

TOWN OF  
WESTFORD

## MARCH 3, 2022 REVENUE OVERVIEW

## Summary:

Pre 1981, municipal budgets in Massachusetts were driven by expenditures. Local communities could raise taxes to the extent that the local authority appropriated. Then in 1982, Proposition 2 ½ (M.G.L. Ch. 59 ~ 21C) was enacted limiting the increase to the tax levy to 2.5%. Since that time, municipal budgets have been shaped by revenue limitations. There are six major revenue components that Westford uses to fund its annual operating budget; Property taxes, State Aid, Local Revenue, Enterprise Revenue, Other Available Funds, and Free Cash. Below is a brief analysis that displays the trends in revenue from Fiscal Year 2020 to Fiscal Year 2023.

\* These figures represent the levy limit, not the actual amount collected.

\*\*Amounts included are as appropriated at Town Meeting.

Revenue Source	FY20 Actual	FY21 Actual	FY22 Budget	FY22 Actual 1-31-22	FY23 Projected	Budget Increase \$\$	Budget Increase %
Property Taxes*	81,832,084	85,181,353	88,115,910	61,208,812	90,750,487	2,634,577	3.09%
Local Revenue	8,833,016	8,422,155	7,738,424	4,719,426	8,274,911	536,487	6.74%
State Aid	21,569,981	20,121,981	20,270,627	11,742,485	20,414,991	144,364	0.72%
Approp. From Free Cash**	3,498,709	1,427,713	2,374,289	2,374,289	2,066,796	(307,493)	-21.54%
Free Cash Applied**	-	352,712	-	-	-	-	
<b>Total General Fund</b>	<b>115,733,791</b>	<b>115,505,914</b>	<b>118,499,250</b>	<b>80,045,012</b>	<b>121,507,184</b>	<b>3,007,935</b>	<b>2.61%</b>
Enterprise Revenue	6,596,878	6,828,449	8,132,449	4,726,171	7,948,057	(184,392)	-2.30%
Other Available Funds**	4,617,650	2,753,266	3,449,248	3,419,737	2,760,413	(688,836)	-25.02%
<b>Total Revenue</b>	<b>126,948,318</b>	<b>125,087,629</b>	<b>130,080,947</b>	<b>88,190,921</b>	<b>132,215,654</b>	<b>2,134,707</b>	<b>1.70%</b>

Town of Westford, MA

Overall Summary

DETAILED REVENUE SUMMARY

General Fund	FY20	FY21	FY21	FY22	FY23	FY23 vs FY22	
	Actual	Budget	Actual	Budget	Projected	Budget Inc. \$	% Inc.
<b>Property Taxes*</b>	<b>81,832,084</b>	<b>85,181,353</b>	<b>85,181,353</b>	<b>88,115,910</b>	<b>90,750,487</b>	<b>2,634,577</b>	<b>2.99%</b>
<b>Local Revenue</b>	<b>8,833,542</b>	<b>7,956,260</b>	<b>8,422,155</b>	<b>7,738,424</b>	<b>8,274,911</b>	<b>536,487</b>	<b>6.93%</b>
Motor Vehicle Excise	3,607,964	3,607,964	3,676,793	3,676,792	3,768,712	91,920	2.50%
Other Excise (Local Options)	1,073,118	735,000	602,981	588,463	1,015,000	426,537	72.48%
Penalties & Interest	250,100	230,000	328,622	200,637	205,653	5,016	2.50%
Payments in Lieu of Taxes	89,526	66,625	87,726	66,625	68,291	1,666	2.50%
Fees	297,142	297,000	302,780	297,000	304,425	7,425	2.50%
Dept. Revenue - Cemeteries	30,075	30,000	43,500	30,000	30,750	750	2.50%
Other Dept. Revenue	1,000	-	1,000	-	-	-	-
Licenses and Permits	1,000,146	950,000	965,695	900,000	922,500	22,500	2.50%
Special Assessments	7,560	4,608	6,202	4,724	4,842	118	2.49%
Fines and Forfeits	51,690	50,000	61,221	40,000	41,000	1,000	2.50%
Investment Income	184,250	123,000	71,538	70,000	71,750	1,750	2.50%
Miscellaneous Recurring	1,920,867	1,862,063	1,827,371	1,864,183	1,841,988	(22,195)	-1.19%
Miscellaneous Non-Recurring	320,104	-	446,727	-	-	-	-
<b>State Aid</b>	<b>21,569,455</b>	<b>20,122,029</b>	<b>20,121,981</b>	<b>20,270,627</b>	<b>20,414,991</b>	<b>144,364</b>	<b>0.71%</b>
General Government Aid	2,256,951	2,256,951	2,271,832	2,335,965	2,399,030	63,065	2.70%
School Aid	17,165,709	17,218,210	17,285,112	17,298,699	17,441,590	142,891	0.83%
School Construction Aid	1,557,026	-	-	-	-	-	-
Tax Abatement Aid	65,111	155,000	73,169	152,761	124,987	(27,774)	-18.18%
Offset Aid	524,658	491,868	491,868	483,202	449,384	(33,818)	-7.00%
<b>Approp. From Free Cash**</b>	<b>3,498,709</b>	<b>1,427,713</b>	<b>1,427,713</b>	<b>2,374,289</b>	<b>2,066,796</b>	<b>(307,493)</b>	<b>-12.95%</b>
<b>Free Cash Applied**</b>	<b>-</b>	<b>352,712</b>	<b>352,712</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL GENERAL FUND REVENUE</b>	<b>115,733,791</b>	<b>115,040,067</b>	<b>115,505,914</b>	<b>118,499,250</b>	<b>121,507,184</b>	<b>3,007,935</b>	<b>2.54%</b>
<b>Enterprise Revenue/Free Cash</b>	<b>6,615,464</b>	<b>8,046,262</b>	<b>6,828,449</b>	<b>8,132,449</b>	<b>7,948,057</b>	<b>(184,392)</b>	<b>-2.27%</b>
Water Enterprise	4,763,588	5,586,024	4,639,130	4,725,986	5,064,225	338,239	7.16%
Recreation Enterprise	851,271	885,100	285,808	1,280,100	1,322,100	42,000	3.28%
Ambulance Enterprise	1,000,605	925,000	871,207	1,263,889	899,000	(364,889)	-28.87%
Stormwater Enterprise	-	650,138	1,032,304	862,474	662,732	(199,742)	-23.16%
<b>Other Available Funds**</b>	<b>4,599,064</b>	<b>2,731,584</b>	<b>2,753,266</b>	<b>3,449,248</b>	<b>2,760,413</b>	<b>(688,836)</b>	<b>-19.97%</b>
Premium on BANS/Bonds Non-Exempt	1,377	1,097	1,097	817	538	(280)	-34.24%
Premium on BANS/Bonds Exempt	14,263	10,604	10,604	7,273	2,691	(4,583)	-63.00%
Capital Stabilization Fund	-	-	-	-	580,000	580,000	-
Overlay Surplus	83,500	50,000	50,000	80,000	100,000	20,000	25.00%
Community Preservation Funds	4,047,443	2,028,350	2,028,350	3,047,910	2,040,736	(1,007,174)	-33.04%
Other Available Funds	452,480	641,532	663,214	313,248	36,448	(276,800)	-88.36%
<b>TOTAL ENTERPRISE / OTHER FUNDS</b>	<b>11,214,528</b>	<b>10,777,846</b>	<b>9,581,715</b>	<b>11,581,697</b>	<b>10,708,470</b>	<b>(873,228)</b>	<b>-7.54%</b>
<b>TOTAL REVENUES / AVAIL. FUNDS</b>	<b>126,948,318</b>	<b>125,817,913</b>	<b>125,087,629</b>	<b>130,080,947</b>	<b>132,215,654</b>	<b>2,134,707</b>	<b>1.64%</b>

## PROPERTY TAX

Property Tax is the primary source of revenue for the Town of Westford, which accounts for approximately 76% of General Fund revenue. Property taxes are levied on real property (land and buildings) and personal property (equipment). Previously, state law mandates that communities update their property values every three years. However, the Municipal Modernization Law signed into law by Governor Baker in November of 2016 changed this requirement to every five years. A town-wide revaluation was most recently completed in Fiscal Year 2021. The next scheduled revaluation is for Fiscal Year 2026, and every five years thereafter.

