



**THE PUBLIC SCHOOLS OF BROOKLINE**  
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***FY 19 – FY 21 Budget Projection Update***

Attached are updates to the FY 19 – FY 21 Three-Year Budget Projection that is informed by the Override Study Committee, The Select Board deliberations for an Override Vote on the May 8 ballot, and newly allocated revenue from the GIC.

1. Placemat # 1: Edits to the Original Projection
  - a. \$122,134 was removed from various line items in FY 20 and FY21
    - i. the funds will be covered by revenue calculation under Proposition 2 ½ for those years, or
    - ii. Jeff Rudolf of Override Study Committee found my error in including an extra 2% cola added in FY21 on some of the salary lines
    - iii. Some line items retained an additional 1.5% increase as these line items increase at a greater rate than 2.5%.
  - b. The overall request due to corrections changed from \$10,546,422 to \$10,423,286
2. Placemat # 2: Change in the Balanced Budget
  - a. Revenue and Offsets
    - i. The Balanced Budget proposal included \$125,000 increase in our salary savings/differential line item
    - ii. The Town released \$443,871 from Health Insurance due to additional savings from the GIC
    - iii. Revenue and Offset changes moved our base level need from \$2,273,342 to \$1,704,471
  - b. Amount to be raised for sustainable schools
    - i. Applying the cuts for FY 19 as proposed and the above revenue changes, the district still requires \$6,848,041 in new revenue for FY 20 and FY 21.
    - ii. Applying the Select Board's Override proposal of \$8,309,234, there is approximately \$1,017,322 to be allocated and cuts removed.
3. Placemat # 3: Override Study Committee and Select Board Recommendations for consideration by the School Committee.
  - a. Both Override Study and Select Board include the cost of benefits with salary line items. These have all been verified and match our budget projection
  - b. Override Study Committee:
    - i. Recommended all but NEASC and Anti-Defamation League expenditures.

- ii. Adjustments and corrections to the Original Projection changed their recommendation to now be \$18,000 higher than the request.
- c. Select Board:
  - i. Removed High School teachers and staff due to a delay in new building opening
    - 1. Teachers
    - 2. .8 Admin reduction due to HS delay
  - ii. Reduction of 2 FTE. Time is funded
  - iii. Reduction of Restorative Justice to 1.0 FTE
  - iv. Partially Funding Transportation at \$66,302. Source comes from removal of Proposition 2 ½ multiplier (shown with permission)
  - v. Removes from Public Facilities \$190,804 due to delay of opening the High School.
  - vi. For information purposes: March 6 Document supplemental at the end of the Memo - *page 4*

4. Future Presentation

- a. There are assumptions in the Select Board's application of the revenue.
  - i. A reconciliation of each year needs to be completed internally.
- b. Transportation Fee Program Implementation Presentation
- c. Presentation on increasing Fees
  - i. Rental of Facilities
  - ii. Food Service – Lunch Price Increase
    - 1. Warrant Article 8.32 (attachments)
    - 2. Revenue loss due to reduction of A la Carte offerings - *page 8*
    - 3. Cost of Goods and Foods
  - iii. Athletic Fees
- d. Public Building Division Budget Considerations:

As a reminder, below is a summary of the School Committee's three-year revenue allocation for the Public Building Division that is subject to modification with Board of Selectmen's vote on the override amount.

|   | FY19      | FY20             | FY21             | Total            |
|---|-----------|------------------|------------------|------------------|
| General Fund (Town/School Partnership base)                   | \$75,000  | \$75,000         | \$75,000         | \$225,000        |
| General Fund (Additional Revenue Devotion/High School)        | \$125,000 |                  | \$275,000        | \$400,000        |
| Rental of Facilities Offset (Utilities)                       | \$40,000  | \$40,000         | \$40,000         | \$120,000        |
| Rental of Facilities Fund Balance Close Out for Appropriation |           | <u>\$100,000</u> | <u>\$100,000</u> | <u>\$200,000</u> |
|   | \$240,000 | \$215,000        | \$490,000        | \$945,000        |

Open items for Public Building Division:

- 1. There is a \$34,196 correction in the Town Financial Plan document for the School portion of his budget that needs to be made. We are working internally on resolving this. It will likely impact funds allocated to the schools when the Town/School Partnership spreadsheet is updated.
- 2. Explaining the process by which Public Buildings will be able to access Rental of Facilities Revolving Fund in FY18, FY19, and beyond.
  - 1. How to access an offset of \$40k-\$60k of utilities costs attributable to renters directly to the Public Bldgs and how they can permanently change the line

item in their FY19 budget forward from utilities to another school line item within their appropriation.

2. How year-end fund balance can flow through Free Cash and be allocated through Town School Partnership to their FY20 operating budget (Mini CIP) and allocation. They then can take the Mini CIP money and allocate it to personnel or other school line item annually.
  3. Matt Gillis, Director of Operations will be preparing and finishing his recommendation to School Committee for increased rental rates to support the level of expenditure being generated by our renters and fund a Public Building Division for their expenses related to the cost that are not annually attributable, but are wear and tear.
3. Updating and informing the Committee regarding the Five-Year Plan for School buildings and the need for the following next steps:
1. Attached summary of 5 year plan from Public Building Division - page 5
  2. Attached is a summary document generated for General Services Budget for Schools showing a comparison of Level Fund, Request, and Variance. - page 0
  3. A listing of what work Charlie will not be able to do with the funds that have been made available to maintain our schools. thus, demonstrating the need for up to \$500,000 in additional funds than what has already been provided (table above)

Place mat #1

Place mat #2

Place mat #3

Place Mat #1

(print on 11x17)

Preliminary Base Budget Request (enrollment and level service)

