

FY25 Budget Meeting

3/9/2024

Time	Department/Department Head	Time allotted
8:30 – 8:45 am	Arrive, grab your coffee, and your seat!	15 min
8:45 – 9:10 am	Cemetery -- Dan Kaufman	25 min
9:10 – 9:50 am	DPW -- Jamie Callahan - Highway - Water & Sewer	20 min 20 min
9:50 – 10:00 am	10-minute break	10 min
10:00 – 10:25 am	Fire Dept -- Chief Ralph Cormier	25 min
10:25 – 10:45 am	Treasurer-Collector -- Lynne Baumgartner	20 min
10:45 – 11:00 am	Library -- Mae Afriam	15 min
11:00 – 11:15 am	Town Clerk's Office -- Dawn & Mary Lou	15 min
11:15 -- 11:30 AM	Emergency Management -- Ray	15 min
11:30 – 11:50 am	Assessor's -- Bob, Laura, Viv	30 min
12:00 – 12:45 pm	Lunch Break	45 min
12:45 – 1:30 pm	Other Departments - Accountant – Charlie's Request - Animal Control -- Officer Gowan's Request - Board of Health – Fred's Request - Building Inspector – Paul's Request - Conservation – Caleb's Request - Tree Warden – Barry's Request - Lake Management -- Bob's Request - Transfer Station -- Bob's Request	2 min 2 min 2 min 2 min 2 min 2 min 15 min 15 min
1:30 – 1:40 pm	10-minute break	
1:40 – 2:30 pm	Capital Requests Discussion	50 min
	Wrap up for the day	

TBD Meeting Dates
3/21/2024
3/28/2024
4/4/2024
4/11/2024
4/18/2024
4/25/2024

Topics Pending
Police Department
Capital Projects
CBRSD Budget
Sabilization Accounts
Water and Sewer
Drop Dead Date for Approval By SB & FC

FY2025 Draft Budget - v. 1

Budget Line	Point	Description	FY23	FY24	FY25 Req	Notes
491-7103	DAN	Cemetery dept-general expenses	\$ 2,500.00	\$ 2,500	\$ 5,500	2500 cem + 3000 graves

FY2025 Draft Budget - v. 1

Budget Line	Point	Description	FY23	FY24	FY25 Req	Notes
421-5100-1100	DPW	Highway - Winter Road Wages/OT	\$ 17,500.00	\$ 17,500	\$ 17,500	
421-5100-1146	DPW	Highway - Superintendent salary	\$ 75,000.00	\$ 55,257	\$ 56,915	
421-5100-1170	DPW	Highway - Summer Roads Wages	\$ 175,183.00	\$ 180,960	\$ 190,560	***Looking for 5% raises for DPW crew. With insurance increases they need a \$000.50 raise just to maintain their current salaries.
421-5700-7116	DPW	Highway - Machinery maintenance	\$ 45,000.00	\$ 60,000	\$ 60,000	
421-7103	DPW	Highway - General expense	\$ 6,000.00	\$ 6,000	\$ 7,000	
421-7114	DPW	Highway - Summer Road Maintenance	\$ 92,400.00	\$ 100,000	\$ 100,000	
421-7115	DPW	Highway - Town garage maintenance	\$ 15,750.00	\$ 15,750	\$ 15,750	
421-7118	DPW	Highway - Uniforms	\$ 6,000.00	\$ 6,500	\$ 6,500	
421-7119	DPW	Highway - Winter Road Maintenance	\$ 80,000.00	\$ 80,000	\$ 80,000	
424-7168	DPW	Highway - Street Signs	\$ 1,500.00	\$ 1,500	\$ 1,500	
426-7175	DPW	Highway - Unaccepted Roads	\$ -	\$ -	\$ -	
new line	DPW	Highway -- New Truck (4 years of payments start	\$ -	\$ -	\$ 46,331	first of four payments

FY25 Budget Request Notes

Name	James callahan
Department	DPW
	Looking for 5% raises for DPW crew. With insurance increases they need a \$000.50 raise just to maintain their current salaries.

FY25 Capital Request

Name	Jamie Callahan
Department	DPW
Capital Request Item (s)	<i>Please provide a justification below and attach any supporting documentation</i>
Backhoe	Looking to replace our current 2008 backhoe. Current machine has a lot of cab rot going on. new machine is \$192,000.00. I was told our current machine is worth \$30,000.00.
Tractor	Looking to replace our current two wheel drive tractor. Our current machine needs work and is not utilized as much as a four wheel drive machine with a front bucket would. A new machine is \$65,000.00.

500 Commerce Drive
 Clifton Park NY, 12065
 Mike Chase
 NYS Vendor ID# 1000000018

1/9/2024

Milton



Town of Hinsdale

575-9151	450 07B BACKHOE LOADER	\$209,990.00
0P-9003	LANE 3 ORDER	\$0.00
578-8948	STICK, EXTENDABLE, ELHYD 17FT	\$8,430.00
575-9158	HYDRAULICS, QC, 6FCN/8BNK	\$9,300.00
575-9165	POWERTRAIN, 4WD, AUTOSHIFT	\$17,270.00
518-9096	PRODUCT LINK, CELLULAR PL641	\$0.00
524-4029	NETWORK MANAGER NONE	\$0.00
506-3449	COLD WEATHER PACKAGE, 120V HRC	\$1,005.00
575-9162	CAB, DELUXE	\$13,920.00
558-9623	SEAT, DELUXE FABRIC	\$1,205.00
491-6736	WORKLIGHTS (8) LED LAMPS	\$1,140.00
206-1747	BELT, SEAT, 2" SUSPENSION	\$0.00
533-0465	TIRES, 340 80R20/540 70R24, MX	\$9,550.00
488-2944	STABILIZER PADS, FLIP-OVER	\$435.00
506-1010	BUCKET-MP HD 1.75YD3 IT BOCE	\$13,028.00
547-7031	BUCKET-HD, 24", 9.5 FT3, 60MM	\$2,813.00
488-2908	INSTRUCTIONS, ANSI	\$0.00
421-8926	SERIALIZED TECHNICAL MEDIA KIT	\$0.00
578-9035	LINES, AUX COMBO, EXT STICK 17'	\$4,820.00
540-2298	STANDARD RADIO (12V)	\$720.00
387-6682	FAN	\$299.00
382-2499	MIRRORS, EXTERNAL, BOTH SIDES	\$945.00
0P-0210	PACK, DOMESTIC TRUCK	\$0.00
462-1033	RUST PREVENTATIVE APPLICATOR	\$141.00
461-6839	SHIPPING/STORAGE PROTECTION	\$266.00
	Caterpillar 450 BHL List Price - -	\$295,277.00
	NYS OGS/NJPA Contract #PC66988 Advertised Discount 22% - -	(\$64,960.94)
	CAT 450 BHL Net - -	\$230,316.06
	Work Tools	
558-3630	THUMB HYDRAULIC	\$6,125.00
221-4283	THUMB TINE A 3	\$488.00
	AMI Garbage Grapple Bucket w BOCE	\$18,550.00
	Caterpillar 450 Work Tool List Price - -	\$25,163.00
	NYS OGS/NJPA Contract PC66988 Advertised Discount 15% - -	(\$3,774.45)
	CAT 450 Work Tool Net - -	\$21,388.55
	CAT Dicount - -	(\$31,539.61)
	Less Trade In Value - -	(\$30,000.00)
	CAT 450 BHL Sale Price - -	\$190,165.00

Due to the current situation with Global steel costs, this quote is valid for 30 days. We'll do our best to hold the price when an order is placed, but please contact me for an updated quote if it's been longer than 30 days. Lead times are based on current demand and subject to change without notice



MB TRACTOR & EQUIPMENT
 1497 Riverdale St
 West Springfield, MA 01089
 TEL: (413) 536-8901
 Fax: (413) 736-1597

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www.MBTRACTOR.com

SOLD TO *** emailed ***
 HINS03 HINSDALE MASS HIGHWAY DEPARTMEN
 156 MAPLE STREET
 HINSDALE, MA 01235

SHIP TO

QUOTATION

Sold By: R88 PO #: L6060HSTC Date: 1/15/24 QUOTE HQ03042
 Ship By: Tax #: 8:03:03 PRT: 2 Open

Tax	D	Qty	Description	Price	Amount	
Group: 01						
EQUIPMENT QUOTE						
N		1	L6060HSTC GRAND CAB W/AC R4 TIRE	57624.00	57624.00	
N		1	L8333 REAR WORKLIGHT SET	220.00	220.00	
N		1	L8364 REAR WIPER SET	233.00	233.00	
N		1	LA1055 LOADER W/GRILL GUARD	6514.00	6514.00	
N		1	2 LEVER Q/A COUPLER MECHANICAL			
N		1	L2296 72" HD Q/A BUCKET W/BOE	1347.00	1347.00	
N		1	TL1748 BOLT ON EDGE	286.00	286.00	
N		1	L2265 3RD FUNCTION VALVE	1490.00	1490.00	
N		1	L8308 DOUBLE ACTING VALVE REAR	1090.00	1090.00	
N		1	L8396 1ST LEVER AND BASE KIT REA			
					** TOTAL EQUIPMENT QUOTE	68804.00
N		KUBOTA DISCOUNT				
		KUBOTA GOV BID DISCOUNT FAC116				5511.20

"PRICE ON THIS SALES QUOTE IS AN ESTIMATE AND IS SUBJECT TO BEING INCREASED. FINAL PRICING AND APPLICABLE PROGRAMS WILL BE ESTABLISHED AT DELIVERY. ORDER CANCELLATION AND REFUND OF EARNEST MONEY DEPOSITS ARE AVAILABLE IN THE EVENT OF A PRICE INCREASE BETWEEN THE DATE OF THE QUOTE AND THE DATE OF DELIVERY."

Quotes are valid for thirty days. Prices are subject to change at vendors discretion. All prices quoted FOB vendor shipping point unless specifically noted. Special order parts are to be prepaid in full in advance, charged to a valid open account, or billed to a credit card. There are no returns of special order parts. TRUCKING IS NOT COVERED BY THE MANUFACTURERS WARRANTY. TRUCKING COSTS ARE THE RESPONSIBILITY OF THE CUSTOMER.

