

# Bolton Long Range Planning Committee Municipal Services Survey

## Overview of the Bolton LRPC Municipal Survey

This document is based upon information collected by the Bolton Long Range Planning Committee. In 2002, the LRPC created a survey of town services and sent the survey to surrounding towns of similar character and different populations. The goal of the survey was to determine what, if any, municipal services and expenses were correlated with population. If any correlations were found, this would enable the Town of Bolton to better prepare a long-range forecast of town requirements and expenses as the town grows.

The survey was sent to the towns of Boxborough, Carlisle, Groton, Harvard, Lancaster, Sterling, Stow and Townsend in late 2002. The results were collected and compiled during the first half of 2003. For valid comparison, fiscal year 2002 data was used for all towns. Departments of the Town of Bolton also completed the survey with fiscal year 2002 data to aid in the comparison.

Based upon the survey results, analysis is provided for the Fire Department, Police Department, and Town Administration portions of the survey.

The complete results of the survey are available from the Town of Bolton Long Range Planning Website:

<http://www.townofbolton.com/lrp/index.html>

**Note: Not all departments of all towns participated in the survey. For this reason, some parts of the survey did not have enough data to justify analysis. In other parts of the survey, we did not have complete data from all towns, but did analysis based upon the information provided.**

# Bolton Long Range Planning Committee Municipal Services Survey

## Overview of Town Administration Analysis

This section includes these charts and data:

- Town Administrative Costs by Population
- Per Person Town Administrative Costs

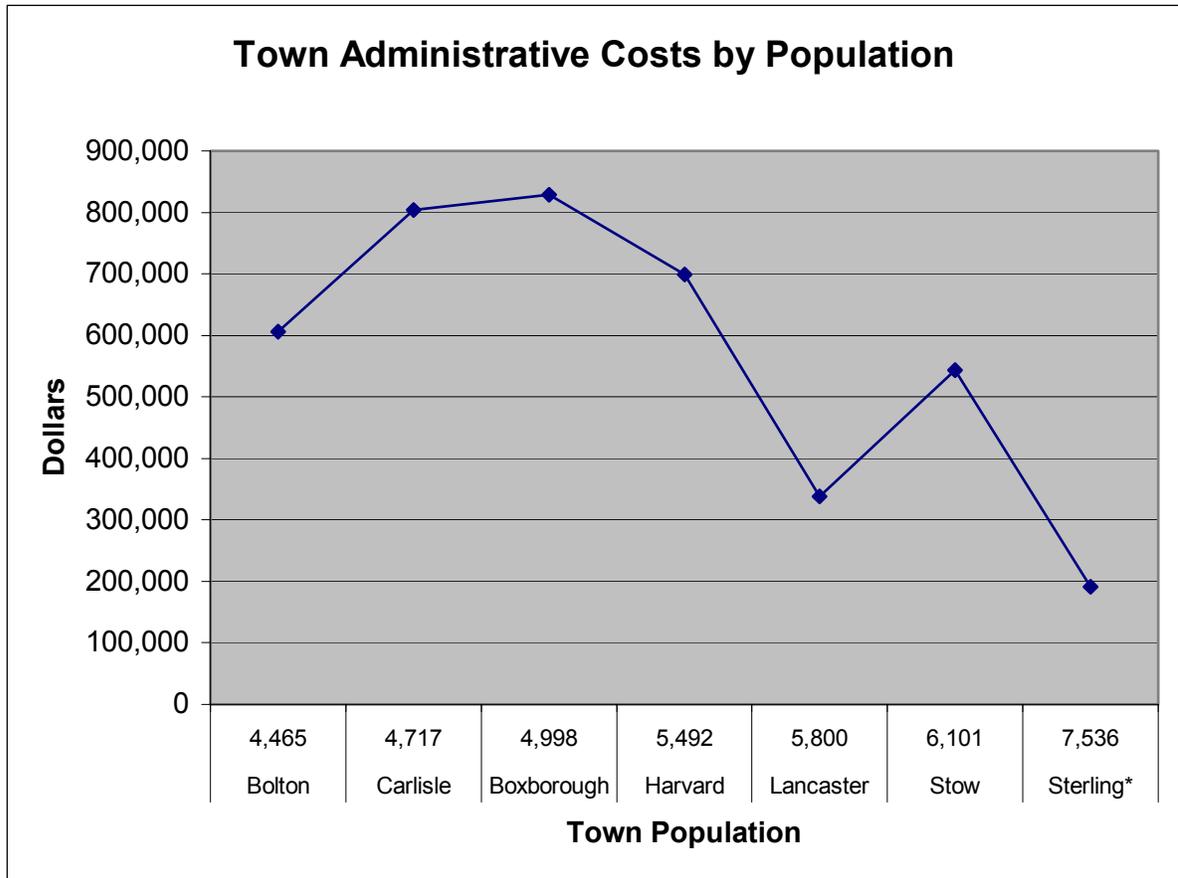
## Summary of Town Administration Survey

- Per capita costs of town administration for Bolton are higher than for other towns in the survey. However, for towns greater than 4800 people, the per capita cost drops as the population increases.

