

FY25 BUDGET MEMO

March 4, 2024

To: Board of Selectmen
From: Matt Bors, Town Administrator
RE: FY2025 Budget

With assistance from our Budget Committee, we have completed our draft budget for your review. The following will provide you with an overview of the proposed FY25 budget.

Guidance for Departments:

- Minimize any increase with new programs.
- All wage and benefit amounts will be calculated by our Finance/HR.
- We focused on wages to retain employees and position ourselves to remain competitive.

Budget Committee:

- We started meeting early January 2024
- Budget Committee Members dived into and asked lots of questions throughout our review of every line of the budget.

Current Proposed Budget Highlights:

- Winter Plowing & Sanding contract again has a 2% increase based on the contractual agreement for \$742,560.00. This is the second year of our (3) three-year agreement.
- COLA was calculated at 4% for employees; however some positions were adjusted based on information obtained from surrounding communities.
- We calculated wages for the Fire Department using the information and guidance from our workshop several months ago.
- Capital Improvement Programs were limited for FY25. Currently we included the cruiser, swing, library repairs and paving.
- We have adjusted the Admin. Assistant position within Recreation to part-time and increased the hours for the Town Hall customer service. This will allow us to continue with our plans to provide aid within assessing.

Overall, we tried hard to minimize the increase within every department. Unfortunately, we continue to find areas that will need attention in the future that have not been addressed in this budget.