** SUBTOTAL 63292.80

X Charge Sale

Phone: (413) 655-2304

PAY THIS AMOUNT

\$63292.80

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Budget Line	Point	Description	FY23	FY24	FY25 Req	Notes
30-604-1135	DPW	Sewer I - Accounting wages	\$ 1,730.00	\$ 1,070	\$ 1,124	
30-604-5100-1100	DPW	Sewer I - Temp/seasonal wages	\$ -	\$ -	\$ -	
30-604-5100-1140	DPW	Sewer I - Full Time Wages	\$ 13,064.00	\$ 10,400	\$ 10,400	Wages need to be addressed (just to cover insurance most need a 5%increase
30-604-5100-1146	DPW	Sewer I - Superintendent Salary	\$ 1,430.00	\$ 5,951	\$ 6,130	
30-604-7103	DPW	Sewer I - Department-general expenses	\$ 65,150.00	\$ 66,780	\$ 70,000	Newly mandated DEP Reports require assistance from consulting engineer to file.
30-605-1140	DPW	Sewer III - Full Time Wages	\$ 30,208.00	\$ 20,800	\$ 20,800	
30-605-1141	DPW	Sewer III - Temp/seasonal wages	\$ -	\$ -	\$ -	
30-605-1145	DPW	Sewer III - Accounting wages	\$ 2,740.00	\$ 4,285	\$ 4,499	
30-605-1146	DPW	Sewer III - Superintendent Salary	\$ 2,860.00	\$ 11,902	\$ 12,259	
30-605-7103	DPW	Sewer III - general expenses	\$ 135,239.00	\$ 138,620	\$ 145,000	Now has annual DEP reporting that needs consulting engineer
30-606-7103	DPW	Sewer II Department-general expenses	\$ 14,881.44	\$ 14,882	\$ -	
40-1155	DPW	Water - Accounting wages	\$ 2,740.00	\$ 4,285	\$ 4,414	
40-614-5100-1100	DPW	Water - Temp/seasonal wages	\$ -	\$ -	\$ -	
40-614-5100-1140	DPW	Water - Full time wages	\$ 71,372.00	\$ 72,801	\$ 74,801	
40-614-5100-1146	DPW	Water - Superintendent Salary	\$ 2,860.00	\$ 11,902	\$ 12,259	
40-7103	DPW	Water - Licensed Operator expense	\$ 40,550.00	\$ 41,770	\$ 41,770	

Budget Line	Point	Description	FY23	FY24	FY25 Req	Notes
220-1150	FD	Fire dept-stipends	\$ 14,000.00	\$ 14,000	\$ 14,000	
220-5100-1100	FD	Fire dept-Chief Salaries	\$ 10,000.00	\$ 10,000	\$ 11,000	
220-5100-1120	FD	Fire dept-1st Deputy Salaries	\$ 4,500.00	\$ 4,500	\$ 4,500	
220-5100-1125	FD	Fire dept-2nd Deputy Salaries	\$ 4,200.00	\$ 4,200	\$ 4,200	
220-7103	FD	Fire dept-general expenses	\$ 55,900.00	\$ 55,900	\$ 55,900	
221-8135	FD	Fire dept-Tanker	\$ 57,049.30	\$ 57,049	\$ 57,049	
231-5700-7103	FD	24-hr ambulance service-general exp	\$ 2,000.00	\$ 2,000	\$ 2,000	

FY 2024-2025



BUDGET REQUEST

FIRE DEPARTMENT

SALARIES CHIEF	220-5100-1100	\$ 11,000.00 ✓
SALARIES 1st ASSNT	220-5100-1120	\$ 4,500.00 ✓
SALARIES 2ND ASSNT	220-5100-1125	\$ 4,200.00 ✓
STIPENDS	220-1150	\$ 14,000.00 ✓
GEN. EXPENSES	220-7103	\$ 55,900.00 ✓
TOTAL OPERATING BUDGET		\$ 88,600.00 ✓

CAPITAL BUDGET

CONCRETE PAD REPLACEMENT ALL BAY DOORS. \$ 10,000.00

HEALTH & SANITATION

24- HR EMERGENCY AMBULANCE 231-7103 \$ 2,000.00

GENERAL EXPENSES

Ralph A. Cormier Sr.

FIRE DEPARTMENT

FY 2024-2025 BUDGET

ELECTRIC	FIRE STATION	\$ 7,500.00
RADIOS-PAGERS	REPAIR & REPLACE	\$ 3,000.00
DUES	NFPA,FCAM,BERK.WMFCA	\$ 1,200.00
MAINT.& REPAIRS	TRUCKS & EQUIP.	\$ 6,000.00
MAINT.& REPAIR	BUILDING & GROUNDS	\$ 4,000.00
SUPPLIES & EQUIP	FIREFIGHTING & PPE	\$ 5,000.00
EDUCATION & MISC.	TRAINING VIDEOS,POSTAGE	\$ 1,200.00
S.C.B.A.	REPAIR & SERVICE	\$ 3,000.00
PUMPS & LADDERS	YEARLY PERF. TEST	\$ 4,000.00
JAWS SERVICE	YEARLY SERVICE	\$ 1,000.00
SUPPLIES & EQUIP.	FORREST FIRES	\$ 1,000.00
YEARLY PHYSICALS		\$14,000.00
P.P.E.	REPLACEMENT	\$ 5,000.00
	TOTAL	\$55,900.00

FIRE DEPARTMENT CAPITAL BUDGET PLAN

FY 24-25

0-5 YEARS

CLASS A PUMPER	\$ 900,000.00
REPLACE MOBILE AND PORTABLES RADIOS.	\$ 380,000.00
REPAVE FRONT APRON	\$ 30,000.00

5- 10 YEARS

CLASS A PUMPER	\$ 1,000,000.00
EXHAUST REMOVAL SYSTEM	\$ 35,000.00
PAVE PARKING AREA	\$ 40,000.00

10-15 YEARS

15-20 YEARS

Graves, Bob

From: Select Board Assistant
Sent: Thursday, February 8, 2024 10:45 AM
To: Graves, Bob
Subject: FW: Town of Hinsdale- Police/Fire- Injured on Duty renewal
Importance: High

See below

From: Finn, Jonathan <jfinn@risk-strategies.com>
Sent: Thursday, February 8, 2024 10:43 AM
To: Select Board Assistant <Select.Board@hinsdalema.gov>
Cc: Gertsch, Michele <mgertsch@risk-strategies.com>
Subject: RE: Town of Hinsdale- Police/Fire- Injured on Duty renewal
Importance: High

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Clarissa,

The renewal estimate for Hinsdale is \$17,100.

This is an estimate only not the renewal proposal. The renewal premium may change based on many factors including change in personnel count and claims.

If you have any questions please let me know.

Thank you.

Jonathan Finn | AAI
Manager, Gowrie Claims Services & Senior Account Executive
p 781-536-6918 | jfinn@risk-strategies.com

From: Finn, Jonathan <jfinn@risk-strategies.com>
Sent: Wednesday, February 7, 2024 12:19 PM
To: Select Board Assistant <Select.Board@hinsdalema.gov>
Cc: Gertsch, Michele <mgertsch@risk-strategies.com>
Subject: RE: Town of Hinsdale- Police/Fire- Injured on Duty renewal

Thank you. I wanted to verify the hours. If they work 25 hours or more we need to check off full time on the policy.

I will work on a FY 25 estimate for you. I should have it over to you shortly.

Thank you.

Jonathan Finn | AAI

Manager, Gowrie Claims Services & Senior Account Executive
p 781-536-6918 | jfinn@risk-strategies.com

From: Select Board Assistant <Select.Board@hinsdalema.gov>
Sent: Wednesday, February 7, 2024 11:42 AM
To: Finn, Jonathan <jfinn@risk-strategies.com>
Subject: [EXT] RE: Town of Hinsdale- Police/Fire- Injured on Duty renewal

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No, they are all volunteers who are on call 24/7.

From: Finn, Jonathan <jfinn@risk-strategies.com>
Sent: Tuesday, February 6, 2024 2:19 PM
To: Select Board Assistant <Select.Board@hinsdalema.gov>
Subject: RE: Town of Hinsdale- Police/Fire- Injured on Duty renewal

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Are any fire fighter working more than 25 hours a week?

Jonathan Finn | AAI

Manager, Gowrie Claims Services & Senior Account Executive

Risk Strategies | Gowrie Group

p 781-536-6918 | f 781-536-6930

jfinn@risk-strategies.com

PO Box 578 | Brant Rock, MA 02020

Riskstrategies.com

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From: Select Board Assistant <Select.Board@hinsdalema.gov>
Sent: Tuesday, February 6, 2024 2:00 PM
To: Finn, Jonathan <jfinn@risk-strategies.com>
Subject: [EXT] Town of Hinsdale- Police/Fire- Injured on Duty renewal

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Good afternoon,

Please provide me with an updated quote for FY25. Here is the most current information:

2024				
Volunteers	Career Fire	FT Police	PT Police	Aux Police
35	0	4	3	0

Thank you,
 Clarissa Mitchell
 Admin. Assistant to Town Administrator and Select Board
 Assistant Accountant
 Town of Hinsdale
 413-655-2300 ext. 345
Select.board@hinsdalema.gov
Hinsdalemass.com

Budget Line	Point	Description	FY23	FY24	FY25 Req	Notes
145-5100-1100	TC	Treasurer-salaries	\$ 60,000.00	\$ 63,000	\$ 64,890	
145-7103	TC	Treasurer-general expenses	\$ 2,400.00	\$ 8,000	\$ 11,500	Expenses and a 3-day professional development program
145-7106	TC	Treasurer-tax title expenses	\$ -	\$ -	\$ 2,750	
145-8019	TC	Tax title legal/research	\$ -	\$ -	\$ 5,500	
146-5100-1100	TC	Tax Collector-salaries	\$ -		\$ -	
146-7103	TC	Tax Collector-general expenses	\$ 5,000.00	\$ -	\$ -	
146-7104	TC	Tax collectors-excise billing	\$ -	\$ -		
146-7106	TC	Tax collector tax title expense	\$ -	\$ -	\$ -	
35-7165	TC	Sewer Loan-ashmere	\$ 55,960.00	\$ 80,208	\$ 104,317	
35-7180	TC	Sewer Loan-plunkett	\$ 45,709.00	\$ 45,909	\$ 45,709	
40-7164	TC	Water department-refinance corby	\$ 73,125.00	\$ -	\$ -	
40-7192	TC	91-11 cost overrun loan	\$ 10,870.00	\$ 10,870	\$ 10,870	
40-7193	TC	91-07 water rehab usda	\$ 31,964.00	\$ 31,964	\$ 31,964	
40-7198	TC	Water meters	\$ -	\$ -	\$ -	
692-7127	TC	Beautification committee	\$ 1,500.00	\$ 1,500	\$ 1,500	
710-7145	TC	Debt service-town hall loan	\$ 8,270.00	\$ 18,176	\$ 18,176	
710-7147	TC	Debt service-interest long term deb	\$ 9,907.00	\$ 9,907	\$ 9,907	
781-7103	TC	Reserve fund-general expenses	\$ 30,000.00	\$ 30,000	\$ 30,000	
914-7103	TC	Health/life insurance-general expen	\$ 260,000.00	\$ 263,970	\$ 184,159	Plus Ken's replacement and New Chief
915-8042	TC	Unemployment	\$ 3,000.00	\$ 3,000	\$ 9,000	
		Total	\$ 6,259,417.74	\$ 6,525,138	\$ 6,697,695	

Graves, Bob

From: Baumgartner, Lynne
Sent: Tuesday, February 27, 2024 3:50 PM
To: Graves, Bob
Subject: FW: Town of Hinsdale Payroll Quote

SAVE THE DATE: Annual School 202

 Tell a Friend



8/13/2024 to 8/16/2024

When: Tuesday, August 13, 2024

Where: Umass Amherst
United States

Price for the Classes & hotel rates have not been set as yet, I usually stay over 2 nights \$500

From: Payroll [mailto:Payroll@unipayroll.com]
Sent: Tuesday, February 27, 2024 2:35 PM
To: Baumgartner, Lynne <Treasurer@hinsdalema.gov>
Subject: RE: Town of Hinsdale

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I asked Susanne about any price increases and she said there may be but she has not decided yet. Sorry that I can't be of more help, Carolyn



Universal Payroll Associates
29 Wendell Ave, Suite 2
Pittsfield, MA 01201
P: 413-443-8100 F: 413-443-8181
www.unipayroll.com

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From: Baumgartner, Lynne <Treasurer@hinsdalema.gov>

Sent: Monday, February 26, 2024 11:01 AM

To: Payroll <Payroll@unipayroll.com>

Subject: Town of Hinsdale

Good Morning Carolyn,

Here is Hinsdale's payroll – remember no medical health insurance or dental deductions this week. Yahoo!

