



Cotuit Fire District

FY 2025 ADM Articles for Funding and Estimated Tax Rate
May 29, 2024

Cotuit Fire District
FY 2025 ADM Articles for Funding and Estimated Tax Rate
May 21, 2024

DRAFT

Finance Department

ARTICLE

Article Number	Account Title	FY 24 Budget	FY 25 Proposed	Change This Year	Comments
4	Salary & Wages Elected Officials	11,500.00	11,500.00	0.00%	
4	Salary & Wages District Clerk	3,914.00	4,149.00	6.00%	As determined by the Prudential Committee
4	Salary & Wages Treasury	100,628.00	106,666.00	6.00%	As determined by the Prudential Committee
	Total Personnel Services:	116,042.00	122,315.00	5.41%	
4	Telephone	1,200.00	1,492.00	24.33%	Running Rate
4	Payroll Service	4,600.00	4,600.00	0.00%	
4	Legal Services	6,000.00	6,000.00	0.00%	
4	Accounting Services (Audit & actuary)	20,000.00	20,000.00	0.00%	
4	Bond Transfer Agent	9,550.00	9,550.00	0.00%	
4	Legal Advertisement & Wb Site Support	2,350.00	2,350.00	0.00%	
4	Postage	1,430.00	1,430.00	0.00%	
4	Office Supplies	1,000.00	1,200.00	20.00%	Running Rate
4	Computer/Copy Expense	13,600.00	13,600.00	0.00%	
4	Dues & Memberships	190.00	200.00	5.26%	
4	Insurance - Property and liability	127,000.00	140,000.00	10.24%	Estimate based on MA commercial history
4	Insurance - Workers Comp. & Accident and Sickness	38,200.00	40,000.00	4.71%	Estimate adjusted for history
4	Unemployment Insurance	6,000.00	6,000.00	0.00%	
4	Payroll Taxes	40,000.00	44,200.00	10.50%	Amount based on proposed wage increases
4	Employee Assistance Program	4,160.00	4,160.00	0.00%	
4	Town Admin Services Assessment	7,600.00	7,600.00	0.00%	
4	Annual Report, Warrant, Balloting & Meeting	5,800.00	5,800.00	0.00%	
4	Miscellaneous Expense	1,000.00	1,000.00	0.00%	
	Total Other Expenditures:	289,680.00	309,182.00	6.73%	
4	TOTAL FY BUDGET:	405,722.00	431,497.00	6.35%	
4	Labor & Salaries:	116,042.00	122,315.00	5.41%	
	Maintenance:	-	-		
4	Operations:	288,680.00	308,182.00	6.76%	
4	Miscellaneous:	1,000.00	1,000.00	0.00%	
4	Total Other Expenses:	289,680.00	309,182.00	6.73%	
4	Total Finance Dept Budget Appropriations	405,722.00	431,497.00	6.35%	

Cotuit Fire District
 FY 2025 Prudential Committee ADM Financial Articles Funding Requests
 May 21, 2024

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PUBLIC BUILDING - FREEDOM HALL

Article No.	Account Title	FY 24 Budget	FY 25 Proposed	Change This Year	Comments
14	Salary & Wages - Part Time	5,859.00	6,210.00	5.99%	As determined by the Prudential Committee
	Total Personnel Services:	5,859.00	6,210.00	5.99%	
14	Electricity	2,100.00	2,307.00	9.86%	
14	Water	400.00	400.00	0.00%	
14	Heat - Oil/Gas	2,600.00	2,600.00	0.00%	
14	Repairs/Maint - Buildings	2,000.00	3,000.00	50.00%	Running rate
14	Repairs/Maint - Grounds	10,000.00	7,500.00	-25.00%	
14	Repairs/Maint - HVAC	525.00	1,000.00	90.48%	Planned maintenance
14	Telephone & internet	1,700.00	2,124.00	24.94%	Running rate plus 18% anticipated increase
14	Alarm Service	425.00	850.00	100.00%	
14	Building Supplies	506.00	1,200.00	137.15%	
14	Custodial Supplies	315.00	100.00	-68.25%	
14	Miscellaneous Expense	100.00	100.00	0.00%	
	Total Other Expenditures:	20,671.00	21,181.00	2.47%	
14	TOTAL FY BUDGET:	26,530.00	27,391.00	3.25%	
14	Labor & Salaries:	5,859.00	6,210.00	5.99%	
14	Maintenance:	12,525.00	11,500.00	-8.18%	
14	Operations:	8,046.00	9,581.00	19.08%	
14	Misc.:	100.00	100.00	0.00%	
14	Other Expenses:	20,671.00	21,181.00	2.47%	
14	Total District Buildings Budget Appropriations	26,530.00	27,391.00	3.25%	

