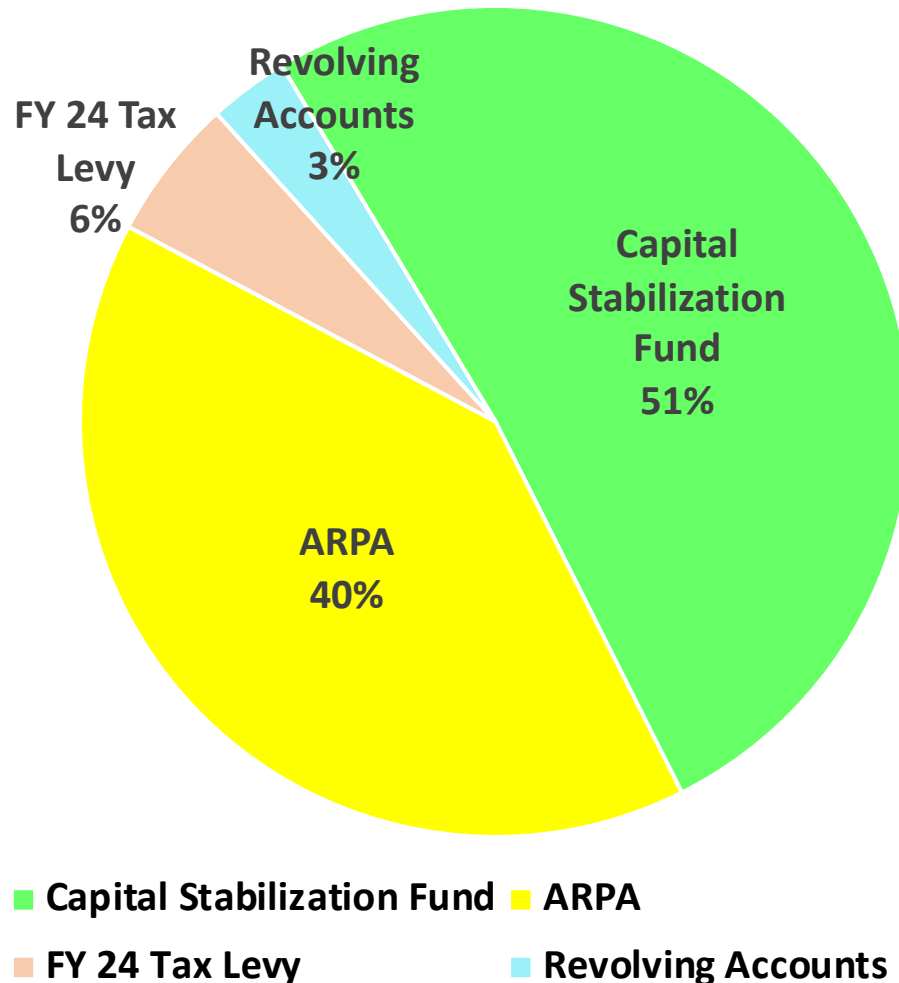
A Proposition  
2 ½ Override  
of dedicated  
revenue for  
reinvestment  
in existing  
municipal  
buildings



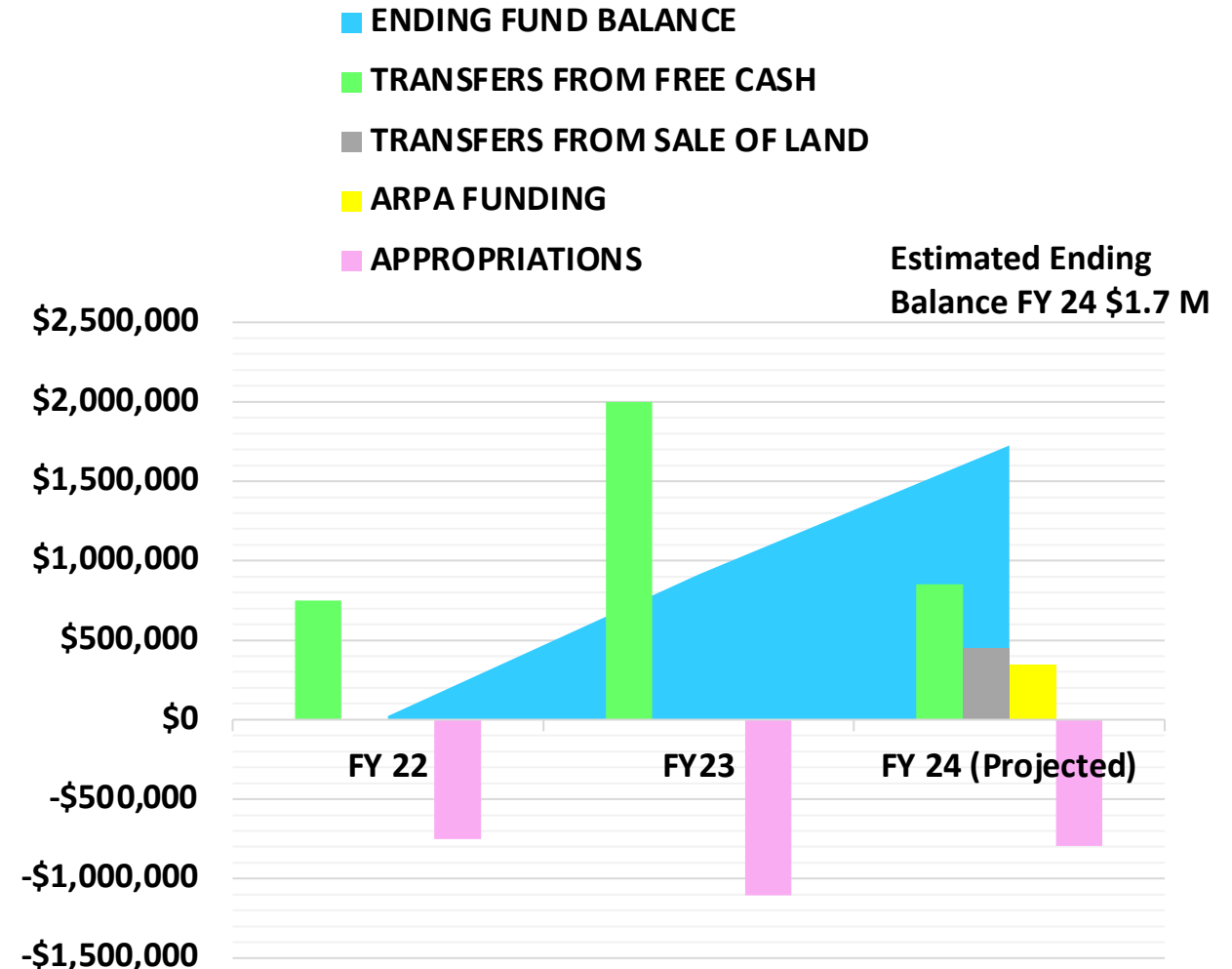
# How Do We Fund Capital Appropriations ?

