A photograph of the Town of Stoneham building, a large white structure with a portico supported by columns. The building is surrounded by lush green trees and a well-maintained lawn. An American flag is visible on a tall pole to the left. In the foreground, there is a monument or sign with some text and a logo, partially obscured by the text overlay. The entire image is overlaid with a semi-transparent blue filter.

Town of Stoneham  
Fiscal Year 2021 Budget  
COVID-19 Impact

Office of the Town Administrator &  
Town Accountant  
April 28, 2020

# Pre COVID-19

## FY21 Budget Process

September 18, 2019	Tri-Board Department Head Meetings
October 15, 2019	Five-Year Forecast presented by Town Accountant
October 16, 2019	Tri-Board Department Head Meetings
October 18, 2019	Budget guidelines and request templates distributed to departments with instructions.
November 13, 2019	Tri-Board Department Head Meetings
November 18, 2019	Department Capital Improvement Requests due to Town Accountant.
November 18, 2019	Departments submit budget requests to Town Accountant.
November 30, 2019	Start formal department budget meetings with Town Administrator .
December 5, 2019	School Budget Presentation to School Committee
January 9, 2020	School Budget Public Hearings
January 24, 2020	School Final Draft Budget submitted to Town Administrator and Select Board.
By January 31, 2020	Forecast Revenues and State Aid.
February 14, 2020*	Capital Improvement Recommendations due to Select Board.
February 19, 2020**	Town Administrator Proposed Final Budget submitted to Finance & Advisory Board and Select Board for ratification.
March 3, 2020***	Select Board ratification and submitted to Finance & Advisory Board.
April 10, 2020	Finance & Advisory Board recommendations due.
May 4, 2020	Town Meeting , budget approved.

- Manageable Adjustments: MWRA, Health Insurance, Property, Casualty and Workers Compensation Insurance, and Vocational Schools
- FY21 Budget balanced: School increase at 3.88%, Town at 0.44%, combined education/Town increase of 2.64%. Overall budget increase of 3.94% (\$74.6 million)
- FY21 House Budget Proposal: Updated state aid budget (typically announced in April).

# COVID-19 State Announcements

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**March 10, 2020:** The Baker-Polito Administration announced [an emergency order](#) temporarily modifying the state's open meeting law (**G.L.c.30A,section20**) in order to allow state, quasi and local governments to continue to carry out essential functions and operations during the ongoing COVID-19 outbreak.

**March 23, 2020:** The Baker-Polito Administration announced [stay at home advisory](#). Order has been extended, now in effect until June 29.

# Assumes NO ATM Held June 29, 2020: Budget Calander

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**An Act to Further Address Challenges to Address COVID-19 (Effective April 3, 2020): Amends c. 44 sec. 31 and allows **select boards**/selectmen/town council/district directors in the case of a declared emergency to notify the director of accounts at the department of revenue and obtain approval for expenditures in an amount sufficient for the operations of the town or district during the month of July not less than 1/12 of the total budget approved by the town or district in the most recent fiscal year pursuant to a **plan approved by the board of selectmen**, town council or district commissioners and such authority shall continue for each successive month while the emergency continues to prevent the adoption of a budget. (\*Similar to the authority possessed by cities).**

*Note: Select Board has voted to delay town elections until June 2 and ATM until June 29, 2020*

# Assumes NO ATM Held June 29, 2020: Budget Calander

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April 28, 2020	Town Administrator presents COVID impact on Fiscal 2021 Budget to Select Board.
May 1, 2020	Tri-Chair proposed future meeting schedule/information session to be finalized.
May 4, 2020	Town Administrator presents COVID impact on Fiscal 2021 Budget to Finance & Advisory Board.
May/June 2020	Select Board and Finance & Advisory Board to Vote proposed FY21 budget.
June 16, 2020	In Absence of Town Meeting, at Least 1/12 FY20 Budget Voted Monthly or Quarterly. Voted by Select Board.

