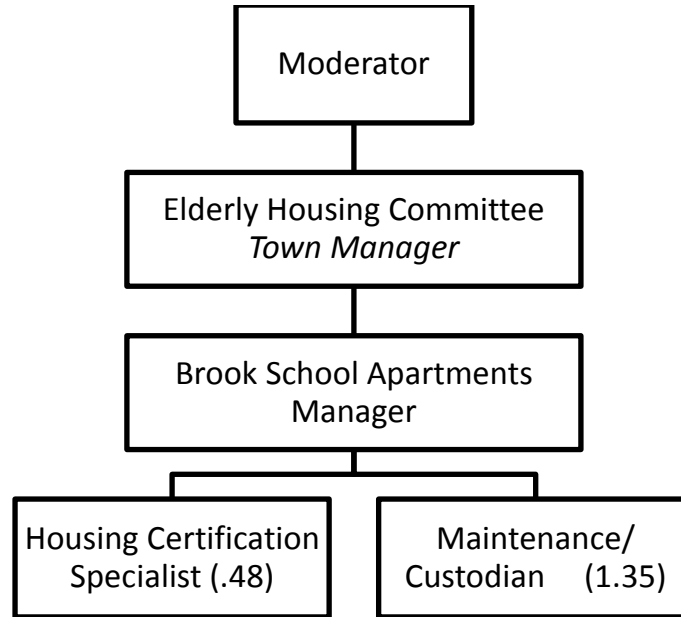


**TOWN OF WESTON**  
**FY19 TOWN MANAGER'S PROPOSED BUDGET AND FINANCING PLAN**  
**BROOK SCHOOL APARTMENTS ENTERPRISE FUND**



	Actual FY16	Actual FY17	Budget FY18	Town Manager Recommended FY19 Budget	FY18 to FY19 \$ Change	% Change
<b>BROOK SCHOOL APARTMENTS ENTERPRISE FUND</b>						
<b>Revenues</b>						
CPA - Debt Service	307,917	221,505	273,773	265,133	(8,640)	-3.2%
Retained Earnings - Capital	250,000	100,000	100,000	140,000	40,000	0.40
Rentals & Interest Income	1,245,802	1,305,091	1,225,401	1,241,898	16,497	1.3%
<b>Total</b>	<b>1,803,719</b>	<b>1,626,596</b>	<b>1,599,174</b>	<b>1,647,031</b>	<b>47,857</b>	<b>3.0%</b>
<b>Expenditures</b>						
Salaries	165,223	180,314	192,585	201,116	8,531	4.4%
Expenses	336,308	385,300	379,180	383,250	4,070	1.1%
Repairs & Replacements+	130,623	138,460	146,768	155,574	8,806	6.0%
Payment in Lieu of Taxes	22,239	22,795	23,365	23,949	584	2.5%
Capital Improvements+	290,963	100,000	100,000	140,000	40,000	40.0%
Debt Service (Enterprise Fund)	307,917	282,283	273,773	265,133	(8,640)	-3.2%
<b>subtotal</b>	<b>1,253,272</b>	<b>1,109,152</b>	<b>1,115,671</b>	<b>1,169,022</b>	<b>53,351</b>	<b>4.8%</b>
Debt Service (Community Preservation Funds)	307,917	221,505	273,773	265,133	(8,640)	-3.2%
Indirect Costs (transfer to General Fund)	182,646	208,270	209,730	212,876	3,146	1.5%
<b>Total</b>	<b>1,743,835</b>	<b>1,538,927</b>	<b>1,599,174</b>	<b>1,647,031</b>	<b>47,857</b>	<b>3.0%</b>

**Town of Weston  
FY19 Town Manager’s Proposed Budget**

**HEALTH AND HUMAN SERVICES: Brook School Elderly Housing Complex**

**Description of Services**

The former Brook School was converted to an elderly and handicapped rental housing complex in 1979 with an addition completed in the fall of 2004. The complex now contains 75 apartments for the elderly and disabled. The U.S. Department of Housing and Urban Development provides a subsidy for 42 of these units under the Section 8 program. Another 13 units are deed restricted as affordable units under the Community Preservation Act. The average wait for a subsidized apartment is approximately three-five years. The Complex is managed by a Manager who is overseen by the Elderly Housing Committee.

The funding plan for the Brook School Apartments, developed when the expansion project was brought forward, calls for all operating and debt service expenses, as well as indirect Town costs and an in-lieu of tax payment, to be covered by a combination of rental income and CPA funding. The Brook School Elderly Housing Complex is budgeted in an enterprise fund.

The staff also manages the family rental housing on Warren Avenue owned by the Weston Affordable Housing Trust. Five units have been completed and are occupied; another two are being developed. A management fee is paid to the Elderly Housing Committee annually.

**FY19 Departmental Goals**

1. Improve the energy efficiency at the complex through upgrading of systems.
2. Improve the Weston community awareness of the Brook School Apartments.
3. Upon completion of the remaining two units of Warren Avenue rental property, find and certify eligible tenants.

