

FY07 Departmental Budget Changes

General Information

The changes in budgeted amounts for line items described in this section relate to the figures shown on the Summary of Budget Changes pages. These figures show the difference between the original FY06 budgets and the Proposed FY07 budgets for each department. The purpose of this analysis is to show programmatic changes in department budgets. A different analysis of department budgets appears in the Department Summary pages of each department. In those pages, the appropriation changes from FY06 to FY07 start with an FY06 base, as amended during fiscal year 2006. Those amendments include changes because of collective bargaining settlements and one time additions for such items as snow and ice control, for example.

Personnel Services figures in this section represent salaries, wages, and other remuneration as contained in collective bargaining contracts between the City and its unions, except the Firefighters Union and the Foremen's Union, both of which are in ongoing labor negotiations. Future contract changes for all departments are contained in a salary reserve.

Unless specifically noted, departmental benefit budget changes are the result of the following patterns and are not described in each department's budget. Health insurance rates increase 8.9%, while rates for dental insurance and life insurance did not increase. Medicare tax payments increased by almost 10% from the previous year, reflecting the fact that employees hired before 1986 did not incur this cost; as they retire, the City must pay Medicare payroll taxes for their replacements. Actual changes in individual departments will vary because employees may elect different insurance options from year-to-year or newly hired employees may elect different insurance plans than the employees they replace.

Energy accounts in various departments have been adjusted to reflect projected increases in FY07 of 33% for electricity, 50% for natural gas, 50% for fuel oil, 37% for gasoline, and 54% for diesel fuel.

DEPARTMENT: City Clerk/Clerk of the Board of Aldermen

Personal Services. The FY07 budget reflects an increase of 58,403 in personnel and benefits costs, as the result of collective bargaining changes.

Expenses. There were no changes in expense accounts.

DEPARTMENT: Executive

Personal Services. The increase of \$315 is attributable to salary from staff turnover.

Expenses. No change

DEPARTMENT: Comptroller

Personal Services. The FY07 budget reflects a net decrease from the FY06 amended budget. Changes include a 50% reduction in part time general ledger accounting assistance and the annualization of the 1% June 30, 2006 contract/pay plan adjustment.

Expenses. The annual audit represents 91% of the expense budget. Expenses are level funded.

DEPARTMENT: Retirement Board

Personal Services. The FY07 budget includes an \$8,572 increase from FY06. This sum includes a pay plan step for each of the two Retirement Board staff members, and an allowance for a 2% salary adjustment.

Expenses. The Expense Fund includes a \$1,850 or 3% increase from the current fiscal year. Increases in fiduciary insurance premiums; software maintenance and equipment account for this increase.

Fringe Benefits. Fringe benefit costs are up by \$822,444 or 4% from the current fiscal year. Included within this sum is a \$511,995 increase in retiree health and life insurance benefits; a \$337,021 in the actuarial required contribution to the Contributory Retirement Fund; and a \$26,572 reduction in anticipated non-contributory retirement benefits.

DEPARTMENT: Purchasing/Mailroom, Telecommunications, & Print Shop

Personal Services. All Personal Services increases are due to contract negotiation obligations.

Expenses. A decrease of \$240 in the Purchasing Telephone budget is due to the updated phone system and the result of less faxing and calls due to bids/bid lists/bid results/and addenda available on the City's website. A decrease of \$2,000 in the Advertising budget is the result of doing more multiyear contracts and the use of State contracts. Due directly to the opportunity of posting Bids/bid lists/bid results/and addenda online Purchasing has reduced cost per the following: Postage, \$1,000; Printing, \$500; Office Supplies \$300. Total Savings \$1,800. A decrease of \$8,000 in the Telephone budget is a result of the new phone system. We have reduced fees with the elimination of 980 Centrex lines. Print shop Repair & Maintenance of Office Equipment has increased by \$2,834 due to this being the first year for the City to add two Canon IR105 copiers to a maintenance agreement. The first year of maintenance was included in the procurement cost of the machines. That increase is overcompensated by a \$7,490 decrease in the Temporary Staffing budget. This decrease is the result of a dedicated worker and the right resources to do the job.

DEPARTMENT: Assessment Administration

Personal Services. An increase of \$8,971 in Personal Services is the result of contract obligations. A portion of the increase has been offset by the elimination of a vacant Appraisal Technician position.

Expenses. An increase of \$1,025 is the result of the change in two items. In order to facilitate motor vehicle excise abatement processing we need to pay an Internet access fee to be able to view Registry of Motor Vehicle information online. In order to reimburse staff for parking fees in Boston while participating in hearings at the Appellate Tax Board, Appeals Court and Supreme Judicial Court, the parking reimbursement fund has been increased.