Due to Proposition 2 ½, the levy limit increase for property taxes cannot exceed 2.5%. This amount does not include “New Growth” which are additional taxes added from new properties, nor does it pertain to debt exclusions. Debt exclusion dollars are raised to pay for debt service that voters have previously authorized. Below is the calculation for the FY23 projected levy limit:

FY22 LEVY LIMIT	85,134,705
PROP. 2 1/2 INCREASE	2,128,368
NEW GROWTH ESTIMATE	800,000
DEBT EXCLUSIONS	2,687,414
EXCESS LEVY CAPACITY	-
<b>TOTAL FY23 TAX LEVY</b>	<b><u>90,750,487</u></b>

Below is a table showing the tax levy calculation from Fiscal Years 2016 to 2022

<b>TAX REVENUE:</b>	<b>FY16 TAX LEVY</b>	<b>FY17 TAX LEVY</b>	<b>FY18 TAX LEVY</b>	<b>FY19 TAX LEVY</b>	<b>FY20 TAX LEVY</b>	<b>FY21 TAX LEVY</b>	<b>FY22 TAX LEVY</b>
Prior Year Base Tax Levy	64,692,572.00	67,215,666.82	69,606,943.00	73,355,974.00	75,930,116.00	78,898,206.00	82,208,606.00
Prop. 2 1/2 Increase	1,617,419.82	1,680,391.67	1,740,174.00	1,833,899.00	1,898,253.00	1,972,534.00	2,055,215.00
New Growth	901,454.00	707,422.00	408,857.00	740,243.00	1,069,837.00	1,334,726.00	870,884.00
Overrides	-	-	1,600,000.00	-	-	-	-
Debt Exclusions	3,113,477.00	2,891,595.00	2,741,369.00	2,887,409.00	2,964,409.00	2,997,311.00	2,993,991.00
Capital Outlay/Ammended Growth	4,221.00	-	-	-	-	-	-
Excess Levy Capacity	(8,131.69)	(36,065.17)	(1,085,699.01)	(538,178.76)	(30,530.99)	(21,423.51)	(12,786.40)
Total Property Tax Levy	<b><u>70,321,012.13</u></b>	<b><u>72,459,010.32</u></b>	<b><u>75,011,643.99</u></b>	<b><u>78,279,346.24</u></b>	<b><u>81,832,084.01</u></b>	<b><u>85,181,353.49</u></b>	<b><u>88,115,909.60</u></b>

**LOCAL REVENUE**

The below summary reflects the information submitted on page 3 of the recap.

**Motor Vehicle Excise** – Payments are due 30 days after bills are sent out. The majority of estimated collections will be received in March.

**Local Option Taxes** – An additional .75% meals tax and 2% hotel tax were approved at the March 26, 2011 Annual Town Meeting and instituted on July 1, 2011.

**Penalties & Interest** – Fees collected on late property tax and motor vehicle excise payments.

**Payments in Lieu of Taxes** – Revenue collected from tax exempt properties, with MIT being the largest contributor.

**Fees** – Revenue includes Demand Fees, Municipal Lien Certificates, Planning Board Fees, Police Detail Admin Fees, Fire Alarm Monitoring Fees, and Bulk Curbside Pickup Fees.

**Dept. Revenue – Cemeteries** – Grave openings.

**Other Dept. Revenue** – Rentals and other departmental revenue.

**Licenses & Permits** – Inspection permits made up 71.8% of the FY21 Actual Permit Revenue. Licenses and Permits are dependent upon new growth.

**Special Assessments** – Street and sidewalk betterments. Budget amount coincides with assessments due for FY23.

**Fines and Forfeits** – Health and smoking, civil substance possession, motor vehicle, parking violations, court fines, and animal fines.

**Investment Income** – After seeing interest rates increase in FY19, the COVID-19 pandemic caused interest rates to drop starting in March 2020. The town received \$184,250 in FY20 and only received \$71,538 in FY21 and \$21,568 halfway through FY22.

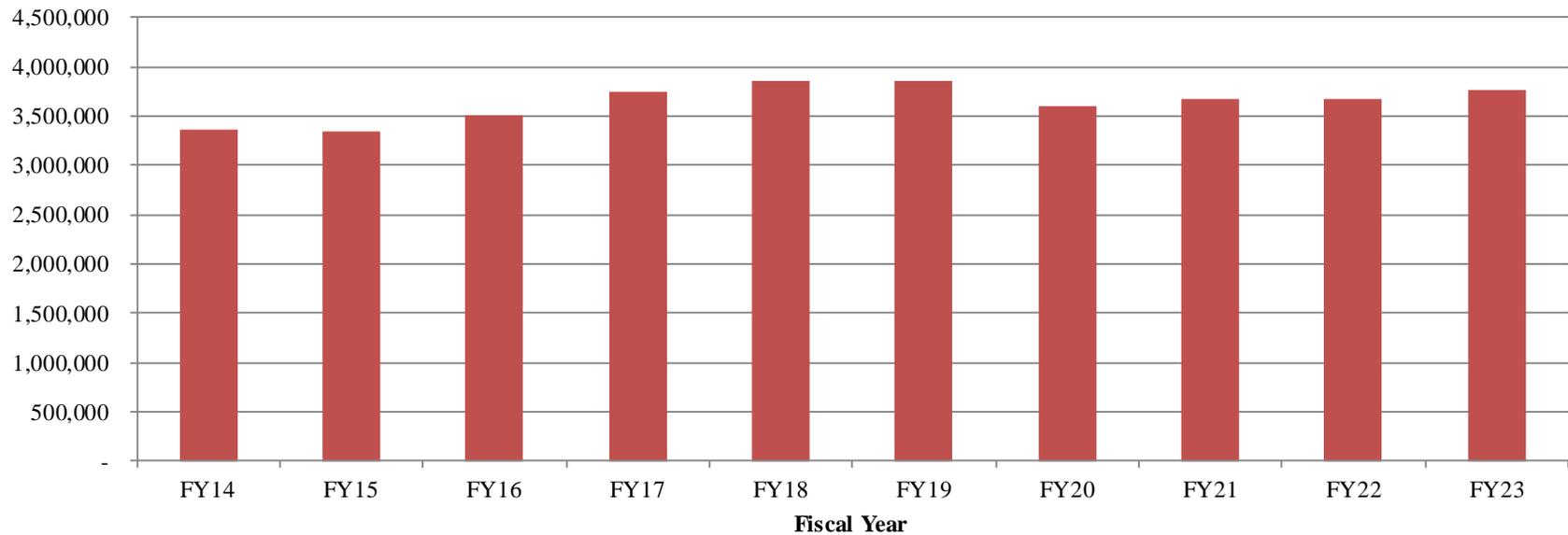
**Miscellaneous Recurring** – Mass School Building Authority’s advanced refunding for Stony Brook, Rita Miller, and Crisafulli schools. The lump sum payment from the MSBA is held in a separate account and a portion of principal and interest (earning 4+%) are transferred to the General Fund each year. Also includes reimbursement for NVTSH School Resource Officer, CPE Program Receipts, and Medicaid Receipts.

**Miscellaneous Non-Recurring** – Sale of tax possession properties, sales of equipment, settlement proceeds, FEMA/MEMA reimbursements, and other revenue. These funds cannot be used to balance the following years’ budget.

**Motor Vehicle Excise** – Excise tax commitments are billed based on calendar year and come from the Registry of Motor Vehicles in batches. In FY20, the town issued 25,441 bills for a total of \$3,871,378. In FY21, the town issued 25,770 bills for a total of \$3,828,832. This figure represents a increase of 329 bills and a decreased commitment of \$42,546. The first commitment for calendar year 2022 was released in February and totaled 21,855 bills for a total of \$3,002,939. This is \$107,481 more that the first commitment in calendar year 2021. However, there are always smaller commitments throughout the year to account for new vehicle purchases and residents moving to Westford. The actual amounts collected vary from the commitment because not every amount due is collected in a timely manner.

Fiscal Year	FY14	FY15	FY16	FY17	FY18	FY19	FY20	FY21	FY22	FY23
<b>MV Excise</b>	3,359,008	3,342,941	3,511,958	3,755,588	3,861,840	3,853,028	3,607,964	3,676,793	3,676,792	3,768,712

**Motor Vehicle Excise FY14 to FY23**



**Local Options Excise** – The local options excise taxes were the most impacted General Fund revenue stream from the COVID-19 pandemic as people stayed in hotels sparingly and restaurants had to conform with state guidelines regarding seating capacity. In the first two quarters of FY22, we have seen the meals excise tax increase to pre-pandemic levels while the hotel excise is tracking at approximately 63% of the FY20 budget. As of December 31, 2021, Westford has received Meals excise of \$306,431 (68.0% increase from FY21) and Hotel excise of \$275,753 (264.6% increase from FY21) and for a total of \$582,185. The amount collected between the two revenue sources is \$269,556 more than the amount collected as of December 31, 2020. The budget for local options in FY22 is \$1,015,000, up from \$588,463 in FY21. Below is a table showing the history of hotel occupancy excise and meals excise revenue since FY14.