Susan Rathbun earned 9 hrs comp time (used =5.25) overall gained 3.75 hrs

Barton Wappes used 4.5 hrs Personal time

Can you please tell me how the SUTA is calculated again? Is it based on total YTD Gross? Still working on next year's budget #'s.

Also is Universal Payroll cost going up in the fiscal year (starting July – June 2025)?

Thank you!

*Lynne Baumgartner, Treasurer/Collector
Town of Hinsdale 39 South Street, Hinsdale, MA 01235
413-655-2314*



MIIA Health Benefits Trust
 3 Center Plaza, Suite 610
 Boston, MA 02108
 800-374-4405
 617-542-6513

MIIA HEALTH BENEFITS TRUST

Hinsdale

Renewal Proposal

07/01/2024 - 06/30/2025

MONTHLY CONTRIBUTION RATES				
PRODUCTS		CURRENT	RENEWAL	
Unified Plan Name for FY2025	COVERAGE	RATES	RATES	CHANGE
Blue Care Elect Preferred	Individual	\$1,205.46	\$1,300.21	7.86%
	Family	\$3,206.89	\$3,458.95	
Network Blue NE	Individual	\$1,071.14	\$1,155.33	7.86%
	Family	\$2,855.17	\$3,079.59	
Dental Blue Freedom with Ortho	Individual	\$47.22	\$49.46	4.75%
	Family	\$99.82	\$104.56	

Renewal rates are based on final plan design and enrollment.
 Senior plans will renew on January 1, 2025.
 Please provide a copy of the in-force PEC or IAC agreement, if applicable.
 Signed commitment is due on or before April 1, 2024.
 Deductible funding on Medical plans limited to 50% of the deductible.

Signature for Acceptance of Rates	Title	Date
<i>Robert D. Graves</i>	Hinsdale Town Administrator	Feb 12, 2024
Print Name		
Robert D. Graves		

Health, Dental, and Vision Insurance

Medical Increase 7.86%

Dental Increase 4.75%

FY2024		Monthly Rates		FY25	FY25 Staff	Monthly Expense		24 Payrolls
		FY25	FY24	Portion (75%)	Selected	Town 75%	Staff 25%	Pey Paycheck
MIIA BCEP Benchmark Preferred 2293162	Individual	\$1,300.21	\$1,205.46	\$975.16	2	\$1,950.31	\$325.05	\$162.53
	Family	\$3,458.95	\$3,206.89	\$2,594.21	1	\$2,594.21	\$864.74	\$432.37
MIIA HMO Blue Benchmark Network Blue NE 4010346	Individual	\$1,155.33	\$1,071.14	\$866.50	4	\$3,465.99	\$288.83	\$144.42
	Family	\$3,079.59	\$2,855.17	\$2,309.69	3	\$6,929.07	\$769.90	\$384.95
Dental Blue Freedom D41168-1223	Individual	\$49.46	\$47.22	\$24.73	8	\$197.85	\$24.73	\$12.37
	Family	\$104.56	\$99.82	\$52.28	4	\$209.12	\$52.28	\$26.14

\$15,346.57

Vision Blue 20/20		
	Employee Alone	8.62
	Employee + Partner	14.66
	Employee + One or More kids	15.09
	Family	23.72

Annually
\$ 184,158.84

(subject to change)

* Vision is offered at no cost to the Town

^ When there is a Three-week Month for Payroll; the last week you do not have to pay Health or dental Insurance

There are 26 pay periods per year. Insurance charges are only deducted 24 times per year.

As you know, this is obsolete

Graves, Bob

From: Rassias, Anthony A. (DOR) <rassias@dor.state.ma.us>
Sent: Tuesday, February 27, 2024 4:37 PM
To: Baumgartner, Lynne
Cc: Graves, Bob
Subject: RE: Real Estate/Personal Property minimum Tax bill **EXTERNAL EMAIL**

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Lynne. There is a provision under G.L. c.59, s. 5(54) that allows for personal property to be exempt IF the value is not in excess of \$10,000 and IF approved locally by town meeting. I do not believe there is a similar provision for real estate. This would apply whether semi or quarterly billing.

Hope this helps.
Tony Rassias
Bureau of Accounts

From: Baumgartner, Lynne <Treasurer@hinsdalema.gov>
Sent: Tuesday, February 27, 2024 2:33 PM
To: Rassias, Anthony A. (DOR) <rassias@dor.state.ma.us>
Cc: Graves, Robert (EXT) <town.administrator@hinsdalema.gov>
Subject: Real Estate/Personal Property minimum Tax bill **EXTERNAL EMAIL**

This Message Is From an Untrusted Sender

You have not previously corresponded with this sender.

Good Afternoon,

I was wondering if the state has a minimum amount to send out a Real Estate and Personal Property tax bill. Our Town currently sends out bills for \$.55 for semi-annual bills (which postage costs more to mail it) then what the rate of return is. We are thinking of moving to quarterly so the amount would be \$.27 each quarter on a parcel that has a land value of \$100.

I know that Excise has a minimum of \$5.

Thank you for your advice.

*Lynne Baumgartner, Treasurer/Collector
Town of Hinsdale 39 South Street, Hinsdale, MA 01235
413-655-2314*

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Budget Line	Point	Description	FY23	FY24	FY25 Req	Notes
610-5100-1100	LIB	Library-Head Librarian Salary	\$ 22,600.00	\$ 22,600	\$ 23,090	
610-5100-1120	LIB	Library-Asst. Salaries	\$ 29,097.00	\$ 29,700	\$ 30,340	
610-7103	LIB	Library-general expens	\$ 32,188.00	\$ 35,596	\$ 37,020	

FY25 Budget Worksheet

Point	Budget Line	Description	FY23	FY24	FY25 Request
LIB	610-5100-1100	Library-Head Librarian Salary	\$ 22,600.00	\$ 22,600.00	\$ 23,089.56 -
LIB	610-5100-1120	Library-Asst. Salaries	\$ 29,097.00	\$ 29,700.00	\$ 30,340.00 -
LIB	610-7103	Library-general expens	\$ 32,188.00	\$ 35,596.00-	\$ 37,019.84 -

FY25 Budget Request Notes

Name	Mae Afriam
Department	Hinsdale Public Library
	Since joining the CWMars statewide library network in 2022, Hinsdale Public Library has increased our total library circulation by 157% and significantly increased Hinsdale residents' access to library materials. The Library's budget priorities for FY25 are to meet rising energy and maintenance costs, to provide more library programming and events for the community, and to increase employee wages in an effort to retain qualified staff.

FY25 Capital Request

Name	Mae Afriam
Department	Hinsdale Public Library
Capital Request Item (s)	<i>Please provide a justification below and attach any supporting documentation</i>
	We are requesting a 4% increase to our General Expenditures Budget Line 610-7103 primarily
	to help cover our heating, energy, and winter maintenance costs. In FY23 rising costs required
	\$3,369.28 of our State Aid funding (Account 24-56107) be used to help cover heating costs, and
	projections for end of FY24 are similar. State Aid Funding allows for this use of funds in
	emergency circumstances, but is primarily intended for library programming, events, and
	community organizing.

FY2025 Draft Budget - v. 1

Budget Line	Point	Description	FY23	FY24	FY25 Req	Notes
161-5100-1100	Clerk	Town Clerk-salaries	\$ 10,000.00	\$ 10,000	\$ 10,000	
161-7103	Clerk	Town Clerk-general expenses	\$ 1,000.00	\$ 1,000	\$ 1,000	
161-7108	Clerk	Town Clerk records	\$ 100.00	\$ 1,000	\$ 1,000	
162-7103	Clerk	Elections-poll workers & misc.	\$ 5,760.00	\$ 5,150	\$ 8,000	
163-5100-1100	Clerk	Board of registrars-salaries	\$ 520.00	\$ 400	\$ -	
163-7103	Clerk	Board of registrars-expenses	\$ 2,100.00	\$ 2,365	\$ 2,764	

Town Clerk

FY25 Budget Worksheet

Point	Budget Line	Description	FY23	FY24	FY25 Request
Clerk	161-5100-1100	Town Clerk-salaries	\$ 10,000.00	\$ 10,000.00	\$ 10,000 -
Clerk	161-7103	Town Clerk-general expenses	\$ 1,000.00	\$ 1,000.00	\$ 1,000 -
Clerk	161-7108	Town Clerk records	\$ 100.00	\$ 1,000.00	\$ 1,000 -
Clerk	162-7103	Elections-poll workers & misc.	\$ 5,760.00	\$ 5,150.00	\$ 7,990. -
Clerk	163-5100-1100	Board of registrars-salaries	\$ 520.00	\$ 400.00	\$ 0.00 -
Clerk	163-7103	Board of registrars-expenses	\$ 2,100.00	\$ 2,365.00	\$ 2,764.00

SK


After Fiscal 2025 begins:
 Town Election
 State Primary
 State Election

Budget Line	Point	Description	FY23	FY24	FY25 Req	Notes
291-5100	EMD	EMD-salaries	\$ 1,000.00	\$ 1,000	\$ 1,000	
291-7103	EMD	EMD-general expenses	\$ 1,500.00	\$ 2,000	\$ 2,000	
291-8888	EMD	EMD-code red	\$ 1,500.00	\$ 1,480	\$ 1,606	



From Emergency Management <EM@dalton-ma.gov>
To <rrboldu@berkshre.net>
Date 2024-02-19 16:34

Ray,
 Just in case...
 Glenn

Get [Outlook for iOS](#)

From: Alyssa Maschino <AMaschino@dalton-ma.gov>
Sent: Wednesday, February 7, 2024 12:40:19 PM
To: Emergency Management <EM@dalton-ma.gov>
Subject: RE: Code Red Budgeting and Billing for FY25

Thank you Glenn!

Alyssa Maschino
 Executive Assistant
 Town of Dalton
 462 Main Street
 Dalton, MA 01226
 P# 413-684-6111 X 202
 F# 413-684-8440
amaschino@dalton-ma.gov

From: Emergency Management <EM@dalton-ma.gov>
Sent: Wednesday, February 7, 2024 10:27 AM
To: Ray Bolduc (rrboldu@berkshre.net) <rrboldu@berkshre.net>; TKoch@windsormass.com
Cc: Alyssa Maschino <AMaschino@dalton-ma.gov>
Subject: Code Red Budgeting and Billing for FY25

Good morning,

I am attaching the cost per town for CodeRed for FY25 so it can be included in your budgets. If you have any questions, let me know and thank you Ray for reminding me. I am CC'ing our town administrative assistant as she will be sending out the billing to the individual towns.

Glenn

For FY25 the cost for CodeRed will be \$7299.72 +\$347.60 in Insight Admin Fees

Total Cost	FY25 % Code Red Cost	Code Red cost per town	Total insight cost	Total Billed to each town
Dalton	.7	5,109.80	243.32	\$5353.12
Hinsdale	.21	1,532.94	73.00	\$1605.94
Windsor	.09	656.98	31.28	\$688.26
	Total	7299.72	347.60	\$7647.32

*DIRTY PAPER
 281-258
 5943*



Town of Hinsdale

Town Administrator
39 South Street
Hinsdale, MA 01235
Town.administrator@hinsdalema.gov
413-655-2300, x355

LOCAL MATCH COMMITMENT LETTER

February 12, 2024

Shelly O'Toole
Massachusetts Emergency Management Agency
400 Worcester Rd
Framingham, MA 01702

*Committed to
\$9,080.00
for FY25*

RE: BRIC Sub-application Local Match Commitment Letter

Dear State Hazard Mitigation Officer:

As part of the Hazard Mitigation Assistance Program process, a local match funding commitment is required. This letter serves as the Town of Hinsdale's commitment to meet the local match fund requirements for the Building Resilient Infrastructure and Communities (BRIC) Program.

