

# **Town of Bedford Annual Town Meeting**

Saturday, July 11, 2020

9:00AM

Sabourin Field, Bedford

Registration Begins at 8:00AM

Due to COVID-19, the warrant for Annual Town Meeting has been streamlined to ensure an efficient meeting that addresses warrant articles related to budgetary articles for Fiscal Year 2021.

A streamlined warrant is the best way for the Town to make the process as safe and efficient as possible, while ensuring that the democratic and legislative functions of Town Meeting remain intact.

# Revised Articles for Annual Town Meeting

Article 2	<i>Debate Rules</i>
Article 3	<i>Consent Article</i>
Article 6	<i>Revolving Funds Expenditure Limits</i>
Article 7 (partial)	<i>Community Preservation Budget–Fiscal Year 2021</i>
Article 23	<i>Proposed Fiscal Year 2021 Capital Projects Plan</i>
Article 27	<i>Demand Fee Increase</i>
Article 28	<i>PEG Access and Cable Expense Related Budget Fiscal Year 2021</i>
Article 31	<i>Operating Budgets–Fiscal Year 2021 (reduced)</i>
Article 32	<i>Ambulance Enterprise Budget–Fiscal Year 2021</i>
Article 38	<i>Free Cash</i>

# Article 2

## Debate Rules

To determine whether the Town will vote to adopt the following procedure for the current Special Town Meeting:

- A. The main motion having been submitted in advance, presentations having been made available for viewing before the meeting, and provided in printed form at this meeting, the main motion will be read by the Moderator and there will be no presentation.
- B. No amendment shall be accepted unless submitted in writing. A speaker presenting an amendment to an article shall be limited to three (3) minutes.
- C. Other speakers shall be limited to two (2) minutes.
- D. The requirement that each article be acted upon separately shall be suspended, and a motion to indefinitely postpone a group of articles may be accepted and acted upon.
- E. Town Meeting by majority vote may waive A, B, or C;

This article sets out time limitations on presentations and debate of articles before this Town Meeting.

### RECOMMENDATIONS

Select Board:

Approval Recommended

Finance Committee:

Recommendation to be Given at Town Meeting

# Article 3

## Consent Article

To determine whether the Town will vote to:

- A. Raise and appropriate the sum of \$65,000 for an audit of Fiscal Year 2020 and related services;
- B. Accept the provisions of Chapter 184, Section 51 of the Acts of 2002, amending Massachusetts General Laws, Chapter 59, Section 5 (41C) as provided therein concerning a tax exemption of \$500.00 for the elderly so as to increase the gross receipts limitations to \$24,000.00 for a single person and \$34,000.00 for married persons and so as to increase the whole estate limitations to \$40,000.00 for a single person and \$55,000.00 for married persons, and further to increase the amount of property tax exemption granted to persons who qualify for said exemption under said Section 5 (41C) by 100% to \$1,000.00, effective in the Fiscal Year 2021;
- C. Accept the provisions of Chapter 73, Section 4 thereof of the Acts of 1986, as amended by Chapter 126 of the Acts of 1988 so as to act under the aforesaid statute to increase the amount of property tax exemptions by 100% for persons who qualify for said exemptions under clauses 17D, 22, 22A, 22B, 22C, 22D, 22E, and 37A of Section 5 of Chapter 59 of the General Laws, said increase to be 100% above the minimum exemption amounts otherwise provided in the aforementioned clauses of Section 5 of Chapter 59 of the General Laws, effective in the Fiscal Year 2021;
- D. Authorize the Select Board, during Fiscal Year 2021, to accept any and all easements for sidewalks, trails, drainage, or other utility purposes, as they may deem in the Town's best interests, pass any vote or take any action relative thereto.