									<b>FY22</b>		<b>FY23</b>
<b>Hotel</b>	<b>FY14 Actual</b>	<b>FY15 Actual</b>	<b>FY16 Actual</b>	<b>FY17 Actual</b>	<b>FY18 Actual</b>	<b>FY19 Actual</b>	<b>FY20 Actual</b>	<b>FY21 Actual</b>	<b>Budget</b>	<b>FY22 Actual</b>	<b>Budget</b>
Q1	178,592	200,685	212,599	211,029	212,085	196,884	213,747	67,017	188,463	119,165	470,000
Q2	187,116	205,966	210,681	206,180	208,884	232,855	188,513	37,213		156,588	
Q3	130,453	119,621	140,548	126,198	130,118	187,578	121,351	40,755			
Q4	141,134	147,654	159,983	134,856	141,047	126,564	63,495	55,652			
<b>Total</b>	<b>637,295</b>	<b>673,926</b>	<b>723,811</b>	<b>678,263</b>	<b>692,134</b>	<b>743,881</b>	<b>587,105</b>	<b>200,638</b>	<b>188,463</b>	<b>275,753</b>	<b>470,000</b>
<b>Meals</b>											
Q1	119,050	128,880	138,294	144,042	148,057	156,170	156,007	96,207	400,000	153,461	545,000
Q2	115,810	125,715	131,334	131,687	136,032	142,526	141,855	112,192		152,971	
Q3	95,036	98,653	103,523	105,356	108,434	109,156	123,040	90,832			
Q4	98,976	99,342	102,324	108,936	112,415	118,012	65,109	103,113			
<b>Total</b>	<b>428,871</b>	<b>452,590</b>	<b>475,476</b>	<b>490,021</b>	<b>504,939</b>	<b>525,864</b>	<b>486,013</b>	<b>402,344</b>	<b>400,000</b>	<b>306,431</b>	<b>545,000</b>
<b>Total Excise</b>	<b>1,066,166</b>	<b>1,126,516</b>	<b>1,199,286</b>	<b>1,168,284</b>	<b>1,197,073</b>	<b>1,269,745</b>	<b>1,073,118</b>	<b>602,981</b>	<b>588,463</b>	<b>582,185</b>	<b>1,015,000</b>

**Penalties & Interest** – Mass General Law allows Collectors to assess penalties and interest to unpaid balances. Westford charges interest on all unpaid tax bills starting on the day after the due date according to provisions found in MGL Chapters 59 and 60. Interest is intended to be penal in nature. The rates are as follows:

Real Estate and Personal Property Tax - 14%  
 Motor Vehicle Excise Tax 12%  
 Tax Title 16%

In addition to interest, demand fees are also added to delinquent tax bill notices. MGL Ch. 60, Sec 15 allows communities to charge up to \$30 for a demand fee. Westford has set the demand fee at \$10.00. There are various other fees and charges provided by law according to type of tax and stage of collection. Most common are the fees associated with unpaid excise tax bills. If allowed to go all the way through every stage of collection the added fees can total as much as \$69.00. The budgetary benefit of fees collected is relatively minor. The fees do however motivate taxpayers to make their payments timely and that helps to keep Westford fiscally sound.

**Penalties & Interest - Fiscal Year 2014 to Fiscal Year 2023**

<b>FY14 Actual</b>	<b>FY15 Actual</b>	<b>FY16 Actual</b>	<b>FY17 Actual</b>	<b>FY18 Actual</b>	<b>FY19 Actual</b>	<b>FY20 Actual</b>	<b>FY21 Actual</b>	<b>FY22 Budget</b>	<b>FY22 Actual 1-31-22</b>	<b>FY23 Budget</b>
152,714	194,908	195,860	203,018	171,672	208,189	250,100	328,622	200,637	108,256	205,653

**Payments in Lieu of Taxes** – The revenue received from PILOTS are from agreements that the Select Board has entered into with non-profits in Westford. The largest contributor on an annual basis is MIT. The FY14 MIT payment was deposited in July 2014 (FY15). These payments are typically received in June.

**Payment in Lieu of Taxes - Fiscal Year 2014 to Fiscal Year 2023**

<b>FY14 Actual</b>	<b>FY15 Actual</b>	<b>FY16 Actual</b>	<b>FY17 Actual</b>	<b>FY18 Actual</b>	<b>FY19 Actual</b>	<b>FY20 Actual</b>	<b>FY21 Actual</b>	<b>FY22 Budget</b>	<b>FY22 Actual 1-31-22</b>	<b>FY23 Budget</b>
7,256	99,554	55,136	64,131	65,345	88,152	89,526	87,726	68,291	3,141	68,291

**Fees** – The table below shows a brief history of different types of fees charged by the Town of Westford. Police administration fees are dependent upon the amount of utility work and new growth performed in town. The detail administration fees tend to increase during road construction season. The fire box alarm fees are billed annually each October. Other fees generally include copy fees, returned check fees, and other small amounts charged by departments. As of January 31, 2022, revenue generated through fees is strong as we have collected 67% the budget though 58% of the year.

Department	Description	FY14 Revenue	FY15 Revenue	FY16 Revenue	FY17 Revenue	FY18 Revenue	FY19 Revenue	FY20 Revenue	FY21 Revenue	FY22 Budget	FY22 Actual 1-31-22	FY23 Budget
Tax Collector	ADD'TL FEES TAX TAKING	255	85	85	-	-	-	-	-			
Tax Collector	DEMAND FEES	48,001	54,939	50,109	48,145	47,165	51,286	27,235	60,610	37,000	18,058	
Tax Collector	REG MOTOR VEHICLE FEES	400	220	500	300	320	20	260	20	200	-	
Select Board	CABLE FRANCHISE FEE	3,703	3,923	4,662	3,812	3,714	3,533	3,364	3,138	3,300	-	
Tax Collector	MUNICIPAL LIEN CERTIFICATE FE	33,150	35,850	38,450	39,200	30,550	29,954	50,562	53,600	50,000	25,455	
Town Clerk	LATE FEES	8,575	5,130	3,200	4,125	8,575	4,475	1,325	3,575	2,000	2,075	
Town Clerk	BUSINESS CERTIFICATES	4,590	4,520	3,770	3,230	4,870	4,790	4,510	3,800	4,500	2,210	
Town Clerk	BIRTH CERTIFICATES	3,762	4,105	3,664	3,821	4,166	4,824	4,552	3,713	4,000	2,600	
Town Clerk	DEATH CERTIFICATES	6,681	6,661	9,097	10,269	8,147	10,324	10,164	11,417	10,000	7,135	
Town Clerk	BULK CURBSIDE PICKUP	17,843	15,849	13,597	13,415	17,459	18,040	19,225	25,876	17,000	15,210	
Planning Board	DEPARTMENTAL FEES	22,036	26,025	49,100	72,156	28,358	60,246	45,417	27,000	35,000	36,317	
ZBA	DEPARTMENTAL FEES	6,320	6,200	11,000	19,075	7,000	6,781	6,300	7,000	5,000	3,200	
Police	INSURANCE REPORT FEES	4,606	4,914	4,909	3,510	1,009	-	-	-	-	-	
Police	DETAIL ADMINISTRATION FEES	46,438	32,712	26,071	45,074	41,935	40,100	49,037	20,262	30,000	19,748	
Fire	ALARM MONITORING FEES	35,800	36,200	36,037	34,800	34,800	32,600	33,000	37,400	33,000	28,000	
Board of Health	DEPARTMENTAL/OTHER FEES	2,706	2,847	884	1,659	2,085	798	510	459	500	185	
Town Wide	DEPARTMENTAL/OTHER FEES	36,479	25,666	30,781	46,283	44,297	46,652	41,681	44,912	65,500	38,894	
	<b>Total</b>	<b>281,343</b>	<b>265,846</b>	<b>285,916</b>	<b>348,874</b>	<b>284,450</b>	<b>314,422</b>	<b>297,142</b>	<b>302,780</b>	<b>297,000</b>	<b>199,086</b>	<b>304,425</b>

**Departmental Revenue - Cemeteries** – The Westford Cemetery Commission adopted a new [price structure](#) effective December 31, 2021. 60% of the purchase price of a burial lot or columbarium niche goes to the perpetual care non-expendable trust and 40% goes to the cemetery “sale of the lots” receipts reserved account. Below is a table displaying the fees charged for grave openings beginning in Fiscal Year 2014.

**Departmental Revenue - Cemeteries – Fiscal Year 2014 to Fiscal Year 2023**

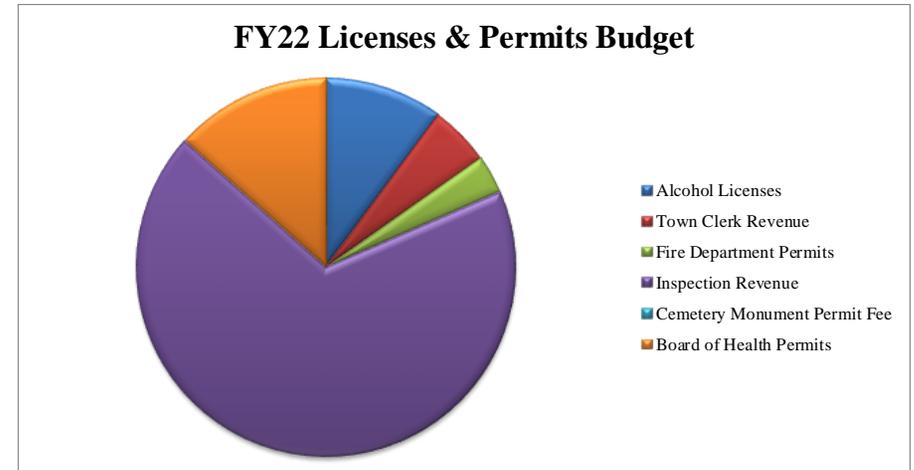
FY14 Actual	FY15 Actual	FY16 Actual	FY17 Actual	FY18 Actual	FY19 Actual	FY20 Actual	FY21 Actual	FY22 Budget	FY22 Actual 1-31-22	FY23 Budget
28,750	30,900	30,900	30,950	27,825	36,000	30,075	43,500	30,000	17,100	30,750

**Other Departmental Revenue** – There has been very little revenue collected in these accounts for the past several years, with the lease agreement for the Day Field (community gardens) and the rental of fire department equipment being the only source of revenue.

