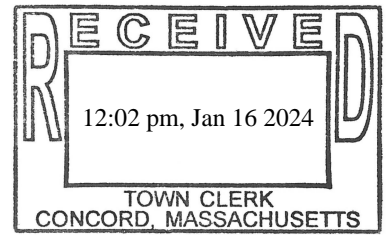




Town of Concord
Finance Committee
22 Monument Square
Concord, Massachusetts 01742-0535



**Concord Finance Committee Agenda -
January 18, 2024, at 7:00PM**

**Hybrid Meeting:
Select Board Conference Room, Town House, 2nd Floor, 22 Monument Square, and
via Zoom:**

Join Zoom Meeting

<https://us02web.zoom.us/j/85959275432?pwd=Mzi0NkN6aTZSWTRNVjVrbUIJMmFiZz09>

Meeting ID: 859 5927 5432
Passcode: 048540

Agenda

1. Call to Order
2. Public Comment
3. Update on Follow Up Items
4. Finance Committee Liaison Updates
5. 2024 Annual Town Meeting
 - a. Finance Committee Sponsored Warrant Articles
 - i. Meeting Procedure
 - ii. Use of Free Cash
 - iii. Appropriation to Stabilization Fund
 - b. Articles of Which FC Will Make Recommendations
6. FY25 Town Capital & Operating Budget
 - a. FY25 Capital Improvement Plan (CIP)
 - b. FY25 Operating Budget
7. Approve Meeting Minutes from November 14th, November 27th and December 14, 2023
8. Public Comment
9. Correspondence
10. Review Follow Up Items
11. Adjourn

Reminders:

• **Next Meeting:**

February 15 (Thursday) 7:00pm - regular meeting

Supporting materials for agenda items are available online at www.concordma.gov/3461/Meeting-Documents. Materials are generally uploaded on the Tuesday prior to the Regular Meeting. If any member has materials they would like to present for discussion, please inform the chair in advance of the meeting.

5. 2024 Annual Town Meeting

- a. Finance Committee Sponsored Warrant Articles**
 - i. Meeting Procedures**
 - ii. Use of Free Cash**
 - iii. Appropriation to Stabilization Fund**
- b. Articles of Which FC Will Make Recommendations**

From: [Anthony Ansaldi](#)
To: [Parashar Patel \(Concord Finance Committee\)](#)
Cc: [Kerry Lafleur](#)
Subject: 2024 ATM Warrant Articles:: Finance Committee
Date: Thursday, December 28, 2023 6:31:00 PM
Attachments: [Annual Town Meeting Article- Meeting Procedure.docx](#)
[Annual Town Meeting Article- Use of Free Cash.docx](#)
[Annual Town Meeting Article- Appropriation to Stabilization Fund.docx](#)

Parashar,

Attached are the Town Meeting warrant articles that I am happy to submit on behalf of the Finance Committee.

- Meeting Procedure; (Completed)
- Use of Free Cash; (Completed – added the \$1,000,000 customarily used to offset the levy)
- Appropriation to Middle School Stabilization Fund; and (Completed – added interest income from the borrowed funds)
- Appropriation from Middle School Stabilization Fund. (Not Completed – I don't believe we need this for next year)

Let me know if you have any questions and if it is ok to submit on FC behalf.

Best,
Anthony

Anthony M. Ansaldi, Jr.
Chief Financial Officer
Town of Concord
22 Monument Square
Concord, MA 01742
978-318-3095

Please be advised that the Massachusetts Attorney General has determined that email is a public record unless the content of the email falls within one of the stated exemptions under the Massachusetts Public Records Laws.

2024 Annual Town Meeting Article:

Title: Meeting Procedure

Article ____. To determine whether the Town will adopt a rule of the meeting governing requirements on Motions and amendments to Motions made at this meeting under Articles concerned with expenditures, in order to assure compliance with the requirements of Mass. Gen. Laws c. 59, §21C (generally referred to as “Proposition 2 ½”), or take any other action relative thereto.

Explanation: The motion to be made by the Finance Committee will specify that every motion to appropriate funds will be required to identify the source of funding. Town Meeting has adopted this meeting procedure for a number of years.

Submitted by: Finance Committee

Annual Town Meeting Article:

Title: Use of Free Cash

Article ____. To determine whether the Town will vote to transfer from free cash the sum of \$1,000,000, or any other sum, to be used by the Board of Assessors to reduce the tax levy for the fiscal year ending June 30, 2025, or take any other action relative thereto.

Explanation: This article seeks Town Meeting approval to allocate a portion of the available General Fund balance to support the FY25 budget. The proposed amount is consistent with the Finance Committee's FY25 Guidelines Budget Plan.

Submitted by: Finance Committee

Annual Town Meeting Article:

Title: Appropriation to Stabilization Fund

Article ____. To determine whether the Town will vote to transfer from Available Funds, the sum of \$477,633.33, or any other sum, to the Middle School Stabilization Fund, or take any other action relative thereto.

Explanation: This article seeks Town Meeting approval to transfer from Free Cash, in an amount equivalent to the FY23 interest earnings on the Concord Middle School bond proceeds, to the Middle School Stabilization Fund, the balance of which will be used in the future to smooth the tax impact of the Middle School Construction project.

Submitted by: Finance Committee

**Town of Concord
2024 Annual Town Meeting Articles**

Number	Article Name	Sponsor	Public Hearing
1	Choose Town Officers	Select Board	N/A
2	Hear Reports	Select Board	N/A
3	Meeting Procedure	Finance Committee	Finance Committee
4	Ratify Personnel Board Classification Actions	Personnel Board	Select Board
5	Ratify Personnel Board Classification and Compensation Plan	Personnel Board	Select Board
6	Personnel Bylaw Amendments	Personnel Board	Select Board
7	FY24 Town Budget Line Item Adjustments	Chief Financial Officer	Finance Committee
8	FY25 Town Budget	Town Manager	Finance Committee
9	Capital Improvement and Debt Plan	Town Manager	Finance Committee
10	OPEB Trust Fund Appropriation	Chief Financial Officer	Finance Committee
11	OPEB Trust Fund Expense	Chief Financial Officer	Finance Committee
12	Appropriation to the Opioid Prevention Programs Fund	Chief Financial Officer	Finance Committee
13	Funding Public Safety during the Concord250 Celebrations in 2025	Concord 2025 Executive Committee	Finance Committee
14	Use of Free Cash	Finance Committee	Finance Committee
15	Establish a Permanent Senior Means Tested Property Tax Exemption	Board of Assessors	Finance Committee
16	Create Stormwater Enterprise Fund	Public Works Commission	Finance Committee
17	Nagog Pond Improvements and PFAS Mitigation	Public Works Commission	Finance Committee
18	Select Board to Accept Easements	Public Works Commission	Select Board
19	Minuteman Regional Technical High School District Budget	Minuteman Regional School District	Finance Committee
20	Concord-Carlisle Regional High School Budget	Concord Carlisle Regional School Committee	Finance Committee
21	Concord-Carlisle Regional High School Amenities Building	Concord Carlisle Regional School Committee	Finance Committee
22	Authorize New Middle School Naming - Name the New Concord Middle School Ellen Garrison Middle School	Diversity, Equity, & Inclusion Commission	Select Board
23	Concord Public Schools Budget	Concord School Committee	Finance Committee
24	Concord Public Schools Capital Projects	Concord School Committee	Finance Committee
25	Appropriation to Middle School Stabilization Fund	Finance Committee	Finance Committee
26	Town Meeting Study Committee	Town Moderator	Select Board
27	Citizen Petition: Town Meeting Voting Reform	Dinos Gonatas	Select Board