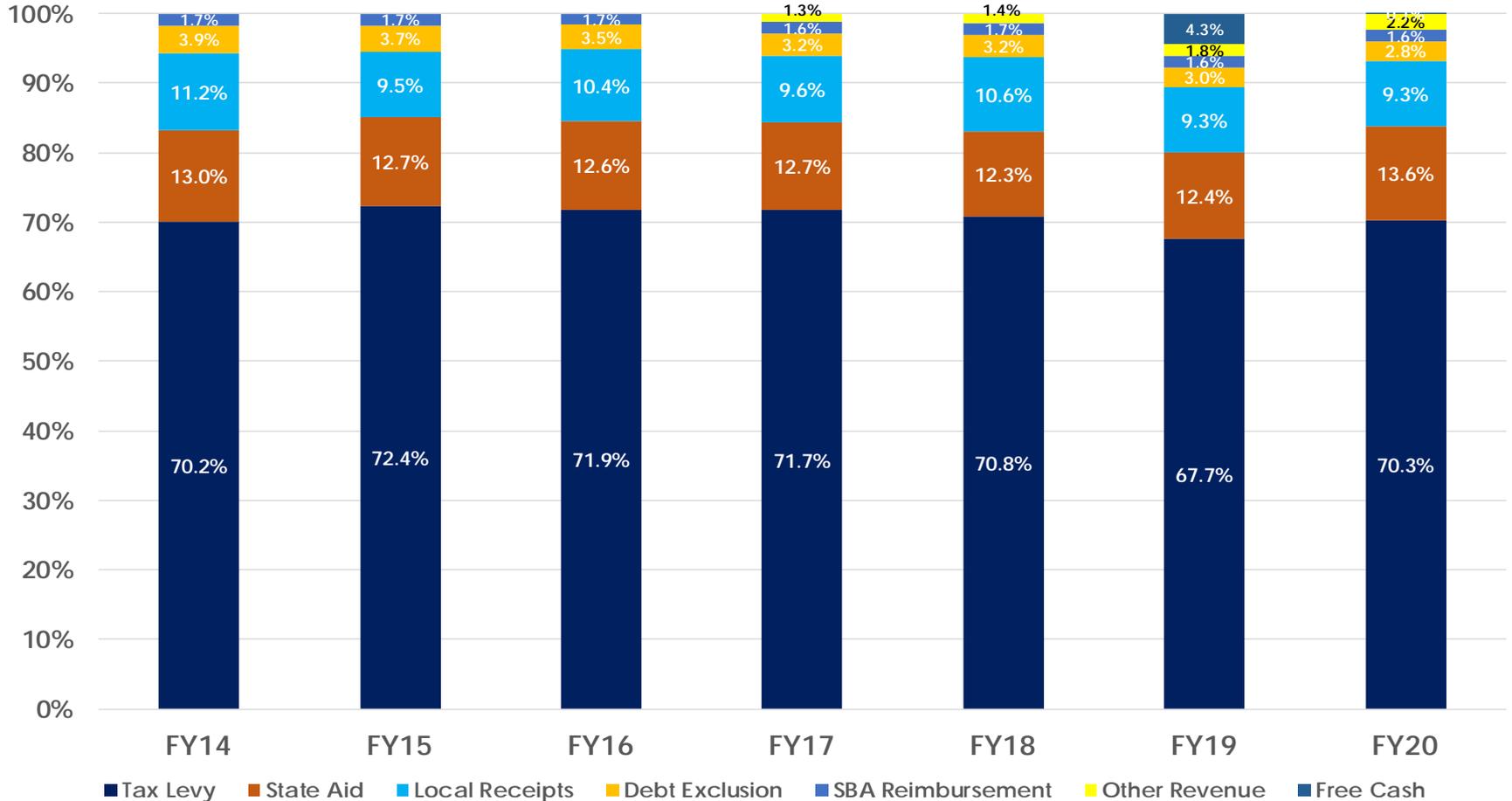
# Assumes ATM Held June 29, 2020: Budget Calander

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April 28, 2020	Town Administrator presents COVID impact on Fiscal 2021 Budget to Select Board.
May 1, 2020	Tri-Chair proposed future meeting schedule/information session to be finalized.
May 4, 2020	Town Administrator presents COVID impact on Fiscal 2021 Budget to Finance & Advisory Board.
May/June 2020	Select Board and Finance & Advisory Board to Vote propped FY21 budget. Dates to be Finalized.
June 29, 2020	Town Meeting, budget approved.