| Budget Account  | Budget Category                     | FY 19          | FY 20          | FY 21          | 3 year Projection | SC Balance Budget Reductions | SC Balanced 3 year Budget W/ GIC | SC Balanced Budget with New Revenue | OSC Total      | SC vs OSC    | SB Override 2018.03.06 | SC Vs SB       | Notes                        | SB Override Rev for Prop 2 1/2 | Removal of 2.5% Prop 2 1/2 escalator |
|---|-------------------------------------|----------------|----------------|----------------|-------------------|------------------------------|----------------------------------|-------------------------------------|----------------|--------------|------------------------|----------------|------------------------------|--------------------------------|--------------------------------------|
| <b>Personnel</b>  |                                     |                |                |                |                   |                              |                                  |                                     |                |              |                        |                |                              |                                |                                      |
| Collective Bargaining Agreements/Projections (2% COLA)  | Personnel Maintenance of Effort     | \$ 94,296,072  | \$ 4,392,074   | \$ 1,973,763   | \$ 2,013,238      | \$ 8,379,075                 | \$ 8,379,075                     |                                     |                |              |                        |                |                              |                                |                                      |
| Collective Bargaining Agreements/Projections (3% Steps)   | Personnel Maintenance of Effort     |                | \$ 2,828,882   | \$ 2,913,749   | \$ 2,913,749      | \$ 5,742,631                 | \$ 5,742,631                     |                                     |                |              |                        |                |                              |                                |                                      |
| Turnover Savings (Retirement/Resignation/Termination)   | Personnel Reduction                 |                | \$ (675,000)   | \$ (675,000)   | \$ (675,000)      | \$ (2,025,000)               | \$ (2,150,000)                   |                                     |                |              |                        |                |                              |                                |                                      |
|   | Personnel Consolidation             |                | \$ (587,000)   |                |                   | \$ (87,000)                  | \$ (87,000)                      |                                     |                |              |                        |                |                              |                                |                                      |
|   | Personnel Reclassification          |                | \$ (53,171)    |                |                   | \$ (53,171)                  | \$ (53,171)                      |                                     |                |              |                        |                |                              |                                |                                      |
|   | Personnel Elimination               |                | \$ (70,012)    |                |                   | \$ (70,012)                  | \$ (70,012)                      |                                     |                |              |                        |                |                              |                                |                                      |
|   |                                     |                |                |                |                   | \$ -                         | \$ -                             |                                     |                |              |                        |                |                              |                                |                                      |
|   | Other Reduction                     | \$ (111,996)   |                |                |                   | \$ (111,996)                 | \$ (111,996)                     |                                     |                |              |                        |                |                              |                                |                                      |
|   | Supplies Transfer to Revolving fund | \$ (18,690)    |                |                |                   | \$ (18,690)                  | \$ (18,690)                      |                                     |                |              |                        |                |                              |                                |                                      |
|   | Services Reduction                  | \$ 14,592,647  | \$ (522,000)   | \$ 300,000     | \$ 300,000        | \$ 78,000                    | \$ 78,000                        |                                     |                |              |                        |                |                              |                                |                                      |
| <b>Total Base without Mandates, Enrollment, or Maintenance of Effort</b>  |                                     | \$ 108,888,719 | \$ 2,854,205   | \$ 4,427,645   | \$ 4,551,987      | \$ 11,833,837                | \$ 125,000                       | \$ 11,708,837                       | \$ 11,708,837  |              |                        |                |                              |                                |                                      |
|   |                                     |                | 2.62%          |                |                   |                              |                                  |                                     |                |              |                        |                |                              |                                |                                      |
| <b>Tax Levy Revenue Available</b>   |                                     | \$ 3,719,085   | \$ 3,399,413   | \$ 3,634,633   | \$ 10,753,131     |                              | \$ 10,753,131                    | \$ 10,753,131                       |                |              |                        |                |                              |                                |                                      |
| <b>New Revenue (SB Recommendation)</b>  |                                     |                |                |                |                   | \$ 443,871                   | \$ 443,871                       | \$ 8,309,234                        |                |              |                        |                |                              |                                |                                      |
| <b>Revenue Offsets (Circuit Breaker Reimbursement and Materials Fee)</b>  |                                     |                |                |                |                   | \$ (1,236,295)               | \$ 21,507                        | \$ 22,152                           | \$ (1,192,636) |              |                        |                |                              |                                |                                      |
| <b>Net New Revenue</b>  |                                     | \$ 2,482,790   | \$ 3,420,920   | \$ 3,656,785   | \$ 9,560,495      | \$ 443,871                   | \$ 10,004,366                    | \$ 17,869,729                       |                |              |                        |                |                              |                                |                                      |
| <b>Balance/(Deficit)</b>  |                                     | \$ (371,415)   | \$ (1,006,725) | \$ (895,202)   | \$ (2,273,342)    | \$ 318,871                   | \$ (1,704,471)                   | \$ 6,160,892                        | \$ 2,273,342   | \$ -         | \$ 2,273,342           | \$ -           | All agree                    | \$ 2,273,342                   |                                      |
| <b>Enrollment Growth</b>  |                                     |                |                |                |                   |                              |                                  |                                     |                |              |                        |                |                              |                                |                                      |
| <b>Personnel</b>  |                                     |                |                |                |                   |                              |                                  |                                     |                |              |                        |                |                              |                                |                                      |
| Benefit Reserve @ \$11,165 per new FTE (12.55 FTE)  | Other Enrollment                    |                | \$ 140,121     | \$ 168,000     | \$ 216,000        | \$ 524,121                   | \$ (173,616)                     | \$ 350,505                          | \$ 350,505     | \$ (524,121) |                        | \$ (524,121)   |                              |                                |                                      |
| Devotion Opening: No Staff. Potential Reduction and redistribution due to 2 buildings being open rather than one  | Personnel Reduction                 |                | \$ (68,000)    |                |                   | \$ (68,000)                  | \$ (68,000)                      | \$ (68,000)                         | \$ 68,000      |              | \$ 68,000              |                |                              |                                |                                      |
| Classroom Staff (FY19 = 10, FY20 = 10, FY21= 15, FY22 = 17, FY 23 = 5) = Avg 21 students  | Personnel Enrollment                |                | \$ 680,000     | \$ 693,600     | \$ 1,061,208      | \$ 2,434,808                 | \$ 2,434,808                     | \$ 2,434,808                        | \$ 2,846,458   | \$ 411,650   | \$ 2,812,262           | \$ 377,454     | SB Ren                       | \$ 2,791,038                   | \$ 21,224                            |
| Nurse , Guidance, ELL/Other (3 Unit A per each year - avg \$68k + COLA) - Sustains Ratios   | Personnel Enrollment                |                | \$ 204,000     | \$ 208,080     | \$ 212,242        | \$ 624,322                   | \$ 624,322                       | \$ 624,322                          | \$ 729,817     | \$ 105,495   | \$ 729,817             | \$ 105,495     | All agree                    | \$ 729,817                     |                                      |
| Maintain Administrator Ratio of 250:1 (Lawrence, BHS)   | Personnel Enrollment                |                | \$ 240,000     | \$ 120,000     | \$ 96,000         | \$ 456,000                   | \$ 456,000                       | \$ 456,000                          | \$ 506,208     | \$ 50,208    | \$ 396,730             | \$ (59,270)    |                              | \$ 396,730                     |                                      |
| Paraprofessionals (Caseload alignment, 10 FTE)  | Personnel Reduction                 |                |                |                |                   |                              | \$ (250,000)                     | \$ (250,000)                        | \$ (250,000)   |              |                        |                |                              |                                |                                      |