**Town of Concord
2024 Annual Town Meeting Articles**

28	Citizen Petition: Remote Participation at Annual and Special Town Meetings	Scott Gillis & Mark Martines	Select Board
29	Citizen Petition: Use of Hand-Held Electronic Voting at Town Meetings	Scott Gillis & Mark Martines	Select Board
30	Authorize Changes to Previously Filed Home Rule Petition for Check Out Bag Charge	Agricultural Committee	Select Board
31	Update Town Goals to Meet the Climate Challenge	Climate Action Committee	Select Board
32	Fossil Fuel-Free Demonstration: Bylaw Amendments for Program Participation	Select Board	Select Board
33	In-Town Solar Expansion	Solar Implementation Task Force	Select Board
34	Zoning Bylaw Amendment: Zoning Map and MBTA Communities Multi-family Overlay District	Planning Board	Planning Board
35	Zoning Bylaw Amendment: Two-family Dwelling Unit in Residence B Zoning District	Planning Board	Planning Board
36	Zoning Bylaw Amendment: Floodplain Conservancy District	Planning Board	Planning Board
37	Zoning Bylaw Amendment: General Housekeeping - Multiple Sections	Planning Board	Planning Board
38	Citizen Petition: Citizen Support for a New Cell Tower Located at the Landfill at 755 Walden Street	Alisha Boyijan	Select Board
39	Citizen Petition: Citizen Support for a New Cell Tower Located at the Public Works Parcel at Keyes Road	Alisha Boyijan	Select Board
40	Community Preservation Appropriation Recommendations	Community Preservation Committee	Finance Committee
41	Authorize a Task Force to Review and Update the Charges, Policies, and Protocols of the Historic Districts Commission and Historical Commission	Diversity, Equity, & Inclusion Commission	Select Board
42	Tour Guide Bylaw Amendments	Select Board	Select Board
43	Amend Departmental Revolving Funds Bylaw	Town Manager	Finance Committee
44	Authorize Expenditure of Revolving Funds Under Mass. Gen. Laws 44 Sec. 53 E1/2	Town Manager	Finance Committee

Town of Concord
2024 Annual Town Meeting Articles

45	Light Plant Expenditures and Payment in Lieu of Taxes	Town Manager	Finance Committee
46	Solid Waste Disposal Fund Expenditures	Town Manager	Finance Committee
47	Sewer System Expenditures	Town Manager	Finance Committee
48	Sewer Improvement Fund Expenditures	Town Manager	Finance Committee
49	Water System Expenditures	Town Manager	Finance Committee
50	Authorize Expenditure from PEG Access & Cable-Related Fund	Town Manager	Finance Committee
51	Beede Swim and Fitness Center Enterprise Fund Expenditures	Town Manager	Finance Committee
52	Unpaid Bills	Chief Financial Officer	Finance Committee
53	Debt Rescission	Chief Financial Officer	Finance Committee

6. FY25 Town Capital & Operating Budget

- a. FY25 Capital Improvement Plan (CIP)**
- b. FY25 Operating Budget**



THE TOWN OF
CONCORD
MASSACHUSETTS

Tier I, II, & III Capital Improvement Plan for Concord

Finance Committee Meeting
Thursday, January 18, 2024



THE TOWN OF
CONCORD
 MASSACHUSETTS

Finance Committee Guidelines

			FY 25 projection provided in Oct by Town and Schools (see worksheets for details)			Sensitivity Analysis: FY25 based on % inc. in teacher salaries			FY25 RECOMMENDATION FOR SPENDING SUBJECT TO GUIDELINES		
Guidelines Model	FY 2024 approved subject to guidelines	FY24 % of total	FY25	\$ increase	% increase	FY25	\$ increase	% increase	FY25	\$ increase	% increase
Town Operating	\$31,711,833		\$33,635,774	\$1,923,941	6.07%	\$33,635,774	\$1,923,941	6.07%	\$32,745,639	\$1,033,806	3.26%
Town Tier 1 Capital	\$1,725,000		\$2,180,000	\$455,000	26.38%	\$2,180,000	\$455,000	26.38%	\$2,180,000	\$455,000	26.38%
TOWN subject to guidelines	\$33,436,83333%		\$35,815,774	\$2,378,941	7.11%	\$35,815,774	\$2,378,941	7.11%	\$34,925,639	\$1,488,806	4.45%
CPS	\$45,047,17645%		\$45,770,699	\$723,523	1.61%	\$46,389,172	\$1,341,996	2.98%	\$46,515,714	\$1,468,538	3.26%
CCRS D	\$22,302,83422%		\$22,872,443	\$569,609	2.55%	\$23,167,161	\$864,327	3.88%	\$23,029,906	\$727,072	3.26%
SCHOOLS subject to guidelines	\$67,350,01067%		\$68,643,142	\$1,293,132	1.92%	\$69,556,333	\$2,206,323	3.28%	\$69,545,620	\$2,195,610	3.26%
TOTAL subject to guidelines	\$100,786,843100%		\$104,458,915	\$3,672,072	3.64%	\$105,372,107	\$4,585,264	4.55%	\$104,471,259	\$3,684,416	3.66%