Source of Non-Federal Match
Commitment Funds:

Local Agency
Funding

Other
Agency
Funding

Private
Nonprofit
Funding

State
Agency
Funding

Name of Non-Federal Match
Commitment Funding Source:

Town of Hinsdale

Funding Type:

Cash

Funds Availability Date:

7/1/2024

In-kind Activities Narrative:

N/A

Requested Federal Share (90%):

\$90,800.00

Local Match Commitment (10%):

\$9,080.00

Refer to Table 2 (p. 27) of the 2015 HMA Guidance or p. 95-96 of the 2023 HMA Program & Policy Guide.

We understand that in order for match to be accepted, it must be allowable, reasonable, and allocable, consistently applied, necessary to accomplish the projects objectives, and included in the approved budget. We are aware that appropriate documentation is required to record the cost match being provided. The records of all cash and third party in-kind contributions, including volunteer time will be documented including:

- Deposit slips for cash contributions
- Record of donor;
- Dates of donation;
- Sign-in/Time sheets
- Detailed description of contributed item or service
- Estimated value of contribution, how value was determined, who made the determination
- Rates for staffing, equipment or usage, supplies, etc.;

We are aware that none of the cash or third party in-kind contributions can be paid from a federally funded source (including salaries) or currently being utilized as a cost match toward another federal grant. We look forward to completing the **Hinsdale – Public Safety Complex Generator**.

If additional federal funds are requested, an additional local match commitment letter will be required.

Please contact me, Robert D. Graves at (413) 655-2300, x355 or town.administrator@hinsdalema.gov with questions.

Sincerely,



Robert D. Graves
Town Administrator
39 South Street
Hinsdale, MA 01235
413-655-2300, x355
Town.administrator@hinsdalema.gov

FY2025 Draft Budget - v. 1

Budget Line	Point	Description	FY23	FY24	FY25 Req	Notes
141-5100-1100	BOA	Assessors-salaries	\$ 1,500.00	\$ 5,615	\$ 8,600	
141-5100-1120	BOA	Assessors Assistant-salaries	\$ -	\$ 13,728	\$ 13,728	
141-7103	BOA	Assessors-general expenses	\$ 61,620.00	\$ 58,540	\$ 57,340	
141-8888	BOA	Assessors GIS	\$ 2,400.00	\$ -	\$ -	
142-8106	BOA	Visioning Software	\$ 6,530.00	\$ 8,045	\$ 9,500	
142-xxxx	BOA	Assessors Cartography map updates	\$ 2,200.00	\$ -		

2/27/2024

Account #	Warrant Description	Description	FY24
141-5100-11	Assessors	Assessors-salaries-Chair	2,285
		Assessors-salaries-Members	3,330
141-5100-11	Assessors	Assessors-asst. Salaries	13,728
	Assessors	RRG Consulting	50,040
	Assessors	Office Supplies	1,500
	Assessors	Binding Services	1,000
	Assessors	Assessors GIS (CAI)	3,000
	Assessors	Assessors Cartography map updates	3,000
141-7103	Assessors	Assessors-general expenses	58,540
142-8106	Assessors	Visioning Software	8,045
Total Budget			85,928

FY25	Comments
3,000	To Selectboard level
5,600	To Selectboard level
13,728	52@12*22
49,440	Per agreement
1,500	
1,000	
2,400	
3,000	
57,340	
9,500	
89,168	

TAX MAP MAINTENANCE PROPOSAL FOR THE TOWN OF HINSDALE, MA

For processing data recorded 01/01/2024 through 12/31/2024

January 5, 2024

Cartographic Associates, Inc., a New Hampshire corporation doing business as CAI Technologies, with its office located at 11 Pleasant Street, in Littleton, N.H. 03561, hereinafter called CAI, proposes to the Town of Hinsdale, MA, hereinafter called the CLIENT, to provide professional mapping services according to the specifications, terms, and conditions below written:

SCOPE OF SERVICES

A. Compilation

1. CAI shall review and incorporate all subdivisions, boundary line adjustments and surveys and make any required property line, area, and/or frontage changes.
2. CAI shall review all title conveyance deeds and make any required changes. - N/A*
3. CAI shall calculate the area of any parcel that is changed as a result of the above Items 1 and 2, following professionally accepted roundoff rules.
4. If copies of the property record cards for parcels with new or changed buildings, including the building sketches, are provided, CAI shall use the most recent available orthoimagery to accurately place building footprints.
5. CAI shall review information from the previous tax year, regarding problem areas and shall attempt to resolve any discrepancies or problems in a fair and equitable manner for tax assessment purposes.
6. As all the above referenced data are compiled throughout the year, CAI shall mark each document confirming the intent stated therein. If the intent is not a direct conveyance, CAI shall label the document appropriately with the new parcel number and area.
7. All data shall be incorporated and formatted in a manner consistent with the existing map/GIS data.
8. All work shall be reviewed and checked for errors and preliminary PDFs shall be provided for review prior to finalizing the annual service.

B. Computer Map Index Services - N/A*

1. CAI shall maintain an index of property records that corresponds to the the property maps.
2. All index changes shall be coded in the change field as follows:

M1 - Name/Book and Page	A - Add New Lot
M2 - Area	D - Delete Lot
M3 - Parcel Id Number (i.e. Map and/or Lot number	
M4 - Multiple of M1, M2, M3	
M5 - Other (such as plan name or plan lot number)	
3. CAI shall provide computer index printouts to the CLIENT sorted as follows:
 - a. Numerical by map and lot number
 - b. Alphabetical by owner's name
 - c. Change list by change code with secondary sorting by map and lot
 - d. Other index printouts will be available upon request, at current CAI prices

C. GIS

1. All digital files will be processed using Esri GIS software.
2. All data will be checked for topology errors and corrected.
3. GIS data will be delivered in Esri's shape file, geodatabase, or other format, depending on the format of the existing data.

D. Responsibilities of the CLIENT

1. The CLIENT shall provide a copy of each deed, keyed to the correct map and lot. - N/A*
2. The CLIENT shall provide a print of each subdivision plan, boundary adjustment plan, and map to be incorporated, keyed to the correct map & lot.
3. The CLIENT shall acquire as much information as possible about any questions and/or problems.
4. If buildings are to be added or changed, the CLIENT shall provide a copy of the appropriate Property Record Card, including the building sketch.
5. The CLIENT shall notify CAI of approval of preliminary PDFs or edits to be made within thirty days of receipt of said preliminary PDFs.

ADMINISTRATIVE

A. Documenting Progress

1. An officer of CAI shall be responsible for monitoring and documenting the progress of the maintenance process.
2. Flow charts shall be maintained, monitoring the progress of the maintenance procedure; the purpose of which is to be able to inform the CLIENT of exactly where the project stands at any given time. The charts shall include the following:

a. receipt date of data to be processed	e. completion date of second draft
b. completion date of compilation	f. date printed
c. completion date of first draft	g. date shipped
d. completion date of checking	

TIMING

CAI shall complete and deliver the work described within 45 days of the receipt of the final information to be incorporated as defined in this proposal.

COST

Map/GIS Maintenance Service	\$2,500.00
Building Footprints (if building sketches are provided as described above)	\$20.00/building added or changed

DELIVERABLES

Deliverables shall include one (1) each full size replacement, one (1) each reduced size replacement prints, and two (2) full size color composite maps, PDFs

PAYMENT

Payment shall be made to CAI within thirty (30) days of invoicing, per terms of the invoice. Said invoicing shall be done on a quarterly basis throughout the project cycle, unless other payment arrangements have been made.

GUARANTEE

CAI shall guarantee all data generated against any errors or omissions for one (1) full year from the date of delivery. This guarantee does not include any changes due to data not made available under the terms of this proposal or any new information that is made available subsequent to the delivery date.

*N/A=Not Applicable. If you have questions regarding any N/A services, please call us.

**TAX MAP MAINTENANCE CONTRACT
FOR THE TOWN OF HINSDALE, MA**

For processing data recorded 01/01/2024 through 12/31/2024

This is a contract made this 5 day of January, 2024, between Cartographic Associates, Inc., a New Hampshire corporation doing business as CAI Technologies, with its office located at 11 Pleasant Street, Littleton, NH 03561, hereinafter called CAI, and the Town of Hinsdale, MA, hereinafter called the CLIENT, to provide professional mapping services according to the specifications, terms, and conditions below written.

Witnesseth, the above parties agree as follows:

1. All work shall be done according to the Tax Map Maintenance Proposal, dated January 5, 2024, hereto annexed. It is the intent of the parties that the above referenced proposal be considered a part of this contract, the same as if fully incorporated into this contract.
2. The CLIENT shall pay \$2,500.00 for the map/GIS maintenance services under this contract. If Property Record cards, including building sketches are provided, the CLIENT shall pay an additional \$20.00/building added or changed. There will be no additional charge if Property Record cards are not provided.
3. CAI agrees that this contract shall not be assigned, transferred, conveyed, or otherwise disposed of without the previous express written consent of the CLIENT and neither shall said CAI's right, title, interest, or power to execute such contract be assigned, transferred, conveyed or otherwise disposed of without written consent of the CLIENT.
4. The Parties executing this contract agree that the above recitals constitute the entire agreement between the parties for the requested mapping services.

This contract shall be construed under the laws of the Commonwealth of Massachusetts.

The parties hereto have executed this agreement by their duly authorized officers.

Town of Hinsdale, MA

CAI Technologies

Robert D. Graves
BY: Robert D. Graves
TITLE: Hinsdale Town Administrator

Franco D. Rossi
BY: Franco D. Rossi
TITLE: President

BY: _____
TITLE: _____

BY: _____
TITLE: _____

BY: _____
TITLE: _____

From: "Mason, Vivian"
Date: Sunday, January 21, 2024 2:07 PM
To: "Christopher Cozzaglio" <ccozzaglio@rrgsystems.com>; "Assessor" <Assessors@hinsdalema.gov>; "Cimini, Robert" <RCimini@hinsdalema.gov>; "Galliher, Laura" <LGalliher@hinsdalema.gov>
Cc: "Graves, Bob" <Town.Administrator@hinsdalema.gov>
Subject: quarterly billing
Attachments: igr2023-1.pdf

Chris, you were right. In order to have quarterly billing, it was to be accepted at a town meeting. Let's aim at having it on the warrant in May??? See attached pdf from DLS about the nuts and bolts of it.
Viv

Vivian Mason
Assessor
VMason@hinsdalema.gov
413-655-2300,315

Please note: the Attorney General has determined most emails of this account are "Public Records" and confidentiality should not be expected.



