

<b>VETERANS AGENT</b>	FY2022 BUDGETED	FY2022 EXPENDED	FY2023 BUDGETED	FY2023 EXPENDED	FY2024 BUDGETED	FY2024 EXPENDED	FY2025 BUDGETED	FY2026 DEPT REQ	FY2026 TM REC	FY2026 FIN COM REC
<i>Salaries</i>										
5111Regular	108,449	92,022	111,313	91,677	126,860	126,374	136,671	142,327	142,327	
5112Permanent Part-time	-	-	-	-	-	-	-	-	-	
5150Car Allowance	1,800	1,800	1,800	1,800	2,400	2,400	2,400	2,400	2,400	
<b>Total Salaries</b>	<b>110,249</b>	<b>93,822</b>	<b>113,113</b>	<b>93,477</b>	<b>129,260.00</b>	<b>128,774</b>	<b>139,071</b>	<b>144,727</b>	<b>144,727</b>	
<i>Operating</i>										
5340Communications	-	-	-	-	-	-	-	-	-	-
5380Medical	63,251	33,325	66,986	38,986	63,520	47,112	40,000	40,000	40,000	
5420Office Supplies	987	425	3,100	2,739	4,557	4,550	3,000	4,000	4,000	
5423All Other Supplies	1,991	762	4,136	1,218	1,049	1,049	500	500	500	
5561Flags	1,793	1,793	1,556	1,556	2,753	2,753	3,000	3,500	3,000	
5563Decorations	2,551	2,536	4,108	3,824	3,306	3,303	4,000	4,000	4,000	
5701Travel	509	259	900	741	778	778	800	500	500	
5730Dues and Memberships	120	120	120	50	120	70	120	70	70	
5775Veterans Aid	324,221	200,042	336,840	192,820	229,595	222,074	220,000	220,000	220,000	
5790Staff Development	3,300	3,052	2,759	2,200	529	529	2,000	500	500	
<b>Total Operating</b>	<b>398,722</b>	<b>242,314</b>	<b>420,505</b>	<b>244,133</b>	<b>306,206</b>	<b>282,217</b>	<b>273,420</b>	<b>273,070</b>	<b>272,570</b>	
<i>Capital Outlay</i>										
5833Capital Outlay	-	-	-	-	-	-	-	-	-	-
<b>Total Capital Outlay</b>	<b>-</b>	<b>-</b>	<b>-</b>							
<b>Total Budget</b>	<b>508,971</b>	<b>336,136</b>	<b>533,618</b>	<b>337,610</b>	<b>435,466</b>	<b>410,991</b>	<b>412,491</b>	<b>417,797</b>	<b>417,297</b>	<b>-</b>

	FY2022 BUDGETED	FY2023 BUDGETED	FY2024 BUDGETED	FY2025 BUDGETED	FY2026 DEPT REQ	FY2026 TM REC	FY2026 FIN COM REC
Position	FTE	FTE	FTE	FTE	FTE	FTE	FTE
Veterans Agent	1	1	1	1	1	1	
Sen Clerk Sec.	1	1	1	1	1	1	
<b>Total Staffing</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>-</b>

FISCAL YEAR 2026

VETERANS AGENT DEPARTMENT SALARY INFORMATION TOWN MANAGER RECOMMENDED

*Regular Salaries*

Name	Position	Ann. Date	Grade	Step	Base Salary	Longevity %	Longevity \$	Wage Def.	Total Salary	FY25 Budget	Budget Chg	% Chg
Lisa Downey	Veterans Agent	7/21/2014	8	6	\$ 84,677	\$ -	\$ 2,200		\$ 86,877	\$ 82,563.00	\$ 4,313.98	4.97%
Diane Joy	Sr Acct Clerk	3/1/2023	1	7	55,450	-	-		55,450	\$ 54,108.00	\$ 1,341.87	2.42%
									-			
<b>Total Regular Salaries</b>					\$ 140,127	\$ -	\$ 2,200	\$ -	\$ 142,327	\$ 136,671.00	\$ 5,655.85	3.97%