THE TOWN OF
CONCORD
 MASSACHUSETTS

FY25 Tier I (cash) Capital Improvement Plan

General Government			Amount
1C	Information Technology	Computers	\$ 120,000
1C	Information Technology	Security Improvements	\$ 50,000
1C	Information Technology	Public Safety computers & modems	\$ 10,000
1C	Information Technology	Evaluate Building Security	\$ 50,000
1C	Information Technology	Copiers and Multi-function printers	\$ 28,000
Finance			Amount
3E	Town Clerk	Poll Place Scanner and Tabulator	\$ 10,000
Planning & Land Management			Amount
4B	Planning & Land Management	Natural Resources	\$ 20,000
4C	Planning & Land Management	Building & Inspections	\$ 100,000
Human Services			Amount
5A	Library	Computer Equipment	\$ 15,000
5B	COA	Transport Vehicle	\$ 113,000
5E	Veterans Agent	Electric Vehicle	\$ 25,000
Public Safety			Amount
6A	Police	Tasers	\$ 65,000
6A	Police	Cruiser Laptops	\$ 70,000
6A	Police	Public Safety Equipment	\$ 30,000
6A	Police	Patrol Cruisers - Hybrid	\$ 220,000
6A	Police	Policy & Training Mgmt Software Upgrade	\$ 16,000
6A	Police	Communications Center Upgrades	\$ 18,200
6D	Fire	Public Safety Equipment	\$ 34,825
6D	Fire	Turnout Gear (9 sets per year - change in FY25)	\$ 40,000
6D	Fire	Medical Equipment upgrade	\$ 15,675
Public Works			Amount
7A	Public Works - Engineering	Street Pavement Markings	\$ 102,000
7A	Public Works - Engineering	Roadside Safety & Guardrail Improvements	\$ 171,000
7A	Public Works - Engineering	Landfill Monitoring	\$ 28,300
7A	Public Works - Engineering	Culvert & Bridge Repairs	\$ 25,000
7A	Public Works - Engineering	Stormwater Mgt (MS4 compliance)	\$ 50,000
7A	Public Works - Engineering	Pedestrian Safety & Bike Improvements	\$ 163,000
7C	Public Works - Highway Maintenance	Small Equipment - Highway	\$ 10,000
7C	Public Works - Highway Maintenance	Falcon Hotbox Trailer	\$ 47,000
7C	Public Works - Highway Maintenance	H14 2009 Ford F-550 Dump/Plow	\$ 120,000
7C	Public Works - Highway Maintenance	74,000 lbs Capacity Mobile Vehicle Ilft.	\$ 80,000
7C	Public Works - Highway Maintenance	Upgrade Fuel Master System	\$ 37,000
7E	Public Works - Parks & Trees	Small Equipment - Parks & Trees	\$ 10,000
7E	Public Works - Parks & Trees	Tree Planting - Public Shade Trees & Setback Trees	\$ 50,000
7E	Public Works - Parks & Trees	Completion of Updated tree Inventory	\$ 136,000
7I	Public Works - Facilities	Facilities replace miscellaneous tools & equipment	\$ 25,000
7I	Public Works - Facilities	Facilities additional vehicle	\$ 75,000
Tier I Capital Improvement Plan Total			\$ 2,180,000



THE TOWN OF
CONCORD
MASSACHUSETTS

FY25 Tier II (debt) Capital Improvement Plan

DEPARTMENT	ITEM(S)	Amount
Police	Records Management System Upgrade	\$ 350,000
Police	Communications Center Upgrades	\$ 418,200
Public Works - Engineering	Parking Lot Rehabilitation	\$ 336,500
Public Works - Engineering	Road Pavement Management	\$ 2,120,300
Public Works - Engineering	Traffic Improvements	\$ 500,000
Public Works - Highway Maintenance	H23 2012 Freightliner 35,000GVWR	\$ 375,000
Tier II Capital Improvement Plan Total		\$ 4,100,000



THE TOWN OF
CONCORD
MASSACHUSETTS

**FY25 Tier III (excluded debt) Capital
Improvement Plan**

No Projects Proposed



THE TOWN OF
CONCORD
MASSACHUSETTS

Future Tier III Future CIP Projects

- **Public Works Facility**
- **Public Safety Complex**
- **Walden Street Fire Station Renovations**
- **Public Works Infrastructure**



THE TOWN OF
CONCORD
MASSACHUSETTS

Thank you!

Questions?

CAPITAL IMPROVEMENT AND DEBT PLAN

ARTICLE 9. To determine whether the Town will vote to raise and appropriate, or transfer from available funds, or authorize the Town Treasurer with the approval of the Select Board to borrow by the issuance of bonds or notes under the provisions of Mass. Gen. Laws c. 44, §7, the sums of money specified in the FY2025 Capital Improvement Plan, or any other sum, to be expended under the direction of the Town Manager, or take any other action relative thereto.

Capital Outlay (Tier One). Details by Town departments are as follows for the capital outlay, so called Tier One (cash) portion of the Capital Improvement Plan, summarized in Table One, below:

General Government		Amount
Information Technology	Computers	\$ 120,000
Information Technology	Security Improvements	\$ 50,000
Information Technology	Public Safety computers & modems	\$ 10,000
Information Technology	Evaluate Building Security	\$ 50,000
Information Technology	Copiers and multi-function printers	\$ 28,000
Finance		Amount
Town Clerk	Poll Place Scanner and Tabulator	\$ 10,000
Planning & Land Management		Amount
Planning & Land Management	Natural Resources	\$ 20,000
Planning & Land Management	Building & Inspections	\$ 100,000
Human Services		Amount
Library	Computer Equipment	\$ 15,000
COA	Transport Vehicle	\$ 113,000
Veterans Agent	Electric Vehicle	\$ 25,000
Public Safety		Amount
Police	Tasers	\$ 65,000
Police	Cruiser Laptops	\$ 70,000
Police	Public Safety Equipment	\$ 30,000
Police	Patrol Cruisers - Hybrid	\$ 220,000
Police	Policy & Training Mgmt. Software Upgrade	\$ 16,000
Police	Communications Center Upgrades	\$ 18,200
Fire	Public Safety Equipment	\$ 34,825
Fire	Turnout Gear (9 sets per year - change in FY25)	\$ 40,000
Fire	Medical Equipment upgrade	\$ 15,675

Public Works		Amount
Public Works - Engineering	Street Pavement Markings	\$ 102,000
Public Works - Engineering	Roadside Safety & Guardrail Improvements	\$ 171,000
Public Works - Engineering	Landfill Monitoring	\$ 28,300
Public Works - Engineering	Culvert & Bridge Repairs	\$ 25,000
Public Works - Engineering	Stormwater Mgt (MS4 compliance)	\$ 50,000
Public Works - Engineering	Pedestrian Safety & Bike Improvements	\$ 163,000
Public Works - Highway Maintenance	Small Equipment - Highway	\$ 10,000
Public Works - Highway Maintenance	Falcon Hotbox Trailer	\$ 47,000
Public Works - Highway Maintenance	H14 2009 Ford F-550 Dump/Plow	\$ 120,000
Public Works - Highway Maintenance	74,000 lbs Capacity Mobile Vehicle ILft.	\$ 80,000
Public Works - Highway Maintenance	Upgrade Fuel Master System	\$ 37,000
Public Works - Parks & Trees	Small Equipment - Parks & Trees	\$ 10,000
Public Works - Parks & Trees	Tree Planting - Public Shade Trees & Setback Trees	\$ 50,000
Public Works - Parks & Trees	Completion of Updated tree Inventory	\$ 136,000
Public Works - Facilities	Facilities replace miscellaneous tools & equipment	\$ 25,000
Public Works - Facilities	Facilities additional vehicle	\$ 75,000
Tier I Capital Improvement Plan Total		\$ 2,180,000

Capital Outlay (Tier One) - From Cemetery Fund

Public Works		Amount	
7A	Public Works - Cemetery	Grave Marker Restoration	\$ 10,000
7A	Public Works - Cemetery	Misc. Cemetery Improvements	\$ 30,000
Tier I Cemetery Capital Improvement Plan Total		\$ 40,000	