<b>Staffing Levels</b>	<b>FY16 Funded</b>	<b>FY17 Funded</b>	<b>FY18 Funded</b>	<b>FY19 Requested</b>
Manager	1	1	1	1
Housing Certification Specialist	0.32	0.35	0.35	0.48
Maintenance/Custodian	1	1	1	1
<b>Total FTE</b>	<b>2.32</b>	<b>2.35</b>	<b>2.35</b>	<b>2.48</b>

**Budget Recommendations**

Level Services: The increase in the continuing balance account is for ongoing repairs and replacements related to the maintenance of rental units and is consistent with the pro forma financing plan.

New Requests Recommended by Town Manager: An additional 3 hours/week is included for the Housing Certification Specialist to accommodate increased workload due to changing HUD regulations and additional units at the Warren Avenue property. The increase in cost is offset by the management fee received for management of the Warren Avenue units.

New Requests Not Recommended by Town Manager: None

**Town of Weston  
FY19 Town Manager's Proposed Budget**

	ACTUAL FY16	BUDGET FY17	ACTUAL FY17	BUDGET FY18	DEPT REQ FY19	TOWN MGR'S RECOMMENDATION			FY18 to FY19	
						LEVEL SERVICE	NEW REQ	TOTAL	\$ Change	% Change
<b><u>Brook School Apartments Enterprise Fund</u></b>										
Salaries	165,223	180,314	178,032	192,585	193,352	196,916	4,200	201,116	8,531	4.4%
<b>Sub-total Personnel Salaries</b>	<b>165,223</b>	<b>180,314</b>	<b>178,032</b>	<b>192,585</b>	<b>193,352</b>	<b>196,916</b>	<b>4,200</b>	<b>201,116</b>	<b>8,531</b>	<b>4.4%</b>
Electricity	47,215	50,000	39,379	47,980	50,000	45,000		45,000	(2,980)	-6.2%
Oil/Gas	54,561	70,000	48,943	65,000	60,000	60,000		60,000	(5,000)	-7.7%
Water	13,939	17,000	14,922	17,000	12,000	12,000		12,000	(5,000)	-29.4%
Repair & Maintenance Building	53,513	70,000	62,549	70,000	70,000	70,000		70,000	-	0.0%
Building Safety	34,291	27,000	26,070	27,000	29,000	29,000		29,000	2,000	7.4%
Window Cleaning	6,980	12,500	9,730	12,500	10,000	10,000		10,000	(2,500)	-20.0%
Septic Service	5,733	9,000	5,327	7,000	6,000	6,000		6,000	(1,000)	-14.3%
Repair - Vehicle & Equipment	538	1,200	7	1,000	500	500		500	(500)	-50.0%
Trash Removal	3,380	3,800	3,380	3,800	14,400	14,400		14,400	10,600	278.9%
Snow Removal	29,874	35,000	57,924	35,000	45,000	45,000		45,000	10,000	28.6%
Extermination	1,131	1,100	988	1,100	1,100	1,100		1,100	-	0.0%
Environmental Maintenance	3,580	8,000	3,844	6,000	4,500	4,500		4,500	(1,500)	-25.0%
Legal	962	2,000	399	1,500	1,000	1,000		1,000	(500)	-33.3%
Telephone	5,491	5,200	6,167	5,500	7,750	7,750		7,750	2,250	40.9%
Office Supplies	3,591	4,000	2,914	4,000	3,500	3,500		3,500	(500)	-12.5%
Custodial Supplies	13,173	15,500	11,369	15,500	14,000	14,000		14,000	(1,500)	-9.7%
Grounds	47,435	45,000	26,634	48,000	48,000	48,000		48,000	-	0.0%
Conference/Training	1,674	1,500	2,280	2,000	3,500	3,500		3,500	1,500	75.0%
All Other	9,245	7,500	10,055	9,300	8,000	8,000		8,000	(1,300)	-14.0%
<b>Sub-total Expenses</b>	<b>336,308</b>	<b>385,300</b>	<b>332,882</b>	<b>379,180</b>	<b>388,250</b>	<b>383,250</b>	<b>-</b>	<b>383,250</b>	<b>4,070</b>	<b>1.1%</b>
<b><u>BSA-Continuing Balance Accts</u></b>										
Repairs & Replacements+	130,623	138,460	130,266	146,768	155,574	155,574	-	155,574	8,806	6.0%
Capital Improvement Fund+	290,963	100,000	332,824	100,000	140,000	140,000	-	140,000	40,000	40.0%
<b>Sub-total Cont Bal Accts</b>	<b>421,586</b>	<b>238,460</b>	<b>463,089</b>	<b>246,768</b>	<b>295,574</b>	<b>295,574</b>	<b>-</b>	<b>295,574</b>	<b>48,806</b>	<b>19.8%</b>
Debt Service	307,917	282,283	282,283	273,773	265,133	265,133	-	265,133	(8,640)	-3.2%
Payment in Lieu of Taxes	22,239	22,795	22,795	23,365	23,949	23,949	-	23,949	584	2.5%
<b>Total</b>	<b>1,253,272</b>	<b>1,109,152</b>	<b>1,279,080</b>	<b>1,115,671</b>	<b>1,166,258</b>	<b>1,164,822</b>	<b>4,200</b>	<b>1,169,022</b>	<b>53,351</b>	<b>4.8%</b>

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