*Temporary Part Time Salaries*

Name	Position	Ann. Date	Grade	Step	Base Salary	Longevity %	Longevity \$	Wage Def.	Total Salary
									-
<b>Total Temporary Part Time Salaries</b>					-	-	-	-	-

*Car Allowance*

Name	Position	Per/Month	# Months	Total Benefit
Lisa Downey	Veterans Agent	200	12	2,400
<b>Total Car Allowance</b>				2,400

<b>Department Total</b>										\$ 139,071.00	\$ 5,655.85	3.91%
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**FISCAL YEAR 2026  
VETERANS AGENT DEPARTMENT SALARY INFORMATION DEPARTMENT REQUEST**

**Regular Salaries**

Name	Position	Ann. Date	Grade	Step	Base Salary	Longevity %	Longevity \$	Wage Def.	Total Salary	FY25 Budget	Budget Chg	% Chg
Lisa Downey	Veterans Agent	7/21/2014	8	6	\$ 84,677		\$ 2,200		\$ 86,877	\$ 82,563.00	\$ 4,313.98	4.97%
Diane Joy	Sr Acct Clerk	3/1/2023	1	7	55,450				55,450	\$ 54,108.00	\$ 1,341.87	2.42%
<b>Total Regular Salaries</b>					\$ 140,127	\$ -	\$ 2,200	\$ -	\$ 142,327	\$ 136,671.00	\$ 5,655.85	3.97%

**Temporary Part Time Salaries**

Name	Position	Ann. Date	Grade	Step	Base Salary	Longevity %	Longevity \$	Wage Def.	Total Salary
									-
<b>Total Temporary Part Time Salaries</b>					-	-	-	-	-

**Car Allowance**

Name	Position	Per/Month	# Months	Total Benefit	FY25 Budget	Budget Chg	% Chg
Lisa Downey	Veterans Agent	200	12	\$ 2,400	\$ 2,400.00	\$ -	0.00%
<b>Total Car Allowance</b>					\$ 2,400.00	\$ -	0.00%

<b>Department Total</b>									144,727	\$ 139,071.00	\$ 5,655.85	3.91%
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**FISCAL YEAR 2025**  
**VETERANS AGENT DEPARTMENT SALARY INFORMATION TOWN MANAGER RECOMMENDED**

***Regular Salaries***

<b>Name</b>	<b>Position</b>	<b>Ann. Date</b>	<b>Grade</b>	<b>Step</b>	<b>Base Salary</b>	<b>Longevity %</b>	<b>Longevity \$</b>	<b>Wage Def.</b>	<b>Total Salary</b>
Lisa Downey	Veterans Agent	7/21/2014	8	5	80,602	1,961			82,563
Diane Joy	Sr Acct Clerk	3/1/2023	1	7	54,108				54,108
<b>Total Regular Salaries</b>					134,710	1,961	-	-	136,671

***Temporary Part Time Salaries***

<b>Name</b>	<b>Position</b>	<b>Ann. Date</b>	<b>Grade</b>	<b>Step</b>	<b>Base Salary</b>	<b>Longevity %</b>	<b>Longevity \$</b>	<b>Wage Def.</b>	<b>Total Salary</b>
-									
<b>Total Temporary Part Time Salaries</b>					-	-	-	-	-

***Car Allowance***

<b>Name</b>	<b>Position</b>				<b>Per/Month</b>	<b># Months</b>			<b>Total Benefit</b>
Lisa Downey	Veterans Agent				200	12			2,400
<b>Total Car Allowance</b>									2,400

<b>Department Total</b>									139,071
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**FISCAL YEAR 2024  
VETERANS AGENT DEPARTMENT SALARY INFORMATION**