Borrowed Funds (Tier Two). Details by Town departments are as follows for the debt plan, so called Tier Two (funded through the issuance of debt, within levy) portion of the Capital Improvement Plan, summarized in Table Two, below:

DEPARTMENT	ITEM(S)	Tier II (Debt)
Police	Records Management System Upgrade	\$ 350,000
Police	Communications Center Upgrades	\$ 418,200
Fire	Refurbish 2018 Pumper, Engine 4	\$ 210,000*
Public Works - Engineering	Parking Lot Rehabilitation	\$ 336,500
Public Works - Engineering	Road Pavement Management	\$ 2,120,300
Public Works - Engineering	Traffic Improvements	\$ 500,000
Public Works - Highway Maintenance	H23 2012 Freightliner 35,000GVWR	\$ 375,000
Tier II Capital Improvement Plan Total		\$ 4,100,000

*Funded through the transfer of a previously authorized and unused debt article (Article 11 from 2023 Annual Town Meeting Warrant), which use was no longer needed for its original intended purpose.

FY2025 Capital Improvement and Debt Plan total: **\$6,279,300**

This article authorizes the FY2025 Capital Improvement and Debt Plan, all of which will be funded within the existing Levy Limit. The FY2025 Capital Improvement and Debt Plan is proposed to be funded through cash outlay, the issuance of debt, and/ or transferring remaining balances in previously authorized debt articles where these balances are no longer needed for their original intended purpose. Items included in this plan include both Tier One (single item or bundled items, up to \$250,000) and Tier Two (single item, \$250,000 - \$2,000,000) capital purchases.

**FY25 TOWN OPERATING BUDGET
"DRAFT"**

Town Government Operating Budget						
Line No.	Item No.	Department	FY23 Appropriation	FY24 Appropriation (Original)	FY24 Appropriation (Revised)	FY25 Appropriation (Original)
General Government						
1	A	Town Manager's Office	\$ 686,197	\$ 730,350	\$ 730,350	\$ 864,166
	B	Human Resources	\$ 595,606	\$ 573,682	\$ 573,682	\$ 481,562
	C	Information Systems (Technology)	\$ 1,348,980	\$ 1,757,756	\$ 1,757,756	\$ 1,828,904
	D	Town Meetings & Reports	\$ 117,919	\$ 95,400	\$ 95,400	\$ 107,376
	E	Facilities Administration	\$ 1,026,590	\$ 1,930,088	\$ 1,930,088	\$ 2,077,139
	F	Parks & Playgrounds	\$ 215,776	\$ 216,727	\$ 216,727	\$ 110,848
	G	Resource Sustainability	\$ 165,203	\$ 125,000	\$ 125,000	\$ 144,080
	H	Visitor's Center	\$ 37,970	\$ -	\$ -	
	I	Adjustment			\$ (515,402)	
		sub-total:	\$ 4,194,241	\$ 5,429,003	\$ 4,913,601	\$ 5,614,075
2	A	Legal Services	\$ 450,000	\$ 450,000	\$ 450,000	\$ 388,977
		total: General Government	\$ 4,644,241	\$ 5,879,003	\$ 5,363,601	\$ 6,003,052

Finance						
3	A	Finance Administration	\$ 555,491	\$ 647,927	\$ 647,927	\$ 756,342
	B	Treasurer-Collector	\$ 505,631	\$ 466,957	\$ 466,957	\$ 476,700
	C	Town Accountant	\$ 340,945	\$ 367,594	\$ 367,594	\$ 392,374
	D	Assessors	\$ 444,387	\$ 434,957	\$ 434,957	\$ 442,730
	E	Town Clerk	\$ 439,831	\$ 464,499	\$ 464,499	\$ 457,834
	F	Elections	\$ 89,374	\$ 80,714	\$ 80,714	\$ 60,289
	G	Registrars	\$ 10,452	\$ 11,165	\$ 11,165	\$ 13,458
		total: Finance	\$ 2,386,111	\$ 2,473,813	\$ 2,473,813	\$ 2,599,727

Planning and Land Management						
4	A	Planning Administration	\$ 583,522	\$ 661,933	\$ 661,933	\$ 631,968
	B	Natural Resources	\$ 449,396	\$ 449,610	\$ 449,610	\$ 456,982
	C	Inspections	\$ 479,288	\$ 593,097	\$ 593,097	\$ 543,664
	D	Health	\$ 462,035	\$ 561,895	\$ 561,895	\$ 598,077
	E	Economic Vitality & Tourism	\$ 190,735	\$ 235,721	\$ 235,721	\$ 329,887
	F	141 Keyes Road	\$ 48,840	\$ 3,600	\$ 3,600	\$ 3,143
		total: Planning & Land Management	\$ 2,213,816	\$ 2,505,856	\$ 2,505,856	\$ 2,563,721

Human Services						
5	A	Library	\$ 2,398,544	\$ 2,490,316	\$ 2,490,316	\$ 2,455,138
	B	Senior Services				
		B1. Senior Services	\$ 630,527	\$ 652,076	\$ 652,076	\$ 670,851

**FY25 TOWN OPERATING BUDGET
"DRAFT"**

		B2. Harvey Wheeler Community Center	\$ 101,276	\$ 65,342	\$ 65,342	\$ 67,277
	C	Recreation Services				
		C1. Recreation	\$ 114,569	\$ -	\$ -	
		C2. Hunt Recreation Center	\$ 93,375	\$ -	\$ -	
	D.	Human Services	\$ 74,286	\$ 93,350	\$ 93,350	\$ 97,738
	E	Veteran's Services	\$ 78,734	\$ 86,647	\$ 86,647	\$ 84,525
	F	Ceremonies & Celebrations	\$ 44,960	\$ 63,600	\$ 63,600	\$ 53,422
		total: Human Services	\$ 3,536,271	\$ 3,451,331	\$ 3,451,331	\$ 3,428,951

Public Safety

6	A	Police Department	\$ 4,864,484	\$ 5,219,135	\$ 5,219,135	\$ 5,232,210
	B	Animal Control Officer	\$ 28,500	\$ 29,260	\$ 29,260	\$ 29,393
	C	Police-Fire Station	\$ 278,317	\$ 52,918	\$ 52,918	\$ 40,406
	D	Fire Department	\$ 5,783,853	\$ 6,611,011	\$ 6,611,011	\$ 6,789,002
	E	Emergency Management	\$ 16,000	\$ 14,550	\$ 14,550	\$ 14,194
	F	West Concord Fire Station	\$ 21,309	\$ 1,563	\$ 1,563	\$ 1,691
		total: Public Safety	\$ 10,992,463	\$ 11,928,437	\$ 11,928,437	\$ 12,106,896