**Town Meeting Action:** Articles 17 and 18, transfer \$850,000 to Capital Stabilization Fund and appropriate \$796,000 from Capital Stabilization Fund. Details of appropriations for capital equipment and assets provided in Warrant. [\(SB\)](#)

## Source of FY 24 Capital Funding



## Capital Stabilization Fund



# Human Resources

**Town Meeting Action: Articles 2 to 5 (SB)**

**Article 2 - Elected Official Compensation**

**Article 3 - Personnel Administration Plan**

**Article 4 - Collective Bargaining Agreement - Police**

**Article 5 - Revocation of Civil Service**

# Opioid Stabilization Fund

- Settlement Details of Opioid Litigation has resulted in the State receiving settlement proceeds over an extended period.
- Funds to be received by municipalities have strict use requirements and will occur over several years.

## **Town Meeting Action: Articles 6 to 8 (SB)**

**Article 6** - Creation of Opioid Stabilization Fund

**Article 7** - Transfer into Opioid Stabilization Fund

**Article 8** - Transfer out of Opioid Stabilization Fund

# Revolving, Trusts and Other Funds

## **Town Meeting Action: Articles 9 to 14**

**Article 9** - Authorization for New Vaccine Revolving Fund (SB)

**Article 10** - Annual Revolving Fund Expenditure Limit Authorization (SB)

**Article 11** - Cemetery Perpetual Care Trust Funds (Cemetery Commissioners)

**Article 12** - Vine Lake Cemetery Expansion Study (DPW Director/Cemetery Commissioners)

**Article 13** - Local PEG Access Appropriation (SB)

**Article 14** - Affordable Housing Trust Request for Funding (Affordable Housing Trust)

# Water and Sewer

## Enterprise Fund

**Town Meeting Action:** Article 23 - FY 2024 Water and Sewer Enterprise Fund Budget ([Water & Sewer Board/DPW Director](#))

## Water Treatment Plant Project

**Town Meeting Action:** Articles 24 and 25 - Appropriate Surplus Bond Proceeds for Water Treatment Plant and Rescind Bond Authorization. ([Water & Sewer Board/DPW Director](#))

# Other Financial Articles

## **Town Meeting Action: Articles 19 to 21**

**Article 19** - Construction of a Garage at the Center at Medfield **(SB/COA)**

**Article 20** - Elementary School Feasibility Study Funding **(SB)**

**Article 21** - Prior Year Bills **(SB)**

**Town Meeting Action: Article 33 - Free Cash (SB)**



# GENERAL ARTICLES 26 to 29

## **Town Meeting Action: Article 26 to 29**

**Article 26** - School Committee PPA and Lease Authorization for Solar Photovoltaic **(MEC/SC)**

**Article 27** - Change in Hours for Noise Bylaw **(SB)**

**Article 28** - Water Conservation: Private Well Restrictions **(SB)**

**Article 29** - Amend School Building Committee Bylaw **(SB)**

# CITIZENS PETITION

## **Town Meeting Action: Articles 30 to 32**

**Article 30** - Citizens Petition: School Committee Public Hearings **(Potts)**

**Article 31** - Citizens Petition: Compensation Transparency **(Green)**

**Article 32** - Citizens Petition: Creation of Groundwater Protection Committee **(Hyman)**

# Thank You For Your Interest in the Town's Finances and Articles before Town Meeting

**MORE IMPORTANTLY THANK YOU FOR BEING AN INVOLVED,  
PARTICIPATORY MEMBER OF OUR LEGISLATURE AT  
TOWN MEETING – MONDAY, MAY 1, 2023**

Additional financial information is available:

Town Meeting Book

Town Website: [www.town.medfield.net](http://www.town.medfield.net)