| School Based FTEs (2.5 FTES TLC, Classroom, 5 LC)   | Personnel Reduction                 |                |                |                |                   |                              | \$ (170,000)                     | \$ (170,000)                        | \$ (170,000)   |              |                        |                |                              |                                |                                      |
| Instructional Coaches - District Wide (3.0 FTE reduction)   | Personnel Reduction                 |                |                |                |                   |                              | \$ (314,498)                     | \$ (314,498)                        | \$ (314,498)   |              |                        |                |                              |                                |                                      |
| Defund Lesley University Intern Program   | Personnel Reduction                 |                |                |                |                   |                              | \$ (85,380)                      | \$ (85,380)                         | \$ (85,380)    |              |                        |                |                              |                                |                                      |
| BESA and Custodian for BHS Expansion  | Personnel Enrollment                |                | \$ 60,000      | \$ 60,000      |                   | \$ 120,000                   | \$ 120,000                       | \$ 120,000                          | \$ 145,589     | \$ 25,589    | \$ 145,589             | \$ 25,589      | All agree                    | \$ 144,365                     | \$ 1,224                             |
|   |                                     |                |                |                |                   | \$ -                         | \$ -                             | \$ -                                |                |              |                        |                |                              |                                |                                      |
|   |                                     |                |                |                |                   | \$ -                         | \$ -                             | \$ -                                |                |              |                        |                |                              |                                |                                      |
| <b>Expenses</b>   |                                     |                |                |                |                   |                              |                                  |                                     |                |              |                        |                |                              |                                |                                      |
| Transportation (In-District Special Education and Contract Increases)   | Services Maintenance of Effort      | \$ 234,826     | \$ 3,522       | \$ 3,575       | \$ 241,924        | \$ 241,924                   | \$ 241,924                       | \$ 241,924                          | \$ 253,988     | \$ 12,064    | \$ 253,988             | \$ 12,064      |                              | \$ 241,923                     | \$ 12,065                            |
| Transportation (Regular Ed Contract Increase)   | Services Maintenance of Effort      | \$ 53,560      | \$ 54,363      | \$ 55,179      | \$ 163,102        | \$ 163,102                   | \$ 163,102                       | \$ 163,102                          | \$ 167,192     | \$ 4,090     | \$ 167,192             | \$ 4,090       |                              | \$ 163,102                     | \$ 4,090                             |
| Financial Assistance Policy (9% of students x \$250 avg)  | Supplies Policy                     | \$ 175,000     |                |                | \$ 175,000        | \$ 175,000                   | \$ 175,000                       | \$ 175,000                          | \$ 175,000     | \$ -         | \$ 175,000             | \$ -           |                              | \$ 175,000                     | \$ -                                 |
| Program Review Materials (Supplies and Materials Adoptions for Math and subsequent subjects) Review begins FY19, Adoption FY20.   | Supplies Maintenance of Effort      |                | \$ 371,880     |                | \$ 371,880        | \$ 371,880                   | \$ 371,880                       | \$ 371,880                          | \$ 381,177     | \$ 9,297     | \$ 381,177             | \$ 9,297       |                              | \$ 371,880                     | \$ 9,297                             |
| 504 Services and Supports (non-special education)   | Services Maintenance of Effort      | \$ 68,000      |                |                | \$ 68,000         | \$ 68,000                    | \$ 68,000                        | \$ 68,000                           | \$ 71,434      | \$ 3,434     | \$ 71,434              | \$ 3,434       |                              | \$ 68,000                      | \$ 3,434                             |
| Pre-Purchase Technology   | Capital Reduction                   |                |                |                |                   |                              | \$ (275,000)                     | \$ (275,000)                        | \$ (275,000)   |              |                        |                |                              |                                |                                      |
|   |                                     |                |                |                |                   | \$ -                         | \$ -                             | \$ -                                |                |              |                        |                |                              |                                |                                      |
| <b>Total Enrollment Growth</b>  |                                     | \$ 108,888,719 | \$ 1,787,507   | \$ 1,679,446   | \$ 1,644,204      | \$ 5,111,156                 | \$ (1,268,494)                   | \$ 3,842,662                        | \$ 3,842,662   | \$ 5,276,863 | \$ 165,707             | \$ 5,133,189   | \$ 22,033                    | \$ 5,081,855                   | \$ 51,334                            |
|   |                                     |                | 4.3%           |                |                   |                              |                                  |                                     |                |              |                        |                |                              |                                |                                      |
| <b>Maintenance of Effort - Balance/(Deficit)</b>  |                                     | \$ (2,158,922) | \$ (2,686,171) | \$ (2,539,405) | \$ (7,384,498)    |                              |                                  |                                     |                |              |                        |                |                              |                                |                                      |
| <b>Subtotal New Revenue Needed for Maintenance of Effort Only</b>   |                                     | \$ 4,641,712   | \$ 6,107,091   | \$ 6,196,190   |                   |                              |                                  |                                     |                |              |                        |                |                              |                                |                                      |
| <b>Critical New Investments</b>   |                                     |                |                |                |                   |                              |                                  |                                     |                |              |                        |                |                              |                                |                                      |
| <b>Personnel</b>  |                                     |                |                |                |                   |                              |                                  |                                     |                |              |                        |                |                              |                                |                                      |
| Professional Development , Equity, and embedded PD for all employees - 1 additional PD Day per year @ avg per diem, plus 1.0 FTE Admin, 1.0 Admin Asst.   | Personnel Strategic New Investment  | \$ 190,000     | \$ 280,000     |                | \$ 470,000        | \$ 470,000                   | \$ 470,000                       | \$ 470,000                          | \$ 498,006     | \$ 28,006    | \$ 288,302             | \$ (181,698)   | Teache                       | \$ 282,626                     | \$ 5,676                             |
| Professional Development - Substitute Days  | Personnel Reduction                 |                |                |                |                   | \$ (100,000)                 | \$ (100,000)                     | \$ (100,000)                        |                |              |                        |                |                              |                                |                                      |
| Senior Director of Teaching and Learning  |                                     |                |                |                |                   | \$ (137,700)                 | \$ (137,700)                     | \$ (137,700)                        |                |              |                        |                |                              |                                |                                      |
| Eliminate Data Analyst  |                                     |                |                |                |                   | \$ (62,424)                  | \$ (62,424)                      | \$ (62,424)                         |                |              |                        |                |                              |                                |                                      |
| Eliminate Planning and Communications Specialist  |                                     |                |                |                |                   | \$ (64,281)                  | \$ (64,281)                      | \$ (64,281)                         |                |              |                        |                |                              |                                |                                      |
| Eliminate START   |                                     |                |                |                |                   | \$ (177,268)                 |                                  |                                     |                |              |                        |                |                              |                                |                                      |
| Reduction of FTES in Student Service to align with caseload (OT, Music Therapy, Psychologist) and service grids   |                                     |                |                |                |                   | \$ (162,857)                 |                                  |                                     |                |              |                        |                |                              |                                |                                      |