***Regular Salaries***

<b>Name</b>	<b>Position</b>	<b>Ann. Date</b>	<b>Grade</b>	<b>Step</b>	<b>Base Salary</b>	<b>Longevity %</b>	<b>Longevity \$</b>	<b>Wage Def.</b>	<b>Total Salary</b>
Lisa Downey	Veterans Agent	7/21/2014	6	9	73,082		1,000		74,082
Vacant	Sr Acct Clerk	3/1/2023	1	7	52,778				52,778
<b>Total Regular Salaries</b>					125,860	\$ -	1,000	-	126,860

***Temporary Part Time Salaries***

<b>Name</b>	<b>Position</b>	<b>Ann. Date</b>	<b>Grade</b>	<b>Step</b>	<b>Base Salary</b>	<b>Longevity %</b>	<b>Longevity \$</b>	<b>Wage Def.</b>	<b>Total Salary</b>
-									
<b>Total Temporary Part Time Salaries</b>					-	-	-	-	-

***Car Allowance***

<b>Name</b>	<b>Position</b>				<b>Per/Month</b>	<b># Months</b>			<b>Total Benefit</b>
Lisa Downey	Veterans Agent				200	12			2,400
<b>Total Car Allowance</b>									2,400

<b>Department Total</b>									129,260
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**DESCRIPTION/DETAIL**

**VETERANS AGENT OPERATING**

*5340 Communications*

FY2022 BUDGETED	FY2022 EXPENDED	FY2023 BUDGETED	FY2023 EXPENDED	FY2024 BUDGETED	FY2024 EXPENDED	FY2025 BUDGETED	FY2026 DEPT REQ	FY2026 TM REC
-	-	-	-	-	-	-	-	-

Veteran's Agent Cellphone Moved to Town Hall Budget

*Total 5340 Communications:* - -

**DESCRIPTION/DETAIL**

**VETERANS AGENT OPERATING**

*5380Medical*

FY2022 BUDGETED	FY2022 EXPENDED	FY2023 BUDGETED	FY2023 EXPENDED	FY2024 BUDGETED	FY2024 EXPENDED	FY2025 BUDGETED	FY2026 DEPT REQ	FY2026 TM REC
63,251	33,325	66,986	38,986	63,520	47,112	40,000	<b>40,000</b>	<b>40,000</b>

Ch 115: Prescriptions, hospital bills, copays, dental, hearing aids for Veterans, Surviving Spouses and eligible dependents

40,000 40,000

*Total 5380 Medical:*

40,000 40,000

**DESCRIPTION/DETAIL**

**VETERANS AGENT OPERATING**

*5420 Office Supplies*

FY2022 BUDGETED	FY2022 EXPENDED	FY2023 BUDGETED	FY2023 EXPENDED	FY2024 BUDGETED	FY2024 EXPENDED	FY2025 BUDGETED	FY2026 DEPT REQ	FY2026 TM REC	Budget Chg	% Chg
987	425	3,100	2,739	4,557	4,550	3,000	4,000	4,000	\$ 1,000	33.33%
							General Office Supplies	4,000		4,000
							RICOH Printer/Copier 5 yr contact \$97.47 monthly			
							<i>Total 5420 Office Supplies:</i>	4,000		4,000





**DESCRIPTION/DETAIL**

**VETERANS AGENT OPERATING**

*5423 All Other Supplies*

FY2022 BUDGETED	FY2022 EXPENDED	FY2023 BUDGETED	FY2023 EXPENDED	FY2024 BUDGETED	FY2024 EXPENDED	FY2025 BUDGETED	FY2026 DEPT REQ	FY2026 TM REC	Budget Chg	% Chg
1,991	762	4,136	1,218	1,049	1,049	500	500	500	\$ -	0.00%

Vetrospec Software License 500 500

*Total 5423 All Other Supplies:* 500 500

VetraSpec is a web-based, Veteran claims management solution built for the veteran’s service officer at any level. unless otherwise noted.  
 VetraSpec allows veteran service officers to access their data from any computer with Internet access. No more exporting and importing records across machines - all data is stored in one, centralized, secure location.