**Other Departmental Revenue – Fiscal Year 2014 to Fiscal Year 2023**

Account	FY14 Actual	FY15 Actual	FY16 Actual	FY17 Actual	FY18 Actual	FY19 Actual	FY20 Actual	FY21 Actual	FY22 Budget	FY22 Actual 1-31-22	FY23 Budget
Rentals / Leases	4,260	4,741	920	200	0	0	1,000	1,000	0	4,335	0
Other	2,538	2,131	678	156	0	0	0	0	0	0	0
<b>Total</b>	<b>6,798</b>	<b>6,872</b>	<b>1,598</b>	<b>356</b>	<b>0</b>	<b>0</b>	<b>1,000</b>	<b>1,000</b>	<b>0</b>	<b>4,335</b>	<b>0</b>

**Licenses & Permits** – The majority of revenues from licenses and permits comes from inspection services (71.8% in FY21). The more construction being performed in town, the more inspection revenue received. Alcohol licenses are collected in December of each year. In FY21, the Select Board voted to reduce the fee for restaurants by 50% to provide relief during the pandemic. Dog licenses are due by March 31<sup>st</sup>. The majority of fire department permits come from fire alarm and smoke detector permits. Examples of board of health permits includes food, pool, tobacco, hauler (septic), installer (septic), stabling (horses), piggery, and beach permits. The cemetery charges \$20 as a monument permit fee for any type of headstone. The town is currently exceeding its target for the FY22 budget, collecting 72.5% of the budget 58.3% of the way through the year.



Account	FY14 Actual	FY15 Actual	FY16 Actual	FY17 Actual	FY18 Actual	FY19 Actual	FY20 Actual	FY21 Actual	FY22 Budget	FY22 Actual 1-31-22	FY23 Budget
Alcohol Licenses	93,800	92,450	93,750	95,175	96,550	96,675	93,100	55,950	90,700	88,725	
Dog Licenses	38,854	36,231	36,728	35,627	38,598	36,144	33,246	36,332	33,000	11,781	
Other Town Clerk Licenses & Permits	12,280	16,020	13,770	13,059	15,027	13,382	12,708	14,810	13,700	9,885	
Fire Department Permits	29,360	26,400	25,917	24,940	28,560	26,865	27,910	33,335	29,200	21,301	
Building Permits	674,831	356,124	459,653	503,599	793,861	770,970	465,963	462,712	420,000	267,290	
Electrical Permits	106,584	78,036	93,760	75,471	92,060	137,605	82,578	88,176	70,000	92,569	
Plumbing Permits	68,945	55,320	47,805	43,063	55,505	103,970	55,375	46,830	47,500	23,365	
Gas Permits	41,620	40,060	32,810	31,853	33,210	76,855	62,900	41,445	47,500	22,875	
Other Inspection Revenue	48,815	25,185	35,371	34,410	27,587	34,604	42,271	54,440	27,900	18,537	
Cemetery Monument Permit Fee	520	520	540	460	600	460	460	840	500	460	
Board of Health Permits	101,450	100,829	106,575	102,900	125,460	131,931	123,635	130,825	120,000	96,100	
<b>Total</b>	<b>1,217,059</b>	<b>827,175</b>	<b>946,680</b>	<b>960,556</b>	<b>1,307,018</b>	<b>1,429,462</b>	<b>1,000,146</b>	<b>965,695</b>	<b>900,000</b>	<b>652,888</b>	<b>922,500</b>

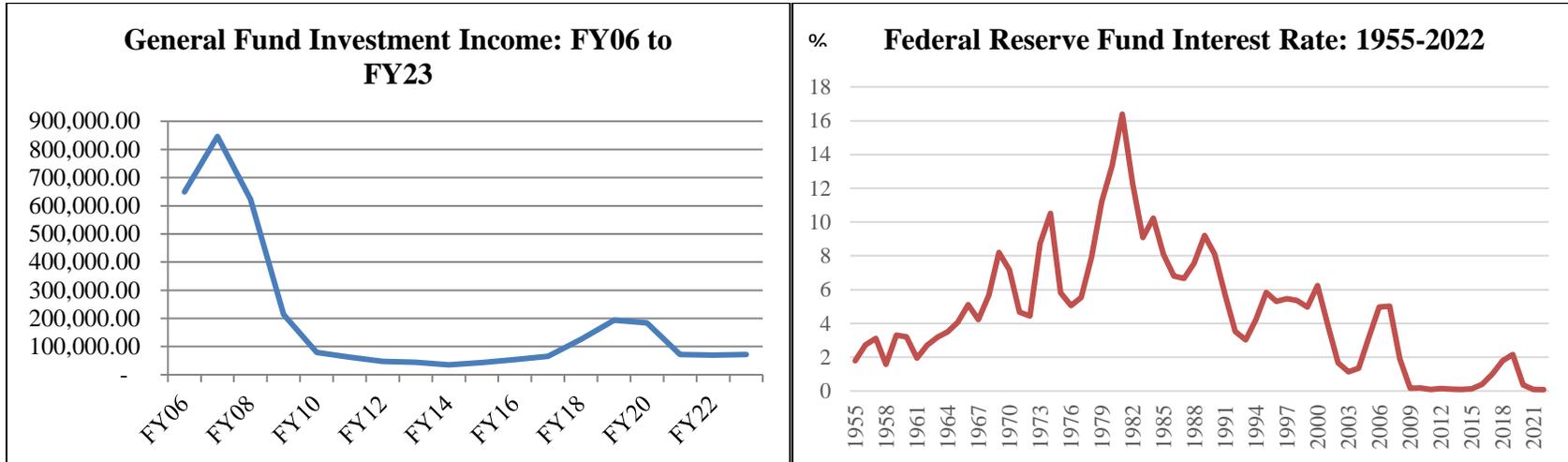
**Special Assessments** – Revenue collected from betterments and other projects through the tax collection process. Below is a table reviewing the history of special assessments collected.

<b>Special Assessments – Fiscal Year 2014 to Fiscal Year 2023</b>										
<b>FY14 Actual</b>	<b>FY15 Actual</b>	<b>FY16 Actual</b>	<b>FY17 Actual</b>	<b>FY18 Actual</b>	<b>FY19 Actual</b>	<b>FY20 Actual</b>	<b>FY21 Actual</b>	<b>FY22 Budget</b>	<b>FY22 Actual 1-31-22</b>	<b>FY23 Budget</b>
38,868	21,816	11,076	26,200	19,936	7,618	7,560	6,202	4,724	5,244	4,842

**Fines & Forfeits** – Most of the fines collected are due to police involvement. Court fines are reimbursed from Ayer district court. Fines are down overall in FY22 compared to FY21, however, the town is on pace to exceed the FY22 budget amount.

	<b>FY14 Actual</b>	<b>FY15 Actual</b>	<b>FY16 Actual</b>	<b>FY17 Actual</b>	<b>FY18 Actual</b>	<b>FY19 Actual</b>	<b>FY20 Actual</b>	<b>FY21 Actual</b>	<b>FY22 Budget</b>	<b>FY22 Actual 1-31-22</b>	<b>FY23 Budget</b>
Health & Smoking Fines	100				2,100	3,400	2,500	900	1,200	2,000	
Civil Substance Possession Fine	4,600	3,325	2,000	2,300	2,100	200	200	300	1,400	700	
Conservation Fines	1,000				100						
Motor Vehicle Infractions	90,045	72,800	62,908	40,273	25,465	38,810	37,444	52,277	28,400	20,616	
Parking Violations	11,571	7,544	9,483	5,671	5,267	6,239	10,861	5,479	8,000	4,335	
Court Fines	5,401	5,943	8,462	4,867	5,583	3,673	625	2,265	1,000	678	
Animal Fines	515	508	1,500	-	50	-	60				
<b>Total</b>	<b>113,232</b>	<b>90,119</b>	<b>84,352</b>	<b>53,111</b>	<b>40,664</b>	<b>52,321</b>	<b>51,690</b>	<b>61,221</b>	<b>40,000</b>	<b>28,328</b>	<b>41,000</b>

**Investment Income** – The budget for investment income in FY22 is \$70,000. Through December 31, 2021, we have earned \$21,568. After years of steady decline since the Federal Reserve began lowering interest rates from a high of 5.25% on September 18, 2007, rates had steadily increased from FY15 to FY20 as shown in the charts below. Then the COVID-19 pandemic began and it caused interest rates to fall beginning in March 2020. The actual General Fund investment earned in FY20 was \$184,250, followed by \$71,538 in FY21.



The projected budget for FY22 is \$71,750, or about 8.5% of the total investment income generated in our most lucrative year of FY07 when the town earned \$846,064. The loss of investment income has produced a strain on the budget, as we now fund a higher percentage of our budget using property tax revenues.

The town’s money market accounts and CDs are currently ranging from .10% to 0.74% as of February 2022.

**Miscellaneous Recurring Revenue** – The largest portion of this revenue is an advanced refunding from the Massachusetts School Building Authority that has paid for a portion of the Crisafulli, Miller, and Stony Brook Schools. \$19,266,355 in principal was transferred to the town in order to pay down the corresponding share of debt service for the three school projects that had a total cost of \$41,000,000. Each year, a portion of the principal is used to offset the debt payment for the schools, thus lowering the amount collected through debt exclusions until 2023 when the debt is paid off. Below is a chart that displays the payment schedule.