DLS

DIVISION OF LOCAL SERVICES
MA DEPARTMENT OF REVENUE

Geoffrey E. Snyder
Commissioner of Revenue

Sean R. Cronin
Senior Deputy Commissioner

Informational Guideline Release

Bureau of Municipal Finance Law
Informational Guideline Release (IGR) 23-1
April 2023

FISCAL YEAR 2024 TAX BILLS **QUARTERLY PAYMENT SYSTEM**

(G.L. c. 59, § 57C; G.L. c. 60, § 3; G.L. c. 60, § 3A)

This Informational Guideline Release (IGR) explains the requirements and procedures for implementing a quarterly tax payment system in Fiscal Year 2024 and provides “model” preliminary tax bills, actual tax bills and demands for use by cities, towns and districts that have adopted that system.

No changes have been made in the form or content of model tax bills except fiscal year dates.

Please refer to Bulletin 2015-05B, *Abatement/Exemption Application and Payment Due Dates on Non-business Days*, for an explanation of the law that applies when tax payments, or abatement or exemption applications, are due on a Saturday, Sunday or legal holiday. **Where a statutory due date is extended by operation of law, the extended date is the actual due date that must be printed on the front of the bills.** The legal notice usually printed on the reverse side of the bill should continue to state the statutory due date. Cities, towns and districts are responsible for ensuring the due date on the tax bill is correct – the dates on the tax bill models do not reflect due date extensions that may occur during the fiscal year.

Questions on billing and collection procedures may be referred to the Bureau of Municipal Finance Law. Questions on "Pro Forma" Recaps should be referred to Bureau of Accounts field representatives. Balanced pro forma recaps are required for communities seeking approval from the Commissioner of Revenue to issue a third quarter preliminary tax bill, and in some cases, may be required for communities seeking approval to issue the first preliminary tax bill after October 1.

Topical Index Key:

Assessment Administration
Tax Bills

Distribution:

Assessors
Collectors

Supporting a Commonwealth of Communities
www.mass.gov/DLS

From: [Browne, Charlie](#)
To: [Baumgartner, Lynne](#)
Cc: [Graves, Bob](#)
Subject: Quarterly Billing
Date: Monday, March 4, 2024 6:25:33 AM

Hi Lynne,

I spoke with Brenda about quarterly billing and she thinks quarterly billing is always good for the town's cash flow.

However, due to the increased work load this creates it would be necessary for you to hire an assistant for about 20 hours a week.

Charlie

Graves, Bob

From: Graves, Bob
Sent: Sunday, January 21, 2024 2:14 PM
To: Mason, Vivian; Christopher Cozzaglio; Assessor; Cimini, Robert; Galliher, Laura
Cc: Graves, Bob
Subject: RE: quarterly billing

Hi:

Please draft a Warrant article and get it to me on or before February 26, 2024. You can probably obtain a copy of the warrant article from another local town that has already gone to quarterly billing.

The lawyers will review it before the ATM.

Bob

Robert D. Graves
Town Administrator
39 South Street
Hinsdale, MA 01235
413-655-2300, x355
Town.administrator@hinsdalema.gov

Please note: The email messages and attachments sent to and from this email account are public records unless they indicate a qualified exemption under the Massachusetts Public Records Law.

From: Mason, Vivian <VMason@hinsdalema.gov>
Sent: Sunday, January 21, 2024 2:07 PM
To: Christopher Cozzaglio <ccozzaglio@rrgsystems.com>; Assessor <Assessors@hinsdalema.gov>; Cimini, Robert <RCimini@hinsdalema.gov>; Galliher, Laura <LGalliher@hinsdalema.gov>
Cc: Graves, Bob <Town.Administrator@hinsdalema.gov>
Subject: quarterly billing

Chris, you were right. In order to have quarterly billing, it was to be accepted at a town meeting. Let's aim at having it on the warrant in May??? See attached pdf from DLS about the nuts and bolts of it.

Viv

Vivian Mason
Assessor
VMason@hinsdalema.gov
413-655-2300,315

Please note: the Attorney General has determined most emails of this account are "Public Records" and confidentiality should not be expected.

Budget Line	Point	Description	FY23	FY24	FY25 Req	Notes
111-7103	TA	Legal counsel-general expenses	\$ 20,000.00	\$ 20,000	\$ 20,000	FY25 Rate = \$235/hr; paralegals at \$117.50/hr. (4% increase)
112-7103	TA	Audit-general expenses	\$ 19,500.00	\$ 19,500	\$ 21,000	adelson up 8% (staffing costs)
114-7103	TA	Moderator - stipend	\$ 100.00	\$ 100	\$ 100	
122-5100-1100	TA	Select Board-salaries	\$ 8,600.00	\$ 8,600	\$ 8,600	
122-7103	TA	Select Board-general expenses	\$ 6,000.00	\$ 6,000	\$ 6,150	
122-7158	TA	Select Board-town report	\$ 500.00	\$ 500	\$ 500	
122-7166	TA	CSX park property	\$ 1,200.00	\$ 1,200	\$ 1,200	
123-1100	TA	Administrator-salaries	\$ 90,000.00	\$ 96,300	\$ 99,189	3%
123-7103	TA	Administrator-general expenses	\$ 8,000.00	\$ 8,000	\$ 8,320	
125-8102	TA	Infrastructure/Engineering		\$ -	\$ 50,000	Will not be enough
125-8105	TA	Hazardous Trees		\$ 28,820	\$ -	tbd
129-5100-1120	TA	Administrative Asst-salaries	\$ 35,020.00	\$ 36,071	\$ 37,135	
131-7103	TA	Finance board-general expenses	\$ 300.00	\$ 300	\$ 300	
143-5100-1100	TA	Accountant-salaries	\$ 17,828.00	\$ 18,549	\$ 19,010	contractual
143-5100-1120	TA	Accountant Assistant-salaries	\$ 8,090.00	\$ 8,000	\$ 8,160	
143-7103	TA	Town Accountant-general expenses	\$ 1,000.00	\$ 1,000	\$ 1,000	
143-7150	TA	Financial software-support	\$ 21,946.00	\$ 17,600	\$ 17,600	
171-5100-1100	TA	Conservation Agent Salaries	\$ 14,785.00	\$ 15,230	\$ 15,687	
171-7103	TA	Conservation-general exp	\$ 2,500.00	\$ 3,000	\$ 3,000	
175-7103	TA	Planning Board expenses	\$ 500.00	\$ 500	\$ 500	
180-5304	TA	Web Master	\$ 10,400.00	\$ 10,660	\$ 11,000	
192-7103	TA	Twn bldgs-general expenses	\$ 35,000.00	\$ 35,000	\$ 35,000	
192-7151	TA	Twn bldgs -heating -garage,fireh	\$ 23,000.00	\$ 23,000	\$ 23,000	
192-7154	TA	Town buildings-telephone	\$ 8,500.00	\$ 8,500	\$ 8,750	
192-7155	TA	Town buildings-office machine maint	\$ 3,000.00	\$ 3,000	\$ 4,400	cloud costs for service
192-8027	TA	It maint/hardware	\$ 21,000.00	\$ 23,100	\$ 27,500	
192-8118	TA	Doc Management & support	\$ 3,000.00	\$ 3,750	\$ 5,400	30% increase to cover software, tech support, and more outsourced map copying

Budget Line	Point	Description	FY23	FY24	FY25 Req	Notes
192-8120	TA	Heating and Cooling Town Hall Green Energy	\$ -	Carry	Carry	Must be completed in FY25
205-7156	TA	Fuel-gasoline & diesel	\$ 38,500.00	\$ 50,000	\$ 50,000	
205-8068	TA	Fuel pump maintenance	\$ -	\$ -	\$ -	Charlie - delete this line please
241-1100	TA	Building inspector salary	\$ 14,900.00	\$ 15,300	\$ 15,759	
241-5700-7103	TA	Bldg inspector-general expenses	\$ 500.00	\$ 500	\$ 500	
241-7205	TA	Permitize software annual	\$ 2,170.00	\$ 2,500	\$ 4,000	
249-5100-1100	TA	Animal Inspector-salaries	\$ 150.00	\$ -		this included with Dog Officer #292
292-5100-1100	TA	Animal Inspector/Dog Officer-salaries	\$ 6,242.00	\$ 6,585	\$ 6,585	
292-7103	TA	Animal Inspector/Dog Officer-general expenses	\$ 500.00	\$ 4,200	\$ 3,500	
293-8121	TA	Animal Control Officer Training	\$ -		\$ -	Charlie - delete this line please
294-5100-1100	TA	Tree Warden-Salaries	\$ 1,500.00	\$ 1,500	\$ 1,500	
294-7103	TA	Tree Warden-General Expenses	\$ 15,000.00	\$ 15,000	\$ 15,000	
295-5100-1100	TA	Gas Inspector Salary	\$ 200.00	\$ 200	\$ 200	
300-7121	TA	Education-cbrsd assessment	\$ 2,568,569.00	\$ 2,684,535	\$ 2,808,367	Estimate
300-7123	TA	Education-cbrsd capital	\$ 271,298.00	\$ 256,778	\$ 269,617	Estimate
300-7123	TA	Education-vocational transportation	\$ 79,626.00	\$ 88,205	\$ 129,618	Estimate(going to 3 schools)
300-7124	TA	Education-vocational education tuit	\$ 156,976.00	\$ 200,139	\$ 210,146	Estimate
421-7162	TA	Town-Wide Mowing	\$ 21,030.00	\$ 21,030	\$ 21,030	last year of contract
424-7103	TA	Street lights-general expenses	\$ 20,600.00	\$ 24,720	\$ 27,000	Electricity is up
431-1200	TA	Landfill monitoring wells	\$ -	\$ 15,000	\$ 15,000	Due by 12/1/2024
431-5100-1100	TA	Town waste-salaries	\$ 17,600.00	\$ 18,480	\$ 19,404	5%
431-7103	TA	Town waste-general expenses	\$ 75,600.00	\$ 87,000	\$ 90,000	tbd
431-7142	TA	Town waste-northern berkshire waste	\$ 6,385.00	\$ 6,550	\$ 7,000	Tentative
500-5100-1100	TA	Board of health-salaries	\$ 12,800.00	\$ 12,800	\$ 13,056	Fred hasn't neem increased in years
500-7103	TA	Board of health-general expenses	\$ 2,500.00	\$ 2,500	\$ 2,500	see note about beach testing on budget sheet
501-7135	TA	LM-Ashmere Herbicide Treatment	\$ 9,600.00	\$ 14,070		tbd
522-7144	TA	Visiting Nurse Association	\$ 3,142.00	\$ 3,142	\$ 3,142	
541-7103	TA	Council on Aging-general expenses	\$ 3,000.00	\$ 3,000	\$ 3,000	
543-5100-1100	TA	Veteran's Services-salaries	\$ 500.00	\$ 500	\$ 500	
543-7126	TA	Veteran's Services-veteran's aid	\$ 25,000.00	\$ 25,000	\$ 25,000	
543-7128	TA	Veteran's Services-grave flag holder	\$ 1,000.00	\$ 1,000	\$ 1,000	
543-7129	TA	Veteran's Services-memorial day obs	\$ 300.00	\$ 300	\$ 300	
630-7103	TA	Community Center Expenses	\$ 10,000.00	\$ 5,500	\$ 6,000	need to fix window
630-7159	TA	Rec. Assoc. - sports/recre	\$ 500.00	\$ 500	\$ 550	all electric
630-8057	TA	Community Center-maintenance	\$ -	\$ -	\$ -	
690-7103	TA	Berkshire regional plan.-general ex	\$ 1,600.00	\$ 1,635	\$ 1,675	

Budget Line	Point	Description	FY23	FY24	FY25 Req	Notes
691-5700-7103	TA	Historical commission-general expen	\$ -	\$ -	\$ -	
710-7148	TA	Debt service-interest short term de	\$ 1,500.00	\$ 1,500	\$ -	
911-7103	TA	County retirement assess-general ex	\$ 181,221.00	\$ 191,234	\$ 190,310	
916-5100-1100	TA	Medicare	\$ 18,500.00	\$ 17,880	\$ 19,500	
919-7152	TA	Insurance & bonds-town insurance	\$ 89,400.00	\$ 91,000	\$ 95,000	guess -- waiting on official est.