Public Works

7	A	Public Works Administration	\$ 403,332	\$ 422,120	\$ 422,120	\$ 458,696
	B	Engineering	\$ 506,999	\$ 701,634	\$ 701,634	\$ 693,132
	C	Highway Administration	\$ 1,638,237	\$ 1,805,133	\$ 1,805,133	\$ 2,111,050
	D	Winter Maintenance	\$ 650,000	\$ 655,500	\$ 655,500	\$ 655,500
	E	Parks & Trees	\$ 901,592	\$ 992,220	\$ 992,220	\$ 873,271
	F	Cemetery	\$ 312,235	\$ 273,790	\$ 273,790	\$ 282,838
	G	133/ 135 Keyes Road	\$ 183,580	\$ 68,088	\$ 68,088	\$ 145,270
	H	Street Lighting	\$ 31,625	\$ 40,310	\$ 40,310	\$ 42,029
		total: Public Works	\$ 4,627,600	\$ 4,958,795	\$ 4,958,795	\$ 5,261,786

Unclassified

8		Employee Wellness	\$ -	\$ 75,000	\$ 75,000	\$ -
	A	Unused Sick Leave	\$ 23,061	\$ -	\$ -	
	B	Public Safety Disability	\$ 887	\$ -	\$ -	
	C	Employee Assistance Program	\$ 2,661	\$ -	\$ -	
		sub-total:	\$ 26,609	\$ 75,000	\$ 75,000	
9		Reserve Fund	\$ 225,000	\$ 200,000	\$ 200,000	\$ 200,000
10		Salary Reserve Fund	\$ 1,057,934	\$ 755,000	\$ 755,000	\$ 581,506
11		Land Fund	\$ 25,000	\$ -	\$ -	
		Total: Unclassified	\$ 1,334,543	\$ 1,030,000	\$ 1,030,000	\$ 781,506

**FY25 TOWN OPERATING BUDGET
"DRAFT"**

TOTAL TOWN GOVERNMENT				
TOTAL TOWN GOVERNMENT	\$ 29,735,045	\$ 32,227,235	\$ 31,711,833	\$ 32,745,639

Joint Accounts (Town - Concord Public Schools)						
12	A	Group Insurance	\$ 7,468,322	\$ 8,140,471	\$ 8,140,471	\$ 8,000,000
	B	Property/ Liability Insurance	\$ 378,000	\$ 406,350	\$ 406,350	\$ 539,412
	C	Unemployment	\$ 120,000	\$ 138,000	\$ 138,000	\$ 140,760
	D	Worker's Compensation	\$ 142,450	\$ 163,818	\$ 163,818	\$ 176,149
	E	Social Security & Medicare	\$ 942,064	\$ 989,168	\$ 989,168	\$ 1,028,735
		sub-total:	\$ 9,050,836	\$ 9,837,807	\$ 9,837,807	\$ 9,885,056
13	A	Retirement Assessment, General Fund	\$ 3,381,101	\$ 3,399,675	\$ 3,399,675	\$ 4,349,746
	B	Retirement Assessment, Pension Reserve	\$ 1,501,370	\$ 1,650,000	\$ 1,650,000	\$ 1,650,000
		sub-total:	\$ 4,882,471	\$ 5,049,675	\$ 5,049,675	\$ 5,999,746
14	A	Debt Service, Within Levy Limit				
		A1. Town, Principal & Interest	\$ 3,423,349	\$ 3,698,148	\$ 3,698,148	\$ 3,576,699
		A2. CPS, Principal & Interest	\$ 741,752	\$ 829,552	\$ 829,552	\$ 806,651
		A3. Interest on Short-Term Notes	\$ 70,000	\$ -	\$ -	\$ 70,000
		sub-total:	\$ 4,235,101	\$ 4,527,700	\$ 4,527,700	\$ 4,453,350
	B	Debt Service, Excluded from Levy Limit				
		B1. Town, Principal & Interest	\$ 326,294	\$ 317,544	\$ 317,544	\$ 303,794
		B2. CPS, Principal & Interest	\$ 2,660,210	\$ 3,592,220	\$ 3,592,220	\$ 6,286,880
		B3. Interest on Short-Term Notes	\$ -	\$ -	\$ -	\$ -
		sub-total:	\$ 2,986,504	\$ 3,909,764	\$ 3,909,764	\$ 6,590,674
		total: Joint Accounts	\$ 21,154,912	\$ 23,324,946	\$ 23,324,946	\$ 26,928,826

Total: FY25 Appropriation	\$ 50,889,957	\$ 55,552,181	\$ 55,036,779	\$ 59,674,465
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FY25 TOWN OMNIBUS BUDGET

"DRAFT"

Line No.	Item No.	Department	FY22 Appropriation	FY23 Appropriation	FY24 Appropriation
General Government					
1	A	Town Manager's Office	\$ 739,926	\$ 686,197	\$ 730,350
	B	Human Resources	\$ 573,349	\$ 595,606	\$ 573,682
	C	Information Systems (Technology)	\$ 1,244,882	\$ 1,348,980	\$ 1,757,756
	D	Town Meetings & Reports	\$ 123,096	\$ 117,919	\$ 95,400
	E	Facilities Administration	\$ 1,003,243	\$ 1,026,590	\$ 1,930,088
	F	Parks & Playgrounds	\$ 150,205	\$ 215,776	\$ 216,727
	G	Resource Sustainability	\$ 162,949	\$ 165,203	\$ 125,000
	H	Visitor's Center	\$ 34,342	\$ 37,970	\$ -
		sub-total:	\$ 4,031,992	\$ 4,194,241	\$ 5,429,003
2	A	Legal Services	\$ 425,000	\$ 450,000	\$ 450,000
		total: General Government	\$ 4,456,992	\$ 4,644,241	\$ 5,879,003

Finance					
3	A	Finance Administration	\$ 562,252	\$ 555,491	\$ 647,927
	B	Treasurer-Collector	\$ 525,485	\$ 505,631	\$ 466,957
	C	Town Accountant	\$ 339,722	\$ 340,945	\$ 367,594
	D	Assessors	\$ 457,391	\$ 444,387	\$ 434,957
	E	Town Clerk	\$ 399,720	\$ 439,831	\$ 464,499
	F	Elections	\$ 53,068	\$ 89,374	\$ 80,714
	G	Registrars	\$ 6,220	\$ 10,452	\$ 11,165
		total: Finance	\$ 2,343,858	\$ 2,386,111	\$ 2,473,813

Planning and Land Management					
4	A	Planning Administration	\$ 564,214	\$ 583,522	\$ 661,933
	B	Natural Resources	\$ 421,751	\$ 449,396	\$ 449,610
	C	Inspections	\$ 480,311	\$ 479,288	\$ 593,097
	D	Health	\$ 466,952	\$ 462,035	\$ 561,895
	E	Economic Vitality & Tourism	\$ 186,697	\$ 190,735	\$ 235,721
	F	141 Keyes Road	\$ 49,995	\$ 48,840	\$ 3,600
		total: Planning & Land Management	\$ 2,169,920	\$ 2,213,816	\$ 2,505,856