	FY14	FY15	FY16	FY17	FY18	FY19	FY20	FY21	FY22	FY23
<b>Principal</b>										
Middle School	573,251.00	596,181.00	624,843.00	653,507.00	682,169.00	713,698.00	745,227.00	776,755.00	811,150.00	848,411.00
Elementary Schools	531,923.00	557,374.00	580,280.00	608,275.00	636,271.00	664,267.00	692,263.00	725,349.00	758,436.00	791,522.00
<b>Total - Offset to DE1</b>	<b>1,105,174.00</b>	<b>1,153,555.00</b>	<b>1,205,123.00</b>	<b>1,261,782.00</b>	<b>1,318,440.00</b>	<b>1,377,965.00</b>	<b>1,437,490.00</b>	<b>1,502,104.00</b>	<b>1,569,586.00</b>	<b>1,639,933.00</b>
<b>Interest</b>	<b>553,155.80</b>	<b>511,490.74</b>	<b>466,617.46</b>	<b>418,412.54</b>	<b>366,427.12</b>	<b>311,052.64</b>	<b>251,800.14</b>	<b>188,550.58</b>	<b>121,106.12</b>	<b>24,844.98</b>

In addition to the MSBA reimbursements, the town receives annual payments from the federal government as a Medicaid reimbursement. In FY15, the town also participated in a new federal program that allows communities that provide ambulance services to receive additional Medicaid funds. Also, the town assesses the Nashoba Valley Technical High School for the salary and fringe benefits of the school resource officer. The contracted agreement is the settlement the town reached with the developer of Cornerstone Square. The town has received five annual payments of \$40,000 each from FY18 to FY22, which are earmarked to reimburse the Capital Stabilization Fund after an appropriation was made in July 2017 from the Capital Stabilization account to fund a portion of the new joint dispatch center. Lastly, the Senior Center Refinancing is a one-time entry as recommended by the Department of Revenue. In FY18, the town refinanced the Senior Center debt excluded bond payment, and this is the mechanism to record the excess tax revenue raised that year. The chart below the miscellaneous recurring revenue from FY14 to FY23.

<b>Miscellaneous Recurring Revenue – Fiscal Year 2014 to Fiscal Year 2023</b>											
	FY14 Actual	FY15 Actual	FY16 Actual	FY17 Actual	FY18 Actual	FY19 Actual	FY20 Actual	FY21 Actual	FY22 Budget	FY22 Actual 1-31-22	FY23 Budget
Medicaid Receipts	71,694	87,977	115,570	112,235	115,357	116,966	64,590	85,180	40,000	377,717	40,000
Medicaid Reimb - Ambulance		34,692	49,127	32,833	36,865	36,428	33,657	45,576	34,692	-	34,692
NVTHS SRO	77,119	75,104	77,421	83,500	86,418	86,983	93,330	96,716	98,799	-	102,518
Contracted Agreement					40,000	40,000	40,000	40,000	-	40,000	-
Senior Center Refinancing						43,550					
<b>Total</b>	<b>148,813</b>	<b>197,773</b>	<b>242,118</b>	<b>228,568</b>	<b>278,640</b>	<b>323,927</b>	<b>231,577</b>	<b>267,472</b>	<b>173,491</b>	<b>417,717</b>	<b>177,210</b>

**Miscellaneous Non-Recurring Revenue** – This is a category of local revenue that allows us to properly account for and classify one-time revenues that are unexpected, unplanned, or non-recurring. Since this revenue is not budgeted, any revenue in this category will help our free cash situation at the end of the fiscal year.

The Otherwise Unclassified account for FY15 of \$390,708 includes revenue for Tuition Reimbursement of \$23,000, Sale of Real Estate of \$94,944, Tailings of \$41,707, Health Programs of \$12,307, Rebates of \$36,583, Premium on Bonds of \$31,957 and a reclassification of \$142,000 from the License to Carry Agency Fund to the General Fund.

In FY16, the town received a FEMA reimbursement from the 2015 blizzards that produced over 40 inches of snow in a seven-day period. In FY17, the town received it's first of four bi-annual payments from Newport Materials, with \$137,500 going towards the Settlement Proceeds account.

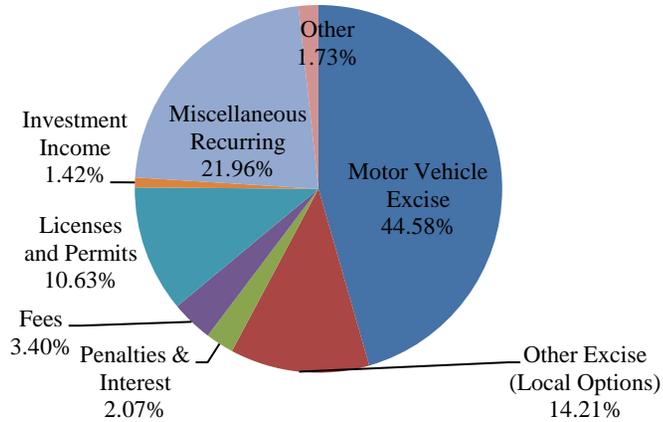
FY18 included the second and third payments from Newport Materials, totaling \$275,000. In FY19, we received the final payment of \$137,500 from Newport Materials. Tax title revenue has increased in FY19 partially due to a lender foreclosing on four development properties under the same owner and paying off the tax titles in August 2018. Tax title collections were also strong in FY21.

In FY22, the town closed on the sale of 63 Main Street. The proceeds from the sale were transferred back to the Capital Stabilization account at the October 2021 Special Town Meeting.

Account	FY14	FY15	FY16	FY17	FY18	FY19	FY20	FY21	FY22 Actual 1-31-22
Tax Title	107,217	108,805	113,396	290,091	69,729	235,854	177,262	218,006	15,474
Workers Comp Insurance Recovery	34,166	24,293	56,019	65,650	81,949	89,292	81,259	52,526	33,628
Restitution		889	1,300	1,400	1,000	1,513		5	
Sale of Tax Possessions		5,758	2,025		4,765				
Sale of Real Estate									439,479
Sale of Vehicles, Equipment	13,515	6,447	4,563		250			25,912	
Settlement Proceeds			507	144,661	275,000	145,527	2,114	5,698	
Retiree Drug Subsidy									
Health Program Reimbursement	11,885	18,294	11,689	2,034	6,792				
Otherwise Unclassified	49,645	390,708	163,545	104,078	43,973	33,617	58,943	13,823	19,078
FEMA Reimbursement	119,004		169,852	184	813	92,983			
MEMA Reimbursement							526		
<b>Total</b>	<b>335,433</b>	<b>555,194</b>	<b>522,896</b>	<b>608,097</b>	<b>484,270</b>	<b>598,786</b>	<b>319,578</b>	<b>315,970</b>	<b>507,658</b>

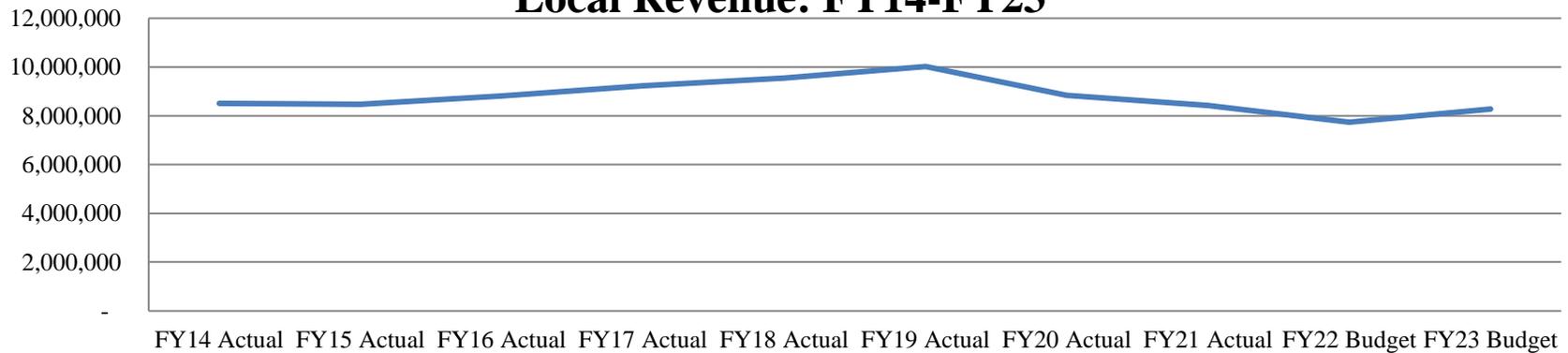
**Local Revenue Summary**

**FY23 Projected Local Revenue**



<b>Fiscal Year 2023 Projected Local Revenue</b>	
Motor Vehicle Excise	3,768,712
Other Excise (Local Options)	1,015,000
Penalties & Interest	205,653
Fees	304,425
Licenses and Permits	922,500
Investment Income	71,750
Miscellaneous Recurring	1,841,988
Other	144,883
<b>Total</b>	<b>8,274,911</b>

**Local Revenue: FY14-FY23**



**STATE AID** - In FY22, State Aid is projected to account for 17.46% of General Fund revenues.

**Chapter 70** –The Chapter 70 program is the major program of state aid to public elementary and secondary schools. The program also establishes minimum spending requirements for each municipality’s share of school costs. We received an additional \$137,580 in FY21, or a 0.80% increase. For FY23, the Governor’s Chapter 70 budget includes an additional \$134,730, or a 0.78% increase. More information regarding Chapter 70 can be found at <http://www.doe.mass.edu/finance/chapter70>.