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Prudential Committee Sponsored Articles

Article Number	Account Title	FY 24 Budget	FY 25 Proposed	Change This Year	Comments
RESERVE ACCOUNT					
3	Reserve Fund	45,000.00	45,000.00	0.00%	
	Total	45,000.00	45,000.00	0.00%	
STREET LIGHTS					
15	Street Lights - Electricity	5,510.00	8,800.00	59.71%	New Cape Light contract rates
15	Street Lights - Maint	1,900.00	1,900.00	0.00%	
15	Total	7,410.00	10,700.00	44.40%	
LIBRARY FUNDING					
16	Library Funding	26,000.00	26,780.00	3.00%	For Library maintenance
16	Total	26,000.00	26,780.00	3.00%	
STABILATION FUNDS TRANSFERS					
19	Stabilization Fund Transfer - District	35,000.00	35,000.00	0%	Per Bylaws Make-up for over-allocated F Y 24 Free Cash
20	Stabilization Fund Transfer - Water	46,080.00	46,300.00	0.5%	
21	Stabilization FY24 Balance Transfer - Water		37,100.00		
	Total	81,080.00	118,400.00		

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DISTRICT DEBT SERVICE

Article No.	Account Title	FY 24 Budget	FY 25 Proposed	Change This Year	Comments
17	Long Term Debt - Principal (USDA)	52,632.00	52,632.00	0.00%	Per Amortization Schedule
17	Long Term Debt - Principal (refunding)	235,000.00	230,000.00	-2.13%	Per Amortization Schedule
17	Long Term Debt - Interest (USDA)	37,895.00	36,711.00	-3.12%	Per Amortization Schedule
17	Long Term Debt - Interest (refunding)	43,525.00	31,900.00	-26.71%	Per Amortization Schedule
17	Short-Term Debt - Principal	30,000.00	64,000.00	113.33%	amortization of FY24 \$340K BAN
17	Short Term Interest - Note	7,500.00	16,000.00	113.33%	Estimated based on 5%
17	Short Term Interest - Abatements	50.00	50.00	0.00%	
Total Debt Service Appropriation:		406,602.00	431,293.00	6.07%	
		406,602.00	94,950.00		Free Cash = LT debt principal
			17,343.00		Debt Premium - LT debt principal
			319,000.00	19.43%	Raise and appropriate
Total Debt Service Funding:		406,602.00	431,293.00	6.07%	

EMPLOYEE AND RETIREE BENEFITS

Article No.	Account Title	FY 24 Budget	FY 25 Proposed	Change This Year	Comments
18	Insurance - Health	360,410.00	389,243.00	8.00%	8% increase per CCMHG
18	Insurance - Life	500.00	500.00	0.00%	Per CCMHG
18	Insurance - Dental	20,000.00	20,000.00	0.00%	Per CCMHG
18	Cost of option payment	49,023.00	86,576.00	76.60%	Includes new optionees
18	Retirement Assessment	450,000.00	473,842.00	5.30%	Per BCRA
18	OPEB Trust Fund Contribution	33,389.00	-	-100.00%	Contribution by paid retiree med insurance
Total Employee and Retiree Benefits Appropriation:		913,322.00	970,161.00	6.22%	

FIRE DEPARTMENT

Article Number	Account Title	FY 24 Budget	FY 25 Proposed	Change This Year	Comments
5	Labor & Salaries:	2,083,214.00	2,309,735.00	10.87%	
5	Maintenance:	81,070.00	93,920.00	15.85%	
5	Operations:	294,234.00	300,734.00	2.21%	
5	Misc.:	1,000.00	1,000.00	0.00%	
5	Total Other Expenses:	376,304.00	395,654.00	5.14%	
5	Total Fire Dept Budget Appropriations	2,459,518.00	2,705,389.00	10.00%	

Capital Articles

	Cardiac Monitor	51,000.00			
	Ambulance Additional funding	65,000.00			
6	New Fire Engine		800,000.00		
7	Protective Clothing - Turnout Gear		33,000.00		
8	Fire Station Design services		1,300,000.00		Based on contractor estimate
	Article & Capital Outlay	116,000.00	2,133,000.00	1738.79%	
	Total Fire Department Funding:	2,575,518.00	4,838,389.00	87.86%	

