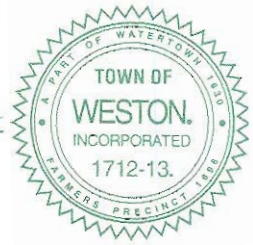


TOWN OF WESTON

TOWN HALL, TOWN HOUSE ROAD
POST OFFICE BOX 378
WESTON, MA 02493-0002
(781) 893-7320 EXT. 308
FAX (781) 891-3697



OFFICE OF TOWN MANAGER

January 11, 2011

The Honorable Board of Selectmen and Finance Committee:

As required by the Town Manager's Act, Section 2 (f) (ii) and Section 2 (j) (Chapter 80 of the Acts of 2001), I am hereby submitting the Town Manager's Fiscal Year 2012 Proposed Budget and Financing Plan.

Projected Revenues

Fiscal Year 2012 projected revenues are \$64,831,909, which is a \$2,817,340 or 4.54% increase over Fiscal Year 2011 revenues.

Proposed Budget

The Fiscal Year 2012 recommended budget for Municipal Departments, the unclassified budget and the Superintendent's proposed School Department budget totals \$64,780,154, which is a \$2,765,585 or 4.46% increase over the Fiscal Year 2011 appropriated budget.

The budget increase has the following major components:

School Department (Superintendent's Budget)	
Salaries	1,193,102
Program Improvements	44,360
Enrollment	28,645
Offsets	(198,755)
Supplies, Services, Other	(88,048)
Utilities	(25,000)
Special Education	(7,018)
sub-total School Budget Increase	947,286
Health Insurance & Medicare Tax	900,220
Salaries (municipal)	431,999
Contribution to OPEB Trust Fund	409,000
Middlesex Retirement System	302,304
Unemployment & Workers' Compensation Insurance	(110,000)
Pension Stabilization Fund	(200,000)
All other changes - Net	84,776
Total increase FY11 to FY12	\$2,765,585

Proposed Budget and Financing Plan

There are a number of aspects of this Plan which should be highlighted:

1. **School Department Budget** – Under the Town Manager Act, the School Department budget is submitted directly to the Finance Committee and, therefore, is not included in this document. It is expected that the School Committee will approve its recommended budget in March. In order to provide a general view of the overall Town and School budget, we have included in this document the Superintendent’s proposed budget, as submitted to the School Committee.
2. **Revenue Projections** – Section 2 of this budget document includes the Fiscal Year 2012 revenue projections. The allowable 2.5% tax levy increase is supplemented by new growth of more than \$1.4 million. Reductions in state aid are assumed.
3. **Budget Summary** – Section 3 of this budget document includes a summary of budget recommendations for all Town departments. Detailed budget recommendations can be found in Sections 5-15.
4. **Level Service Budget Requests** – Department managers were asked to submit “level service budgets” for Fiscal Year 2012. A level service budget is that amount of funding required to deliver the same level of services in Fiscal Year 2012 as was provided in Fiscal Year 2011. Only increases for contractual, mandated or known additional costs were allowed.
5. **New Budget Requests** – Municipal department managers were asked to prepare a separate request for any additional staffing, services and capital budget items proposed. Recommended new municipal requests to address increased demands for service result in a net increase of about \$22,000. These requests are included in the budget narrative for each departmental budget and in the budget column labeled “Town Manager’s Recommendation-New Requests.” They are also summarized and ranked in Section 4 of this document with the understanding that the Board of Selectmen may change this ranking as it reviews Town-wide priorities.
6. **Reserve Policy** – This Proposed Budget and Financing Plan includes the continued implementation of the Reserve Policy adopted by the Board of Selectmen. Bond rating agencies continue to take note of what they consider to be the Town’s “improved but still narrow reserve levels.” These comments reinforce the importance of continuing to make progress toward targets set by the Reserve Policy in order to maintain the Town’s AAA credit rating.
7. **Capital Requests** – Sections 17-22 of the Fiscal Year 2012 Proposed Budget and Financing Plan include capital requests proposed for borrowing by funding source. Capital requests are those items generally costing more than \$25,000 and having a useful life of more than five years. This year, we have expanded the information provided for each capital request. In addition, a five year projection of future capital projects is included.
8. **Debt Exclusion Consideration**– In prior years, the Board of Selectmen has placed before the voters Proposition 2½ debt exclusion questions for various capital projects approved or to be considered by Town Meeting. Included in Section 17, Capital Requests-Table I, are those capital projects recommended for Fiscal Year 2012 that the Board of Selectmen may want to consider as debt exclusion questions. If the voters approve the funding of these projects through debt exclusion, the non-exempt debt service budget would be reduced by \$13,750 in Fiscal Year 2012 and \$104,500 in Fiscal Year 2013. In addition, the non-exempt debt service budget includes two projects approved at the November 2010 Special Town Meeting but not yet voted exempt. The approval of those projects to be funded through debt exclusion will reduce the Fiscal Year 2012 non-exempt debt service budget by \$27,750.

Acknowledgments

Preparing a budget document with this level of detail is a significant undertaking. I would like to express my appreciation to all of the Town's department managers and board and committee members who contributed to the development of this budget. Town Accountant Chitra Subramanian and Principal Assessor Eric Josephson must be acknowledged for their assistance in preparing the Revenue Projections. Assistant Town Manager/Human Resources Director Lisa Yanakakis provided valuable assistance in analyzing and confirming amounts needed for various fixed costs and salary changes, and Assistant Assessor Chris Wilcock updated organizational charts. Special thanks to Finance Director/Treasurer & Collector Sarah Johnson, assisted by Arina Nurlat, who prepared spreadsheets and financial analysis for this budget document. Finally, I would like to acknowledge Lis Zeytoonjian, Jill Tierney-Harris, and Arina Nurlat for their assistance in the production of this document.

Conclusions

In this continuing, difficult economic climate, we have again been able to achieve a balanced budget without the need for a proposition 2½ override or cuts in services. Although we have not yet successfully concluded negotiating collective bargaining agreements with employee unions, we hope to gain their cooperation in order to avoid a crisis situation.

Weston's tax base is over 96% residential, and property tax bills are substantial. We appreciate the support of Weston taxpayers in funding the level of services currently provided and understand that we must always strive to provide the best possible services in the most efficient way possible, and that increases in budgets must be carefully explained and justified in order to maintain that level of support.

Further, we recognize that Weston is well served by the partnership that exists between volunteers and paid staff to provide Town services. Without all of you, who spend countless hours of unpaid time for the benefit of the Weston community, we could not accomplish nearly as much. Thank you.

Very truly yours,



Donna S. VanderClock
Town Manager