

Town of Franklin

355 East Central Street
Franklin, Massachusetts 02038-1352



Phone: (508) 520-4949
www.franklinma.gov

OFFICE OF THE TOWN ADMINISTRATOR

Joint Budget Subcommittee Meeting (Town Council, School Committee, Finance Committee)

March 10, 2022
6:30 PM

Meeting will be held at the **Municipal Building**
2nd floor, Council Chambers
355 East Central Street

A NOTE TO RESIDENTS: All citizens are welcome to attend public board and committee meetings in person. Additionally, in an effort to maximize citizen engagement opportunities, citizens will be able to continue to participate remotely via phone OR Zoom. The meetings will also be [live-streamed by Franklin TV](#) and shown on Comcast Channel 11 and Verizon Channel 29.

- **Link to access meeting:** March 10, 2022 Town Council Meeting Link [HERE](#) -- Then click "Open Zoom"
 - Or copy and paste this URL into your browser: <https://us02web.zoom.us/j/88149286760>
 - **Call-In Phone Number:** Call 1-929-205-6099 and enter Meeting ID # **881 4928 6760** --Then press #

Agenda

1. Introduction of members
2. Role of the committee (committee charge)
3. FY23 Budget Update and Discussion
 - a. Preliminary FY23 Budget Model

The Joint Budget Subcommittee is made up of members of the Town Council, School Committee and Finance Committee.

Joint Budget Subcommittee

January 18, 2022

Purpose

The purpose of the Joint Budget Subcommittee (hereinafter "subcommittee") is to promote communication and collaboration during the Town's annual operating budget process.

Membership & Appointment

The subcommittee consists of:

- 4 members of the Town Council, who shall be the four members appointed to the Town Council Budget Subcommittee;
- 3 Members of the School Committee, who shall be the three members appointed to the School Committee Budget Subcommittee; and
- 4 Members of the Finance Committee, who shall be the four members appointed to the Finance Committee Operating Budget subcommittee.

Membership shall be based on the procedures outlined by each individual Board that comprises the joint subcommittee.

Responsibilities

The subcommittees' responsibilities include:

- promoting collaboration between the three most relevant finance related committees who are involved in the to the Town's annual operating budget process: Town Council, School Committee and Finance Committee;
- promoting broader communication and public engagement on the Town's annual operating budget;
- keeping their respective board or committee members informed of the subcommittees work and providing updates;
- meeting, at least once a year, during the annual budget process to achieve the responsibilities of the committee;
- meeting as often as necessary to achieve subcommittee goals;
- maintaining institutional knowledge of short and long range budget forecasts;
- assisting the Town Administrator and Superintendent of Schools to develop strategies for meeting projected budget shortfalls; and
- Serving as an ombudsman to the town's annual operating budget process.

Authority

The Joint Budget Subcommittee shall be advisory only and will not supersede any legal obligation under Massachusetts General Law or within the Franklin Town Charter or Town Code.

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OFFICE OF THE TOWN ADMINISTRATOR

Memorandum

March 8, 2022

To: Joint Budget Subcommittee
From: Jamie Hellen, Town Administrator
Alecia Alleyne, Assistant to the Town Administrator

Re: Preliminary FY23 Budget Model

In anticipation of the March 10th meeting, I have prepared a preliminary FY23 budget model based on the information we have to date, as well as the assumptions that have been made to date. I will speak about the entire budget model, notably the areas in yellow in the document. I specifically have not included any narrative to encourage attendance of this meeting and also to ensure proper context of the material presented.

To date, I have met with every department and entity that is reflected in the town's budget. We have also incorporated the Governor's H2 budget proposal for state aid. Many of the line items will continue to be altered as new information becomes available through mid-April. I anticipate the Town Administrator budget to be released on April 20, 2022. Finance Committee budget hearings are the week of May 9th. I expect budget updates at each Town Council meeting moving forward.

I have attached the recently approved committee charge.

If you have any questions, please let me know.