| Reduction in BCBA Services due to alignment of caseload   |                                     |                |                |                |                   | \$ (85,652)                  |                                  |                                     |                |              |                        |                |                              |                                |                                      |
| Eliminate Admin Asst (Student Services)   |                                     |                |                |                |                   | \$ (40,000)                  | \$ (40,000)                      | \$ (40,000)                         |                |              |                        |                |                              |                                |                                      |
| Restorative Justice (2 FTE)   | Personnel Strategic New Investment  | \$ 130,000     |                |                | \$ 130,000        | \$ (130,000)                 | \$ -                             | \$ -                                | \$ 157,582     | \$ 27,582    | \$ 76,165              | \$ (53,835)    | 1.0 Res                      | \$ 70,913                      | \$ 5,252                             |
| BHS Transportation - Fee based offset plus admin support (0.50 FTE net of fees)   | Personnel Strategic New Investment  | \$ 20,000      |                |                | \$ 20,000         | \$ (20,000)                  | \$ -                             | \$ -                                | \$ -           | \$ (20,000)  | \$ -                   | \$ (20,000)    | unfund                       | \$ -                           | \$ -                                 |
| Opening 9th School - (See attached cost estimate for complete listing of positions and estimates)   | Personnel Strategic New Investment  |                |                |                |                   | \$ -                         | \$ -                             | \$ -                                | \$ -           | \$ -         | \$ -                   | \$ -           | In 5 year                    | \$ -                           | \$ -                                 |
| Benefit Reserve @ \$11,165 per new FTE (4.5 FTE)  | Other Strategic New Investment      | \$ 50,243      | \$ 72,000      | \$ 72,000      | \$ 194,243        | \$ 194,243                   | \$ 194,243                       | \$ 194,243                          | \$ -           | \$ (194,243) | \$ -                   | \$ (194,243)   | Account                      | \$ -                           | \$ -                                 |
|   |                                     |                |                |                |                   | \$ -                         | \$ -                             | \$ -                                | \$ -           | \$ -         | \$ -                   | \$ -           |                              | \$ -                           | \$ -                                 |
| <b>Expenses</b>   |                                     |                |                |                |                   |                              |                                  |                                     |                |              |                        |                |                              |                                |                                      |
| Literacy Collaborative PD Funds   | Services Reduction                  |                |                |                |                   | \$ (77,000)                  | \$ (77,000)                      | \$ (77,000)                         |                |              |                        |                |                              |                                |                                      |
| AntiDefamation League Middle School   | Supplies Maintenance of Effort      | \$ 20,000      |                |                | \$ 20,000         | \$ 20,000                    | \$ 20,000                        | \$ 20,000                           | \$ -           | \$ (20,000)  | \$ -                   | \$ (20,000)    |                              | \$ 808                         | \$ -                                 |
| BHS Transportation - Fee based Offset plus admin support (.50 FTE) (This is Net of Fees)  | Service Strategic New Investment    | \$ 80,000      |                |                | \$ 80,000         | \$ (80,000)                  | \$ -                             | \$ -                                | \$ 174,490     | \$ 94,490    | \$ -                   | \$ (80,000)    | unfund                       | \$ 66,302                      | \$ 13,325                            |
| BHS Transportation - Fee based Offset (2nd and 3rd bus for before/after/late runs) (This is Net of Fees)  | Service Strategic New Investment    | \$ 50,000      |                |                | \$ 50,000         | \$ (50,000)                  | \$ -                             | \$ -                                | \$ -           | \$ (50,000)  | \$ -                   | \$ (50,000)    |                              | \$ -                           | \$ -                                 |
| Athletics transportation (practices - \$300/day 145 days)   | Service Strategic New Investment    | \$ 130,500     |                |                | \$ 130,500        | \$ (130,500)                 | \$ -                             | \$ -                                | \$ 143,876     | \$ 13,376    | \$ -                   | \$ (130,500)   | unfunded                     | \$ -                           | \$ 13,376                            |
| Supplies and Materials-Removes Supply lists home and expands with enrollment (per pupil by grade) (Add Avg \$125 per student; Range K=\$50 to Gr 9-12 = \$135)  | Supplies Strategic New Investment   | \$ 620,975     | \$ 28,337      | \$ 36,983      | \$ 686,295        | \$ (620,975)                 | \$ 65,320                        | \$ 65,320                           | \$ 686,295     | \$ -         | \$ -                   | \$ (686,295)   | unfund                       | \$ -                           | \$ -                                 |
| Response to Intervention Programs and Practices (General Education)   | Supplies Maintenance of Effort      | \$ 100,000     |                |                | \$ 100,000        | \$ (100,000)                 | \$ -                             | \$ -                                | \$ 104,040     | \$ 4,040     | \$ 104,040             | \$ 4,040       |                              | \$ 100,000                     | \$ 4,040                             |
| Base Expense Budget Increase 2.5% CPI for contracts, supplies, and materials  | Supplies Maintenance of Effort      |                |                |                |                   | \$ -                         | \$ -                             | \$ -                                | \$ -           | \$ -         | \$ -                   | \$ -           |                              | \$ -                           | \$ 18,468                            |
| NEASC - BHS   | Service Maintenance of Effort       |                | \$ 40,000      |                | \$ 40,000         | \$ 40,000                    | \$ 40,000                        | \$ 40,000                           | \$ -           | \$ (40,000)  | \$ -                   | \$ (40,000)    | unfund                       | \$ -                           | \$ -                                 |
| Pending Contract Negotiations: Paraprofessionals Annual Living Wage Proposal (Step 1 of a school year (183 days) para is no less than the annual full time pay at the \$13.61/Hr = Brookline Living Wage. E.g. (13.61 *7.5 hours * 260 days)) vs ((\$22/Hr = Para Contract* (7 hours * 183 days)) approximate cost up to \$1600 per paraprofessional. | Personnel Strategic New Investment  |                | \$ 492,750     |                | \$ 492,750        | \$ 492,750                   | \$ 492,750                       | \$ 492,750                          | \$ 502,605     | \$ 9,855     | \$ -                   | \$ (492,750)   | unfunded                     | \$ -                           | \$ 9,855                             |
| BEEP Expansion of Sections from 21 to a new number to reflect enrollment increases  |                                     |                |                |                |                   | \$ -                         | \$ -                             | \$ -                                | \$ -           | \$ -         | \$ -                   | \$ -           |                              | \$ -                           | \$ -                                 |
| Opening 9th School - (See attached cost estimate for complete listing of positions and estimates)   |                                     |                |                |                |                   | \$ -                         | \$ -                             | \$ -                                | \$ -           | \$ -         | \$ -                   | \$ -           |                              | \$ -                           | \$ -                                 |
| Public Buildings Division (Opening Devotion FY 2019/BHS FY 2021/Opening 9th School FY 2022; plus 2.5% annually)   | Services Maintenance of Effort      | \$ 200,000     | \$ 75,000      | \$ 350,000     | \$ 625,000        | \$ (125,000)                 | \$ 500,000                       | \$ 500,000                          | \$ 625,000     | \$ -         | \$ 434,196             | \$ (190,804)   | Remov ed High School in Year | \$ 434,196                     | \$ -                                 |
| <b>Subtotal Critical New Investments</b>  |                                     | \$ 1,591,718   | \$ 988,087     | \$ 458,983     | \$ 3,038,788      | \$ (2,163,657)               | \$ 1,300,908                     | \$ 1,300,908                        | \$ 2,891,894   | \$ (146,894) | \$ 902,703             | \$ (2,136,085) |                              | \$ 954,037                     | \$ 70,800                            |
| <b>Total New Investments to Operating Budget</b>  |                                     | \$ 6,233,430   | \$ 7,095,178   | \$ 6,655,173   | \$ 19,983,781     | \$ (3,307,151)               | \$ 16,852,407                    | \$ 16,852,407                       | \$ 10,442,099  | \$ 18,813    | \$ 8,309,234           | \$ (2,114,052) |                              | \$ 8,309,234                   | \$ 122,134                           |
| <b>Total New Revenue Needed for Maintenance of Effort and New Investments</b>   |                                     | \$ 3,750,640   | \$ 3,674,258   | \$ 2,998,388   | \$ 10,423,286     | \$ (3,751,022)               | \$ 6,848,041                     | \$ (1,017,322)                      | \$ 10,442,099  | \$ 18,813    | \$ 8,309,234           | \$ (2,114,052) |                              | \$ 8,309,234                   | \$ 122,134                           |
|   |                                     |                |                |                |                   |                              | Over/(Under) Avail Rev.          | Over/(Under) Avail Rev.             |                |              |                        |                |                              |                                |                                      |