**DESCRIPTION/DETAIL**

**VETERANS AGENT OPERATING**

*5561 Flags*

FY2022 BUDGETED	FY2022 EXPENDED	FY2023 BUDGETED	FY2023 EXPENDED	FY2024 BUDGETED	FY2024 EXPENDED	FY2025 BUDGETED	FY2026 DEPT REQ	FY2026 TM REC
1,793	1,793	1,556	1,556	2,753	2,753	3,000	3,500	3,000

Grave Flags for Memorial Day	3,500	3,000
75% Reimbursement from EOVS		
<i>Total 5561 Flags:</i>	3,500	3,000

**DESCRIPTION/DETAIL**

**VETERANS AGENT OPERATING**

*5563Decorations*

FY2022 BUDGETED	FY2022 EXPENDED	FY2023 BUDGETED	FY2023 EXPENDED	FY2024 BUDGETED	FY2024 EXPENDED	FY2025 BUDGETED	FY2026 DEPT REQ	FY2026 TM REC
2,551	2,536	4,108	3,824	3,306	3,303	4,000	<b>4,000</b>	<b>4,000</b>
Veteran's Day, Memorial Day, Holidays, Special events (Breakfast, BBQ, Christmas), Misc supplies							4,000	4,000
Wreaths								
Ribbons								
Flowers for wreaths								
Potted Flowers								
<i>Total 5563 Decorations:</i>							4,000	4,000

**DESCRIPTION/DETAIL**

**VETERANS AGENT OPERATING**

*5701 Travel*

FY2022 BUDGETED	FY2022 EXPENDED	FY2023 BUDGETED	FY2023 EXPENDED	FY2024 BUDGETED	FY2024 EXPENDED	FY2025 BUDGETED	<b>FY2026 DEPT REQ</b>	<b>FY2026 TM REC</b>	Budget Chg	% Chg	
509	259	900	741	778	778	800	<b>500</b>	<b>500</b>	\$ (300)	-37.50%	
							Mileage - Outside of Tewksbury	500	500		
							<i>Total 5701 Travel:</i>	500	500		

**DESCRIPTION/DETAIL**

**VETERANS AGENT OPERATING**

*5703 Dues and Memberships*

FY2022 BUDGETED	FY2022 EXPENDED	FY2023 BUDGETED	FY2023 EXPENDED	FY2024 BUDGETED	FY2024 EXPENDED	FY2025 BUDGETED	<b>FY2026 DEPT REQ</b>	<b>FY2026 TM REC</b>	
120	120	120	50	120	70	120	<b>70</b>	<b>70</b>	
							Veteran's Associations	70	70
							MVSOA only		
							<i>Total 5703 Dues and Memberships:</i>	70	70

**DESCRIPTION/DETAIL**

**VETERANS AGENT OPERATING**

*5775Veterans Aid*

FY2022 BUDGETED	FY2022 EXPENDED	FY2023 BUDGETED	FY2023 EXPENDED	FY2024 BUDGETED	FY2024 EXPENDED	FY2025 BUDGETED	<b>FY2026 DEPT REQ</b>	<b>FY2026 TM REC</b>	Budget Chg	% Chg
324,221	200,042	336,840	192,820	229,595	222,074	220,000	<b>220,000</b>	<b>220,000</b>	\$ -	0.00%

Financial stipend for lower income veterans, surviving spouses and dependents who qualify for the Chapter 115.  
 The Program provides financial aid for food, shelter/housing, clothing, medical care and burial expenses to Veterans  
 and their dependents.  
 75% Reimbursement from EOVS

*Total 5775 Veterans Aid:* 220,000 220,000







**DESCRIPTION/DETAIL**

**VETERANS AGENT**

*5833 Capital Outlay*

FY2022 BUDGETED	FY2022 EXPENDED	FY2023 BUDGETED	FY2023 EXPENDED	FY2024 BUDGETED	FY2024 EXPENDED	FY2025 BUDGETED	FY2026 DEPT REQ	FY2026 TM REC
-		-		-	-	-	-	-

*Total 5833 Capital Outlay:* - -