Detailed information follows.

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**Municipal Services – Budget**



**Town Administrative Costs by Town Population**

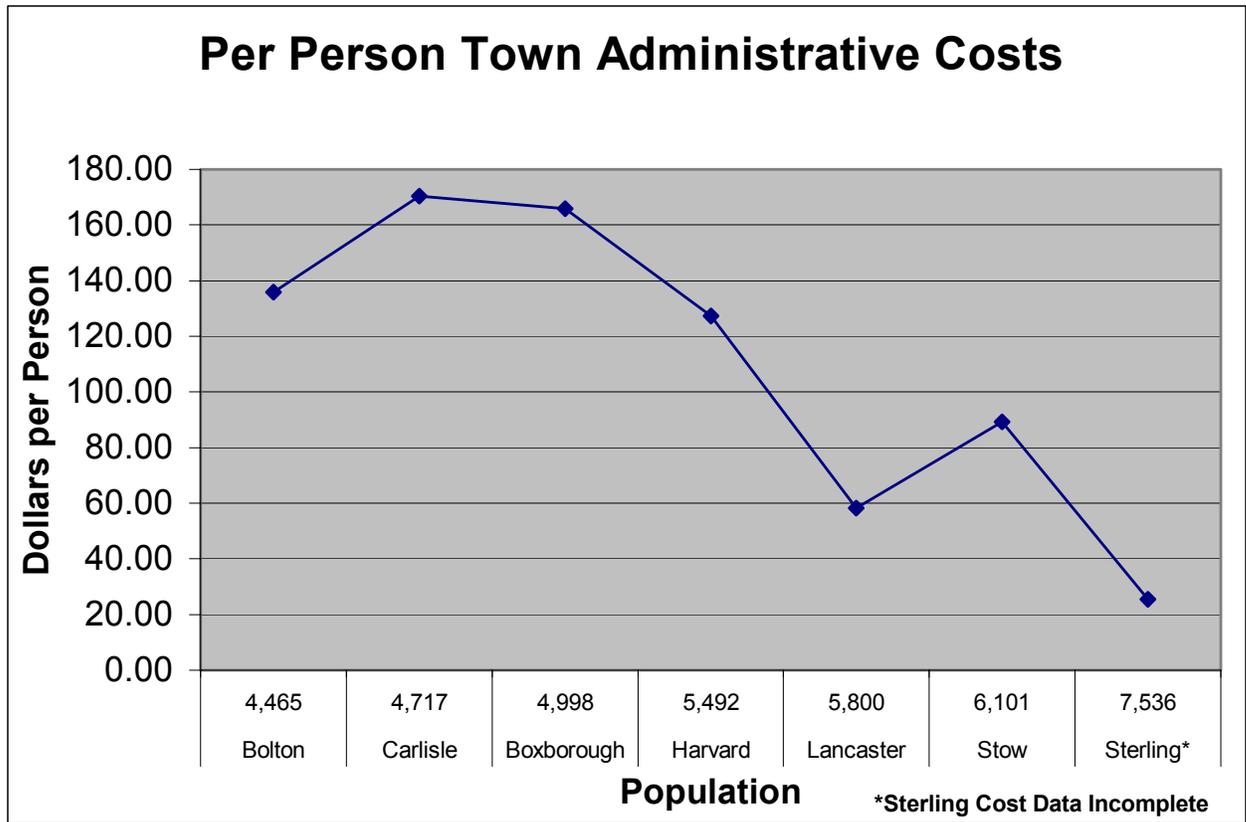
	<b>Population</b>	<b>Total Town Admin Costs</b>
Bolton	4,465	606,662
Carlisle	4,717	803,840
Boxborough	4,998	828,661
Harvard	5,492	698,965
Lancaster	5,800	338,268
Stow	6,101	543,848
Sterling*	7,536	191,768

**Comments:**

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**Municipal Services – Budget**



**Per Person Town Administrative Costs**

	Population	Total Town Admin Costs	Per Person Cost
Bolton	4,465	606,662	135.87
Carlisle	4,717	803,840	170.41
Boxborough	4,998	828,661	165.80
Harvard	5,492	698,965	127.27
Lancaster	5,800	338,268	58.32
Stow	6,101	543,848	89.14
Sterling*	7,536	191,768	25.45

**Comments**

This chart indicates that per capita costs of town administration for Bolton are higher than for other towns in the survey. However, for towns greater than 4800 people, the per capita cost drops as the population increases. This could indicate that the administrative structure for Bolton is already in place and that, in the future, the need to increase town administration will grow more slowly than the population.

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**Municipal Services – Space**

Too few towns responded to the Municipal Services Space section of the survey to permit any analysis.