**Unrestricted Government Aid** – In FY10, Lottery and Additional Assistance funding were combined into one line item by the state. Proceeds from the state lottery are distributed to communities with the intention of having an equalizing affect. Those communities with a lower Equalized Property Valuations (EQV) receive a higher share aid. The FY22 budget had a \$78,985 or 3.50% increase for Unrestricted Aid. The Governor’s Budget for FY23 has a \$63,064 or 2.70% increase. The state has committed to increasing the Unrestricted Aid based on the estimated growth in tax revenues.

**Veterans Benefits** – Under Chapter 115, Section 6 of Massachusetts General Laws (M.G.L. Ch. 115), the Commonwealth provides a uniform program of financial and medical assistance for indigent veterans and their dependents. Qualifying veterans and their dependents receive necessary financial assistance for food, shelter, clothing, fuel, and medical care in accordance with a formula which considers the number of dependents and income from all sources. Benefits paid out in accordance with state guidelines are reimbursed 75%. The amounts Westford has received over the past few years has leveled off as our Veterans Service Officer continues to get our veterans the proper support from other agencies.

**Tax Exemption Aid for Veterans, Blind Persons, Surviving Spouses and the Elderly** – Chapter 59, Section 5 of M.G.L.s details the requirements for assistance. The town is partially reimbursed for these exemptions towards property taxes.

**State Owned Land** – Much like payment in lieu of taxes, the state pays the town an amount to make up for lost property tax revenue on state owned land.

**Charter Tuition Reimbursement** – Municipal and regional school districts pay tuition for resident pupils attending Commonwealth Charter Schools. Parents have a choice to send their children to charter schools and have the town pay the tuition. The state reimburses the town a portion of these costs.

**School Construction** – The state provides an offsetting revenue stream to pay for a portion of school building projects. The two projects recently reimbursed through this funding have been the Blanchard Middle School and Westford Academy addition. The note for the Blanchard M.S. was paid off in Fiscal Year 2011 and the note for Westford Academy was paid off in Fiscal Year 2021. The town no longer receives the \$1,557,026 since the Westford Academy debt is fully paid.

**Offset Items** – These items are amounts that constitute categorical aid, i.e., funds that must be spent for specific municipal and regional school district programs. These items can be spent without an appropriation in the local budget.

**Public Libraries** – The funding for Public Libraries includes three grant awards: The Library Incentive Grant (LIG) that encourages municipalities to maintain minimum levels of service, the Municipal Equalization Grant (MEG) to help compensate libraries with relatively less revenue, and the Nonresident Circulation Offset (NRC) that helps offset the cost of circulating materials to residents of other communities.

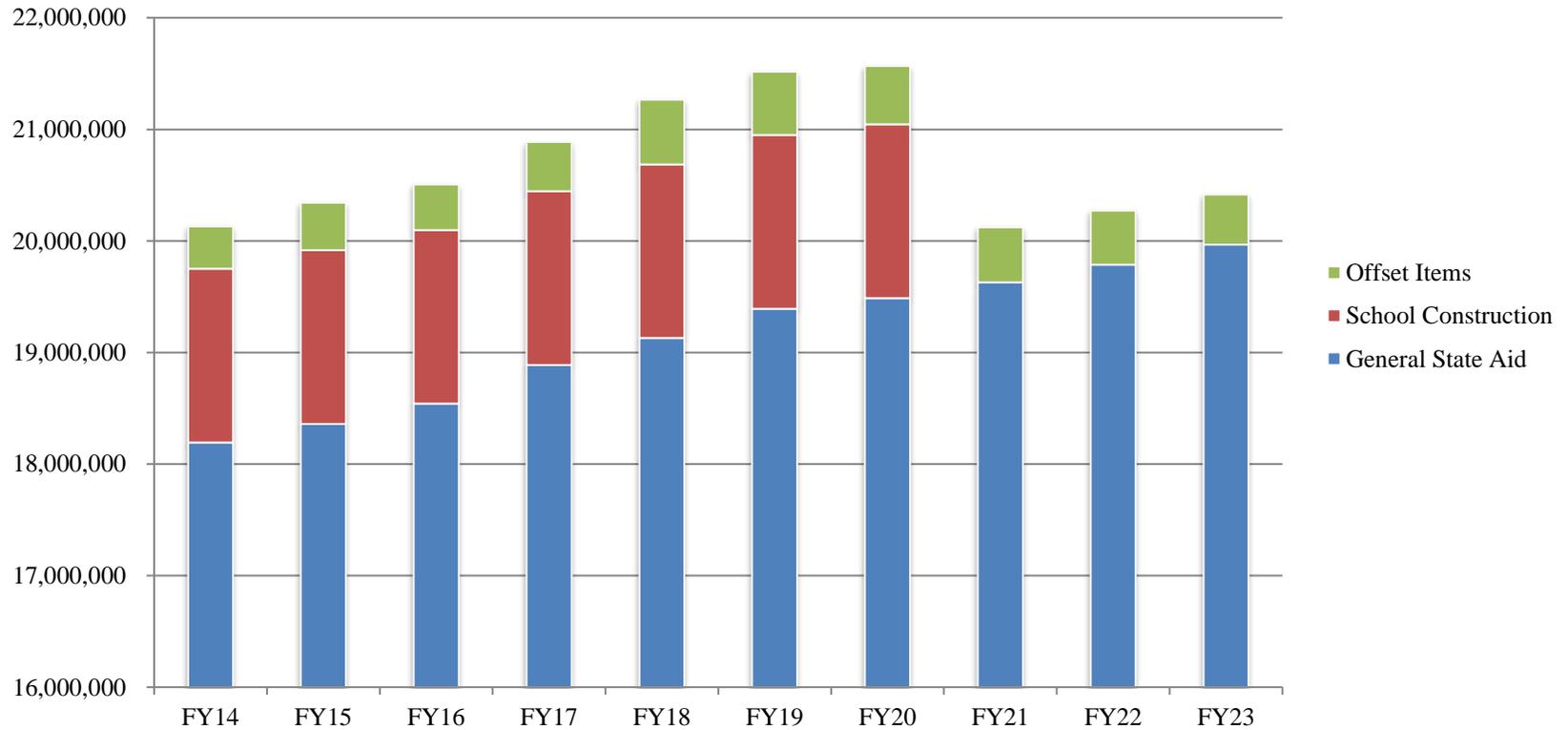
**School Choice** – To provide funding to school districts for accepting pupils from other districts.

The following table displays the history of state aid revenue from FY14 to FY23. The amounts listed for FY23 is Governor Baker's budget proposal that was released on January 26, 2022. The figures in FY23 are subject to change as the state budget works its way through the legislature.

	FY14	FY15	FY16	FY17	FY18	FY19	FY20	FY21	FY22	FY23
<b>Revenue</b>										
Chapter 70	16,189,875	16,313,850	16,436,625	16,706,565	16,853,055	17,010,375	17,144,235	17,144,235	17,281,815	17,416,545
Unrestricted Aid	1,840,033	1,891,061	1,959,139	2,043,382	2,123,074	2,197,382	2,256,711	2,256,711	2,335,696	2,398,760
Extended Polling Hours						3,528		11,147		
Veterans' Benefits	50,919	58,907	64,493	60,459	41,597	40,614	44,027	52,085	47,041	19,479
Exempt: Vets, Blind, Surv Spouses	72,853	73,245	71,697	58,543	69,191	113,854	21,084	21,084	105,720	105,508
State-Owned Land	202	230	230	227	227	227	240	248	269	270
Charter Tuition Reimbursement	31,958	22,766	8,960	18,451	42,682	26,149	21,224	140,877	16,884	25,045
Pupil Transportation							250			
Other Revenue From State								3,727		
<b>Subtotal</b>	<b>18,185,840</b>	<b>18,360,059</b>	<b>18,541,144</b>	<b>18,887,627</b>	<b>19,129,826</b>	<b>19,392,129</b>	<b>19,487,771</b>	<b>19,630,113</b>	<b>19,787,425</b>	<b>19,965,607</b>
School Construction	1,557,026	1,557,026	1,557,026	1,557,026	1,557,026	1,557,026	1,557,026	-	-	-
<b>Subtotal</b>	<b>1,557,026</b>	<b>-</b>	<b>-</b>	<b>-</b>						
<b>Offset Items - Reserve for Direct Expenditure</b>										
Public Libraries	18,384	25,464	25,512	25,834	26,240	27,933	27,885	28,783	39,438	39,594
School Lunch Programs	23,040	22,033	-	-	-	-	-	-	-	-
School Choice Receiving Tuition	337,641	378,741	381,375	416,682	552,174	538,445	496,773	463,085	443,764	409,790
<b>Subtotal</b>	<b>379,065</b>	<b>426,238</b>	<b>406,887</b>	<b>442,516</b>	<b>578,414</b>	<b>566,378</b>	<b>524,658</b>	<b>491,868</b>	<b>483,202</b>	<b>449,384</b>
<b>Total State Aid</b>	<b>20,121,931</b>	<b>20,343,323</b>	<b>20,505,057</b>	<b>20,887,169</b>	<b>21,265,266</b>	<b>21,515,533</b>	<b>21,569,455</b>	<b>20,121,981</b>	<b>20,270,627</b>	<b>20,414,991</b>

STATE AID - In FY22, Westford is expected to receive an additional \$134,730 in Chapter 70 funding and a \$63,064 increase in Unrestricted Government Aid. These increases were offset by reductions in other state aid revenue, resulting in a net increase of \$144,364.