FY25 TOWN OMNIBUS BUDGET "DRAFT"

Human Services					
5	A	Library	\$ 2,333,663	\$ 2,398,544	\$ 2,490,316
	B	Senior Services			
		B1. Senior Services	\$ 609,998	\$ 630,527	\$ 652,076
		B2. Harvey Wheeler Community Center	\$ 99,923	\$ 101,276	\$ 65,342
	C	Recreation Services			
		C1. Recreation	\$ 114,569	\$ 114,569	\$ -
		C2. Hunt Recreation Center	\$ 101,482	\$ 93,375	\$ -
	D.	Human Services	\$ 74,700	\$ 74,286	\$ 93,350
	E	Veteran's Services	\$ 77,974	\$ 78,734	\$ 86,647
	F	Ceremonies & Celebrations	\$ 39,628	\$ 44,960	\$ 60,600
		total: Human Services	\$ 3,451,937	\$ 3,536,271	\$ 3,448,331

Public Safety					
6	A	Police Department	\$ 5,479,289	\$ 4,864,484	\$ 5,219,135
	B	Animal Control Officer	\$ 27,500	\$ 28,500	\$ 29,260
	C	Police-Fire Station	\$ 252,057	\$ 278,317	\$ 52,918
	D	Fire Department	\$ 5,734,791	\$ 5,783,853	\$ 6,611,011
	E	Emergency Management	\$ 16,000	\$ 16,000	\$ 14,550
	F	West Concord Fire Station	\$ 20,259	\$ 21,309	\$ 1,563
		total: Public Safety	\$ 11,529,896	\$ 10,992,463	\$ 11,928,437

Public Works					
7	A	Public Works Administration	\$ 414,468	\$ 403,332	\$ 422,120
	B	Engineering	\$ 507,441	\$ 506,999	\$ 701,634
	C	Highway Administration	\$ 1,527,876	\$ 1,638,237	\$ 1,805,133
	D	Winter Maintenance	\$ 640,000	\$ 650,000	\$ 655,500
	E	Parks & Trees	\$ 797,852	\$ 901,592	\$ 992,220
	F	Cemetery	\$ 304,806	\$ 312,235	\$ 273,790
	G	133/ 135 Keyes Road	\$ 124,923	\$ 183,580	\$ 68,088
	H	Street Lighting	\$ 27,500	\$ 31,625	\$ 40,310
		total: Public Works	\$ 4,344,866	\$ 4,627,600	\$ 4,958,795

Unclassified					
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**FY25 TOWN OMNIBUS BUDGET
"DRAFT"**

8		Employee Wellness			\$ 75,000
	A	Unused Sick Leave	\$ 65,000	\$ 23,061	\$ -
	B	Public Safety Disability	\$ 2,500	\$ 887	\$ -
	C	Employee Assistance Program	\$ 7,500	\$ 2,661	\$ -
		sub-total:	\$ 75,000	\$ 26,609	\$ 75,000
9		Reserve Fund	\$ 225,000	\$ 225,000	\$ 200,000
10		Salary Reserve Fund	\$ (114,374)	\$ 1,057,934	\$ 755,000
11		Land Fund	\$ 10,000	\$ 25,000	\$ -
		Total: Unclassified	\$ 195,626	\$ 1,334,543	\$ 1,030,000

Concord Public Schools					
12		Concord Public Schools	\$ 41,708,424	\$ 43,010,486	\$ 45,197,176
		total: Concord Public Schools	\$ 41,708,424	\$ 43,010,486	\$ 45,197,176

Joint Accounts (Town - Concord Public Schools)					
13	A	Group Insurance	\$ 6,639,042	\$ 7,468,322	\$ 8,140,471
	B	Property/ Liability Insurance	\$ 315,000	\$ 378,000	\$ 406,350
	C	Unemployment	\$ 120,000	\$ 120,000	\$ 138,000
	D	Worker's Compensation	\$ 133,575	\$ 142,450	\$ 163,818
	E	Social Security & Medicare	\$ 910,207	\$ 942,064	\$ 989,168
		sub-total:	\$ 8,117,824	\$ 9,050,836	\$ 9,837,807
14	A	Retirement Assessment, General Fund	\$ 3,412,844	\$ 3,381,101	\$ 3,399,675
	B	Retirement Assessment, Pension Reserve	\$ 1,338,816	\$ 1,501,370	\$ 1,650,000
		sub-total:	\$ 4,751,660	\$ 4,882,471	\$ 5,049,675
15	A	Debt Service, Within Levy Limit			
		A1. Town, Principal & Interest	\$ 3,424,300	\$ 3,423,349	\$ 3,698,148
		A2. CPS, Principal & Interest	\$ 743,070	\$ 741,752	\$ 829,552
		A3. Interest on Short-Term Notes	\$ -	\$ 70,000	\$ -
		sub-total:	\$ 4,167,370	\$ 4,235,101	\$ 4,527,700
	B	Debt Service, Excluded from Levy Limit			
		B1. Town, Principal & Interest	\$ 335,044	\$ 326,294	\$ 317,544
		B2. CPS, Principal & Interest	\$ 2,915,095	\$ 2,660,210	\$ 3,592,220
		B3. Interest on Short-Term Notes	\$ -	\$ -	\$ -
		sub-total:	\$ 3,250,139	\$ 2,986,504	\$ 3,909,764

**FY25 TOWN OMNIBUS BUDGET
"DRAFT"**

		total: Joint Accounts	\$ 20,286,993	\$ 21,154,912	\$ 23,324,946
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Concord-Carlisle Regional School District, Assessment					
17	A	Operating Assessment	\$ 21,135,593	\$ 21,782,797	\$ 22,302,834
	B	Debt Assessment	\$ 3,241,186	\$ 3,179,377	\$ 3,055,012
		total: CCRSD Assessment	\$ 24,376,779	\$ 24,962,174	\$ 25,357,846

Total: FY24 Omnibus Budget	\$ 114,865,291	\$ 118,862,617	\$ 126,104,203
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7. Approve Meeting Minutes

- 1. November 14, 2024**
- 2. November 27, 2024**
- 3. December 14, 2024**

Town of Concord
Meeting of the Finance Committee
Minutes of Meeting – November 14, 2023
Hybrid Meeting

Members Present: Suresh Bhatia, Margaret Briggs (remote), Kathy Cuocolo, Eric Dahlberg (remote), Jon Garofalo, Greg Guarriello (remote), Amrith Kumar (remote), Don Kupka, Lyndsey Lis (remote), Dee Ortner, Parashar Patel, Karlen Reed, Christine Reynolds, Quazi Sadruzzaman (remote).

Members Absent: Lois Wasoff.

Others Attending: Anthony Ansaldi, Jr. (CFO), Kerry Lafleur (Town Manager), Alexa Anderson (Committee Chair, CPS), Tracy Marano (Committee Chair, CCRSD), Dr. Laurie Hunter Superintendent of Schools), Robert Conry (School CFO), Cynthia Rainey.