- FY 24 Municipal and School Budget Summary
- FY 23 Municipal and School Departments Annual Budget Detail Book.
- Annual financial statements
- Financial Policies
- Warrant Committee web site



Comments or Questions for Warrant Committee?  
email: [warrantcommittee@medfield.net](mailto:warrantcommittee@medfield.net)

## Capital Requests FY23 - FY24

<b>School Buildings</b>	<b>2024</b>
<b>Medfield High School</b>	
Fire Alarm Replacement	300,000
Preventive Maintenance - AHU's	15,000
Preventive Maintenance - RTU's	25,000
Tennis Courts	150,000
<b>Blake Middle School</b>	
Preventive Maintenance - RTU's	25,000
Auditorium Seating	150,000
Carpet / Tile Replacement	15,000
<b>Dale Street School</b>	
Asbestos Flooring Abatement/Replacement	50,000
Gym/Auditorium Curtain	25,500
Gym Lift Repair	8,000
Ceiling Tile Replacement	50,000
<b>Wheelock</b>	
Preventive Maintenance - Fan Coil Units	10,000
Preventive Maintenance - Exhaust Fans	10,000
Flooring / VCT Abatement / Carpet	25,000
<b>Memorial</b>	
Preventive Maintenance - RTU's	15,000
VCT Flooring Replacement	15,000
Duct Cleaning	7,000
Engineering Study - Boiler	15,000
<b>District Wide</b>	
Equipment Replacement	12,000
<b>TOTALS - Schools</b>	<b>922,500</b>
<b>Town Buildings</b>	<b>2024</b>
<b>Town Hall</b>	
Misc. Exterior Façade Repairs	20,000
Carpet Replacement	40,000
Preventive Maintenance - AHU	3,000
Exterior Painting	60,000
Preventive Maintenance - Exhaust Fans	5,000
Engineering Study - Chiller	15,000
<b>Public Safety</b>	
Card Reader Repairs	5,000
<b>Parks and Rec Building</b>	
Hinkley Bath Renovation (Funding from Parks and Rec - not MBSF)	85,000
<b>COA</b>	
Building Envelope Repairs	15,000
Roof Structure over Patio	15,000
<b>Library</b>	
RTU Replacement (Green Communities)	65,000
FA System Replacement	30,000
ATC Computer Controls	10,000
<b>TOTAL Town Buildings</b>	<b>368,000</b>
<b>Town and Schools</b>	
Emergency Repair Funding	175,000

Capital Requests FY23 - FY24

Project Management Services	25,000
	<b>200,000</b>
<b>TOTALS for School and Town Buildings</b>	1,490,500

FUNDING SOURCES	AMOUNT
Parks and Recreation Revolving Fund	85,000
Municipal Building Stabilizaton Fund	1,405,500
<b>Total</b>	<b>1,490,500</b>

<b>Municipal Building Stabilization Fund - FY 24</b>			
<b>High School Projects:</b>			<b>Cost</b>
<b>1 - HS - Fire Alarm Replacement</b>			<b>\$300,000</b>
The Current HS Fire Alarm has been in constant alarm and has been determined it is at the end of its life cycle. This is a life safety issue which needs to take place. The system was planned to be replaced in another year but needs to be done sooner.			
<b>2 - Preventive Maintenance - AHU's (Air Handling Units)</b>			<b>\$15,000</b>
The components of the existing AHU's on the roof (blower motors/furnace ignition fire chambers) are nearing the end of their life cycle. The request is to replace these components before failure. The cost to replace the units will be a more extensive cost but are not anticipated till 2030 (in coordination with Green Communities Grant). The PM will extend the life cycle of the units.			
<b>3 - HS - Preventive Maintenance - RTU's (Roof Top Units)</b>			<b>\$25,000</b>
The components of the existing RTU's on the roof are nearing the end of their life cycle. The request is to replace some components before failure. The cost to replace the units will be a more extensive cost but are not anticipated till 2030 (in coordination with Green Communities Grant). The PM will extend the life cycle of the units.			
<b>4 - HS - Resurfacing Tennis Courts</b>			<b>\$150,000</b>
The existing tennis courts have been deemed unsafe for the tennis teams / gym classes to use. The renovation will include resurfacing the existing surface and reline the courts with Pickleball lines for the public to use.			
<b>Blake Middle School Projects:</b>			<b>Cost</b>
<b>1 - Preventive Maintenance - RTU's (Roof Top Units)</b>			<b>\$25,000</b>
The components of the existing RTU's on the roof are nearing the end of their life cycle. The request is to replace some components before failure. The cost to replace the units will be a more extensive cost but are not anticipated till 2030 (in coordination with Green Communities Grant). The PM will extend the life cycle of the units.			
<b>2 - Replace Auditorium Seating - Additional Funding Request</b>			<b>\$150,000</b>
The original funding request for \$15,000 was asked to repair parts of the existing seating. due to the age of the seats - the parts are no longer being made. Several seats in the Auditorium are not useable / safe. This additional funding will allow the space to be renovated for the whole community to use and enjoy.			
<b>3 - Carpet / Tile Replacement</b>			<b>\$15,000</b>
The Auditorium Flooring (along with the seating replacement) / Guidance Office Carpet / and Room 315 are slated to be replaced this year.			