| Expense Name   | Town/School | Town/School Committee Request Modified for Prop 2 1/2 | Variance between Town/School and OSC | OSC Recommended      | Revised Funding    |                    | Schedule |                    | TOTAL              |                    |  |                    |
|--|-------------|---|--------------------------------------|----------------------|--------------------|--------------------|----------|--------------------|--------------------|--------------------|--|--------------------|
|  |             |   |                                      |                      | GIC Allocation     | Non-Tax Revenue    | FY 2019  | FY 2020            |                    | FY 2021            |  |                    |
| Repair and Maintenance of Town Buildings   | Town        |   |                                      | \$200,000            | \$100,000          |                    |          | \$200,000          |                    |                    |  | \$200,000          |
| Geriatric Social Worker  | Town        |   |                                      | \$39,061             | \$38,108           | \$953              |          | \$37,179           | \$929              | \$953              |  | \$39,061           |
| Library Facilities Position  | Town        |   |                                      | \$0                  | \$91,342           |                    |          | \$91,342           |                    |                    |  | \$91,342           |
| Brookline Village Children's Librarian   | Town        |   |                                      | \$65,589             | \$63,989           | \$1,600            |          | \$62,429           | \$1,561            | \$1,600            |  | \$65,589           |
| Capital Equipment Replacement  | Town        |   |                                      | \$300,000            | \$100,000          |                    |          | \$300,000          |                    |                    |  | \$300,000          |
| Snow Equipment / Streets & Sidewalks   | Town        |   |                                      | \$250,000            | \$100,000          |                    |          | \$149,058          |                    |                    |  | \$149,058          |
| Aquatics Position  | Town        |   |                                      | \$60,988             | \$59,500           | \$1,488            |          | \$58,049           | \$1,451            | \$1,488            |  | \$60,988           |
| Park and Open Space Staffing   | Town        |   |                                      | \$17,119             | \$17,119           |                    |          | \$17,119           |                    |                    |  | \$17,119           |
| Diversity and Inclusion Training   | Town        |   |                                      | \$20,000             | \$20,000           |                    |          | \$20,000           |                    |                    |  | \$20,000           |
| Preservation Position  | Town        |   |                                      | \$81,014             | \$39,519           | \$988              |          | \$38,555           | \$964              | \$988              |  | \$40,507           |
| Sustainability Position  | Town        |   |                                      | \$0                  | \$79,038           | \$1,976            |          | \$77,110           | \$1,928            | \$1,976            |  | \$81,014           |
| Fire Suppression   | Town        |   |                                      | \$164,654            |                    |                    |          | \$0                |                    |                    |  | \$0                |
| Archival Personnel   | Town        |   |                                      | \$66,672             |                    |                    |          | \$0                |                    |                    |  | \$0                |
| <b>TOWN TOTAL</b>  |             |   |                                      | <b>\$1,265,097</b>   | <b>\$708,615</b>   | <b>\$7,004</b>     |          | <b>\$1,050,841</b> | <b>\$6,833</b>     | <b>\$7,004</b>     |  | <b>\$1,064,678</b> |
| Repair and Maintenance of School Buildings transfer to Town                          | School      | \$ 625,000  | \$ -                                 | \$625,000            | \$400,000          |                    |          | \$359,196          | \$75,000           |                    |  | \$434,196          |
| Salary Increases, Base School Budget Adjustments (Net T/S Par School Classroom Staff | School      | \$ 2,273,342  | \$ 0                                 | \$2,273,342          | \$1,378,140        | \$895,202          |          | \$371,415          | \$1,006,725        | \$895,202          |  | \$2,273,342        |
|  |             | \$ 2,912,153  | \$ (65,695)                          | \$2,846,458          | \$1,575,115        | \$827,472          |          | \$757,454          | \$813,600          | \$1,241,208        |  | \$2,812,262        |
| Transportation (In-District Special Education Students)                              | School      | \$ 253,988  | \$ -                                 | \$253,988            | \$244,219          | \$9,769            |          | \$234,826          | \$9,393            | \$9,769            |  | \$253,988          |
| Transportation (Regular Education Students)  | School      | \$ 167,193  | \$ (1)                               | \$167,192            | \$109,262          | \$57,930           |          | \$53,560           | \$55,702           | \$57,930           |  | \$167,192          |
| 504 Supplies and Services  | School      | \$ 71,434   | \$ -                                 | \$71,434             | \$69,700           | \$1,734            |          | \$68,000           | \$1,700            | \$1,734            |  | \$71,434           |
| Response to Intervention Programs and Practices                                      | School      | \$ 104,040  | \$ -                                 | \$104,040            | \$102,000          | \$2,040            |          | \$100,000          | \$2,000            | \$2,040            |  | \$104,040          |
| Professional Development for Equity/Restorative Justice                              | School      | \$ 610,928  | \$ 44,660                            | \$655,588            | \$357,465          | \$7,002            |          | \$0                | \$358,791          | \$5,676            |  | \$364,467          |
| Student Support Staff (Such as Guidance, OT, PT etc.)                                | School      | \$ 624,322  | \$ 105,495                           | \$729,817            | \$481,575          | \$248,242          |          | \$237,495          | \$244,080          | \$248,242          |  | \$729,817          |
| BESA and Custodian for BHS Expansion   | School      | \$ 121,224  | \$ 24,365                            | \$145,589            | \$144,365          | \$1,224            |          | \$71,165           | \$73,200           | \$1,224            |  | \$145,589          |
| Administrator Support Staff  | School      | \$ 456,000  | \$ 50,208                            | \$506,208            | \$396,730          | \$0                |          | \$262,330          | \$134,400          | \$0                |  | \$396,730          |
| Program Review Materials   | School      | \$ 381,177  | \$ -                                 | \$381,177            | \$381,177          |                    |          | \$381,177          |                    |                    |  | \$381,177          |
| Financial Assistance Policy  | School      | \$ 175,000  | \$ -                                 | \$175,000            | \$175,000          |                    |          | \$100,000          | \$50,000           | \$25,000           |  | \$175,000          |
| Supplies and Materials   | School      | \$ 686,295  | \$ -                                 | \$686,295            |                    |                    |          | \$0                |                    |                    |  | \$0                |
| Paraprofessional Salary Increase   | School      | \$ 502,605  | \$ -                                 | \$502,605            |                    |                    |          | \$0                |                    |                    |  | \$0                |
| Athletic Transportation  | School      | \$ 143,876  | \$ -                                 | \$143,876            |                    |                    |          | \$0                |                    |                    |  | \$0                |
| BHS Transportation - South Brookline Bus   | School      | \$ 163,325  | \$ 11,165                            | \$174,490            |                    |                    |          | \$0                |                    |                    |  | \$0                |
| NEASC Accreditation for BHS  | School      | \$ 40,000   | \$ (40,000)                          | \$0                  |                    |                    |          | \$0                |                    |                    |  | \$0                |
| Base Expense Budget Increase 2.5% CPI for contracts, supplies, and materials         | School      | \$ 18,469   | \$ (18,469)                          | \$0                  |                    |                    |          | \$0                |                    |                    |  | \$0                |
| AntiDefamation League Middle School  | School      | \$ 20,808   | \$ (20,808)                          | \$0                  |                    |                    |          | \$0                |                    |                    |  | \$0                |
| Benefits for all New FTEs  | School      | \$ 194,243  | \$ (194,243)                         | \$0                  |                    |                    |          | \$0                |                    |                    |  | \$0                |
| <b>SCHOOL TOTAL</b>  |             |   |                                      | <b>\$ 10,545,422</b> | <b>\$6,523,363</b> | <b>\$2,050,615</b> |          | <b>\$443,871</b>   | <b>\$5,814,748</b> | <b>\$2,488,025</b> |  | <b>\$8,309,234</b> |
| <b>GRAND TOTAL</b>   |             |   |                                      | <b>\$ 11,707,196</b> | <b>\$792,929</b>   | <b>\$2,057,619</b> |          | <b>\$3,666,282</b> | <b>\$3,212,601</b> | <b>\$2,495,029</b> |  | <b>\$9,373,912</b> |