Call to Order:

Item 2: Public Comment - None

Item 3. Finance Committee Liaison Update – School Committee met from 5:00pm – 6:15pm and will be talking about Capital Planning and their Budgets. Ms. Reed mentioned that the Recreation Commission will meet on November 28th so no update. Assessor’s meeting on the residential tax exemption will be presented at the November 20th Select Board Meeting. Ms. Cuocolo mentioned that the most recent Housing Authority meeting was on the 2229 Main Street, a decision from the Finance Committee will probably need to be made in the next 12 months if we are going forward to acquire the land. By next October they expect to have a recommendation to the Select Board.

Item 4. FY25 – FY29 Capital Plan – Mr. Ansaldi presented the five-year Capital Improvement Plan collectively on Tier 1, Tier 2 and Tier 3.

- a. **Tier 1 - 3 –** Town Manager spoke about the future of Tier 3. The Town has significant building needs, big issues for the Public Works Department on Keyes Rd. and the Public Safety building. In 2020 a Facility Study was undertaken to look at 18 buildings in 14 locations. The architect designed three different scenarios for future use of each of the buildings. The Town has not made much progress. \$3000,000 dollars has been set aside in a couple of different funding rounds to do some feasibility work and will be looking at Public Works and Public Safety. The Town Manger also spoke about a concept she did in a community she worked in a while ago. A Long-Term Recapture & Repurpose Budget “Savings” plan to pay cash for future road maintenance is recommended. One potential way would be to authorize an unspecified bond issue to cover the annual funding for some period of time up to five or six years to get us to a point where we have the cash capacity to address maintenance going forward. The Town Manager currently is putting a proposal together for 2024 Town Meeting. It would be helpful to understand which direction the Finance Committee thinks the Town should be going to finance the funding of road maintenance for the next few years. Mr. Patel stated that the Finance Committee can provide that.

Item 5. Approve Meeting Minutes *as may be available) – None

Item 6. Public Comment - None

Item 7. Approve Meeting Minutes (as may be available) - None

Item 8. Review Follow Up Items – Mr. Patel will have an update on the Capital Plan on Monday the 27th. If anyone has input or questions they want, they should send them in and will be discussed at the November 27th meeting. Ms. Reynolds mentioned giving feedback to Kerry on the proposal. Mr. Ansaldi will discuss all future procedures after Town Meeting.

Item 9. Adjourned: Mr. Patel adjourned the meeting at 9:10pm.

YouTube: Ctrl+Click to follow link: [Concord Finance Committee November 14, 2023 - YouTube](#)

Respectfully submitted,
Dee Ortner, Finance Committee Clerk

Town of Concord
Meeting of the Finance Committee
Minutes of Meeting – November 27, 2023
Hybrid Meeting

Members Present: Suresh Bhatia (remote), Margaret Briggs, Kathy Cuocolo, Eric Dahlberg, Jon Garofalo, Greg Guarriello, Don Kupka, Lyndsey Lis, Dee Ortner, Parashar Patel, Karlen Reed, Christine Reynolds, Lois Wasoff.

Members Absent: Amrith Kumar, Quazi Sadruzzaman.

Others Attending: Anthony Ansaldi, Jr. (CFO), Kerry Lafleur (Town Manager), Mary Hartman (Select Board member), Alexa Anderson (Committee Chair, CPS - remote), Dr. Laurie Hunter Superintendent of Schools - remote), Robert Conry (School CFO - remote), Cynthia Rainey (remote), Court Booth (remote), Betsy Levinson (*Concord Bridge*- remote).

Item 1: Call to Order of Guidelines Subcommittee by Ms. Lis at 7:00pm.

Item 2: Discuss FY25 Budget Guidelines

- a. Levy Limit Projections
- b. Free Cash Projections

Ms. Lis began the discussion by introducing suggested guidelines as follows: an overall 3.66% increase, which equated to the upper limit of metrics reviewed by the subcommittee. Overall, the operating budgets for the Town, CPS and CCRHS are 3.26% for each. The recommended Tier 1 budget increase for the Town was 28.6% or \$2.18M, which resulted in a blended percent increase for the Town of 4.54%. Note that the schools present a separate article at Town Meeting for capital expenses, which is not subject to guideline review, and typically amounts to \$900,000 per year. The 3.26% budget increase for the schools provides a 2.5% increase in the COLA. Discussion ensued regarding the estimated increase in the COLA amount, the increase to the Town's Tier 1 requests, the need for greater revenue generation, efforts to achieve consistency regarding reporting Tier 1 expenditures for both Town and schools, and operational savings (~\$500,000) with one vs. two schools to be realized in FY26.

Item 3. Public Comment - None

Item 4. Motion to Vote to Recommend Final FY25 Budget Guidelines

- a. Motion made by Dee Ortner and seconded by Kathy Cucolo.
- b. Results: 12 members affirm, 1 No vote, and 2 absent

Item 5. Adjourn Guidelines Subcommittee (7:59pm)

Item 1. Call to Order Finance Committee by Mr. Patel (8:00pm)

Item 2. Public Comment – None

Item 3: Update on Follow Up Items

A brief discussion on conveying information to the public focused on an insert in the property tax bill, which may be too soon, or by other means by early next year. An invitation to ask the Planning Board Chair to the December 14th meeting to address the status of the MBTA housing program also was discussed.

Item 4: Finance Committee Liaison Update

Mr. Dahlberg reminded the group that a public Works commission is meeting on December 5th to address water resources in the Town.

Ms. Reed mentioned that the recreation committee was holding a meeting to address finances and that the solar task force is recommending the placement of solar panels on the Beede Center.

Item 5: Vote to Approve Final FY25 Budget Guidelines

- a. No additional discussion.
- b. Results: Vote to affirm by 12 members, 1 voted No, 2 absent

Item 6: Input on Capital Plan for Town and Schools

The Committee members reviewed the suggested edits and corrections to the letters developed by the Chair requesting additional information from both the Town and the Schools.

Item 7: Approve Meeting Minutes (as may be available) – None**Item 8: Public Comment**

Mary Hartman requested that someone from the Finance Committee be in attendance at the Public Works meeting scheduled for December 5th. While the topic falls within the Enterprise Funds prevue and not directly involved with funding from the Town, several members indicated that they will be present at that meeting.

Item 9: Correspondence – None**Item 10: Review Follow Up Items**

Ms. Wasoff and Ms. Lis summarized next steps including the distribution of guidelines information to the Town and Schools.

Item 11. Adjourn: Mr. Patel adjourned the meeting at 8:18pm.

YouTube: Ctrl+Click to follow link: [Concord Finance Committee November 27, 2023 \(youtube.com\)](#)

Respectfully submitted,
Dee Ortner, Finance Committee Clerk

Town of Concord
Meeting of the Finance Committee
Minutes of Meeting – December 14, 2023
Hybrid Meeting

Members Present: Suresh Bhatia (remote), Margaret Briggs, Kathy Cuocolo (arrived 7:06pm), Eric Dahlberg, Jon Garofalo, Greg Guarriello, Amrith Kumar (remote), Don Kupka, Lyndsey Lis, Karlen Reed, Christine Reynolds, Quazi Sadruzzaman.