<b>Dale Street School Projects:</b>			
<b>1 - Asbestos Flooring Abatement / Replacement</b>			<b>\$50,000</b>
The Teachers Lounge (along with other renovations in this room) / Modular Hallway VCT and			
The back foyer to the Auditorium are slated to be abated and replaced this year as part of			
the AHERA Plan (Asbestos Hazard Emergency Response Act).			
<b>2 - Gym/Auditorium Fire Curtain Abatement</b>			<b>\$25,500</b>
During the AHERA (Asbestos Hazard Emergency Response Act) Walkthrough this fire curtain			
was noted as a priority for our asbestos removal plan for the building. The space will be isolated			
and the fire curtain will be safely removed.			
<b>3 - Gym Lift Repair</b>			<b>\$8,000</b>
The existing lift in the gym is in need of repair. The lift did not pass inspection during the last			
lift/elevator inspection. This lift is needed for anyone needing assistance to get onto the gym			
floor.			
<b>4 - Ceiling Tile Replacement</b>			<b>\$50,000</b>
We will continue with installing a drop ceiling in the classrooms - this cost includes replacing			
the lighting in the classrooms as well.			
<b>Wheelock Elementary School Projects:</b>			<b>Cost</b>
<b>1 - Preventive Maintenance RTU's (Fan Coil Units)</b>			<b>\$10,000</b>
Replace fan coil units (45 total) as part of a Preventive Maintenance Plan.			
The request spans 5 fiscal years (FY21/FY22/FY23/FY24/FY25).			
<b>2 - Preventive Maintenance - Exhaust Fans</b>			<b>\$10,000</b>
Replace exhaust fans (25 total) as part of the Preventive Maintenance Plan. This request			
spans 5 Fiscal Years (FY21/FY22/FY23/FY24/FY25).			
<b>3 - Asbestos Flooring Abatement / Replacement</b>			<b>\$25,000</b>
The Main Office / Library / Partial Hallway near Gym are slated to be abated and replaced			
this year as part of the ongoing AHERA (Asbestos Hazard Emergency Response Act) Plan.			
<b>Memorial Elementary School Projects:</b>			<b>Cost</b>
<b>1 - Preventive Maintenance - RTU's (Roof Top Units)</b>			<b>\$15,000</b>
The components of the existing RTU's on the roof are nearing the end of their life			
cycle. The request is to replace some components before failure. The cost to replace the			
units will be a more extensive cost but are not anticipated till 2030 (in coordination with			
Green Communities Grant). The PM will extend the life cycle of the units.			
<b>2 - Flooring Replacement</b>			<b>\$15,000</b>
The Library/Main Office are slated to be replaced this year.			

<b>3 - Duct Cleaning</b>				<b>\$7,000</b>
As part of the Preventive Maintenance Plan (*not part of operating budget) - this is a request to clean all the ductwork throughout the building. It is recommended this should be done every 10 years.				
<b>4 - Engineering Study - Boiler Replacement</b>				<b>\$15,000</b>
This is a request from the Medfield Energy Committee.				
<b>District Wide</b>				<b>Cost</b>
<b>1 - Equipment Replacement</b>				<b>\$12,000</b>
As part of the Preventive Maintenance Plan - requesting the start of replacing equipment that is over 25+ years old.				
<b>Town Hall Projects:</b>				<b>Cost</b>
<b>1 - Misc. Exterior Facade Repairs</b>				<b>\$20,000</b>
As part of the Preventive Maintenance Plan (*not part of operating budget) - the repair / maintenance of the exterior brick facade at the Town Hall has been broken up into a 4 year / phase restoration project.				
<b>2 - Carpet Replacement</b>				<b>\$40,000</b>
As part of the Preventive Maintenance Plan - the flooring at Town Hall will replaced. This will be a 4 year plan. One floor replacement per year.				
<b>3 - Preventive Maintenance - AHU's (Air Handling Units)</b>				<b>\$3,000</b>
The components of the existing AHU's on the roof (blower motors/furnace ignition fire chambers) are nearing the end of their life cycle. The request is to replace these components before failure. The cost to replace the units will be a more extensive cost but are not anticipated till 2030 (in coordination with Green Communities Grant). The PM will extend the life cycle of the units.				
<b>4 - Exterior Painting</b>				<b>\$60,000</b>
As part of the Preventive Maintenance Plan, all wood components of the exterior facade are planned to be restored and painted.				
<b>5 - Preventive Maintenance - Exhaust Fans</b>				<b>\$5,000</b>
Replace exhaust fans as part of the Preventive Maintenance Plan. This request spans 5 Fiscal Years (FY21/FY22/FY23/FY24/FY25).				
<b>6 - Engineering Study - Chiller Replacement</b>				<b>\$15,000</b>
The existing chiller is nearing the end of its life cycle. Engineering study \$ is requested for replacement of the system. (this will coincide with a Green Communities Grant).				