WATER DEPARTMENT

Article No.	Account Title	FY 24 Budget	FY 25 Proposed	Change This Year	Comments
10	Serv Connections	35,500.00	35,000.00	-1.41%	
10	Labor & Salaries:	456,551.00	473,370.00	3.68%	
10	Maintenance:	97,700.00	102,100.00	4.50%	
10	Operations:	261,775.00	279,725.00	6.86%	
10	Misc.	1,500.00	0.00	-100.00%	
10	Other Expenses:	360,975.00	381,825.00	5.78%	
10	Water Dept Operating Appropriations	853,026.00	890,195.00	4.36%	
	Capital Articles				
	Water Mains repair	200,000.00			
11	Meter reading software & hardware		25,000.00		Automate meter reading
12	New Department Computers & related items		8,500.00		Update Department IT
13	Conservation		50,000.00		Participation in Conservation restriction
	Capital Outlay	200,000.00	83,500.00	-58.25%	
	Total Water Dept Budget Appropriations	1,053,026.00	973,695.00	-7.53%	

ADM Article Number	Article Purpose	FY 2024 Budget	FY 2025 Proposed	Change This Year	Comments - Proposed funding
3	Pru Comm - Reserve Fund Budget	45,000	45,000	0.0%	Raise & Appropriate
4	Pru Comm - Finance/Administration Department Budget	405,722	431,497	6.4%	Raise & Appropriate
	Total Finance & Administration:	450,722	476,497	5.7%	
5	Fire Department Operating Budget	2,459,518	2,705,389	10.0%	Raise & Appropriate
6-9	Capital Articles	116,000	2,133,000		Debt
	Total Public Safety:	2,575,518	4,838,389	87.9%	
10	Water - Water Department Operating Budget	853,026	890,195	4.4%	Raise & Appropriate
11-13	Capital Articles	200,000	83,500		Debt
	Total Public Works - Water:	1,053,026	973,695	-7.5%	
14	Pru Comm - Public Buildings Budget	26,530	27,391	3.2%	Raise & Appropriate
15	Pru Comm - Street Lights Budget	7,410	10,700	44.4%	Raise & Appropriate
	Total Public Works - Other:	33,940	38,091	12.2%	
16	Pru Comm - Funding For Library Services	26,000	26,780	3.0%	Free Cash
	Total Culture & Recreation:	26,000	26,780	3.0%	
17	Pru Comm - Principal & Interest Budget	406,602	431,293	6.1%	Free Cash \$95K; Debt Prem \$17,343 & Raise & Appropriate \$318K
	Total Debt & Interest:	406,602	431,293	6.1%	
18	Pru Comm - Employee/OPEB Benefits Budget	913,322	970,161	6.2%	Free Cash \$473K & Raise & Appropriate \$497K
	Total Employee Benefits:	913,322	970,161	6.2%	
19,20 & 21	Pru Comm - Transfers To Stabilization Funds - General & Water	81,080	118,400		Free Cash
	Total Stabilization Funds	81,080	118,400	46.0%	
	Total Original ADM Appropriations:	5,540,210	7,873,306	46.0%	

ADM Article Number	Article Purpose	FY 2024 Budget	FY 2025 Proposed	Change This Year	Comments - Proposed funding
Total Original ADM Appropriations:		5,540,210	7,873,306	42.1%	
Per Recap - Allowance For Abatements & Exemptions		72,988	27,421	-62.4%	Imposed by the Town Assessor
Total Recap Amount To Be Provided:		5,613,198	7,900,727	40.8%	
FUNDING SOURCES					
	Tax Levy	3,143,852	3,717,112	18.2%	Tax Levy
	Ambulance & Other	230,090	250,000	8.7%	85% of FY 24 estimated revenue
	Water Rev	1,062,094	962,800	-9.3%	90% of the WD FY25 Revenue Estimate of \$1,069,786
	Free Cash	535,132	763,972	42.8%	99 % of \$764,846 Certified Free Cash
	Miscellaneous local receipts	21,000	23,000	9.5%	
	Transfer from Stabilization/OPEB Trust				
	Other	200,000	17,343	-91.3%	100% of Debt Premium
	Debt Funding	316,000	2,166,500	585.6%	Debt per above
Total Recap Amounts Provided:		5,508,168	7,900,727	43.4%	
ESTIMATED TAX IMPACT					
	Valuation	2,555,977,500	2,555,977,500	n/c	
	Tax Rate	\$1.23	\$1.45	18.2%	
	Average House value	1,015,703	1,015,703	n/c	
	Tax per house	\$1,249.31	\$1,477.12	18.2%	