Members Absent: Dee Ortner, Parashar Patel, Lois Wasoff.

Others Attending: Anthony Ansaldi, Jr. (CFO), Tracy Marano (Committee Chair, CCRSD), Dr. Laurie Hunter (Superintendent of Schools), Robert Conry (School CFO), Linda Miller (Planning Board), Carmen Reiss (Town Moderator) (remote), Mary Hartman (Select Board Member)

Item 1: Call to Order of the Finance Committee Meeting at 7:02pm by Eric Dahlberg, Vice Chair.

Item 2: Draft Warrant Article on Publication of Finance Committee Guidelines

Discussion focused on modifying the Committee's current process for establishing budget guidelines for the Select Board, Concord Public School Committee and the Concord-Carlisle Regional School Committee. Currently, the Finance Committee establishes an individual guideline for each entity. A modification to the By-law, if approved at Town Meeting, would allow the Finance Committee to continue establishing separate guidelines or it could establish one guideline for all three entities. Furthermore, revised guidelines could be expressed as either a percentage change from the prior year or in absolute dollars. After considerable discussion regarding the intent, timing and general lack of awareness of this proposed revision to the current Finance Committee's By-law, Committee members voted unanimously to table discussion and any further action at this time.

Item 3: Concord 250 Executive Committee Update on Warrant Article

Mr. Laughlin, Chair of the Finance Sub-Committee for the 250 Celebration, articulated responses to questions submitted by the Finance Committee regarding costs associated with the Town's commemorative event. A Warrant Article for Town Meeting has been submitted by the 250 Committee requesting \$350,000 for public safety to augment municipal funds already secured. Of the \$700,000 from the Town, only \$55,000 has been allocated or spent to date. Other sources for funding being pursued include the State, private donors (starting in January) and a mailing throughout the town.

Item 4: Planning Board Update on MBTA Communities Act

Ms. Linda Miller, Planning Board Chair, began her presentation by stating that Massachusetts is in a housing crisis. The purpose of the MBTA program is to create more housing to address the crisis. The program within Concord is to look for building opportunities near public transportation, where possible. Between Concord and West Concord, 51-53% of proposed units are within the public transit areas and, in general, 22-23 units per acre have been identified. No improvements to Concord's infrastructure will be needed from the Town. If a community is not in compliance, it would not be eligible for grants. Ms. Miller also described the next steps in this process, which include compliance approval, developing the zoning plan, Town Meeting approval and final approval by the end of 2024.

Item 5: FY 2025 Budget Requests

- **Concord-Carlisle Regional School District**

Dr. Hunter, Superintendent, and Mr. Conry, School CFO, approached to discuss the regional high school budget for FY25. Mr. Conry announced the proposed budget of \$39,085,301 for FY25, which is a 3.7% increase over last year's budget. Teaching and instructional support is a key driver in this environment. Uses of grant funds (\$74,000) to support homeless students include instructional assistance, translation services and a family coordinator. The FY25 Concord assessment is 76.42% of the budget or \$26,225,271. This amount is a 3.42% increase over FY24. The Excess & Deficiency account is limited to 5% of the current year operating and capital budget. CCRSD's E&D account has \$1,847,264 or 98% of the maximum allowed. The proposed budget is \$204,000 more than the Finance Committee's guideline.

- **Concord Public Schools**

Dr. Hunter, Superintendent, and Mr. Conry, School CFO, also discussed the CPS budget for FY25. The budget presented is a preliminary budget as well as the Superintendent's recommended budget and is a level-service budget. The proposed budget for next year is \$46,602,943, or a 3.45% increase over last year. A key driver is teaching & Instructional support, which shows an increase of 4.3%. The bulk of the increase is in preschool due, in part, to the need for integration and mental health services. A review of all financial categories, numbers of students and faculty changes were next detailed. Costs for operating three middle schools during the transition are being monitored. Potential budget changes ("Budget risks") include homeless-related budget expenses, growth in preschool, CTA salary increases due to negotiations, and unanticipated building increases due to the new Middle School construction. The proposed budget is \$87,000 more than the Finance Committee's guideline.

Item 6: Public Comment

Ms. Marano, speaking as a parent, commented that the \$300 user fee per sport is often supplemented by parents with additional amounts ranging up to \$500 to \$1,000. These supplements are used to pay for donations to the Booster Club and needed equipment. Ms. Jean Goldsberry, 1832 Main Street, spoke about the construction of safety barriers at Junction Park. She was informed that the issue should be addressed at the January 18th meeting when Town matters will be discussed.

Item 7: Update on Follow Up Items

Mr. Patel provided comments to Vice Chair Dahlberg as follows: 1) Ms. Ortnor to provide a Finance Committee information insert to distributed tax bills and other opportunities; documents on capital plans and guidelines to be sent shortly to the Town and schools. Mr. Patel also noted that the website has improved and more documents will be uploaded. The Committee is tracking funds returned from the schools.

Item 8: Finance Committee Liaison Update

Ms. Cucolo mentioned a roundtable meeting of housing committees covering all financial allocations. The most significant being State approval of the new taxes placed on both buyer and seller transactions. Ms. Cucolo will investigate further the stage of the approval process for this initiative and when it may revert to the Town for action and implementation.

Ms. Reed announced that the Recreation Committee just finished the Recreation Strategic Plan which will be reviewed at the December 18th meeting by that Committee. Ms. Reed detailed aspects of the report that seemed deficient. Ms. Reed also referenced the December 5th Water Forum from which she extracted key findings. These included two Warrant Articles, one on

Nagog Pond and a \$50M phased implementation to improve its filtration system, and the second is the creation of a Storm Water Enterprise Fund and its implementation strategy.

Item 9: Approve Meeting Minutes (as may be available) - None

Item 10: Correspondence

Copies of letters between the School Committee Chairs and the Select Board were enclosed in Finance Committee members' packets. Discussion for which Ms. Marano was present focused on why \$25,000 was included in the correspondence when the total amount in the Schools' Tier 1 request is \$900,000. In explaining, Mr. Ansaldi stated that items below \$25,000 are typically included in the operating budget and are not part of the school's Tier 1 request. Ms. Hartman, Select Board member, stated that the Select Board and the schools are in discussion about how to handle capital expenses and a meeting will be held in February. The main topic of this meeting will be to clarify and improved understanding of the content. Further discussion of the Finance Committee focused on how expenditures impact guidelines (capital vs. operating expense).

Item 11: Review Follow Up Items - None

Item 12: Mr. Dahlberg adjourned the meeting at 9:50pm.

YouTube: Ctrl+Click to follow link: [Concord Finance Committee December 14, 2023 \(youtube.com\)](#)

Respectfully submitted,
Dee Ortner, Finance Committee Clerk