<b>Public Safety Building Projects:</b>			<b>Cost</b>
<b>1 - Card Reader Repairs</b>			<b>\$5,000</b>
Components of the existing card readers have been failing and need to be replaced.			
<b>COA Building Projects:</b>			<b>Cost</b>
<b>1 - Building Envelope Repairs</b>			<b>\$15,000</b>
Misc Building Envelope Repairs including window repairs / trim repairs are needed.			
<b>2 - Shade Structure Over Patio</b>			<b>\$15,000</b>
To provide some needed shade cover the patio area. Facilities will work with DPW Department on the project.			
<b>Library Building Projects:</b>			<b>Cost</b>
<b>1 - RTU Replacement (Green Communities Grant)</b>			<b>\$65,000</b>
Replace the remaining RTU (Roof Top Units) with heat pump units with gas backup. This is the anticipated \$ the town will be responsible for. The total project cost is over 250,000, it is anticipated that the remainder of the project cost will be covered by Green Communities Grant and utility incentives.			
<b>2 - FA System Replacement</b>			<b>\$30,000</b>
The Current Library Fire Alarm has been in constant alarm and has been determined it is at the end of its life cycle. This is a life safety issue which needs to take place.			
<b>3 - Automatic Heating Controls - Upgrade</b>			<b>\$10,000</b>
Retrocommissioning of the existing heating controls is due. (upgrade the system).			
<b>Town Wide Projects:</b>			<b>Cost</b>
<b>1 - Emergency Repair Fund</b>			<b>\$175,000</b>
In the event of an emergency at a town building or school building where the costs cannot be covered under the budgeted Maintenance and Repair line item, the project can be funded for an emergency repair out of this fund only after approval from the Board of Selectmen.			
<b>2 - Project Management Services</b>			<b>\$25,000</b>
This PM Service request is in place to aid the Department in the backlog of MBSF Projects.			

## FY2024 Capital Budget Requests

Department	Project #	Project	Project Description	Funding Source	FY2024 Request
Fire	MFD 1	Replace Engine 3	Replace Engine 3, a 1989 Pierce due to age, maintenance costs, and reliability. This vehicle was purchased to replace the previous Engine 3, a 1983 Mack, which had an electrical fire. This vehicle was replaced with a lease purchase financing agreement. \$48,095 per year for 10 years	Tax Levy / Local Receipts	48,095
Fire	MFD 9	Structural Fire Gear	The National Fire Protection Associations standards mandate that fire gear should be taken out of service after 10 years as the materials start to breakdown during exposure to sunlight. Members of the department have gear older than 13 years. Each set is approximately \$2,570, including helmet, hood, jacket, pants, gloves, and boots.	Capital Stabilization Fund	30,000
Fire	MFD 13	Portable Radio Equipment	The department is currently using portable radios that are 20 plus years old and which require constant repair. Communications is fundamental to the operation of the fire department. As the serviceability and capabilities of these existing radios are limited,	Grant	90,000
Fire	MFD 21	Foam System	New system for Engine 3	ALS Revolving Fund	15,000

Parks and Recreation	PARKS 8	Hinkley Pond Storage Shed	A newer, larger storage shed will allow us to properly store our items during the season and in the off season, safe and securely.	Parks and Recreation Revolving Fund	12,000
Public Works	PW 8	Mini Excavator	Purchase 2022 Mini Excavator. DPW needs a larger and more powerful machine for projects and tasks that require work in tight areas. Longer and deeper boom for bucket reach and depth. DPW would not trade in existing vehicle, but would transfer it to the Water Division	Capital Stabilization Fund	85,000
Public Works	PW 9	New hybrid vehicle	Replace vehicle #17, a 2012 Ford Explorer (Director's vehicle)	Capital Stabilization Fund	55,000
Public Works	PW 15	Recycling Compactor	Purchase a 4YD Stationary Recycling Compactor. Currently the Transfer Station has two recycling compactors. This purchase would add a third for back-up as the prior two are aging out. The Town has grant funding available due to the Recycling Dividends.	Capital Stabilization Fund	25,000
Information Technology	IT 5	School Information Technology	Upgrade school IT infrastructure and hardware	Capital Stabilization Fund	300,000

Information Technology	IT 7	Town departmental computer and	Upgrade IT equipment at Town buildings	Capital Stabilization Fund	30,000
DPW Pavement Manage	PAVE 7	Pavement Management and Impr	Pavement management and improvement projects	Capital Stabilization Fund	185,000
Public Works	PW 12	Road Improvements	Chapter 90 road improvements, including crack sealing, mll and overlay, and reclamation	Chapter 90	412,000
Police	MPD 10	Police vehicle	Replace line cruiser	Capital Stabilization Fund	36,000
Facilities	FACILITIES 3	Vehicle replacements	Facilities vehicle replacement that can be equipped with plow	Capital Stabilization Fund	45,000
Land Use	LU1	Digitization	Digitization of land use records	Grant	80,000

Sewer Enterprise	SEWER 10	Infiltration and Inflow Maint.	Preventative maintenance on sewer drains to prevent inflow of stormwater	Sewer Retained Earnings	125,000
Sewer Enterprise	SEW 5	SCADA	Fund improvements to the water SCADA system	Sewer Retained Earnings	100,000
FY2024 TOTAL					1,673,095

Capital Stabilization Fund	796,000
Chapter 90	412,000
Sewer Retained Earnings	225,000
Grant	170,000
ALS Revolving Fund	15,000
Park and Rec Revolving Fund	12,000
General Fund	48,095