DEPARTMENT: TREASURER-COLLECTOR

Personal Services. The FY07 Budget reflects an increase of \$ 6,888 1.0%. Personal Services increases of \$6,888 are due to contract negotiation obligations.

Expenses. A decrease of \$20,000 (34%) in Banking Services is the result of moving the payroll from Bank of America to Mellon Bank. A decrease of \$30,000 (100%) in Bond Issues costs results, because the February 2007 bond and/or note sale will be finance from the Capital Stabilization Debt Reserve Fund, supplemented by any bond or note premiums that will be

placed into the Fund. An increase of \$24,300 (32%) in Mailing Services is the result of a change of vendors and increased postage costs. An increase of \$2,000 in Postage line which is used for mailing out the city's vendor payments the increase the result of the postage increase.

Principal & Interest. New increased Principal and Interest for FY 2007 are the result of three new bond issues that occurred in FY 2006 a General fund bond issue for \$13,835 000, a Sewer bond of \$52,525 principal only, no interest, and an MWRA water Bond of \$2,586,019 principal only, no interest.

State Assessments. An increase of \$398,591, or 8%, based on the state preliminary Cherry Sheet projections for FY 2007.

MWRA Water and Sewer Charges. An increase of \$2,144,223, or 15%, based on the MRWA Projected Sewer Assessment and an increase of \$337,371, or 4%, based on the MRWA and DEP Projected Water assessments.

DEPARTMENT: Law

There are no changes to the Law Department's budget for Fiscal Year 2007.

Explanatory note: The "Personnel" page in the budget shows seven full time attorneys and one part-time attorney (2 days per week). The organizational chart shows another attorney working four days per week in the Law Department. That attorney's funding sources are: 1) billings for Community Preservation Act project work and 2) billings for Appellate Tax Board work, paid for by the Board of Assessors. Accordingly, that position is not included on the Personnel page.

DEPARTMENT: Human Resources

Personal Services. The department converted a full-time Benefits Specialist position to a part-time position.

Explanatory note: The total salaries shown on the Personnel Pages and the total salary appropriation differ, because half of the salary of the Workers' Compensation/Safety Coordinator's salary (approximately \$30,000) is funded by the Workers' Compensation Fund.

Expenses. Unemployment expenses decreased \$91,000 and Unemployment Compensation expenses decreased \$11,000 from FY06, because there are no layoffs of existing personnel anticipated as part of the FY07 budget.

DEPARTMENT: Information Technology

Personal Services. The decrease in total personal services in this department is the result of the elimination of a Network Administrator's position.

Expenses. Total departmental expenses increased by \$8,562. Maintenance and software support costs for the City's two financial packages increased by \$8,928. Maintenance and software support for GIS software increased by \$1,260. Training for staff increased by \$2,400, which will enable staff to stay current with technology and better support end-users. Hardware maintenance for an obsolete printer has been eliminated for savings of \$3,936.

Capital: Capital is increasing by \$13,100 to purchase PCs and licenses to replace some of the PC inventory purchased in FY98.

DEPARTMENT: Elections

Personnel. The FY'07 Budget reflects a decrease of \$14,259, because of the elimination of a part-time (.4) position. This position was vacant at the time of its elimination. It is expected that this void will be covered by using temporary agency help during busy election periods.

Expenses. The postage amount has been reduced to reflect that in the future census returns envelopes will not be printed with return postage.

DEPARTMENT: Licensing

No changes

DEPARTMENT: Planning and Development

Personal Services. The FY'07 department budget reflects an increase of \$64,928 (8.6%) in these line items. Personal Services increases are due to both contract negotiation obligations and the addition of a part-time Preservation Planner, who was hired in October 2005 on a *temporary* basis using Seasonal Salary funding from the Inspectional Services Department. Additional funding has also been set aside for payment of Regular Overtime for members of Local 3092.

Expenses. A decrease of \$18,000 in Consultants will reduce department expenses by 38.2%, as that funding was used to hire a specialist in franchise fee compliance audits of a local cable television operator.

DEPARTMENT: Public Buildings

Personal Services. Personal Services increases of \$68,724.00 or 5.7% is the result of a new contract with the Union representing the Department's Craftsmen and the increase represents a three year increase in their salaries.

Expenses. A decrease in the use of outside consultants by \$6,275 or 26% will be offset through the utilization of staff to prepare various specifications and to serve as project managers. A decrease in the use of outside contractors by \$60,925 or 37.7% will mean a decrease in preventative maintenance.

The total of in-house repair material accounts has been reduced by \$9,500 or 24%. Items will be repaired, not replaced and preventative maintenance deferred. All energy accounts have been increased to cover the substantial rise in costs that has been experienced in the last 12 months. This increase is \$68,488 or 26%.