|              |              | Funding Sources |              |
|--------------|--------------|-----------------|--------------|
|              |              |                 |              |
| \$ 792,929   | \$ -         | \$ -            | \$ -         |
| \$ 2,873,353 | \$ 3,212,601 | \$ 437,410      | \$ 6,523,364 |
| \$ -         | \$ -         | \$ 2,057,619    | \$ 2,057,619 |
| \$ 3,666,282 | \$ 3,212,601 | \$ 2,495,029    | \$ 9,373,912 |

|              |              | Funding Sources |              |
|--------------|--------------|-----------------|--------------|
|              |              |                 |              |
| \$ 792,929   | \$ -         | \$ -            | \$ -         |
| \$ 2,873,353 | \$ 3,212,601 | \$ 437,410      | \$ 6,523,364 |
| \$ -         | \$ -         | \$ 2,057,619    | \$ 2,057,619 |
| \$ 3,666,282 | \$ 3,212,601 | \$ 2,495,029    | \$ 9,373,912 |



**GENERAL SERVICES - SCHOOL BUILDINGS**

|                                      | Dept. Request     | Town Financial Plan(FY 18, +2,5%, +\$75k) | What happens with Current Over ride amount (\$125k new)? (\$75 k funds Level Fund) | Variance from Level Fund | What happens with Current Over ride amount (625k new (\$500K + \$125K)? | Variance from additional (\$125k new)+ (\$75 k funds Level Fund) |
|--------------------------------------|-------------------|---|--|--------------------------|---|--|
| <b>Staffing</b>                      |                   |   |  |                          |   |  |
| <b>HVAC</b>                          |                   |   |  |                          |   |  |
| APPLICATION ASSISTANT                | ➤ 120,000         | ➤ -                                       | ➤ 120,000  | ➤ 120,000                | ➤ 120,000   | ➤ -  |
| <b>TRADESMEN SUPPLIES</b>            |                   |   |  |                          |   |  |
| HARDWARE, ELECTRICAL, PLUMBING, MISC | \$ 253,050        | \$ 253,050                                | \$ 253,050   | \$ 12,050                | \$ 253,050  | ➤ -  |
|                                      | <b>\$ 253,050</b> | <b>\$ 253,050</b>                         | <b>\$ 253,050</b>  | <b>\$ 12,050</b>         | <b>\$ 253,050</b>   | <b>\$ -</b>  |
| <b>FIRE SAFETY SERVICE</b>           |                   |   |  |                          |   |  |
| FIRE ALARM/SPRINKLER TEST            | \$ 57,750         | \$ 57,750                                 | \$ 57,750  | \$ 2,750                 | \$ 57,750   | ➤ -  |
| FIRE ALARM/SPRINKLER REPAIRS         | \$ 47,750         | \$ 47,750                                 | \$ 47,750  | \$ 2,750                 | \$ 47,750   | ➤ -  |
| E LITE TESTING                       | \$ 19,950         | \$ 19,950                                 | \$ 19,950  | \$ 950                   | \$ 19,950   | ➤ -  |
| E LITE REPAIRS                       | \$ 21,525         | \$ 21,525                                 | \$ 21,525  | \$ 1,025                 | \$ 21,525   | ➤ -  |
| FIRE EXTINGUISHER ANSUL TEST/REPAIRS | \$ 6,300          | \$ 6,300                                  | \$ 6,300   | \$ 300                   | \$ 6,300  | ➤ -  |
|                                      | <b>\$ 153,275</b> | <b>\$ 153,275</b>                         | <b>\$ 153,275</b>  | <b>\$ 7,775</b>          | <b>\$ 153,275</b>   | <b>\$ -</b>  |
| <b>EMERGENCY GENERATOR SERVICE</b>   |                   |   |  |                          |   |  |
| REPAIRS                              | \$ 5,775          | \$ 5,775                                  | \$ 5,775   | \$ 275                   | \$ 5,775  | ➤ -  |
| PREVENTATIVE MAINTENANCE (SUMMER)    | \$ 4,725          | \$ 4,725                                  | \$ 4,725   | \$ 225                   | \$ 4,725  | ➤ -  |
| PREVENTATIVE MAINTENANCE (WINTER)    | \$ 2,888          | \$ 2,888                                  | \$ 2,888   | \$ 2,888                 | \$ 2,888  | ➤ -  |
| PREVENTATIVE MAINTENANCE (LOAD)      | \$ 12,600         | \$ 12,600                                 | \$ 12,600  | \$ 12,600                | \$ 12,600   | ➤ -  |
|                                      | <b>\$ 25,988</b>  | <b>\$ 25,988</b>                          | <b>\$ 25,988</b>   | <b>\$ 15,988</b>         | <b>\$ 25,988</b>  | <b>\$ -</b>  |
| <b>HAZMAT</b>                        |                   |   |  |                          |   |  |
| ASBESTOS                             | \$ 25,000         | \$ 25,000                                 | \$ 25,000  | \$ -                     | \$ 25,000   | ➤ -  |
| MOLD                                 | \$ 8,033          | \$ 8,033                                  | \$ 8,033   | \$ 383                   | \$ 8,033  | ➤ -  |
| LEAD                                 | \$ 13,125         | \$ 13,125                                 | \$ 13,125  | \$ 625                   | \$ 13,125   | ➤ -  |
| IAQ                                  | \$ 10,763         | \$ 10,763                                 | \$ 10,763  | \$ 513                   | \$ 10,763   | ➤ -  |
| PREVENTATIVE MAINTENANCE (TEST)      | \$ 15,750         | \$ 15,750                                 | \$ 15,750  | \$ 15,750                | \$ 15,750   | ➤ -  |
| PEST CONTROL                         | \$ 3,675          | \$ 3,675                                  | \$ 3,675   | \$ 175                   | \$ 3,675  | ➤ -  |
|                                      | <b>\$ 76,346</b>  | <b>\$ 76,346</b>                          | <b>\$ 76,346</b>   | <b>\$ 17,446</b>         | <b>\$ 76,346</b>  | <b>\$ -</b>  |
| <b>ELEVATOR SERVICE (15)</b>         |                   |   |  |                          |   |  |
| REPAIRS                              | \$ 54,600         | \$ 54,600                                 | \$ 54,600  | \$ 2,600                 | \$ 54,600   | ➤ -  |
| STATE TESTING - FEE/LABOR            | \$ 20,475         | \$ 20,475                                 | \$ 20,475  | \$ 975                   | \$ 20,475   | ➤ -  |
| PREVENTATIVE MAINTENANCE             | \$ 63,000         | \$ 63,000                                 | \$ 63,000  | \$ 3,000                 | \$ 63,000   | ➤ -  |
|                                      | <b>\$ 138,075</b> | <b>\$ 138,075</b>                         | <b>\$ 138,075</b>  | <b>\$ 6,575</b>          | <b>\$ 138,075</b>   | <b>\$ -</b>  |
| <b>HVAC/BOILER SERVICE</b>           |                   |   |  |                          |   |  |
| HVAC REPAIRS                         | \$ 101,719        | \$ 101,719                                | \$ 101,719   | \$ 4,844                 | \$ 101,719  | ➤ -  |
| HVAC PM - A/C                        | \$ 45,825         | \$ 45,825                                 | \$ 45,825  | \$ 45,825                | \$ 45,825   | ➤ -  |
| HVAC PM - LARGE                      | \$ 27,500         | \$ 27,500                                 | \$ 27,500  | \$ (59,000)              | \$ 27,500   | ➤ -  |
| HVAC FILTERS - SMALL                 | \$ 24,150         | \$ 24,150                                 | \$ 24,150  | \$ 1,150                 | \$ 24,150   | ➤ -  |
| HVAC - PM -IT ROOMS                  | \$ 17,500         | \$ 17,500                                 | \$ 17,500  | \$ 17,500                | \$ 17,500   | ➤ -  |
| HVAC - PM - PUMPS (GAS BOOSTER)      | \$ 4,200          | \$ 4,200                                  | \$ 4,200   | \$ 4,200                 | \$ 4,200  | ➤ -  |
| HVAC - PM - PUMPS (CIRC. PUMPS)      | \$ 16,275         | \$ 16,275                                 | \$ 16,275  | \$ 16,275                | \$ 16,275   | ➤ -  |
| HVAC - PM/REPAIRS - PNEUMATICS       | \$ 10,763         | \$ 10,763                                 | \$ 10,763  | \$ 513                   | \$ 10,763   | ➤ -  |
| BOILER/STEAMFITTING REPAIRS          | \$ 55,650         | \$ 55,650                                 | \$ 55,650  | \$ 2,650                 | \$ 55,650   | ➤ -  |
| BOILER INSPECTIONS (47)              | \$ 1,890          | \$ 1,890                                  | \$ 1,890   | \$ 90                    | \$ 1,890  | ➤ -  |
| BOILER PM SUMMER                     | \$ 22,600         | \$ 22,600                                 | \$ 22,600  | \$ (400)                 | \$ 22,600   | ➤ -  |
| BOILER PM WINTER                     | \$ 9,975          | \$ 9,975                                  | \$ 9,975   | \$ 9,975                 | \$ 9,975  | ➤ -  |
| BOILER PM FHW HEAT EXCHANGERS        | \$ 1,550          | \$ 1,550                                  | \$ 1,550   | \$ 1,550                 | \$ 1,550  | ➤ -  |
| BOILER PM FANS                       | \$ 26,100         | \$ 26,100                                 | \$ 26,100  | \$ 26,100                | \$ 26,100   | ➤ -  |
| BOILER PM PUMPS                      | \$ 18,000         | \$ 18,000                                 | \$ 18,000  | \$ 18,000                | \$ 18,000   | ➤ -  |
| BOILER PM VIBRATIONAL                | \$ 28,875         | \$ 26,050                                 | \$ 28,875  | \$ 28,875                | \$ 28,875   | ➤ -  |
| INSULATION                           | \$ 5,250          | \$ 5,250                                  | \$ 5,250   | \$ 250                   | \$ 5,250  | ➤ -  |
| REFRACTORY                           | \$ 4,725          | \$ 4,725                                  | \$ 4,725   | \$ 225                   | \$ 4,725  | ➤ -  |
| ENERGY MANAGEMENT SYSTEMS            | \$ 30,975         | \$ 30,975                                 | \$ 30,975  | \$ 1,475                 | \$ 30,975   | ➤ -  |
| OIL TANK CLEANING/TESTING (5)        | \$ 27,300         | \$ 27,300                                 | \$ 27,300  | \$ 1,300                 | \$ 27,300   | ➤ -  |
|                                      | <b>\$ 480,822</b> | <b>\$ 477,997</b>                         | <b>\$ 480,822</b>  | <b>\$ 121,397</b>        | <b>\$ 480,822</b>   | <b>\$ -</b>  |