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TOWN OF MEDFIELD  
FY2024 DEPARTMENTAL BUDGET REQUEST  
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HEALTH	FY2022 EXPENDED ACTUAL	FY2023 APPROPRIATED AMOUNTS	FY23 YTD EXPENDED ACTUAL	FY24 REQUESTED PROJ LVL 2
HEALTH				
HEALTH DEPT SALARIES				
HEALTH				
015121 510100 SALARIES-HEALTH	34,975.34	125,772.00	76,930.77	125,772.00
TOTAL HEALTH DEPT SALARIES	34,975.34	125,772.00	76,930.77	125,772.00
HEALTH-OPERATING EXPENSES				
HEALTH				
015122 520100 ADVERTISING	.00	60.00	192.00	250.00
015122 521500 UTIL-TELEPHONE	.00	600.00	.00	.00
015122 521700 DUES & MEMBERSHIPS	150.00	150.00	210.00	.00
015122 521800 TRAINING & EDUCATION	421.92	400.00	80.00	.00
015122 521901 MEDICAL SERV&SUPPL	5,297.09	3,500.00	2,192.99	7,000.00
015122 522500 PRNTG-POSTG-STATY	617.85	700.00	87.00	700.00
015122 523022 LAB FEES	.00	.00	.00	.00
015122 523606 CNTR SV-HEA AGENT	56,400.00	56,400.00	42,300.00	56,400.00
015122 523607 CNTR SV-P HEA NURSE	.00	.00	.00	.00
015122 523608 CNTR SV-MNTL HEALTH	7,988.00	7,988.00	7,988.00	7,988.00
015122 524500 MEETINGS+CONFERENCES	.00	200.00	.00	1,000.00
015122 540220 OFFICE SUPPLIES	1,900.72	600.00	226.91	1,500.00

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TOWN OF MEDFIELD  
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HEALTH	FY2022 EXPENDED ACTUAL	FY2023 APPROPRIATED AMOUNTS	FY23 YTD EXPENDED ACTUAL	FY24 REQUESTED PROJ LVL 2
015122 570010 CAR ALLOW/MILEAGE	249.52	225.00	503.92	500.00
015122 580055 BOH ENCUMB OP EXP	203.01	1,134.09	1,134.09	.00
TOTAL HEALTH-OPERATING EXPENSES	73,228.11	71,957.09	54,914.91	75,338.00
TOTAL FY2024 BUDGET REQUESTS FOR WC HEALTH	108,203.45	197,729.09	131,845.68	201,110.00

# TOWN OF MEDFIELD

## REQ REVISED BUDGET REQUESTS

BUDGET PROJECTION 2024 FY 2024 APPROPRIATIONS

ORG	OBJECT PROJ	ACCOUNT DESCRIPTION	CURRENT ADJ BUDGET	PROJECTED ACTUAL	REQ REVISED	PERCENT CHANGE
011921	510100 01 -100-192-00-1-0000-000-510100	BLD FAC MAI SAL EXP	117,278.00	117,278.00	202,937.41	73.04
011921	510130 01 -100-192-00-1-0000-000-510130	LONGEVITY	250.00	250.00	300.00	20.00
011922	520300 01 -100-192-00-2-0000-000-520300	VEHCL EQ REPR+SVC	500.00	500.00	500.00	.00
011922	521100 100 01 -100-192-00-2-0000-000-521100-	TOWN HALL ELEC	28,500.00	28,500.00	30,495.00	7.00
011922	521100 200 01 -100-192-00-2-0000-000-521100-	PublSafety Elec	80,000.00	80,000.00	85,600.00	7.00
011922	521100 422 01 -100-192-00-2-0000-000-521100-	PW-TN GAR ELEC	38,000.00	38,000.00	40,660.00	7.00
011922	521100 433 01 -100-192-00-2-0000-000-521100-	PW-TRF STN ELEC	6,300.00	6,300.00	6,741.00	7.00
011922	521100 541 01 -100-192-00-2-0000-000-521100-	COA ELECTRIC	15,000.00	15,000.00	16,050.00	7.00
011922	521300 100 01 -100-192-00-2-0000-000-521300-	TOWN HALL HEAT	4,000.00	4,000.00	4,000.00	.00
011922	521300 200 01 -100-192-00-2-0000-000-521300-	PublSafty Heat	20,000.00	20,000.00	20,000.00	.00
011922	521300 422 01 -100-192-00-2-0000-000-521300-	PW-TN GAR HEAT	30,000.00	30,000.00	30,000.00	.00
011922	521300 541 01 -100-192-00-2-0000-000-521300-	COA HEAT	4,000.00	4,000.00	4,000.00	.00
011922	521500 01 -100-192-00-2-0000-000-521500	UTIL-CELL PHONE	1,800.00	1,800.00	1,800.00	.00
011922	521600 100 01 -100-192-00-2-0000-000-521600-	TOWN HALL W+S	1,100.00	1,100.00	1,100.00	.00
011922	521600 200 01 -100-192-00-2-0000-000-521600-	PublSafety W+S	2,150.00	2,150.00	2,150.00	.00
011922	521600 422 01 -100-192-00-2-0000-000-521600-	PW-TN GAR W+S	.00	.00	.00	.00