DEPARTMENT: Police

Personal Services. Personal Services increased as the result of collective bargaining changes. The department eliminated two vacant police patrol positions and created two new dispatcher positions and refilled a clerk's position that had been eliminated in the FY06 budget.

Expenses. There are no significant expense changes in FY07.

DEPARTMENT: Fire

Personal Services. Personal Services increased as the result of collective bargaining changes with the Clerical Union. There are no other personnel changes in the department.

Expenses. There are no significant expense changes in FY07.

DEPARTMENT: Inspectional Services

Personal Services. Personal Services increased as the result of collective bargaining changes. A plumbing Inspector's position that had not been funded in FY06 was restored. In addition, with the recent promotion of the Zoning Enforcement Officer to the Chief Building Inspector's position, the former position has been eliminated. In order to continue active enforcement of the zoning ordinances, there will be a new, fifth building inspector.

Expenses. There are no significant expense changes in FY07.

DEPARTMENT: Civil Defense

There are no changes to this department' budget.

DEPARTMENT: Sealer of Weights and Measures

There are no changes to this department' budget.

DEPARTMENT: Public Works

Personal Services. Personal Services increases of \$674,806 (58% of the total budget increase) are due to contract negotiation obligations, including \$44,000 attributable to consolidation of Water-Sewer Administration and Department General Administration. Note: \$50,000 of salaries covered by Chapter 90 Funds.

Expenses. Expenses reflect an increase of \$354,442 (30% of the total budget increase), due to an increase in solid waste collection and recycling costs (\$200,554 combined), with the remainder (\$153,888) a reflection of a 10.8% increase in energy costs (electricity, natural gas, gasoline, diesel, and fuel oil) experienced in FY06. This trend is projected to continue in FY07. Capital: Debt & Capital has been increased by \$25,400, allowing the department to purchase an electronic timekeeping system to streamline this complex function. This increase has been offset by the elimination of .5 FTE timekeeper in General Administration and .5 FTE timekeeper in Sewer Administration, as well as by a future reduced workload of timekeeping responsibilities.

DEPARTMENT: Health and Human Services

Personal Services. The Personal Services increase is to restore the Community Social Worker position as the result of an analysis of the need for this service. The position has been re-configured and the replacement will be at a lower salary grade.

Explanatory note: The “Personnel” page in the budget shows the total salaries for school nurses \$72,000 higher than the total budgeted salaries, because part of their salaries are funded from a state grant.

Expenses. Funds from professional licenses, gasoline, and in-state conferences were reduced in order to pay an increase in routine mosquito control services.

DEPARTMENT: Senior Services

There are no changes to this department’ budget

DEPARTMENT: Veterans’ Services

There are no changes to this department’s budget

DEPARTMENT: Newton Public Library

Personal Services. The changes in the Library's personal services budgets result from (1) collective bargaining changes and (2) an increase of \$22,192 in part-time salaries dues to a state Regional Library Reference grant.

Expenses. Expenses have been level funded, except for an increase of \$16,664 in book purchases and telephone costs as a result of the Regional Library Reference grant.

DEPARTMENT: Parks and Recreation

Personal Services. For FY07 the following reductions have been made in the seasonal accounts of Recreation Activities, Emerson Community Center and Hamilton Community Center. Seasonal supervision of lights at the tennis courts has been eliminated. Department will utilize timers more. (\$8,000 cut). Seasonal staff at both Emerson and Hamilton Community Centers has been reduced. Department will utilize more volunteers and user fees. (\$5,000 cut at each Center). The only changes for full time personnel are due to union contract increases.

Expenses. Cuts have been made in Public Grounds, Indoor Recreation and Cultural Affairs. \$31,000 has been cut from the Public Grounds/Water account. The cost savings are due to using well water for the athletic fields at South High and reducing consumption for irrigation systems citywide. \$12,600 has been cut from the Public Grounds/ Repair & Maintain Public Property account. This cut represents decreasing poison ivy spraying by \$5,000, decreasing grass cutting by one week on one route by \$5,000 and decreasing grass cutting on another route by \$2,600. \$1,000 has been cut from the Public Grounds/Grounds Maintenance Supply account. This cut will reduce the field marking paint account but user groups will donate funds to purchase the needed paint. \$4,500 has been cut from the Indoor Recreation/ Telephone account. This cut will eliminate pay telephones in several Recreation Centers. Regular desk telephones will be available for emergency use. \$2,000 has been cut from the Cultural Affairs/ Printing account. This cut will be absorbed by the Arts in the Parks revolving accounts.

DEPARTMENT: Newton History Museum

Personal Services. Changes in personal services for this department are the result of collective bargaining changes and a new starting salary to fill the vacant Directors' position.