### State Aid - FY14 to FY23



Enterprise Revenue – Enterprise Funds are authorized under Massachusetts General Laws, Ch. 44, Sec. 53F1/2. Westford currently has four enterprise funds: Water, Ambulance, Recreation and Stormwater. The Stormwater Enterprise was the latest one established at the October 28, 2019 Special Town Meeting. Below is a summary of Enterprise Revenue from FY14 to FY23.

Enterprise	FY14 Actual	FY15 Actual	FY16 Actual	FY17 Actual	FY18 Actual	FY19 Actual	FY20 Actual	FY21 Actual	FY22 Budget	FY22 Actual 1-31-22	FY23 Budget
Water	4,517,803.01	4,185,226.53	4,594,561.99	4,108,473.55	4,047,383.31	4,713,765.26	4,745,001.56	4,639,130.10	4,725,986.00	3,257,514.34	5,064,225.00
Recreation	1,137,041.80	1,247,593.95	1,295,860.21	1,190,627.70	1,217,826.07	1,298,692.36	851,271.34	835,808.09	1,280,100.00	864,103.31	1,322,100.00
Ambulance	882,017.05	836,223.19	963,432.07	953,777.24	915,862.18	985,148.33	1,000,605.26	921,206.92	1,263,889.00	989,419.79	899,000.00
Stormwater								1,032,303.89	862,474.00	812,669.90	662,732.00
<b>Total</b>	<b>6,536,861.86</b>	<b>6,269,043.67</b>	<b>6,853,854.27</b>	<b>6,252,878.49</b>	<b>6,181,071.56</b>	<b>6,997,605.95</b>	<b>6,596,878.16</b>	<b>7,428,449.00</b>	<b>8,132,449.00</b>	<b>5,923,707.34</b>	<b>7,948,057.00</b>

Enterprises can either be self-supporting or receive financial assistance from the town. Below is a table displaying the General Fund subsidies provided to the various enterprises from FY14 to FY23. The Water Enterprise is applying \$518,905 in retained earnings towards their FY23 budget to cover their projected shortfall. The Recreation Enterprise's Westford Partnership for Children after school program has been running the entire school year. However, enrollment is still below pre-pandemic figures, so we should we will need to make an adjustment of applying recreation retained earnings, other one-time funds, or make budget adjustments at the 2022 October Special Town Meeting. The Ambulance Enterprise has also seen an increase in revenue in FY22, as they are on pace to earn \$986,000 through January 2022. Lastly, the Stormwater Enterprise General Fund subsidy is increasing from \$392,188 in FY22 to \$600,000 in FY23. The increase is because the General Fund had to purchase a new sweeper in May of 2020 because the town's current sweeper was no longer operational. The purchase of a sweeper for \$207,812 was originally earmarked to be funded with Stormwater Enterprise funds and decreasing the subsidy in FY22 reimbursed the General Fund for the sweeper.

Enterprise General Fund Subsidies: FY14 to FY23										
	FY14 Actual	FY15 Actual	FY16 Actual	FY17 Actual	FY18 Actual	FY19 Actual	FY20 Actual	FY21 Actual	FY22 Budget	FY23 Budget
Water	0	0	0	0	0	0	0	0	0	0
Recreation	117,224	99,060	173,431	110,969	148,133	93,237	45,938	47,153	149,896	54,675
Ambulance	403,441	382,023	401,848	427,533	494,403	540,823	526,801	437,078	666,324	589,944
Stormwater	0	0	0	0	0	0	0	600,000	392,188	600,000
<b>Total</b>	<b>520,665</b>	<b>481,083</b>	<b>575,279</b>	<b>538,502</b>	<b>642,536</b>	<b>634,060</b>	<b>572,739</b>	<b>1,084,231</b>	<b>1,208,408</b>	<b>1,244,619</b>

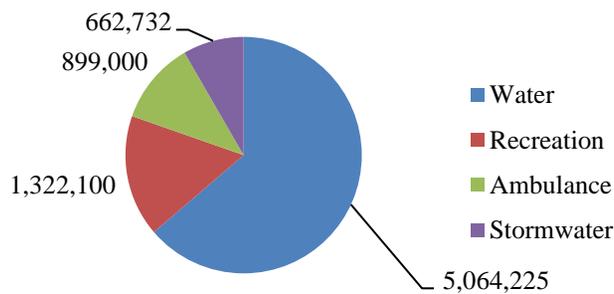
**Water Enterprise** – The Water Enterprise submitted a five-year plan during this year’s budget process. The plan included a detailed operating budget and revenue projections. The Water Enterprise continues to be self-sustaining as they continue to update the town’s infrastructure on an annual basis.

**Recreation Enterprise** – During the five-year period from FY17 to FY21, the Recreation Enterprise General Fund subsidy averaged \$96,871. This does not include the \$475,000 from the stabilization fund that was applied to balance the FY21 budget due to the pandemic. In FY22, the Select Board voted to apply \$456,708 in ARPA funding to subsidize the budget as the Westford Partnership for Children (WPC) is once again offering after school care. The Department of Revenue (DOR) will require evidence that the WPC program is operating and generating sufficient revenue before they will set the tax rate in FY23. The town will be able to either apply one-time funds or make adjustments to the Recreation Enterprise budget during the October Special Town Meeting to meet the DOR requirements.

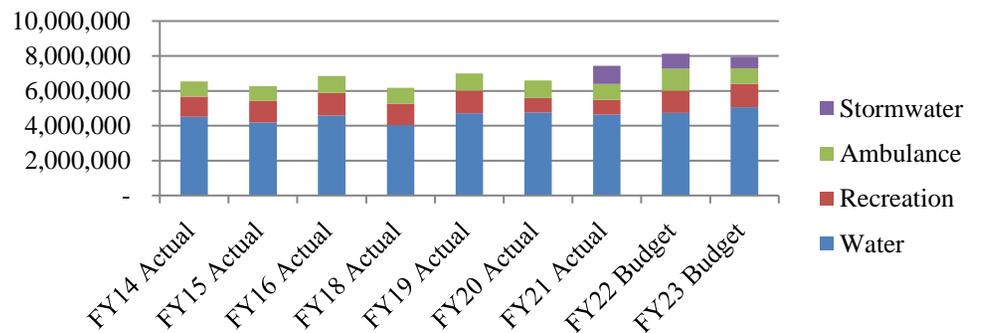
**Ambulance Enterprise** – The Advanced Life Support program was implemented in August of 2010. Since that time, the Fire Department has been focused on developing the program by both training current employees and hiring paramedics when vacancies occur. Due to the increased number of calls for service, revenue has increased over the past few years to a high of \$985,148 in FY19. FY22 is on target to match or exceed the FY19 total.

**Stormwater Enterprise** – The Stormwater Management Enterprise fees were initially assessed in October 2020. The fee per residence will range between \$37.50 to \$150.00 for the fiscal year, and the amount depends upon the impervious square footage on the property. Commercial properties will be charged depending up on how many Equivalent Residential Units (ERU’s) of impervious surface is located on their property. \$811,792 has been collected through January 2022 with the second payment due on May 1, 2022.

**FY23 Enterprise Revenue Budget**



**Enterprise Revenue - FY14 to FY23**



OTHER AVAILABLE FUNDS – A complete list of special revenue funds can be found in the annual town report.

**Premium on Bonds (non-exempt and exempt debt)** – Often times when bonds are sold by the town, lenders offer premiums in order to make their offering price more attractive. Small premiums are used to offset closing costs. Large premiums are amortized over the life of the loan and reduce the town’s cost for borrowing. The laws regarding premiums have changed, and the town is now allowed to apply the excess premium against the principal of the bond so the amortization is no longer necessary.

**Capital Stabilization Fund** - This fund was established at the October 20, 2008 Special Town Meeting. At the July 10, 2017 Special Town Meeting, it was voted to appropriate \$375,000 from the Capital Stabilization Fund to pay for the remaining costs associated with the combined dispatch center (\$325,000) and the schematic design for the Abbot Roof MSBA project (\$50,000). The town plans to appropriate the final \$80,000 from the Cornerstone Square mitigation funding back to the Capital Stabilization Fund at the June 11, 2022 Town Meeting. At the October 16, 2021 Special Town Meeting, the town voted to appropriate \$470,000 from the proceeds of the sale of 63 Main Street to the Capital Stabilization Fund. Lastly, the town is proposing to appropriate \$580,000 from Capital Stabilization at the June 11, 2022 Town Meeting to build a fire training tower on Forge Village Road. The proceeds from the sale of 35 Town Farm Rd. are earmarked to reimburse the Capital Stabilization Fund. The current balance as of December 31, 2021 is \$1,049,435.

**Overlay Surplus** – Overlay is an annual account to cover anticipated abatements and exemptions of committed real and personal property taxes for that fiscal year. The overlay amount is determined by the Board of Assessors and may be raised in the tax rate without appropriation. Remaining balances in the overlay accounts are needed for pending abatements or outstanding Appellate Tax Board decisions. Excess overlay is determined, certified and transferred by vote of the Board of Assessors to an Overlay Surplus Account. Overlay surplus may be appropriated for any lawful purpose or closed to the General Fund at the end of the year. For FY22, we are recommending to appropriate \$100,000 to pay for the Assessors property valuations and to offset the General Fund budget.