# Article 3

## Consent Article (con't.)

- *Sections A-D of this article have been regularly voted by past Town Meetings. Section A would appropriate funds for the Fiscal Year 2020 audit.*
- *Section B proposes that the Town accept a state law provision that permits adjustment in Fiscal Year 2021 to the eligibility age permitted, gross receipts and whole estate limits set forth in Massachusetts General Laws pertaining to an existing elderly property tax exemption. This same provision has been approved by Town Meeting each fiscal year since 2004. It must be reapproved each fiscal year by Town Meeting for the increased exemption to be available. If this section is not adopted, the exemptions levels would return to Fiscal Year 2003 levels. At that time, property owners could qualify for the exemptions if they were 70 years old, had income (gross receipts) not more than \$13,000 for a single person and \$15,000 combined for two married people, and had combined assets (whole estate) of not more than \$28,000 for a single person and \$30,000 combined for two married people. Under this proposed article, the income limit would be increased to \$24,000 for a single person and \$34,000 combined for two married people, and the asset limit could be increased up to \$40,000 for a single person and \$55,000 combined for two married people. These are the maximums permitted under the law allowing property tax exemptions. Persons who qualified for exemptions in Fiscal Year 2003 were eligible for a maximum exemption of \$500. If Section B is approved as written, the exemption would increase 100% resulting in a maximum exemption of \$1,000. In Fiscal Years 2004 and 2005 the exemption was increased by only 50% resulting in a maximum exemption of \$750. Since Fiscal Year 2006 the exemption was increased by 100% as is proposed for Fiscal Year 2021.*

# Article 3

## Consent Article (con't.)

- *Section C proposes that the Town accept a state law provision that allows for increases in all property tax exemptions currently granted by the Town. This same provision has been approved by Town Meeting for each fiscal year since 2004. It must be reapproved each fiscal year by Town Meeting for the increased exemptions to be available. If Section C is not adopted, the exemptions levels would return to Fiscal Year 2003 levels which at that time were as follows: Clause 17D allowed an exemption of up to \$175 for surviving spouses or minor children occupying a property; Clauses 22, 22A, 22B, 22C, 22D, and 22E allowed veterans exemptions of various types and amounts between a maximum of \$400 and \$2,500; Clause 37A allowed an exemption of up to \$500 for a blind person owning and occupying a property. Each clause has certain eligibility requirements that must be satisfied to receive the exemption and only one type of exemption can be granted for each property. If Section C is adopted, a uniform percentage increase of 100% would be applied to all of the exemptions. In Fiscal Years 2004 and 2005 the exemptions were increased by only 50%. Since Fiscal Year 2006 the exemption was increased by 100% as is proposed for Fiscal Year 2021.*
- *Section D proposes to delegate to the Select Board on behalf of the Town to accept any and all easements for sidewalks, trails, drainage, and other utility purposes during Fiscal Year 2021. Massachusetts General Laws otherwise require that Town Meeting accept any interest in real property including easements. In the course of the year, easements on private property are often required to implement sidewalk, trails, road, and drainage improvements. Providing the Select Board with the authority to accept easements will expedite planning and implementation of projects.*

### RECOMMENDATIONS

Select Board:	Approval Recommended
Finance Committee:	Approval Recommended
Residential Tax Impact:	\$0.81 per one hundred thousand dollars of property value

# Article 6

## Revolving Funds Expenditure Limits

To determine whether the Town will vote to set Fiscal Year 2021 total expenditure limitations for the Revolving Funds authorized under Article 13, Section 4 of the General Bylaws of the Town:

<b>Revolving Fund</b>	<b>Not to Exceed Expenditure Limit</b>
Board of Library Trustees Revolving Fund	\$25,000
Conservation Commission Revolving Fund	\$100,000
Depot Park Revolving Fund	\$100,000
Old Town Hall and Town Center Revolving Fund	\$150,000
Department of Public Works Refuse and Recycling Revolving Fund	\$150,000
Facilities Department Energy Revolving Fund	\$100,000
Board of Health Revolving Fund	\$35,000

pass any vote or take any action relative thereto.

*This article would establish the Fiscal Year 2021 expenditure limits for the Town's revolving funds as authorized under Article 13, Section 4 of the General Bylaws of the Town.*

### RECOMMENDATIONS

Select Board:	Approval Recommended
Finance Committee:	Approval Recommended



**Article 7**  
Community Preservation Budget  
Fiscal Year 2021 (partial)

# **Article 7**

## **Community Preservation Budget**

### **Fiscal Year 2021 (partial)**

To determine whether the Town will vote to appropriate the sum of \$1,239,515, or any other sum, to act upon the recommendations of the Community Preservation Committee by appropriating or reserving the following amounts for Fiscal Year 2021 Community Preservation purposes with each item considered a separate appropriation; and to determine whether such sums shall be appropriated from Fiscal Year 2021 Community Preservation Fund Revenues or the current Community Preservation Fund Balance or Reserves, borrowed, or by any combination of these methods:

# Article 7

## Community Preservation Budget

### Fiscal Year 2021 (partial) (con't.)

#### **FY2021 APPROPRIATIONS**

Administrative

Affordable Housing Consultant

Payment – Town Center

Bond Payment – 350A Concord Road

Bond Payment – Town Hall MEP Project

Bond Payment – Liljegren Way/Mudge Way Athletic Fields

Bond Payment – Bedford Village

Bond Payment – Fawn Lake

Bedford Housing Authority Life Management Program

**TOTAL**

#### **FY2021 FUNDS**

\$10,000

\$30,000

\$131,950

\$394,063

\$98,600

\$120,500

\$185,340

\$233,557

\$35,505

**\$1,239,515**

#### **RECOMMENDATIONS :**

Selectmen:

Finance Committee:

Community Preservation Committee:

Approval Recommended

Approval Recommended

Approval Recommended

# What *is* Community Preservation?

- The Community Preservation Act, passed in 2000, allows Bedford taxpayers to assess a surcharge on our property taxes and receive state matching funds to pay for:
  - Open Space
  - Affordable Housing
  - Historic Preservation
  - Recreation Projects

# Who is on the Committee?

- Christina Wilgren – Housing Partnership
- Lauren Crews – Housing Authority
- Margot Fleischman – Select Board
- Steve Hagan – Conservation Commission
- Shawn Hanegan – Planning Board
- Katharine Shutkin – Historic Preservation
- Robin Steele – Recreation Commission
- Lee Vorderer – At-Large Member
- Vacancy – At-Large Member

# How do we decide which projects to fund?

- Urgency
- Serving multiple needs and populations
- Value to Bedford
- Preservation/enhancement of town assets
- Consistency with long range plans
- Environmental impact
- Feasibility of completion in requested year

# Community Preservation Budget

## Fiscal Year 2021

Estimated FY21 Income	
Bedford CPA Surcharge	\$1,697,500
State Trust Fund FY20 Estimated Match (@12%)	\$197,458
Interest	\$5,000
FY20 Estimated Undesignated Fund Balance	\$747,218
Closed Articles	\$8,800
<b>TOTAL Available</b>	<b>\$2,655,976</b>

## Community Preservation Budget Proposed FY21 Appropriations

Administrative	\$10,000
Affordable Housing Consultant	\$30,000
Bond Payment – Town Center North Wing	\$131,950
Bond Payment – 350A Concord Road	\$394,063
Bond Payment – Town Hall MEP Project	\$98,600
Bond Payment – Liljegren Way/Mudge Way Athletic Field	\$120,500
Bond Payment – Bedford Village	\$185,340



Community Preservation Budget  
Proposed FY21 Appropriations

(continued)

Bond Payment- Fawn Lake

\$233,557

Bedford Housing Authority Life Management  
Program

\$35,505

**TOTAL Proposed Appropriations:**

**\$1,239,515**

# Recommended CPA Appropriations

- Administrative
- Payments for projects bonded in the past
- Affordable Housing Consultant
- Bedford Housing Authority Life Management Program

# CPA Administrative

Administrative Expenses

\$10,000

- Administrative expenses for legal and clerical costs are included in this item.

# CPA Bond Payments

Town Center North Wing	\$131,950
350A Concord Road	\$394,063
Town Hall MEP Project	\$98,600
Liljegren/MudgeWay Athletic Field	\$120,500
Bedford Village	\$185,340
Fawn Lake Rehabilitation	\$233,557
<b>Total Bond Payments</b>	<b>\$1,164,010</b>

# CPA Affordable Housing

Affordable Housing Consultant Services

\$30,000

- Monitor compliance with state and federal programs
- Advertise affordable units in Bedford
- Run housing lotteries for affordable units

# CPA Affordable Housing

Bedford Housing Authority Life Management Program

\$35,505

- Supports low-income renters to increase household income and access opportunity
- Financial literacy training
- Employment and educational goal setting

# We Need You!

- **To review:** give input on the CPC Program and Plan
- **To propose:** new projects can be proposed by anyone at any time
- **To serve:** there is a vacancy for an At-Large seat on the Community Preservation Committee

# Article 7

## Community Preservation Budget Fiscal Year 2021 (partial)

A note on FY21 Community Preservation Budget reductions:

Over \$733,500 in projects have been indefinitely postponed for the FY21 Community Preservation Budget.