**GENERAL SERVICES - SCHOOL BUILDINGS**

|  | Dept. Request       | Town Financial Plan(FY 18, +2,5%, +\$75k) | What happens with Current Over ride amount (\$125k new)? (\$75 k funds Level Fund) | Variance from Level Fund | What happens with Current Over ride amount (625k new (\$500k + \$125K)? | Variance from additional (\$125k new)+ (\$75 k funds Level Fund) |
|--|---------------------|---|--|--------------------------|---|--|
| <b>SECURITY SERVICE</b>  |                     |   |  |                          |   |  |
| KEYCARDS REPAIR  | \$ 22,050           | \$ 22,050                                 | \$ 22,050  | \$ 1,050                 | \$ 22,050   | \$ -   |
| KEYCARDS PM  | \$ 14,175           | \$ -                                      | \$ 2,175   | \$ 2,175                 | \$ 14,175   | \$ 14,000  |
| LOCK REPAIRS   | \$ 13,125           | \$ 13,125                                 | \$ 13,125  | \$ 625                   | \$ 13,125   | \$ -   |
| LOCK PM  | \$ 16,275           | \$ -                                      | \$ -   | \$ -                     | \$ 16,275   | \$ 10,400  |
| CAMERAS REPAIRS  | \$ 13,125           | \$ 13,125                                 | \$ 13,125  | \$ 625                   | \$ 13,125   | \$ -   |
| CAMERAS PM   | \$ 19,425           | \$ -                                      | \$ -   | \$ -                     | \$ 19,425   | \$ 17,400  |
| BURGLAR ALARMS MONITORING  | \$ 5,775            | \$ 5,775                                  | \$ 5,775   | \$ 275                   | \$ 5,775  | \$ -   |
| BURGLAR ALARMS REPAIRS   | \$ 13,125           | \$ 13,125                                 | \$ 13,125  | \$ 625                   | \$ 13,125   | \$ -   |
| BURGLAR ALARMS PM  | \$ 13,125           | \$ -                                      | \$ -   | \$ -                     | \$ 13,125   | \$ 10,100  |
|  | <b>\$ 130,200</b>   | <b>\$ 67,200</b>                          | <b>\$ 69,375</b>   | <b>\$ 5,375</b>          | <b>\$ 130,200</b>   | <b>\$ 60,825</b>   |
| <b>GLAZING SERVICES</b>  |                     |   |  |                          |   |  |
| REPLACEMENT/REPAIRS  | \$ 36,750           | \$ 36,750                                 | \$ 36,750  | \$ 1,750                 | \$ 36,750   | \$ -   |
|  | <b>\$ 36,750</b>    | <b>\$ 36,750</b>                          | <b>\$ 36,750</b>   | <b>\$ 1,750</b>          | <b>\$ 36,750</b>  | <b>\$ -</b>  |
| <b>EXTERIOR GENERAL</b>  |                     |   |  |                          |   |  |
| ROOF REPAIRS   | \$ 89,250           | \$ 89,250                                 | \$ 89,250  | \$ 4,250                 | \$ 89,250   | \$ -   |
| ROOF- GUTTERS  | \$ 21,020           | \$ 21,020                                 | \$ 21,020  | \$ 1,020                 | \$ 21,020   | \$ -   |
| ROOF INSPECTION - SUMMER   | \$ 21,000           | \$ -                                      | \$ -   | \$ (20,000)              | \$ 21,000   | \$ 21,000  |
| ROOF - INSPECTIONS WINTER, DRAINS  | \$ 40,297           | \$ -                                      | \$ -   | \$ -                     | \$ 40,297   | \$ 40,297  |
| MASONRY REPAIRS  | \$ 26,909           | \$ 26,909                                 | \$ 26,909  | \$ 1,284                 | \$ 26,909   | \$ -   |
| PM MASONRY ENVELOPE INFRARED   | \$ 19,950           | \$ -                                      | \$ -   | \$ -                     | \$ 19,950   | \$ 17,200  |
|  | <b>\$ 218,426</b>   | <b>\$ 137,179</b>                         | <b>\$ 137,179</b>  | <b>\$ (13,446)</b>       | <b>\$ 218,426</b>   | <b>\$ 81,247</b>   |
| <b>ELECTRICAL SERVICE</b>  |                     |   |  |                          |   |  |
| REPAIRS  | \$ 58,800           | \$ 58,800                                 | \$ 58,800  | \$ 7,800                 | \$ 58,800   | \$ -   |
| PM VFD, EXT. LIGHT, TORQUE PANEL,TEST                                      | \$ 56,175           | \$ -                                      | \$ -   | \$ -                     | \$ 56,175   | \$ 30,100  |
|  | <b>\$ 114,975</b>   | <b>\$ 58,800</b>                          | <b>\$ 58,800</b>   | <b>\$ 7,800</b>          | <b>\$ 114,975</b>   | <b>\$ 56,175</b>   |
| <b>PLUMBING SERVICE</b>  |                     |   |  |                          |   |  |
| REPAIRS - FIXTURES   | \$ 49,350           | \$ 49,350                                 | \$ 49,350  | \$ 12,350                | \$ 49,350   | \$ -   |
| PM GREASE TRAPS,ACID, MIX VALVES   | \$ 93,450           | \$ -                                      | \$ -   | \$ (12,000)              | \$ 93,450   | \$ 33,400  |
|  | <b>\$ 142,800</b>   | <b>\$ 49,350</b>                          | <b>\$ 49,350</b>   | <b>\$ 350</b>            | <b>\$ 142,800</b>   | <b>\$ 93,450</b>   |
| <b>CARPENTRY SERVICE</b>   |                     |   |  |                          |   |  |
| REPAIRS - WALLS, DOORS, CEILINGS   | \$ 36,750           | \$ 36,750                                 | \$ 36,750  | \$ 30,649                | \$ 36,750   | \$ -   |
| OVERHEARD DOOR/GATE REPAIRS  | \$ 25,200           | \$ -                                      | \$ -   | \$ -                     | \$ 25,200   | \$ 20,200  |
|  | <b>\$ 61,950</b>    | <b>\$ 36,750</b>                          | <b>\$ 36,750</b>   | <b>\$ 30,649</b>         | <b>\$ 61,950</b>  | <b>\$ 25,200</b>   |
| FLOORING / PAINTING / WINDOWS  | \$ 203,175          | \$ -                                      | \$ -   | \$ -                     | \$ 183,103  | \$ 100,100   |
|  |                     |   | \$ -   | \$ -                     |   | \$ -   |
| <b>GENERAL SERVICES TOTAL</b>  | <b>\$ 2,155,832</b> | <b>\$ 1,510,760</b>                       | <b>\$ 1,635,760</b>  | <b>\$ 233,709</b>        | <b>\$ 2,135,760</b>   | <b>\$ 500,000</b>  |
| Expense Lines According to Town Financial Plan (FY 18, + 2.5%, + \$75,000) |                     |   | (+\$125,000)   |                          | (+\$500,000)  |  |
| Services   | \$ 1,467,805        | \$ 1,467,805                              | \$ 1,592,805   |                          | \$ 2,092,805  |  |
| Services- Correction   | \$ 34,196           | \$ 34,196                                 | \$ 34,196  |                          | \$ 34,196   |  |
| Supplies   | \$ 7,425            | \$ 7,425                                  | \$ 7,425   |                          | \$ 7,425  |  |
| Other  | \$ 488              | \$ 488                                    | \$ 488   |                          | \$ 488  |  |
| Capital  | \$ 846              | \$ 846                                    | \$ 846   |                          | \$ 846  |  |
|  | \$ 1,510,760        | \$ 1,510,760                              | \$ 1,635,760   | \$ 125,000               | \$ 2,135,760  | \$ 625,000   |
| revenue requested/(left to allocate)                                       | \$645,072.00        | \$0.00                                    | \$0.00   |                          | \$0.00  |  |



To see if the Town will amend Article 8.32 of the General By-Laws as follows:

## Article 8.32

### Sustainable Food Containers and Packaging

#### **Section 1: DEFINITIONS**

The following words and phrases shall, unless context clearly indicates otherwise, have the following meanings:

**BIODEGRADABLE** Entirely made of organic materials such as wood, paper, bagasse or cellulose; or bioplastics that meet the American Society for Testing and Materials (ASTM) D7081 standard for Biodegradable Plastics in the Marine Environment or any other standard that may be developed specifically for an aquatic environment. Any bioplastic product must be clearly labeled with the applicable standard.

**COMPOSTABLE** Refers to bioplastic materials certified to meet the American Society for Testing and Materials International Standards D6400 or D6868, as those standards may be amended. ASTM D6400 is the specification for plastics designed for compostability in municipal or industrial aerobic composting facilities. D6868 is the specification for aerobic compostability of plastics used as coatings on a compostable substrate. Compostable shall also allow products that conform to any ASTM standards for home composting that may be developed. Any compostable product must be clearly labeled with the applicable standard.

