

FY10 Budget – Finance Department

The Finance Department, under the direction of the Assistant Town Manager/Finance Director, supports a wide variety of financial and administrative functions.

Assessment: Assessment of property is the first step in the process of tax revenue collection. Under direction from the elected Board of Assessors, this Division’s function is to provide for the fair and equitable assessment of all taxable real and personal property. The Assessors trend the values each year so that the revaluations done every three years won’t result in substantial changes.

General Finance: This Division is responsible for collecting all taxes and other charges (such as ambulance and water/sewer/storm water bills), as well as receiving and processing all deposits (such as schools and recreation). This Division also provides the cash for the operation of all Town and School functions. In addition, it conducts all borrowing and investing activities, including those on behalf of the Town’s Trust Funds (at the direction of the Trust Fund Commissioners).

Human Resources: The Human Resources Division supports the Town (under the direction of the Town Manager), the Schools (under the direction of the Superintendent), the Light Department (under the direction of the RMLD General Manager) and Retiree benefit activities.

Technology: The Technology Division provides centralized computer network and telecommunications services as well as distributed internet, audio/video, software, personal computer support and geographic information systems (GIS) mapping for the municipal government. This division also coordinates many technology activities with both the School and Light Departments.

Town Clerk: This Division has numerous responsibilities relating to elections and voter registration, the annual census, vital records, local by-laws, and public meetings including Town Meeting.

Wages (000s)	FY10	FTEs
Assessors	\$149.3	*2.0
Finance	495.1	9.8
H.R.	75.7	1.0
Technology	273.7	4.0
Town Clerk	113.1	2.0
Elections	18.3	0.0
TOTAL	\$1,125.2	*18.8

* plus one part-time seasonal position

Salaries – there is no proposed change in hours or FTEs in the FY10 Finance budget when compared to FY09. Some responsibilities from the Community Services Department Coordinator of Volunteers as well as some technology

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responsibilities from the Technology Librarian have been absorbed by this department beginning in late FY09.

Total salaries will increase by 3.2% for FY10 to a gross amount of \$1,125,155. When considering the offset payments from water, sewer and RMLD, the net cost to the general fund is \$914,572, which is a 1.1% increase for FY10.

Expenses – there are a great deal of changes to specific expenses in this budget, with new or increased items having a greater impact than reduced or eliminated items. For FY10, the total expense budget of \$517,300 is a 7.4% (\$35,850) increase from last year. Below is a summary of significant changes, many of them brought about by the current global economic conditions:

New or increased items (+\$76k)

- > Assessor's revaluation \$7,000
- > Tax Title + \$12,500
- > Banking Services + \$8,000
- > Postage + \$8,500
- > MUNIS license +\$40,000

Eliminated or reduced items (-\$38k)

- > Professional development -\$23,000
(department & broad Town Prof.Dev.)
- > HR advertising & medical -\$5,000
- > Elections -\$10,000