If you would like to review the meeting in which the Select Board indefinitely postponed a portion of the FY21 Community Preservation Budget, please use the following link:

May 13, 2020 Select Board

<https://www.youtube.com/watch?v=uAhheycAd50>



# **Article 23**

## **Proposed Fiscal Year 2021 Capital Projects Plan**

To determine whether the Town will vote to appropriate the total sum of \$5,748,323 or any other sum, for the items contained within the following proposed Fiscal Year 2021 Capital Projects Plan and to determine whether such sums shall be raised in the tax levy, transferred from available funds, borrowed, appropriated from the Stabilization Fund, or by any combination of these methods; pass any vote or take any action relative thereto:

# Article 23

## Proposed Fiscal Year 2021 Capital Projects Plan

For information on all capital projects being proposed for FY21, please review the backup material titled “FY21 Capital Project Details” on the Town Meeting page: [www.bedfordma.gov/town-meeting](http://www.bedfordma.gov/town-meeting)

### RECOMMENDATIONS

Select Board:	Approval Recommended
Finance Committee:	Approval Recommended
Capital Expenditure Committee:	Approval Recommended

# Article 23

## Proposed Fiscal Year 2021

### Capital Projects Plan-Project Reductions

**On May 13, 2020, the Select Board voted to approve a streamlined Annual Town Meeting warrant. As part of this streamlined warrant, \$16,500,000 in proposed capital projects within the Capital Budget were indefinitely postponed:**

- Article 24 Bond Authorization- Police Station Addition/Renovation (\$6,400,000)
- Article 25 Bond Authorization- HVAC Replacement- Bedford Free Public Library (\$2,500,000)
- Article 26 Bond Authorization- Land Acquisition for a New Fire Station (\$7,600,000)

**At the June 24, 2020 Select Board meeting, the Select Board voted to further reduce the capital budget by \$233,416, and indefinitely postpone the following projects:**

- Floor Scrubber Replacement (\$15,960)
- 108 Carlisle Site Buildout (\$61,800)
- Exterior Door Vestibule Library (\$25,000)
- Fire Alarm System Replacement – Library (\$35,656)
- Vehicle and Equipment Replacement (partial reduction of \$95,000)

# Article 23

## Proposed Fiscal Year 2021 Capital Projects Plan

If you would like to review meetings in which the indefinite postponement of capital articles was approved by the Select Board and Finance Committee, please use the following links, and/or refer to the minutes of the following meetings:

May 13, 2020 Select Board

<https://www.youtube.com/watch?v=uAhheycAd50>

On June 24, 2020 the Select Board voted to reduce the capital budget by an additional \$233,416.

On June 29, 2020 the Finance Committee voted to reaffirm the Select Board reductions of \$233,416

# Article 27

## Demand Fee Increase

To determine whether the Town will vote to authorize to increase the fee charged for each written demand issued by the Town Collector from Ten Dollars (\$10) to Twenty Dollars (\$20) to be added and collected as part of the tax as authorized by Massachusetts General Law Chapter 60, Section 15; pass any vote or take any action relative to.

*This article proposes to increase the demand fee assessed on property and motor vehicle excise taxes that have not been paid for 30 days after the bills have been rendered.*

### RECOMMENDATIONS

Select Board: Approval Recommended

Finance Committee: Approval Recommended

# Article 28

## PEG Access and Cable Expense Related Budget Fiscal Year 2021

To determine whether the Town will vote to appropriate the following sums or any other sums to operate the Public Education Governmental (PEG) Access and Cable Related Fund for the fiscal year beginning July 1, 2020:

<b>Cable TV PEG Access Budget</b>	<b>FY 2021 Recommended</b>
Contracted Operational Cost	\$180,601
Building Expenses	\$35,000
Capital Expenses	\$22,500
<b>Total FY2021 Budget</b>	<b>\$238,101</b>

and that in order to meet such appropriation, the Town will transfer \$238,101 from the PEG Access and Cable Related Fund; pass any vote or take any action relative thereto.

*At the November 2016 Special Town Meeting, the Town voted to establish a PEG Access and Cable Related Fund effective July 1, 2017. Such a fund is considered a special revenue account under Massachusetts General Laws requiring the Town to adopt a budget annually for PEG access services and other related expenses. Approval of this article would establish the Fiscal Year 2021 budget for the Town's PEG Access contractor and operational expenses for hosting the PEG access studio at Old Town Hall.*

### RECOMMENDATIONS

Select Board:	Approval Recommended
Finance Committee:	Approval Recommended

# **Article 31**

## **Operating Budgets-Fiscal Year 2021**

*(reduced from March ATM warrant)*

To determine whether the Town will vote to make appropriations for expenditures by officers, boards, committees, and for the Reserve Fund in the fiscal year beginning July 1, 2020, and to determine whether such appropriations shall be raised in the tax levy, transferred from available funds, transferred from the Stabilization Fund, borrowed, or by any combination of these methods; pass any vote or take any action relative thereto.