TOWN OF FRANKLIN
FY 2023 REVENUE AND CONTROL SHEET

	FINAL FY21	FINAL FY22	PROPOSED FY23	FY22 to FY23 INCREASE/ (DECREASE)
TAX LEVY				
Prior Year Levy Limit plus 2 1/2%	\$ 79,066,528	\$ 82,753,293	\$ 85,955,820	\$ 3,202,527
New Growth	1,668,392	1,106,044	900,000	(206,044)
	80,734,920	83,859,337	86,855,820	2,996,483
DEBT EXCLUSIONS				
Horace Mann Issue #1	106,180	101,880	93,600	(8,280)
Lincoln Street	423,695	408,750	390,910	(17,840)
Horace Mann Issue #2	315,400	305,200	290,000	(15,200)
High School Issue #1	2,876,663	2,880,663	2,881,163	501
High School Issue #2	149,438	151,438	149,813	(1,625)
	3,871,376	3,847,930	3,805,486	(42,444)
TOTAL POTENTIAL TAX LEVY	84,606,296	87,707,267	90,661,306	2,954,039
STATE REVENUE				
Chapter 70 School Aid	28,416,161	28,574,921	28,730,321	155,400
Charter School Reimbursements	512,605	365,403	1,095,327	729,924
Unrestricted Aid	2,623,839	2,715,673	2,788,996	73,323
All Other Net of Offsets	360,527	379,107	368,977	(10,130)
	31,913,132	32,035,104	32,983,621	948,517
OTHER REVENUES				
Local Receipts - General Fund	8,647,269	9,413,451	9,713,451	300,000
Host Community Agreement	300,000	600,000	425,000	(175,000)
	8,947,269	10,013,451	10,138,451	125,000
OTHER AVAILABLE FUNDS				
Net Budget Stabilization / Other Transfers	1,173,000	1,214,000	1,255,000	41,000
Enterprise Fund (Indirects)	1,173,000	1,214,000	1,255,000	41,000
TOTAL REVENUES & OTHER FUNDS	126,639,697	130,969,822	135,038,378	4,068,556
ASSESSMENTS & OTHER VOTES				
School Choice	324,599	328,176	417,478	89,302
State Assessments	474,209	480,465	502,026	21,561
County Assessment	235,073	240,493	246,505	6,012
Charter School Assessment	4,990,567	5,025,758	5,766,145	740,387
Provision for Abatements & Exemptions	652,415	634,944	650,000	15,056
Subsequent Votes	1,003,842	600,000		(600,000)
	7,680,705	7,309,836	7,582,154	272,318
TOTAL NET REVENUE	118,958,992	123,659,986	127,456,224	3,796,238
LESS: TOTAL GENERAL FUND BUDGET	(118,943,015)	(123,605,718)	(130,721,053)	(7,115,335)
UNUSED LEVY	\$ 15,977	\$ 54,268	\$ (3,264,829)	\$ (3,319,097)

**TOWN OF FRANKLIN
FY 2023 OPERATING BUDGET**

OPERATING BUDGET	FINAL FY21	FINAL FY22	PROPOSED FY23	FY22 to FY23 INCREASE/ (DECREASE)
111 Town Council expenses	4,000	4,000	4,000	-
	4,000	4,000	4,000	-
123 Town Administration salaries	373,279	390,485	391,083	598
expenses	33,700	33,750	34,532	782
	406,979	424,235	425,615	1,380
131 Finance Committee expenses	1,500	1,500	1,500	-
	1,500	1,500	1,500	-
135 Comptroller salaries	467,998	493,285	491,450	(1,835)
expenses	70,150	75,150	81,300	6,150
	538,148	568,435	572,750	4,315
141 Assessors salaries	368,803	327,321	327,321	-
expenses	94,350	99,900	99,900	-
	463,153	427,221	427,221	-
147 Treasurer-Collector salaries	328,995	390,892	379,142	(11,750)
expenses	91,105	91,105	91,105	-
	420,100	481,997	470,247	(11,750)
151 Legal salaries	107,584	109,736	109,736	-
expenses	60,000	60,000	60,000	-
	167,584	169,736	169,736	-
152 Human Resources salaries	170,845	174,261	241,532	67,271
expenses	28,630	53,650	34,750	(18,900)
	199,475	227,911	276,282	48,371
155 Information Technology salaries		37,500	37,645	145
expenses	293,693	307,706	384,597	76,891
	293,693	345,206	422,242	77,036
161 Town Clerk salaries	189,850	208,014	198,019	(9,995)
expenses	16,746	20,550	19,650	(900)
	206,596	228,564	217,669	(10,895)
164 Elections & Registration salaries	29,621	15,000	26,791	11,791
expenses	23,000	31,800	34,800	3,000
	52,621	46,800	61,591	14,791
176 Appeals Board expenses	6,000	8,000	10,000	2,000
	6,000	8,000	10,000	2,000
177 Planning & Growth Management salaries	323,279	316,227	360,971	44,744

expenses	32,300	32,300	32,300	-
	355,579	348,527	393,271	44,744
184 Agricultural Commission expenses	1,000	1,000	1,000	-
	1,000	1,000	1,000	-
192 Public Property & Buildings salaries	2,930,726	2,861,523	2,967,959	106,436
expenses	4,109,950	4,400,000	4,539,000	139,000
	7,040,676	7,261,523	7,506,959	245,436
196 Central Services expenses	123,000	118,700	150,500	31,800
	123,000	118,700	150,500	31,800
Subtotal, General Government	10,280,104	10,663,355	11,110,583	447,228
210 Police salaries	5,438,989	5,751,420	5,866,231	114,811
expenses	302,485	296,340	316,140	19,800
	5,741,474	6,047,760	6,182,371	134,611
220 Fire salaries	5,507,400	5,921,247	5,930,474	9,227
expenses	492,500	520,500	538,800	18,300
	5,999,900	6,441,747	6,469,274	27,527
225 Regional Dispatch expenses	447,355	435,074	1,218,041	782,967
	447,355	435,074	1,218,041	782,967
240 Inspection salaries	384,392	426,676	340,608	(86,068)
expenses	23,820	22,712	22,712	-
	408,212	449,388	363,320	(86,068)
292 Animal Control expenses	76,700	77,700	80,700	3,000
	76,700	77,700	80,700	3,000
Subtotal, Public Safety	12,673,641	13,451,669	14,313,706	862,037
300 Town Schools	65,658,500	67,820,825	71,211,866	3,391,041
390 Tri-County Regional School	2,504,543	2,449,637	2,540,198	90,561
395 Norfolk Aggie	47,250	37,250	66,660	29,410
Subtotal, Education	68,210,293	70,307,712	73,818,724	3,511,012
422 DPW-Highway Dept salaries	1,964,761	2,042,745	2,087,677	44,932
expenses	3,148,390	3,358,640	4,169,550	810,910
	5,113,151	5,401,385	6,257,227	855,842
TOTAL DPW - Hwy	5,113,151	5,401,385	6,257,227	855,842
510 Health salaries	170,484	205,235	257,056	51,821
expenses	64,000	41,500	48,400	6,900
	234,484	246,735	305,456	58,721
541 Council on Aging salaries	260,780	334,595	460,951	126,356
expenses	6,100	6,100	6,700	600