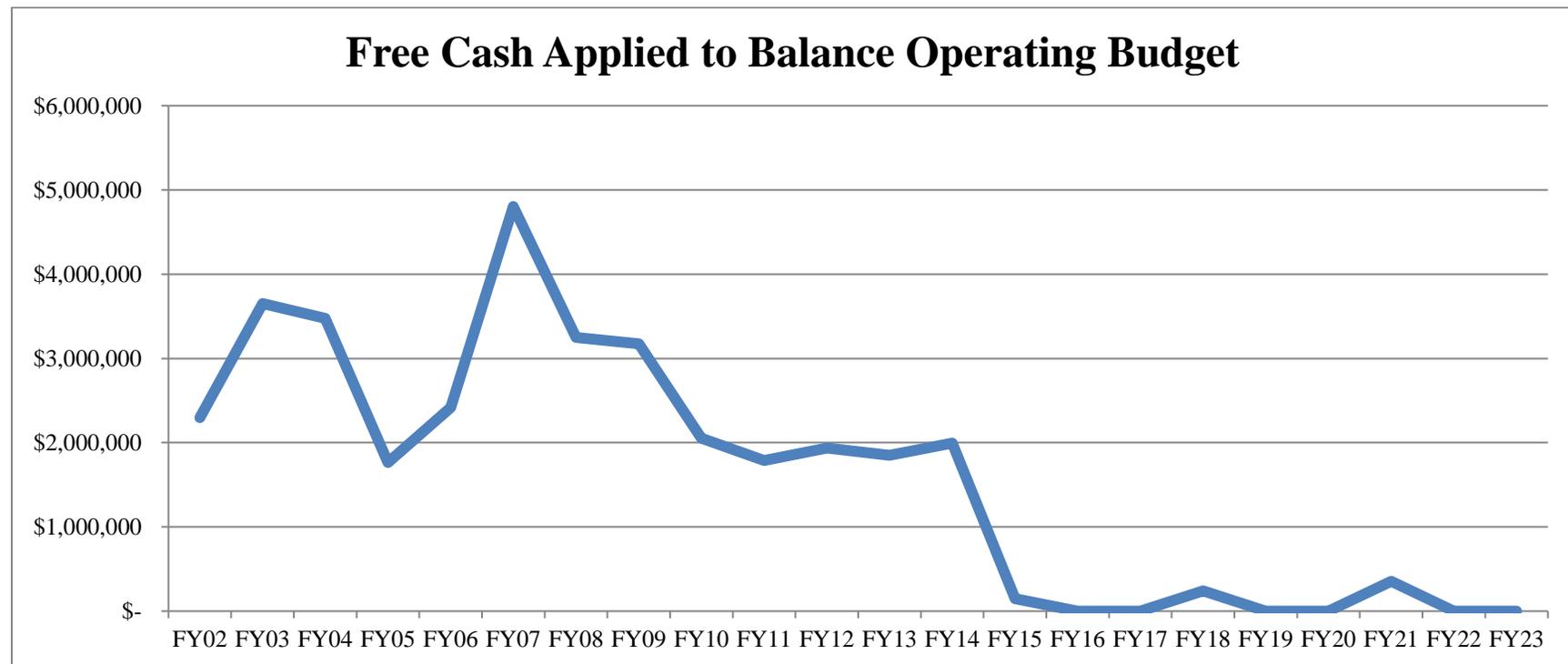
**Other Available Funds – Misc.** – See the below table for a *draft* list of FY23 appropriations:

<b>Fund</b>	<b>Amount</b>	<b>Purpose</b>
Senior Center Fitness Revolving	\$3,000	To offset 541 Council on Aging budget
Capital Stabilization Fund	\$580,000	To fund the Forge Village Road fire training tower
Overlay	\$100,000	To offset the FY23 budget

Community Preservation Funds – The Community Preservation Act (CPA) allows Westford to preserve the community character in the areas of open space, community housing, historical resources, and land for recreational use. Westford residents currently pay a 3% property tax surcharge to fund such projects. The Community Preservation Committee does not spend the revenue in the fiscal year that it is received. Rather, it is “banked” for the next fiscal year, which creates a healthy return on the investments.

Revenue History					
Fiscal Year	Penalties / Interest	Other Taxes - CPA Surcharge	CPA - State Share	Earnings on Investments / Market Adjustments	Total
2003	1,395.53	927,877.35	815,485.00	32,765.41	1,777,523.29
2004	2,724.99	1,010,454.76	924,436.00	76,600.82	2,014,216.57
2005	1,820.31	1,077,557.22	1,005,454.00	120,934.60	2,205,766.13
2006	1,433.27	1,139,232.16	1,078,627.00	116,414.27	2,335,706.70
2007	1,978.27	1,188,066.11	1,137,231.00	197,197.75	2,524,473.13
2008	2,348.42	1,220,210.29	1,190,322.00	289,460.41	2,702,341.12
2009	2,204.36	1,250,223.28	885,461.00	228,229.44	2,366,118.08
2010	2,527.72	1,284,730.99	485,429.00	175,070.12	1,947,757.83
2011	2,929.67	1,303,521.74	386,547.00	144,429.70	1,837,428.11
2012	2,355.58	1,361,387.74	385,895.00	106,484.46	1,856,122.78
2013	2,488.53	1,407,988.61	402,455.00	41,425.07	1,854,357.21
2014	2,915.23	1,456,660.02	818,612.00	63,390.85	2,341,578.10
2015	3,840.41	1,568,218.57	514,377.00	72,906.91	2,159,342.89
2016	4,048.90	1,644,891.63	513,583.00	96,236.22	2,258,759.75
2017	3,933.95	1,702,514.48	373,932.00	106,405.88	2,186,786.31
2018	4,115.34	1,755,479.40	324,179.00	146,892.05	2,230,665.79
2019	4,685.50	1,853,920.51	381,872.00	130,040.91	2,370,518.92
2020	5,406.12	1,965,218.56	500,852.00	190,616.28	2,662,092.96
2021	7,771.81	2,078,040.50	636,005.00	606,920.95	3,328,738.26
2022 YTD	2,621.21	1,504,049.40	1,015,749.00	302,655.13	2,825,074.74
<b>Total</b>	<b>63,545.12</b>	<b>28,700,243.32</b>	<b>13,776,503.00</b>	<b>3,245,077.23</b>	<b>45,785,368.67</b>

**FREE CASH** – Free Cash, which is certified as of July 1 each year by the Commonwealth’s Department of Revenue (DOR), represents the portion of General Fund surplus revenue that is unrestricted and available for appropriation. These funds, once certified, are historically used to fund the capital plan, snow and ice deficit, and any expenditure shortfalls that may occur during the year due to unforeseen circumstances. Free Cash is generated when the actual operating expenses are less than the amount budgeted, or when actual revenues exceed the original estimates. Below is a graph showing the amount of Free Cash used to balance the budget each year. In FY15, the town used \$149,339.07 at the October 2014 Special Town Meeting to balance the budget. The town was successful in FY16 and FY17 in not applying Free Cash, but in FY18 we appropriated \$241,143 to close a funding gap that was caused from a large drop off in new growth. In FY21, the COVID-19 pandemic caused a decrease in state aid and local revenue, so \$352,712 in Free Cash was applied to fund the gap. Of the \$352,712 in Free Cash applied, \$110,460 was to fund the prior snow & ice deficit. For FY23, we are proposing a balanced budget without the use of Free Cash.



REVENUES:	FY14 Budget	FY15 Budget	FY16 Budget	FY17 Budget	FY18 Budget	FY19 Budget	FY20 Budget	FY21 Budget	FY22 Budget	FY23 Budget
Tax Revenue	64,828,935.56	67,843,888.20	70,321,012.13	72,459,010.32	75,011,643.99	78,279,346.23	81,832,084.01	85,181,353.49	88,115,909.60	90,750,486.63
Local Revenue	7,470,348.15	8,077,362.47	7,757,036.38	7,903,252.70	8,102,955.43	8,280,006.64	8,465,700.52	7,956,259.99	7,738,423.76	8,274,910.83
State Aid	20,130,278.00	20,330,882.00	20,501,002.00	20,903,252.00	21,247,945.00	21,433,600.00	21,693,368.00	20,122,029.00	20,270,627.00	20,414,991.00
Free Cash - Appropriations	769,934.16	4,134,165.00	5,412,972.63	2,148,927.18	3,343,553.62	2,915,912.00	3,498,709.40	1,427,713.00	2,374,289.48	2,066,796.00
Free Cash - Offset Tax Rate	1,995,414.45	149,339.07	0.00	0.00	241,143.00	0.00	0.00	352,711.81	0.00	0.00
Available Funds	2,960,492.00	2,065,400.85	2,524,475.34	2,083,685.87	2,478,963.84	5,661,970.47	4,617,649.52	2,753,265.86	3,449,248.45	2,760,412.54
Enterprise Revenue	6,455,501.00	7,273,936.43	6,749,673.00	8,181,338.05	6,505,176.23	8,018,813.00	7,366,214.00	8,024,580.00	8,132,449.00	7,948,057.00
<b>TOTAL REVENUE</b>	<b>104,610,903.32</b>	<b>109,874,974.02</b>	<b>113,266,171.48</b>	<b>113,679,466.12</b>	<b>116,931,381.11</b>	<b>124,589,648.34</b>	<b>127,473,725.45</b>	<b>125,817,913.15</b>	<b>130,080,947.29</b>	<b>132,215,654.00</b>