### **RECOMMENDATIONS**

Selectmen:	Approval Recommended
Finance Committee:	Approval Recommended

# Article 31

## Operating Budgets-Fiscal Year 2021

*(reduced from March ATM warrant)*

Account #	Department	FY 2019 Expended	FY 2020 Appropriated	FY 2021 Recommended	% Change	% of Total	Tax Impact *	Segregations Descriptions	Amount
1220	Selectmen	674,009	752,338	<b>802,970</b>	6.7%	0.8%	9.98	Salaries: Chairman Clerk Other Selectmen, each (3) Office	2,400 2,000 1,600 628,554
1300	Finance/Administrative Services	1,022,471	1,051,648	<b>1,138,975</b>	8.3%	1.2%	14.15	Salaries From Sewer Fund	775,102 95,000
1301	Insurance & Benefits	11,680,772	12,927,381	<b>13,747,902</b>	6.3%	14.0%	170.79	From Sewer Fund From Pension Trust Fund	300,000 80,000
	<i>Health Insurance</i>	<i>5,708,093</i>	<i>6,310,178</i>	<i><b>6,688,789</b></i>	<i>6.0%</i>	<i>6.8%</i>			
	<i>Retirement Assessment</i>	<i>4,264,688</i>	<i>4,560,908</i>	<i><b>4,857,367</b></i>	<i>6.5%</i>	<i>4.9%</i>			
	<i>General Insurances</i>	<i>984,640</i>	<i>1,197,548</i>	<i><b>1,305,327</b></i>	<i>9.0%</i>	<i>1.3%</i>			
	<i>Medicare Assessment</i>	<i>693,698</i>	<i>747,247</i>	<i><b>784,609</b></i>	<i>5.0%</i>	<i>0.8%</i>			
	<i>Unemployment Insurance</i>	<i>14,783</i>	<i>86,000</i>	<i><b>86,000</b></i>	<i>0.0%</i>	<i>0.1%</i>			
	<i>Life Insurance</i>	<i>14,870</i>	<i>15,500</i>	<i><b>15,810</b></i>	<i>2.0%</i>	<i>0.0%</i>			
	<i>Employee Wellness</i>	<i>0</i>	<i>10,000</i>	<i><b>10,000</b></i>	<i>0.0%</i>	<i>0.0%</i>			



# Article 31

## Operating Budgets-Fiscal Year 2021

*(reduced from March ATM warrant)*

Account #	Department	FY 2019 Expended	FY 2020 Appropriated	FY 2021 Recommended	% Change	% of Total	Tax Impact *	Segregations Descriptions	Amount
1303	Principal & Interest	8,056,286	9,352,462	<b>9,850,492</b>	5.3%	10.0%	122.37	Non Exempt Principal Non Exempt Interest Exempt Principal Exempt Interest CPA Debt Costs From Debt Stabilization Fund From Sewer Fund From CPA Fund	3,863,388 1,757,192 2,570,000 495,903 1,164,009 24,978 515,000 1,164,009
1310	Financial Committees	210	1,007,037	<b>2,006,437</b>	99.2%	2.0%	24.93	Reserve Fund	2,004,823
1410	Assessors	289,537	311,382	<b>311,650</b>	0.1%	0.3%	3.87	Salaries: Stipend, each Assessor (3) Office	1,600 246,832
1510	Legal Services	183,296	184,000	<b>184,000</b>	0.0%	0.2%	2.29		
1610	Town Clerk	223,622	243,182	<b>252,235</b>	3.7%	0.3%	3.13	Salaries: Office Stipends	226,269 310