## REQ REVISED BUDGET REQUESTS

BUDGET PROJECTION 2024 FY 2024 APPROPRIATIONS

ORG	OBJECT PROJ	ACCOUNT DESCRIPTION	CURRENT ADJ BUDGET	PROJECTED ACTUAL	REQ REVISED	PERCENT CHANGE
011922	521600 433 01 -100-192-00-2-0000-000-521600-	PW-TRF STN W+S	.00	.00	.00	.00
011922	521600 491 01 -100-192-00-2-0000-000-521600-	PW-CEMTERY W+S	.00	.00	.00	.00
011922	521600 541 01 -100-192-00-2-0000-000-521600-	COA-WATER+SEWR	1,300.00	1,300.00	1,300.00	.00
011922	521700 01 -100-192-00-2-0000-000-521700-	DUES & MEMBERSHIPS	.00	.00	.00	.00
011922	521850 01 -100-192-00-2-0000-000-521850-	PROFESSIONAL DEVELOPMENT	.00	.00	1,000.00	.00
011922	522045 01 -100-192-00-2-0000-000-522045-	ENR MGR CONTR SER	20,000.00	20,000.00	20,000.00	.00
011922	524010 100 01 -100-192-00-2-0000-000-524010-	TnHall-BldgContr	24,150.00	24,150.00	20,350.00	-15.73
011922	524020 200 01 -100-192-00-2-0000-000-524020-	PubSaf BldgContr	71,100.00	71,100.00	73,900.00	3.94
011922	524040 422 01 -100-192-00-2-0000-000-524040-	DPW TnGar Bldg Contr	33,560.00	33,560.00	34,760.00	3.58
011922	524054 541 01 -100-192-00-2-0000-000-524054-	COA BLDG CONTRACTS	19,000.00	19,000.00	20,300.00	6.84
011922	524061 610 01 -100-192-00-2-0000-000-524061-	LIBRARY BLDG CONTRAC	36,800.00	36,800.00	39,600.00	7.61
011922	524063 630 01 -100-192-00-2-0000-000-524063-	PARK+REC BLD CONTR	26,500.00	26,500.00	18,900.00	-28.68
011922	524064 691 01 -100-192-00-2-0000-000-524064-	DwightDer B CONTR	.00	.00	.00	.00
011922	524100 01 -100-192-00-2-0000-000-524100-	CLOTHING ALLOW	500.00	500.00	500.00	.00
011922	524500 01 -100-192-00-2-0000-000-524500-	MEETINGS & CONFERENCES	1,000.00	1,000.00	.00	-100.00
011922	540220 01 -100-192-00-2-0000-000-540220	OFFICE SUPPL FAC MGR	440.00	440.00	440.00	.00

## REQ REVISED BUDGET REQUESTS

BUDGET PROJECTION 2024 FY 2024 APPROPRIATIONS

ORG	OBJECT PROJ	ACCOUNT DESCRIPTION	CURRENT ADJ BUDGET	PROJECTED ACTUAL	REQ REVISED	PERCENT CHANGE
011922	540230 01 -100-192-00-2-0000-000-540230	CopyMachSupp Fac Mgr	100.00	100.00	100.00	.00
011922	543010 100 01 -100-192-00-2-0000-000-543010-	TnHall B M+Repairs	13,650.00	13,650.00	13,650.00	.00
011922	543020 200 01 -100-192-00-2-0000-000-543020-	PublSaf B M+Re	16,450.00	16,450.00	25,450.00	54.71
011922	543040 422 01 -100-192-00-2-0000-000-543040-	DPW TnGar B M+R	10,250.00	10,250.00	10,250.00	.00
011922	543054 541 01 -100-192-00-2-0000-000-543054-	COA BLDG M+REP	8,700.00	8,700.00	8,700.00	.00
011922	543061 610 01 -100-192-00-2-0000-000-543061-	LIBR BLDG M+RE	11,250.00	11,250.00	11,250.00	.00
011922	543063 630 01 -100-192-00-2-0000-000-543063-	P&R BLD MAI+REPAIRS	3,300.00	3,300.00	3,300.00	.00
011922	543064 691 01 -100-192-00-2-0000-000-543064-	DwightDer B M+R	500.00	500.00	500.00	.00
011924	437000 01 -100-192-00-4-0000-000-437000-	P BLDG FAC+MAINT	.00	.00	.00	.00
011929	590008 01 -100-192-00-9-0000-000-590008-	TnHall HVAC 15k11/19	15,000.00	15,000.00	.00	-100.00
011929	590014 BLDST 01 -100-192-00-9-0000-000-590014-	ThBrWalk7k8/20	7,000.00	7,000.00	.00	-100.00
011929	590015 BLDST 01 -100-192-00-9-0000-000-590015-	ThHWHeatr8k8/20	8,000.00	8,000.00	.00	-100.00
011929	590016 BLDST 01 -100-192-00-9-0000-000-590016-	THRoofRep20k8/20	20,000.00	20,000.00	.00	-100.00
011929	590017 BLDST 01 -100-192-00-9-0000-000-590017-	ThExtRpr20k8/20	20,000.00	20,000.00	.00	-100.00
011929	590018 BLDST 01 -100-192-00-9-0000-000-590018-	ThBad+Cam31k8/20	31,000.00	31,000.00	.00	-100.00
011929	590019 BLDST 01 -100-192-00-9-0000-000-590019-	THDuctC18/21	15,000.00	15,000.00	.00	-100.00