KP LAW

The Leader in Public Sector Law

101 Arch Street, Boston, MA 02110
Tel: 617.556.0007 | Fax: 617.654.1735
www.k-plaw.com

December 29, 2023

Lauren F. Goldberg
lgoldberg@k-plaw.com

Mr. Robert Graves
Town Administrator
Hinsdale Town Hall
39 South Street
Hinsdale, MA 01235

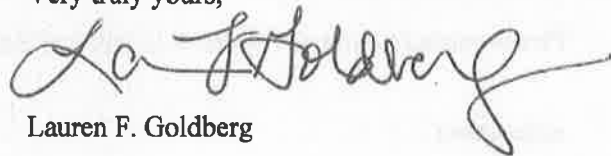
Re: Notice of Rate Increase for FY25

Dear Mr. Graves:

Happy New Year! As we head into budget season, I am writing on behalf of the Firm's Management Committee to notify you of a rate change for FY25. Effective July 1, 2024, the hourly rate for Town Counsel legal services will increase by \$10.00 to \$235. Please see the attached for applicable Specialty Legal Services rates. Paralegal services will be billed at one-half the quoted attorney hourly rate. We will pass through disbursements and other costs incurred by the firm on behalf of the Town and will continue to absorb all costs for in-house copying and postage.

The firm very much appreciates and values our relationship with the Town. Please call or e-mail me at your convenience with any further questions.

Very truly yours,



Lauren F. Goldberg

LFG/aem
894248/KP/0017

KP LAW

The Leader in Public Sector Law

SPECIALTY LEGAL SERVICES RATES (Town Counsel/City Solicitor)

FY25 and FY26

“Specialty Legal Services” rates reflect the high demand for such services and the intensity of the work required to provide such services.

- Comprehensive permit matters, including hearings, and similar matters paid for by third parties such as host community agreement negotiations and the like, and including any administrative or court appeals (\$375/hour if fees are not paid by municipality; or \$345/hour if paid by the municipality);
- Comprehensive general or zoning bylaw revision or review and comprehensive form of government charter or special act adoption or amendment services (\$330);
- Election recounts (\$330);
- Cable television licensing (\$330); and
- Bond counsel work (fees calculated based upon “standard” factors in the field).

Paralegal services are billed at one-half the quoted attorney rate. Disbursements and other costs incurred by the firm are passed through to the City or Town; however, we do not charge for in-house copying and postage.

Please contact Lauren Goldberg at lgoldberg@k-plaw.com or at (617) 654-1759 with questions.

825625/KP/0005

Order Form: Q-23580-1
Date: 1/22/2024, 6:57 PM
Renewal Period: 7/1/2024 - 6/30/2025



Phone: (866) 777-0069
Email: info@sprbrk.com

Ship To:
Town of Hinsdale, MA
39 South Street
Hinsdale, Massachusetts 01235

Bill To:
Lynne Baumgartner
Town of Hinsdale, MA
39 South Street
Hinsdale, Massachusetts 01235
treasurer@hinsdalema.gov

Account Manager	E-mail	Phone Number	Payment Terms
Jessica Manfre	jessica.manfre@sprbrk.com	(954) 866-8111	Net 30

PRODUCT	QTY	NET PRICE
Accounting Maintenance	1.00	USD 8,147.78
Treasury Maintenance	1.00	USD 2,394.29
Tax Collection Maintenance	1.00	USD 7,052.73
Total:		USD 17,594.80

THIS IS NOT AN INVOICE

This is a courtesy notification of your upcoming Springbrook Software contract renewal. Please review your contract and billing details for accuracy and notify your account manager of any changes. Changes to your agreement must be made prior to the start of the new contract term.

FY25 Budget Worksheet

Point	Budget Line	Description	FY23	FY24	FY25 Request
Paul	241-1100	Building inspector salary	\$ 14,900.00	\$ 15,300.00	\$ 15,760. ⁰⁰
Paul	241-5700-7103	Building Inspector-general expenses	\$ 500.00	\$ 500.00	\$ 500. ⁰⁰ -
Paul	241-7205	Permit-Eyes software annual	\$ 2,170.00	\$ 2,500.00	\$ 3,900. ⁰⁰ -

FY25 Budget Worksheet

Point	Budget Line	Description	FY23	FY24	FY25 Request
Fred	500-5100-1100	Board of health-salaries	\$ 12,800.00	\$ 12,800.00	\$ 13,056.00 *
Fred	500-7103	Board of health-general expenses	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00 -
Fred	522-7144	Visiting Nurse Association	\$ 3,142.00	\$ 3,142.00	\$ 3,142.00 -

* 2% increase (= \$256)

Note: Beach water testing budget will be the same as last year.
I think this expense may fall under Lake Management.



White Wolf Septic & Portables, Inc.
600 Upper Valley Road
Washington, MA 01223

Invoice

Date	Invoice #
8/8/2023	14088

Bill To
Town of Hinsdale 39 South St Hinsdale, MA 01235

*To be paid after
FY25 budget is
approved*

Terms
Due on receipt

Date	Description	Quantity	Rate	Amount
	Town of Hinsdale, MA: Hinsdale Transfer Station 106 Plunkett Reservoir			
4/30/2023	Monthly Portable Rentals-(S) for April	1	125.00	125.00
5/31/2023	Monthly Portable Rentals-(S) for May	1	125.00	125.00
6/30/2023	Monthly Portable Rentals-(S) for June	1	125.00	125.00
	Going forward, all invoices will be sent at the end of each month.			

We appreciate your business !

Email us at: whitewolfte@gmail.com	
Phone #	Fax #
413-623-5079	413-623-5654

Sales Tax (6.25%)	\$0.00
Total	\$375.00
Payments/Credits	\$0.00
Balance Due	\$375.00

For FY25 Warrant

Budget Line	Point	Description	FY23	FY24	FY25 Req	Notes
501-7136	Tab	LM-Gen Exp	\$ 500.00	\$ 500		tbd
501-7137	Tab	LM-Plunkett Herbicide Treatment	\$ 5,600.00	\$ 6,020		tbd
501-8017	Tab	LM-Plunkett Settling Pond Maint.	\$ 4,500.00	\$ -	\$ 5,000	Waiting on quote for FY25
501-8056	Tab	LM-Ashmere Phragmites	\$ -	\$ -		tbd
501-8067	Tab	LM-Ashmere Weed Control Survey	\$ -	\$ -		tbd

From: "Dominic Meringolo" <dmeringolo@solitudelake.com>
Date: Tuesday, February 27, 2024 6:53 PM
To: "Graves, Bob" <Town.Administrator@hinsdalema.gov>
Cc: "Mitchell, Caleb" <CMitchell@hinsdalema.gov>
Subject: Re: Hinsdale -- quotes for FY25
Importance: Normal

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hi Bob,

I will work on getting you FY25 contracts for Plunkett Reservoir and Ashmere Lake as soon as possible. I will also send you an update on pros/cons and cost differentials for using ProcellaCOR instead of diquat at Plunkett Res this year.

I'll be in touch soon.

-Dominic

**Dominic
Meringolo**

Project
Manager
Senior
Environmental Engineer



P:
508.865.1000 | **M:**
508.373.4526



solitudelakemanagement.com

On Sun, Feb 25, 2024 at 3:21 PM Graves, Bob <Town.Administrator@hinsdalema.gov> wrote:

Hi Dominic:

I need contract quotes for Hinsdale's Plunkett Reservoir and Lake Ashmere. Nothing has changed for Ashmere.

The permit for Plunkett lapsed, and we are actively pursuing a new one. I expect to have it by the end of May. The Town intends to keep doing the same treatment you have done the past few years, but we would also like a quote for Porcella. I understood that porcella can be used, but it might mean no diquat in the same

year. Please provide a brief explanation of what the difference will be for the Town if we were to use Procella versus Diquat.

Thanks so much,

Bob

Robert D. Graves

Town Administrator

39 South Street

Hinsdale, MA 01235

413-655-2300, x355

Town.administrator@hinsdalema.gov

Please note: The email messages and attachments sent to and from this email account are public records unless they indicate a qualified exemption under the Massachusetts Public Records Law.

Please consider the environment before printing this e-mail.

Information in this message is confidential and is intended solely for the persons to whom it is addressed. If you are not the intended recipient please notify the sender and immediately delete this message from your computer.

This system may be monitored or recorded to secure the effective operation of the system and for other lawful purposes. Please check out the Privacy Notice on our website for details.

Graves, Bob

From: Select Board Assistant
Sent: Friday, February 9, 2024 11:55 AM
To: Graves, Bob
Subject: FW: Voice Message Attached from 4134489741 - Senior Center
Attachments: 4134489741_20240209_111943.mp3

Hi Bob,

Jim Clark, who is filling in for Amanda Bates for veterans services, told me to multiply last year's budget by 5%. I forwarded you the voicemail he left me.

Thank you,
Clarissa

-----Original Message-----

From: VMGW@DSCI-Net.com <VMGW@DSCI-Net.com>
Sent: Friday, February 9, 2024 11:20 AM
To: Select Board Assistant <Select.Board@hinsdalema.gov>
Subject: Voice Message Attached from 4134489741 - Senior Center

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Time: Feb 9, 2024 11:19:43 AM
Click attachment to listen to Voice Message

From: "Select Board Assistant" <Select.Board@hinsdalema.gov>
Date: Monday, February 12, 2024 12:51 PM
To: "Graves, Bob" <Town.Administrator@hinsdalema.gov>
Subject: FW: FY 24 and FY25 proposed budget and town assessments
Importance: Normal

Hi Bob,

I have attached the proposed budget for NBSWD. Right now, Hinsdale's assessment is \$7,262.92 (tentative).