	266,880	340,695	467,651	126,956
543 Veterans Services				
salaries	-	73,814	89,054	15,240
expenses	67,840	13,700	6,115	(7,585)
veterans assistance	185,000	160,000	165,000	5,000
	252,840	247,514	260,169	12,655
Subtotal, Human Services	754,204	834,944	1,033,276	198,332
610 Library				
salaries	646,345	687,373	705,524	18,151
expenses	379,000	352,000	352,000	-
	1,025,345	1,039,373	1,057,524	18,151
630 Recreation				
salaries	308,994	327,986	336,147	8,161
expenses	127,802	273,400	273,400	-
	436,796	601,386	609,547	8,161
690 Historical Museum				
salaries	29,125	29,708	29,708	-
expenses	1,000	1,000	1,000	-
	30,125	30,708	30,708	-
691 Historical Commission				
expenses	4,000	4,000	4,000	-
	4,000	4,000	4,000	-
695 Cultural Council				
expenses	15,000	15,000	15,000	-
	15,000	15,000	15,000	-
696 Cultural District Committee				
expenses	1,000	1,000	1,000	-
	1,000	1,000	1,000	-
Subtotal, Culture & Recreation	1,512,266	1,691,467	1,717,779	26,312
710 Retirement of Debt				
non-excluded	2,098,000	2,249,400	2,005,000	(244,400)
excluded	2,066,000	2,138,500	2,194,000	55,500
	4,164,000	4,387,900	4,199,000	(188,900)
750 Interest				
non-excluded	692,366	690,739	638,635	(52,104)
excluded	1,805,375	1,709,430	1,611,485	(97,945)
	2,497,741	2,400,169	2,250,120	(150,049)
Subtotal, Debt Service	6,661,741	6,788,069	6,449,120	(338,949)
Benefits:				
910 Retirement & Pension	6,174,365	6,693,600	7,183,210	489,610
Health/Life Insurance Benefits	3,315,000	3,486,500	3,660,825	174,325
Retired Teacher Health Insurance	872,000	810,000	810,000	-
Non-GIC School Retirees	1,050,000	1,055,000	1,107,750	52,750
Workers Compensation	525,000	530,000	556,500	26,500
Unemployment Compensation	110,000	150,000	157,500	7,500
Medicare	341,250	341,250	358,313	17,063
OPEB	650,000	700,000	750,000	50,000
Compensation Reserve	125,000	64,227	800,000	735,773
	13,162,615	13,830,577	15,384,098	1,553,521

945 Liability Insurance	575,000	636,540	636,540	-
	575,000	636,540	636,540	-
Subtotal, Benefits & Insurance	13,737,615	14,467,117	16,020,638	1,553,521
TOTAL ALL BUDGETS	118,943,015	123,605,718	130,721,053	7,115,335
Surplus/(Deficit)	15,977	54,268	(3,264,829)	(3,319,097)
ENTERPRISE FUNDS:				
434 Solid Waste Disposal				
salaries	106,857	120,800	99,955	(20,845)
expenses	2,365,000	2,543,000	2,467,000	(76,000)
	2,471,857	2,663,800	2,566,955	(96,845)
440 Sewer				
salaries	742,609	768,946	802,798	33,852
expenses	461,145	497,950	530,750	32,800
charles river assessment	3,216,857	3,376,800	3,424,070	47,270
OPEB	6,000	6,000	6,000	-
principal & interest	330,990	599,700	373,010	(226,690)
	4,757,601	5,249,396	5,136,628	(112,768)
450 Water				
salaries	1,400,158	1,434,375	1,479,850	45,475
expenses	2,097,180	2,251,700	2,290,000	38,300
OPEB	16,000	16,000	16,000	-
principal & interest	2,114,853	2,889,204	2,674,432	(214,772)
	5,628,191	6,591,279	6,460,282	(130,997)
TOTAL ENTERPRISE FUNDS	12,857,649	14,504,475	14,163,865	(340,610)
TOTAL OPERATING BUDGET	131,800,664	138,110,193	144,884,918	6,774,725