## REQ REVISED BUDGET REQUESTS

BUDGET PROJECTION 2024 FY 2024 APPROPRIATIONS

ORG	OBJECT PROJ	ACCOUNT DESCRIPTION	CURRENT ADJ BUDGET	PROJECTED ACTUAL	REQ REVISED	PERCENT CHANGE
011929	590020 BLDST	THPrvFCU8/21	3,000.00	3,000.00	.00	-100.00
	01 -100-192-00-9-0000-000-	590020-				
011929	590021 BLDST	THPrvAHU8/21	2,000.00	2,000.00	.00	-100.00
	01 -100-192-00-9-0000-000-	590021-				
011929	590022 BLDST	ExtFacad9/22	20,000.00	20,000.00	.00	-100.00
	01 -100-192-00-9-0000-000-	590022-				
011929	590023 BLDST	DuctClea9/22	15,000.00	15,000.00	.00	-100.00
	01 -100-192-00-9-0000-000-	590023-				
011929	590024 BLDST	CarpetRp9/22	40,000.00	40,000.00	.00	-100.00
	01 -100-192-00-9-0000-000-	590024-				
011929	590025 BLDST	ADAImpr9/22	20,000.00	20,000.00	.00	-100.00
	01 -100-192-00-9-0000-000-	590025-				
011929	590026 BLDST	CapPlan9/22	35,000.00	35,000.00	.00	-100.00
	01 -100-192-00-9-0000-000-	590026-				
011929	590027 BLDST	ProjMgt9/22	50,000.00	50,000.00	.00	-100.00
	01 -100-192-00-9-0000-000-	590027-				
011929	590028 CAPST	FacVeh11/22	45,000.00	45,000.00	.00	-100.00
	01 -100-192-00-9-0000-000-	590028-				
BUDGET CEILING:					993,428.00	
TOTALS:			993,428.00	993,428.00	750,583.41	-24.45
** END OF REPORT - Generated by Frank Gervasio **						

Town Operating Budget - 2024											
TOWN BUILDINGS											
Building Contracts in place		Town Hall 17,139 SF	Library 20,166 SF	Parks and Rec 8,556 SF	COA 7,690 SF	DPW 38,873 SF	Public Safety 24,191 SF	Dwight Derby House 2,400 SF	Total per division	Request Change amount from last year	NOTES
<b>HVAC Contracts:</b>											
Boiler Tune Up / PM		1,800.00	1,000.00	1,000.00	1,500.00	2,000.00	5,000.00		\$12,300.00		
Chiller Maintenance		700.00	1,200.00	N/A	1,500.00	3,000.00	2,000.00		\$8,400.00		
Water Treatment		700.00	400.00	400.00	N/A	1,000.00	1,500.00		\$4,000.00		
Filters/Belts		300.00	300.00	200.00	500.00	6,500.00	11,000.00		\$18,800.00		
Software Maint/Controls		3,400.00	N/A	N/A	N/A	3,360.00	3,600.00		\$10,360.00		
<b>Elevator Contract</b>											
		3,000.00	4,300.00	N/A	N/A	N/A	2,500.00		\$9,800.00		
<b>Lighting Controls</b>											
		0.00	0.00	0.00	0.00	0.00	11,100.00		\$11,100.00		
		---	---	---	---	---					
<b>Generator Contract</b>											
		400.00	N/A	N/A	N/A	800.00	1,600.00		\$2,800.00		
<b>Fire Alarm Contract</b>											
		1,200.00	1,000.00	500.00	1,000.00	1,000.00	1,400.00		\$6,100.00		
<b>Fire Suppression Contract</b>											
		500.00	500.00	N/A	500.00	500.00	700.00		\$2,700.00		
<b>Fire Extinguishers Contract</b>											
		150.00	100.00	100.00	100.00	300.00	400.00		\$1,150.00		
<b>Fire Ansul System Contract</b>											
		N/A	N/A	N/A	600.00	N/A	300.00		\$900.00		
<b>GreaseTrap Cleaning</b>											
		N/A	N/A	N/A	500.00	N/A	500.00		\$1,000.00		
<b>Cleaning Contracts</b>											
		6,000.00	28,600.00	14,200.00	11,000.00	11,000.00	28,600.00		\$99,400.00	-\$15,000.00	Anticipating 10% change with new contracts Reduce cleaning x/wk at TH and P&R
<b>Trash Contracts</b>											
		2,000.00	2,000.00	2,300.00	2,900.00	2,000.00	2,000.00		\$13,200.00	\$1,300.00	Anticipated 10% change with new contracts



Town Utilities		Town Hall	Library	Parks and Rec	COA	DPW	Public Safety	Transfer Station/ Cemetery	Total per division	Change in amount from last year	NOTES
Electric		30,495.00	0.00	0.00	16,050.00	40,660.00	85,600.00	6,741.00	179,546.00	11,746.00	Anticipated 7% Change in rates
Heat		4,000.00	0.00	0.00	4,000.00	30,000.00	20,000.00	0.00	58,000.00		
Water & Sewer		1,100.00	0.00	0.00	1,300.00	0.00	2,150.00	0.00	4,550.00		
<u>TOTAL UTILITIES</u>		<u>\$35,595.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$21,350.00</u>	<u>\$70,660.00</u>	<u>\$107,750.00</u>	<u>\$6,741.00</u>	<u>\$242,096.00</u>	<u>\$11,746.00</u>	Additional funding requested
TOTAL MUNICIPAL REQUEST		TOTAL MUNICIPAL REQUEST							\$547,346.00	<u>\$7,046.00</u>	See notes above
TOTAL SALARY		TOTAL SALARIES REQUEST							\$202,937.41	\$85,659.41	New Position (Project Manager) / COLA (Colleran - 20% of salary)
LONGEVITY		LONGEVITY							\$300.00	\$300.00	Longevity - Langille
TOTAL REQUEST FY 2024		TOTAL OPERATING REQUEST FOR FY24							<u>\$750,583.41</u>	\$93,005.41	Total Additional Funding Request from last year