**DISPOSABLE FOOD SERVICE WARE** All food and beverage containers, bowls, plates, trays, cartons, cups, lids, straws, stirrers, forks, spoons, knives, film wrap, and other items designed for one-time or non-durable uses on or in which any food vendor directly places or packages prepared foods or which are used to consume foods. This includes, but is not limited to, service ware for takeout foods and leftovers from partially consumed meals prepared at food establishments.

**DIRECTOR** refers to the Director of the Department of Public Health or its designee.

**FOOD ESTABLISHMENT** An operation that stores, prepares, packages, serves, vends, or otherwise provides food for human consumption. This includes without limitation restaurants and food trucks.

**PACKING MATERIAL** means polystyrene foam used to hold, cushion, or protect items packed in a container for shipping, transport, or storage. This includes, for example, packing "peanuts"; and shipping boxes, coolers, ice chests, or similar containers made, in whole or in part, from polystyrene foam that is not wholly encapsulated or encased within a more durable material.

**POLYSTYRENE** means and includes (1) blown polystyrene and expanded and extruded foams (sometimes called "Styrofoam," a Dow Chemical Co. trademarked form of insulation) also referred to as expanded polystyrene (EPS); and in this chapter is referenced as "Foam

Polystyrene." Foam Polystyrene is generally used to make opaque cups, bowls, plates, trays, clamshell containers, meat trays and egg cartons. The term also means and includes (2) clear or solid polystyrene, which is also known as "oriented," and referenced in this chapter as "Rigid Polystyrene." "Rigid Polystyrene" is generally used to make clear clamshell containers, cups, plates, straws, lids and utensils.

PREPARED FOOD Food or beverages, which are served, packaged, cooked, chopped, sliced, mixed, bottled, frozen, squeezed or otherwise prepared on the food establishment's premises within the Town, regardless whether it is eaten either on or off the premises.

RECYCLABLE Material that can be sorted, cleansed, and reconstituted using the Brookline curbside municipal collection programs for the purpose of using the altered form in the manufacture of a new product. "Recycling" does not include burning, incinerating, converting, or otherwise thermally destroying solid waste.

RETAIL ESTABLISHMENT Any commercial business facility that sells goods directly to the consumer including but not limited to grocery stores, pharmacies, liquor stores, convenience stores, restaurants, retail stores and vendors selling clothing, food, and personal items, and dry cleaning services.

REUSABLE Products that will be used more than once in its same form by a food establishment. Reusable food service ware includes: tableware, flatware, food or beverage containers, packages or trays, such as, but not limited to, soft drink bottles and milk containers that are designed to be returned to the distributor and customer that is provided take-out containers. Reusable materials include aluminum and glass. Reusable also includes cleanable durable containers, packages, or trays used on-premises or returnable containers brought back to the food establishment.

## **Section 2. PROHIBITED USE AND DISTRIBUTION OF FOOD WARE AND PACKAGING**

Starting January 1, 2019:

- (a) Food establishments are prohibited from providing prepared food to customers using polystyrene or polyvinyl chloride food service ware.
- (b) All food establishments using any disposable food service ware will use biodegradable, compostable, reusable or recyclable food service ware. All food establishments are strongly encouraged to use reusable food service ware in place of using disposable food service ware for all food served on premises.
- (c) Retail establishments are prohibited from selling or distributing foam polystyrene polystyrene food service ware to customers.
- (d) Retail establishments are prohibited from selling or distributing polystyrene foam packing material to customers.

Starting January 1, 2020:

- (e) Food establishments are prohibited from providing prepared food to customers using any food service ware made of polyethylene terephthalate.

### **Section 3. EXEMPTIONS**

(a) Foods prepared or packaged outside the Town are exempt from the provisions of this chapter.

(b) Food establishments and retail establishments will be exempted from the provisions of this chapter for specific items or types of disposable food service ware if the Department of Health or its designee finds that a suitable biodegradable, compostable, reusable, or recyclable alternative does not exist for a specific application and/or that imposing the requirements of this chapter on that item or type of disposable food service ware would cause undue hardship.

(c) Any establishment may seek an exemption from the requirements of this chapter by filing a request in writing with the Department of Health or its designee. The Department of Health or its designee may waive any specific requirement of this chapter for a period of not more than one year if the establishment seeking the exemption has demonstrated that strict application of the specific requirement would cause undue hardship. For purposes of this chapter, an "undue hardship" is a situation unique to the food establishment where there are no reasonable alternatives to the use of expanded polystyrene disposable food service containers and compliance with this provision would cause significant economic hardship to that food establishment. An establishment granted an exemption must re-apply prior to the end of the one-year exemption period and demonstrate continued undue hardship if the establishment wishes to have the exemption extended. The Health Department's decision to grant or deny an exemption or to grant or deny an extension of a previously issued exemption shall be in writing and shall be final.

### **Section 4. PENALTIES AND ENFORCEMENT**

(a) Each permittee as defined above, operating in the Town of Brookline shall comply with this by-law.

(1) If it is determined that a violation has occurred the Director shall issue a warning notice to the permittee for the initial violation.

(2) If an additional violation of this by-law has occurred within one year after a warning notice has been issued for an initial violation, the Director shall issue a notice of violation and shall impose a penalty against the permittee.

(3) The penalty for each violation that occurs after the issuance of the warning notice shall be no more than:

A) \$50 for the first offense

B) \$100 for the second offense and all subsequent offenses. Payment of such fines may be enforced through civil action in the Brookline District Court.

(4) No more than one (1) penalty shall be imposed upon a permittee within a seven (7) calendar day period.

(5) A permittee shall have fifteen (15) calendar days after the date that a notice of violation is issued to pay the penalty.

## **Section 5. SEVERABILITY**

Each section of this chapter shall be construed as separate to the end that if any section, sentence, clause or phrase thereof shall be held invalid for any reason, the remainder of that chapter and all other chapters shall continue in full force.

**Public School of Brookline  
Cost Comparison of Current Utensils Vs Compostable Eco Utensils**

**Current Plasticware and Straws**

|  | Sept17-<br>Jan18 | 2017-2018<br>Usage(est) | Cost per<br>Case | Estimated<br>Annual Cost |  | PlantWareCompostable Eco Utensils    | Estimated<br>Annual Cost | Variance     |
|--|------------------|-------------------------|------------------|--------------------------|--|--------------------------------------|--------------------------|--------------|
| White Plastic Utensils                         | 257              | 514                     | \$ 6.28          | \$ 3,227.92              |  | PlantWareCompostable Eco Utensils    | \$ 25,057.50             | \$ 21,829.58 |
| Individually Wrapped<br>Knives,Forks, & Spoons | 31               | 62                      | \$ 8.86          | \$ 549.32                |  | PlantWareCompostable Eco Utensils    | \$3,022.50               | \$ 2,473.18  |
| Black PlasticWare - Catering                   | 5                | 10                      | \$ 20.01         | \$ 200.10                |  | PlantWareCompostable Eco Utensils    | \$487.50                 | \$ 287.40    |
| Plastic Straws                                 | 7                | 14                      | \$ 28.17         | \$ 394.38                |  | Bamboo Paper straw coated w/bees Wax | \$1,359.82               | \$ 965.44    |
| Annual Cost (est)                              |                  |                         |                  | \$ 4,371.72              |  | Annual Cost (est)                    | \$ 29,927.32             | \$ 25,555.60 |

Not Available as individually wrapped

**Plantware Compostable Eco Utensils**

|   | Sept17 -<br>Jan18<br>Actual<br>Utensil Cost | Sept17 -Jan18<br>Eco Utensil<br>Cost | Cost per<br>Meal | Sept17 -Jan18<br>Meals | Cost per Meal | Variance |
|---|---|--------------------------------------|------------------|------------------------|---------------|----------|
| Brkst, Lunch, Adult, Alacarte<br>Meals (assumed only 1/4 of alacarte<br>meals use utensils) | 307729                                      | \$ 2,185.86                          | \$ 0.01          | 307729                 | \$ 14,963.66  | \$ 0.04  |