# Article 31

## Operating Budgets-Fiscal Year 2021 *(reduced from March ATM warrant)*

Account #	Department	FY 2019 Expended	FY 2020 Appropriated	<b>FY 2021 Recommended</b>	% Change	% of Total	Tax Impact *	Segregations Descriptions	Amount
1620	Elections & Registrations	51,892	40,117	<b>77,864</b>	94.1%	0.1%	0.97	Personnel Costs	54,965
1750	Planning Board	220,732	231,342	<b>238,369</b>	3.0%	0.2%	2.96	Salaries	223,809
2010	Police Department	3,926,447	4,058,692	<b>4,065,025</b>	0.2%	4.1%	50.50	Salaries Capital Outlay	3,878,491 14,473
2200	Fire Department	2,472,535	2,543,220	<b>2,826,941</b>	11.2%	2.9%	35.12	Salaries Capital Outlay	2,616,941 24,080
2360	Town Center	102,789	106,327	<b>109,321</b>	2.8%	0.1%	1.39	Salaries	51,131
2400	Code Enforcement	507,226	559,422	<b>560,850</b>	0.3%	0.6%	6.97	Salaries	513,822

# Article 31

## Operating Budgets-Fiscal Year 2021

*(reduced from March ATM warrant)*

Account #	Department	FY 2019 Expended	FY 2020 Appropriated	<b>FY 2021 Recommended</b>	% Change	% of Total	Tax Impact *	Segregations Descriptions	Amount
3000	School Department	40,421,396	41,844,365	<b>42,031,459</b>	0.4%	42.8%	522.16	From Impact Aid	450,000
3001	Vocational Education	465,177	660,000	<b>800,000</b>	21.2%	0.8%	9.94		
3500	Facilities Department Municipal	2,331,345	2,612,172	<b>2,643,178</b>	1.2%	2.7%	32.84	Salaries Capital Outlay Utilities	554,664 2,551 1,775,000
4000	Public Works	12,831,517	13,158,775	<b>13,762,749</b>	4.6%	14.0%	170.97	Salaries Snow Removal Overtime Snow Removal Materials MWRA Water Purchase Refuse/Recycling Energy Equipment/Materials Capital Outlay Road Resurfacing From Sewer Fund From Field Maint Fund	3,127,087 136,800 205,653 3,564,000 2,276,800 1,648,200 521,102 998,046 7,331 1,277,730 4,631,075 24,000
5000	Board of Health	302,460	351,412	<b>365,706</b>	4.1%	0.4%	4.54	Salaries	303,994

# Article 31

## Operating Budgets-Fiscal Year 2021 *(reduced from March ATM warrant)*

Account #	Department	FY 2019 Expended	FY 2020 Appropriated	FY 2021 Recommended	% Change	% of Total	Tax Impact *	Segregations Descriptions	Amount
5001	Hazardous Waste	18,330	24,872	<b>25,618</b>	3.0%	0.0%	0.32		
5003	Mosquito Control	40,817	40,817	<b>42,042</b>	3.0%	0.0%	0.52		
5400	Bedford Local Transit	73,548	65,270	<b>64,917</b>	-0.5%	0.1%	0.81	Salaries	64,124
5410	Council on Aging	223,249	242,255	<b>250,827</b>	3.5%	0.3%	3.12	Salaries Capital Outlay	235,794 1,093
5420	Youth & Family Services	493,130	590,970	<b>537,530</b>	-9.0%	0.5%	6.68	Salaries	190,660
6100	Public Library	1,272,528	1,323,700	<b>1,342,705</b>	1.4%	1.4%	16.68	Salaries Capital Outlay	1,054,195 5,000
6300	Recreation Commission	279,080	290,122	<b>98,260</b>	-66.1%	0.1%	1.22	Salaries	98,260
6910	Historic Preservation Commission	1,256	1,333	<b>1,333</b>	0.0%	0.0%	0.02		
<b>TOTAL</b>		88,165,657	94,574,613	<b><u>98,139,355</u></b>	3.8%	100.00%	1,219		

\* Residential Tax Impact (Per 100,000 of assessed value)

# Article 31

## Operating Budgets-Fiscal Year 2021

### A note on FY21 budget reductions:

Updated local receipt projections for FY21 include a 60% reduction in investment income, 40% reduction in hotel/motel/meals tax, 35% reduction in licenses and permits, a 5% reduction in jet fuel tax, and a 4% reduction in motor vehicle excise tax.

Updated local receipt revenue loss for the upcoming fiscal year is estimated to be \$1.1 million. State funded local aid is estimated at a 15% reduction to Chapter 70, and a 15% reduction to Unrestricted General Government Aid, and a 10% reduction in Veterans Benefits. The projected estimated local aid/cherry sheet revenue loss for FY21 is \$1.2 million.

