



# REQUEST FOR INCREASED FUNDING LEVEL for FY2017

Department: Treasurer

Date: 1/27/2016

Requestor: Melanie Becker

Total Funds Requested: \$5,165.19

## 1. What is the purpose of this funding request?

*To increase the hours of the salary of the Treasurer to be based on 40 hours/week to reflect the actual hours being worked.*

## 2. How will this request benefit the Chilmark Taxpayer?

*It will enable the Treasurer to effectively implement & maintain the Zobrio Cash Management / City Hall Systems software and fulfill new reporting requirements of PERAC and the Affordable Care Act.*

## 3. Is this increase mandated by any outside agency or contract? YES / NO

If yes, what agency or contract requires it? IRS, PERAC

If required, do you rank this as a priority above anything currently funded in your department's budget? YES

Will this be a one time or recurring cost? *Recurring cost.*

## 4. Please explain how you would budget for this request (salaries, benefits, expenses) in the spreadsheet below.

Breakout of new costs

Description of items in request – ( line # if known)	COST
Treasurer	5,165.19
Software	959.50
OfficeSupplies	-5.00
Memberships	5.00
TOTAL	<u>\$ 6,124.69</u>

## **Request for Increase in Treasurer's salary to reflect 40 working hours per week:**

Since the beginning of FY2016, I have worked an average of 41 hours a week. My salary is currently calculated on 37.5 hours/week.

The increase in hours has been primarily due the new Zobrio Cash Management software which the town implemented in June 2015 in conjunction with the City Hall Systems online payment software. Other factors requiring additional time have been:

- PERAC - Public Employee Retirement Administration Commission additional reporting requirements - monthly Anti-Spiking report
- Affordable Care Act reporting requirements: the town must now provide IRS form 1095-B HC for each insured employee and their dependents who have health insurance through the town
- Mass Department of Unemployment- much more detailed reporting requirements for every unemployment claim
- Cape Cod Municipal Health Group ongoing plan design changes to avoid ACA fees
- Dukes County Pooled OPEB Trust – now managing over \$5.5 million of OPEB funds including \$850,000 of Chilmark money, I serve on the board.
- Benefit Administration – the Town and Tritown Ambulance combined in the last five years have had nine new hires of permanent benefited employees.
- Borrowing – the town has issued Bonds five times in the last five years:
  - two refundings: '99 school bond reissued in 2010 and '04 Town Hall/Landfill bond reissued in 2014
  - three new bond issues: Middle Line Road 2010, Dock repair 2012, Paving 2014