Best,
Clarissa

From: Linda Cernik <lcernik@nbswmd.com>
Sent: Sunday, February 11, 2024 2:27 PM
To: Select Board Assistant <Select.Board@hinsdalema.gov>
Subject: FY 24 and FY25 proposed budget and town assessments

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Clarissa,
Attached is the FY24 Budget and FY25 Proposed budget with FY25 Town Assessments.
The budget was tabled the Board wanted the FY24 as comparison to FY25 , This is the first year of me creating the budget on my own. So I mistakenly didn't know I had to have FY 24 in comparison.
So in March we will discuss and The Board will review , The biggest change is the Retirement assessment , The district is required to pay this yearly for Adams Retirement to manage the fund. There was a 4% increase on the retirement health insurance. Please use this a proposed assessment . Shouldn't be any higher,

More details to follow on March
Linda

	FY25 Draft	Balance
EXPENSES		
Administration - Board of Commissioners		
Professional & Technical - Treasurer	\$ 4,000.00	4,000.00
Professional & Technical - Legal		
Dues and Subscriptions	\$ 1,000.00	1,000.00
Fidelity Bonds	\$ 400.00	400.00
Office		
Salary	\$ 60,000.00	60,000.00
Employee Benefit - Workman's Comp	\$ 500.00	500.00
Employee Benefit - Health Insurance (Sandy's)	\$ 3,400.00	3,400.00
Retirement-Yearly assessment paid to Adams Retirement	\$ 17,750.00	17,750.00
Employee Benefit - Medicare	\$ 900.00	\$ - 900.00
Office Equipment		
In State Travel - Travel	\$ 5,000.00	5,000.00
Advertising -	\$ 400.00	400.00
Telephone	\$ 1,400.00	1,400.00
Website Maintenance	\$ 3,000.00	3,000.00
Postage	\$ 350.00	350.00
Office - Other	\$ 5,000.00	5,000.00
Program Expenses		
Equipment Repairs	\$ 1,000.00	1,000.00
Mercury & Fluorescents & Batteries	\$ 7,500.00	7,500.00
Outreach/Education	\$ 4,000.00	4,000.00
Transfer Station Inspections	\$ 2,750.00	2,750.00
Household Hazardous Waste	\$ 17,000.00	17,000.00
TOTAL BUDGET	\$ 135,350.00	\$ - 135,350.00

ANTICIPATED REVENUE SOURCES

Assessments	\$ 135,350.00	135,350.00
Transfer from Reserve	\$ -	\$ - 0.00
Misc.		0.00
DEP Grant <i>anticipated</i>	\$ 1,500.00	1,500.00
Projected Interest Income		0.00
TOTAL Projected REVENUES	\$ 136,850.00	\$ - 136,850.00

\$ - Approved Budget

2020 Census		FY'25		
ASSESSMENT Rate	\$3.81			
Town	Population	% of total	Assessment	Change
Adams	7,977	22%	\$ 30,364.96	\$ 2,985.36
Cheshire	3,114	9%	\$ 11,853.64	\$ 1,165.40
Clarksburg	1,630	5%	\$ 6,204.70	\$ 610.02
Dalton	6,290	18%	\$ 23,943.29	\$ -
Florida	713	2%	\$ 2,714.08	\$ 266.84
Hancock	695	2%	\$ 2,645.56	\$ 260.10
Hinsdale	1,908	5%	\$ 7,262.92	\$ 714.06
Lanesborough	2,934	8%	\$ 11,168.46	\$ 1,098.04
Monroe	115	0%	\$ 437.75	\$ 43.03
New Ashford	224	1%	\$ 852.67	\$ 83.83
Peru	835	2%	\$ 3,178.48	\$ 312.49
Savoy	676	2%	\$ 2,573.24	\$ 252.99
Williamstown	7,583	21%	\$ 28,865.18	\$ 2,837.91
Windsor	863	2%	\$ 3,285.06	\$ 322.97
TOTALS	35,557		\$ 135,350.00	\$ 37,419.59

Cardboard Shredder?

Graves, Bob

From: Select Board Assistant
Sent: Tuesday, March 7, 2023 9:19 AM
To: Baumgartner, Lynne
Cc: Graves, Bob; Browne, Charlie
Subject: RE: Cardboard Compactor - RDP funds

Good morning,

The used paper compactor is \$14,000, and we would only have \$2,500 of the RDP grant to use toward it. I bought the recycled paper, paper towels, bag tags, and transfer station permits with the money from the grant. I discussed the compactor at length with Linda.

Best,
Clarissa

From: Baumgartner, Lynne <Treasurer@hinsdalema.gov>
Sent: Tuesday, March 7, 2023 8:28 AM
To: Select Board Assistant <Select.Board@hinsdalema.gov>
Cc: Graves, Bob <Town.Administrator@hinsdalema.gov>; Browne, Charlie <Accountant@hinsdalema.gov>
Subject: RE: Cardboard Compactor - RDP funds

Good Morning, did you discuss this with Linda Cernik and look up the vendor to see if it covered to be positive?

I am pretty sure that to use RDP grant funds, we do not need a capital request. Is it less than \$4,900 ?
We cannot spend that money that we receive *each year*, entirely on recycled copy paper.

Jamie said it takes Barton Wappes 4 hours each week to continue using the compactor that we have currently.

From: Select Board Assistant
Sent: Monday, March 6, 2023 4:05 PM
To: Baumgartner, Lynne <Treasurer@hinsdalema.gov>
Cc: Graves, Bob <Town.Administrator@hinsdalema.gov>
Subject: RE: Cardboard Compactor

I have a quote for a used one. We can use the RDP grant, but I am sure it will not get approved because there are so many capital requests this year.

From: Baumgartner, Lynne <Treasurer@hinsdalema.gov>
Sent: Monday, March 6, 2023 3:46 PM
To: Select Board Assistant <Select.Board@hinsdalema.gov>
Cc: Graves, Bob <Town.Administrator@hinsdalema.gov>
Subject: Cardboard Compactor

Clarissa,
Barry O'Keefe asked me if you have had any luck searching for a new or used compactor for the cardboard.
I am not sure if you can use the Recycle Dividends Program to obtain.

Graves, Bob

From: Baumgartner, Lynne
Sent: Tuesday, March 7, 2023 8:28 AM
To: Select Board Assistant
Cc: Graves, Bob; Browne, Charlie
Subject: RE: Cardboard Compactor - RDP funds

Good Morning, did you discuss this with Linda Cernik and look up the vendor to see if it covered to be positive?

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We cannot spend that money that we receive *each year*, entirely on recycled copy paper.

Jamie said it takes Barton Wappes 4 hours each week to continue using the compactor that we have currently.

From: Select Board Assistant
Sent: Monday, March 6, 2023 4:05 PM
To: Baumgartner, Lynne <Treasurer@hinsdalema.gov>
Cc: Graves, Bob <Town.Administrator@hinsdalema.gov>
Subject: RE: Cardboard Compactor

I have a quote for a used one. We can use the RDP grant, but I am sure it will not get approved because there are so many capital requests this year.

From: Baumgartner, Lynne <Treasurer@hinsdalema.gov>
Sent: Monday, March 6, 2023 3:46 PM
To: Select Board Assistant <Select.Board@hinsdalema.gov>
Cc: Graves, Bob <Town.Administrator@hinsdalema.gov>
Subject: Cardboard Compactor

Clarissa,

Barry O'Keefe asked me if you have had any luck searching for a new or used compactor for the cardboard.
I am not sure if you can use the Recycle Dividends Program to obtain.

Please advise.

*Lynne Baumgartner, Treasurer/Collector
Town of Hinsdale 39 South Street, Hinsdale, MA 01235
413-655-2314*



BRPC

Berkshire Regional Planning Commission

MALCOLM FICK, Chair
JOHN DUVAL, Vice-Chair
SHEILA IRVIN, Clerk
BUCK DONOVAN, Treasurer
THOMAS MATUSZKO, A.I.C.P.
Executive Director

December 7, 2023

Town of Hinsdale
39 South St
Hinsdale, MA 01235

Dear Treasurer:

Enclosed, please find the Certified BRPC FY25 Assessment list. The Town of Hinsdale's portion of the Berkshire Regional Planning Commission assessment for the 12-month fiscal year 2025, beginning July 1, 2024 and ending June 30, 2025 is **\$1674.55**.

An invoice will be mailed in June, payable on July 1, 2024. This amount is based upon the Commission's total assessment of \$112,590.35, yielding an annual per capita assessment of \$0.87260 multiplied by the 2020 national census per Section 7 of Chapter 40B of the General Laws.

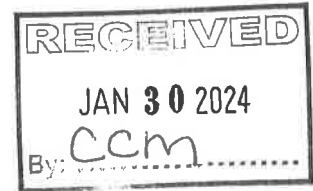
The Commission voted to certify the assessment and approve a 2.5% increase from FY 2024 to FY 2025 at its meeting on November 16, 2023.

Very truly yours,

Thomas Matuszko, AICP
Executive Director

Attachments:
Certified BRPC FY25 Assessments

CC: Board of Assessors Chair, Select Board Chair, Town Administrator or Mayor



January 29, 2024

Town of Hinsdale
Board of Selectmen
39 South St
Hinsdale, MA 01235

Subject: Reminder to Conduct a Dam Safety Phase I Inspection

Dear Dam Owner.

This message is a reminder from the Office of Dam Safety (ODS) regarding Phase I inspections that are past due and/or upcoming through the end of calendar year 2024.

Dam owners are required to hire a registered professional engineer with dam engineering experience to inspect and report results every two (2) years for High Hazard Potential dams, every five (5) years for Significant Hazard Potential dams and every ten (10) years for Low Hazard Potential dams. Inspections are essential to identify problems and provide safe maintenance of a dam.

The following dams owned by you require Phase I inspections be completed by the dates noted below:

- MA00224, Belmont Reservoir Dam, Hinsdale, High Hazard Potential, Date of Last Phase I Inspection Date: November 15, 2022, **Next Phase I Inspection Due Date: November 15, 2024**
- MA00226, Plunkett Reservoir Dam, Hinsdale, High Hazard Potential, Date of Last Phase I Inspection Date: November 15, 2022, **Next Phase I Inspection Due Date: November 15, 2024**

If you have an up-to-date Phase I inspection report on file, please forward a copy of the report to the ODS within 21 days of receipt of this notice for review. If you have recently submitted a Phase I inspection report to our office, a letter confirming receipt will be issued to you upon review of the report.

Please note that ODS periodically revises the required inspection report templates. When you submit your Phase I inspection report, please ensure that you are using the correct documents, which can be found at and downloaded from our website: <https://www.mass.gov/info-details/dam-safety-inspection-requirements>.

For dams classified as either High Hazard Potential or Significant Hazard Potential that have been determined to be in Poor or Unsafe condition and also required to have Follow-up inspections completed, a Phase I inspection, being more comprehensive than a Follow-up inspection, will satisfy a Poor or Unsafe condition Follow-up inspection requirement for that dam for one cycle. The next Poor or Unsafe condition Follow-up inspection would therefore be due six (6) or three (3) months, respectively, from the date of the Phase I inspection. If this is unclear,



please contact our office for clarification at 617-620-8583 or dam.safety@mass.gov.

We remind you that it is the obligation of the dam owner to contact and notify all applicable local, state, and/or federal permitting agencies prior to conducting any work at a dam including manipulation of water levels. Additionally, it is the obligation of any dam owner planning to conduct any material alterations or repairs to a dam to file with the ODS a Chapter 253 Dam Safety Permit Application. The Permit Application template is also available on our website at the following link: <https://www.mass.gov/info-details/office-of-dam-safety-permit-process>.

If you have any questions, please do not hesitate to contact our office by phone at 617-620-8583 or by email at dam.safety@mass.gov.

Thank you for your time.

Sincerely,

A handwritten signature in black ink, appearing to read "William C. Salomaa". The signature is written in a cursive style with some loops and flourishes.

William C. Salomaa, Director
Office of Dam Safety

Graves, Bob

From: Browne, Charlie
Sent: Sunday, January 29, 2023 7:39 AM
To: Graves, Bob
Subject: Schnopp Project

Hi Bob,

The Schnopp project would be a good project to apply the \$35,214.01 we have sitting in cash on the Trial Balance in Fund 25 (the old unspent bond fund). It would have to be voted on at Town meeting. It is there if you want to use it.