### **FY21 (*Estimated*) Revenue Reductions**

Local Receipts	(\$1,077,001)
State Aid	(\$1,199,101)
<b>Total Revenue Reductions</b>	<b>(\$2,276,102)</b>

# Article 31

## Operating Budgets-Fiscal Year 2021

### **FY21 Expense Reductions**

School <i>(67.7% of finance committee budget guideline)</i>	(\$1,278,000)
Town <i>(32.3% of finance committee budget guideline)</i>	(\$608,111)
<b>Total Town/School Expense Reductions</b>	<b>(\$1,886,111)</b>

### **FY21 Other Expense Reductions**

Debt	(\$139,991)
Snow and Ice Deficit	(\$250,000)
<b>Total Other Expense Reductions</b>	<b>(\$389,991)</b>

**Total FY21 Expense Reductions:** **(\$2,276,102)**

# Article 31

## Operating Budgets-Fiscal Year 2021

**If you would like to review the Select Board meetings in which budget cuts were discussed, please use the following links:**

**May 13, 2020 Select Board**

<https://www.youtube.com/watch?v=uAhheycAd50>

**June 10, 2020 Select Board**

[https://us02web.zoom.us/rec/share/9-crMujd9E1JBdb22Rv0ffY\\_JqC8aaa8gHccq\\_ALzxpwILLi0v8BghokVN19t2fM?startTime=1591810636000](https://us02web.zoom.us/rec/share/9-crMujd9E1JBdb22Rv0ffY_JqC8aaa8gHccq_ALzxpwILLi0v8BghokVN19t2fM?startTime=1591810636000)

**For more information on the School Department's discussions on budget reductions**, as Zoom footage of the School Committee meetings is not yet available, please refer to the **"FY21 School Department Budget Reductions"** documents included as backup documentation on <https://www.bedfordma.gov/town-meeting>

**Please note, on June 15, 2020, the Finance Committee added \$969,189 of free cash to the line item "Finance Committee- Reserve Fund-1310"** to prepare for COVID-19 non-budgeted impacts to Town and School operating budgets.

# **Article 32**

## **Ambulance Enterprise Budget- Fiscal Year 2021**

To determine whether the Town will vote to appropriate the following sums or any other sums to operate the Ambulance Enterprise for Fiscal Year beginning July 1, 2020:



# Article 32

## Ambulance Enterprise Budget- Fiscal Year 2021 (con't.)

Budget Cost	FY 2019 Expended	FY 2020 Appropriated	FY 2021 Recommended	% Change
<b>Direct Cost</b>				
Salaries	668,461	730,586	790,881	
Operational Expenses	183,986	227,438	198,483	
Capital Outlay	14,056	14,697	14,991	
<b>Total Direct Cost</b>	866,503	972,721	1,004,355	3.25%
<b>Indirect Cost</b>				
Salaries (in Fire Budget)	121,800	130,270	152,433	
Insurance & Benefits	143,277	135,457	141,606	
Other Personnel Cost	48,961	50,431	52,953	
Principal & Interest	83,250	79,875	89,350	
General Insurance	17,614	30,684	32,113	
Facilities (Fire Station)	13,606	13,946	13,946	
<b>Total Indirect Cost *</b>	428,508	440,663	482,401	9.47%
<i>* (to be raised &amp; appropriated in the General Fund Operating Budget)</i>				
<b>Total FY2021 Budget</b>	1,295,011	1,413,384	1,486,756	5.19%

# Article 32

## Ambulance Enterprise Budget- Fiscal Year 2021 (con't.)

and that in order to meet such appropriation, Town shall raise the sum of \$899,575 or any other sum from the Ambulance Enterprise Revenues, the sum of \$80,780 or any other sum from retained earnings within the Ambulance Enterprise, and the sum of \$24,000 or any other sum from the tax levy; pass any vote or take any action relative thereto.

### RECOMMENDATIONS

Select Board:	Approval Recommended
Finance Committee:	Approval Recommended
Residential Tax Impact:	\$0.30

# Article 38

## Free Cash

To determine whether the Town will vote to transfer a sum of money from surplus revenue to reduce the tax levy for the fiscal year commencing July 1, 2020; pass any vote or take any action relative thereto.

*This article allows for the transfer from “free cash” a sum of money to reduce the amount of the tax levy for Fiscal Year 2021.*

### RECOMMENDATIONS

Select Board:	Recommendation to be given at Annual Town Meeting
Finance Committee:	Recommendation to be given at Annual Town Meeting