**Note:** *G.L.c.39, section 9 amended to allow town meeting to complete business by June 30, 2020*

# Revenue Allocation by Percentage

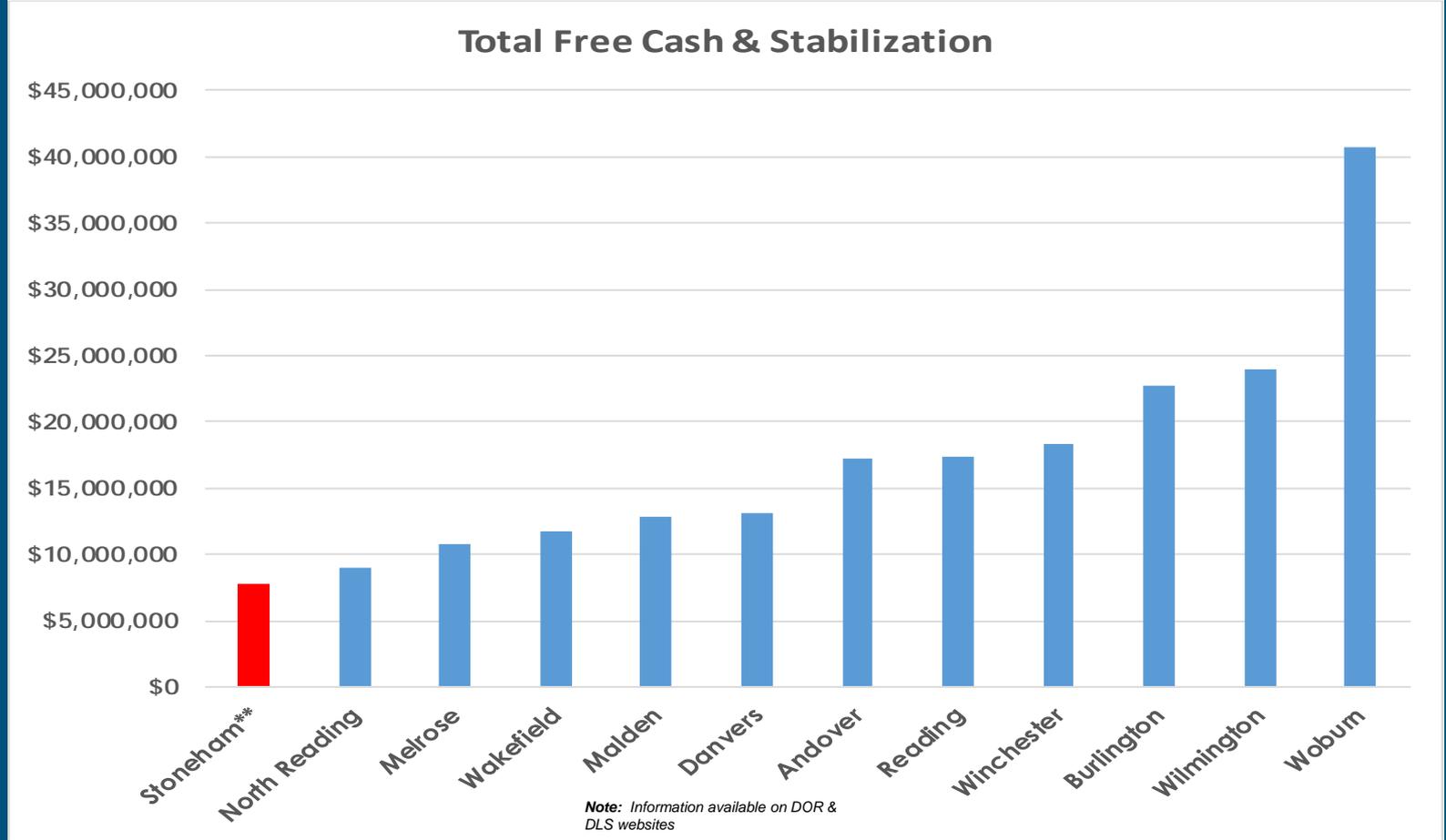


# Current COVID-19 Budget Deficit

	APPROVED TAX RATE FY20	ORIGINAL TA RECOM. FY21	ORIGINAL TA FY21 % Chg.	ORIGINAL TA FY21 \$ Chg.	UPDATED COVID FY21	UPDATED VS. ORD. REC. % Chg.	UPDATED VS. ORD. REC. \$ Chg.
<b>Revenue</b>							
State Aid	9,819,806	10,342,464	5.32%	522,658	9,819,806	-5.05%	(522,658)
Local Receipts	6,620,000	6,950,000	4.98%	330,000	5,200,000	-25.18%	(1,750,000)
<b>Total</b>	<b>16,439,806</b>	<b>17,292,464</b>	<b>5.19%</b>	<b>852,658</b>	<b>15,019,806</b>	<b>-13.14%</b>	<b>(2,272,658)</b>
Assessments	2,193,206	2,413,346	10.04%	220,140	2,463,076	12.30%	49,730

**\$2.3 Million Change From  
Original Recommendation**

# Community Comparisons Combined Free Cash & Stabilization Total



# Summary

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- In collaboration with school, **review and adjust** FY21 budget due to COVID-19.
- The financial management team will continue to **communicate with Select Board, School Committee, Capital Committee and Finance and Advisory Board** budget impacts in an ever-changing-environment.
- Revenue projections are **subject to change** as information/outside factors dictate.
- Goal is **to be proactive** in order to maintain Town and School services in this environment.

# Important Links and Contacts

**Presentation Download At:**

<http://www.stoneham-ma.gov/216/Town-Administrator>

**Coronavirus Updates & Information:**

<https://www.stoneham-ma.gov/825/COVID-19>

**Board of Health Press Releases:**

<https://www.stoneham-ma.gov/843/Board-of-Health-Press-Releases>