Charlie

Charlie Browne, CPA, CGA
Town Accountant
Hinsdale MA 01235
accountant@hinsdalema.gov



FY2025 Draft Budget - v. 1

Budget Line	Point	Description	FY23	FY24	FY25 Req	Notes
210-5100-1100	Po	Police dept-salaries	\$ 89,376.00	\$ 89,378	\$ -	tbd
210-5100-1120	Po	Police dept-asst. Salaries	\$ 270,542.00	\$ 270,701	\$ 278,822	Contract calls for 3%
210-5100-1160	Po	Police dept-crossing guards	\$ 3,140.00	\$ 3,219	\$ 3,315	Chief level funded this
210-7103	Po	Police dept-general-1 (Phone, Uniforms, Office,	\$ 15,000.00	\$ 23,500	\$ 23,500	ditto
210-7104	Po	Police dept-general-2 (tires repair, maintainence	\$ 7,000.00	\$ 3,500	\$ 3,500	ditto
210-7132	Po	Police dept-dalton communications	\$ 11,027.00	\$ 12,000	\$ 12,000	ditto
210-7133	Po	Police dept-county sheriff's commun	\$ 1,428.00	\$ 1,470	\$ 1,515	ditto
210-8097	Po	Police Ammo, Tasors, and Related Training	\$ 5,000.00	\$ 5,000	\$ 5,000	ditto

Graves, Bob

From: Graves, Bob
Sent: Friday, February 23, 2024 3:33 PM
To: Rathbun, Susan
Cc: Graves, Bob; Bart Collins; Collins, Bart
Subject: FY2025 Budget Confirmation

Hi Susan,

Susan

In response to your request, I have level-funded the Police Department Budget (excluding wages) in the tentative FY25 Budget.

Account	Description	FY24	FY25
210-5100-1100	Police dept-salaries	\$ 89,378.00	\$ -
210-5100-1120	Police dept-asst. Salaries	\$ 270,701.00	\$ -
210-5100-1160	Police dept-crossing guards	\$ 3,218.50	\$ -
210-7103	Police dept-general-1 (Phone, Uniforms, Office, Dues, Misc)	\$ 23,500.00	\$ 23,500.00
210-7104	Police dept-general-2 (tires repair, maintenance, Misc)	\$ 3,500.00	\$ 3,500.00
210-7132	Police dept-dalton communications	\$ 12,000.00	\$ 12,000.00
210-7133	Police dept-county sheriff's community	\$ 1,470.00	\$ 1,470.00
210-8097	Police Ammo, Tasers, and Related Training	\$ 5,000.00	\$ 5,000.00

Best,

Bob
Robert D. Graves
Town Administrator
39 South Street
Hinsdale, MA 01235
413-655-2300, x355
Town.administrator@hinsdalema.gov

Please note: The email messages and attachments sent to and from this email account are public records unless they indicate a qualified exemption under the Massachusetts Public Records Law.

Graves, Bob

From: Rathbun, Susan
Sent: Monday, February 26, 2024 9:04 AM
To: Graves, Bob
Subject: RE: FY2025 Budget Confirmation

Good morning,
Thank you this. I would level-fund as is BUT I have the "bill" for Berkshire County 911 Communications Center at \$1,514.09, so if you could just put that into the excel spread sheet please.

And the 3% salary increase.

Again, thank you.

Susan

Chief Susan Rathbun
Town of Hinsdale
413-770-3474
413-655-0201

From: Graves, Bob
Sent: Friday, February 23, 2024 3:33 PM
To: Rathbun, Susan <Police.Chief@hinsdalema.gov>
Cc: Graves, Bob <Town.Administrator@hinsdalema.gov>; Bart Collins <bartssauto@outlook.com>; Collins, Bart <BCollins@hinsdalema.gov>
Subject: FY2025 Budget Confirmation

Hi Susan,

Susan

In response to your request, I have level-funded the Police Department Budget (excluding wages) in the tentative FY25 Budget.

Account	Description	FY24	FY25
210-5100-1100	Police dept-salaries	\$ 89,378.00	\$ -
210-5100-1120	Police dept-asst. Salaries	\$ 270,701.00	\$ -
210-5100-1160	Police dept-crossing guards	\$ 3,218.50	\$ -
210-7103	Police dept-general-1 (Phone, Uniforms, Office, Dues, Misc)	\$ 23,500.00	\$ 23,500.00
210-7104	Police dept-general-2 (tires repair, maintenance, Misc)	\$ 3,500.00	\$ 3,500.00
210-7132	Police dept-dalton communications	\$ 12,000.00	\$ 12,000.00
210-7133	Police dept-county sheriff's community	\$ 1,470.00	\$ 1,470.00
210-8097	Police Ammo, Tasors, and Related Training	\$ 5,000.00	\$ 5,000.00

Best,

FY24 Budget -- Capital Plan

FY24 Hinsdale Capital Plan

Dept	Asset	Estimated Cost	Fiscal Year 25	Fiscal Year 26	Fiscal Year 27	Fiscal Year 28	Fiscal Year 30	
Police	Unmarked Cruiser	\$ 50,000.00	\$ 50,000.00	\$ -	\$ -	\$ -	\$ -	
Police	Cruiser	\$ 65,000.00	\$ -	\$ 65,000.00	\$ -	\$ 65,000.00	\$ -	
Police	Tasers	\$ 10,000.00	\$ 10,000.00	\$ -	\$ -	\$ -	\$ -	
Highway	Medium/Large Truck	\$ 250,000.00	\$ -	\$ 165,000.00	\$ -	\$ 275,000.00	\$ -	
Highway	Small Truck	\$ 160,000.00	\$ 160,000.00	\$ -	\$ -	\$ -	\$ -	
Highway	Loader	\$ 250,000.00	\$ -	\$ -	\$ 250,000.00	\$ -	\$ -	
Highway	Backhoe	\$ 190,000.00	\$ -	\$ 190,000.00	\$ -	\$ -	\$ -	
Highway	Vacuum Trailer	\$ 100,000.00	\$ -	\$ -	\$ 100,000.00	\$ -	\$ -	
Lake Mgt.	Plunkett Retention Pond	\$ 100,000.00	\$ -	\$ -	\$ -	\$ -	\$ 100,000.00	
Lake Mgt.	Dam Inspections *	\$ 12,000.00	\$ -	\$ 12,000.00	\$ -	\$ 12,000.00	\$ -	
Fire Dept.	Class A Pump+	\$ 850,000.00	\$ -	\$ -	\$ -	\$ -	\$ 850,000.00	
Fire Dept.	Exhaust Removal System	\$ 35,000.00	\$ -	\$ -	\$ -	\$ -	\$ 35,000.00	
Fire Dept.	Concrete Pad Bay Doors	\$ 10,000.00	\$ -	\$ -	\$ -	\$ -	\$ 10,000.00	
Fire Dept.	Repave Apron and Parking Area	\$ 13,000.00	\$ -	\$ 13,000.00	\$ -	\$ -	\$ -	
Cemetery	Expansion	\$ 50,000.00	\$ -	\$ -	\$ 50,000.00	\$ -	\$ -	
Transfer Station	Transfer Station Compactor & Shredder	\$ 150,000.00	\$ -	\$ -	\$ 230,000.00	\$ -	\$ -	
Highway	Pickup Truck	\$ 60,000.00	\$ -	\$ 60,000.00	\$ -	\$ -	\$ -	
Highway	Tractor	\$ 65,000.00	\$ -	\$ -	\$ 65,000.00	\$ -	\$ -	
	Total	\$ 2,420,000.00	\$ 220,000.00	\$ 505,000.00	\$ 695,000.00	\$ 352,000.00	\$ 995,000.00	\$ 5,187,000.00

* Dam inspections based on classification of Dams: High Hazard require inspection every (2) years.

+This item is funded, but seeking USDA Grant funding in FY24

FY24 Sewer System Capital Plan

Dept	Asset	Estimated Cost	Fiscal Year 25	Fiscal Year 26	Fiscal Year 27	Fiscal Year 28	Fiscal Year 30	
Sewer I & III	Service Truck	\$ 160,000.00	\$ -	\$ 160,000.00	\$ -	\$ -	\$ -	
Sewer III	Pumps & Chamber	\$ 150,000.00	\$ -	\$ -	\$ 150,000.00	\$ -	\$ -	
	Total	\$ 310,000.00	\$ -	\$ 160,000.00	\$ 150,000.00	\$ -	\$ -	\$ 620,000.00

FY24 Water System Capital Plan

Dept	Asset	Estimated Cost	Fiscal Year 25	Fiscal Year 26	Fiscal Year 27	Fiscal Year 28	Fiscal Year 30	
Water	Filter Sand	\$ 50,000.00	\$ -	\$ 50,000.00	\$ -	\$ -	\$ -	
Water	Plant Upgrades	\$ 100,000.00	\$ -	\$ -	\$ 100,000.00	\$ -	\$ -	
	Total	\$ 150,000.00	\$ -	\$ 50,000.00	\$ 100,000.00	\$ -	\$ -	\$ 150,000.00

FY24 Other Capital Needs

Dept	Asset	Estimated Cost	Fiscal Year 25	Fiscal Year 26	Fiscal Year 27	Fiscal Year 28	Fiscal Year 30	
Other	Main Street Bridge*+	\$ 3,000,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,000,000.00
Other	Plunkett Spillway Design^	\$ 120,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 120,000.00
Other	Plunkett Spillway Reconstruction++	\$ 1,500,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,500,000.00
Other	Misc. Roads	\$ 10,000,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,000,000.00
Town Hall	Boiler Room Vent	\$ 5,000.00						\$ 5,000.00
Town Hall	Remove Oil Tank bury Propane	\$ 100,000.00						\$ 100,000.00
Fire Dept.	Pave Parking Area	\$ 40,000.00						\$ 40,000.00
Fire Dept.	Class A Pumper *	\$ 950,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 950,000.00
	Total	\$ 15,715,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 15,715,000.00

* Timing for these projects is beyond 5 years

^ This Project is in Design via grant funding of \$120K

+ This is now a MA-DOT Project

++ This is a future grant item

Budget Line	Point	Description	FY23	FY24	FY25 Req	Notes
Other issues that need to be addressed					est. cost	needed when?
Bob		Infrastructure and Engineering funds for Belmont				
Bob		Grind and roll Adams RD before Eversource paves		\$ 22,000	est	
Bob		Town Hall Furnace Exhaust System (mandated)		tbd	FY25	
Bob		Biennial Dam Inspections (estimate 1400)		\$ 1,400	FY25	
Jamie		Tractor		\$ 64,000	FY25	
Jamie		New Backhoe/Loader		\$ 191,000	tbd	
Fire Dept		Concrete pads at all doors		\$ 10,000	FY25	
Fire Dept		Class A Pumper I		\$ 1,000,000	0 to 5 years out	
Fire Dept		Replace Mobile and Portable Radios		\$ 380,000	0 to 5 years out	
Fire Dept		Repave Front Maple Street Apron		\$ 30,000	0 to 5 years out	
Fire Dept		Class A Pumper II		\$ 1,000,000	5 to 10 years out	
Fire Dept		Exhaust Removal System		\$ 35,000	5 to 10 years out	
Fire Dept		Pave Parking Area		\$ 40,000	5 to 10 years out	
Bob		Engineering for Belmont		tbd	tbd	
Fire Dept		Current Fire Truck on order				
Fire Dept		Other New Fire Truck (grant require 5 or 10% down)				
Fire Dept		Fire Dept Compression Units 35%???		\$ 10,000	FY25 Ray B.	
		Stabilization				
		Road Stabilization				
		Free Cash				
		Cherry Sheet				