

**THE COMMONWEALTH OF MASSACHUSETTS  
TOWN OF TOWNSEND**

**SPECIAL TOWN MEETING WARRANT**

**MIDDLESEX SS.**

To either of the Constables of the Town of Townsend in the County of Middlesex, Greetings:

In the name of the Commonwealth of Massachusetts, you are hereby directed to notify the legal voters of the Town of Townsend, qualified to vote at Town Meetings for the transaction of Town affairs, to meet at the Memorial Hall, 272 Main Street, Townsend, MA for the Special Town Meeting on May 7, 2019, at 7:00 PM, then and there to act on the following articles:

**CURRENT FISCAL YEAR FINANCIAL ARTICLES  
(MAJORITY VOTE)**

**ARTICLE 1**

To see if the Town will vote to transfer from available funds in the treasury, the sum of **\$150,000.00** for the purpose of offsetting FY19 Snow and Ice Deficits under the provisions of Massachusetts General Laws Chapter 44, Section 31D, or take any other action in relation thereto.

SUBMITTED BY:     Board of Selectmen

**SELECTMEN: RECOMMEND**

**FINANCE COMMITTEE: RECOMMEND**

---

**ARTICLE 2**

To see if the Town will vote to transfer from available funds in the treasury, the sum of \$\_\_\_\_\_ for the purpose of supplementing FY19 Legal Budget, or take any other action in relation thereto.

SUBMITTED BY:     Board of Selectmen

**SELECTMEN: RECOMMEND**

**FINANCE COMMITTEE: LACK OF INFORMATION**

**ARTICLE 3**

To see if the Town will vote to transfer from available funds in the treasury, the sum of **\$9,500.00** to perform line painting on public ways for public safety purposes, or take any other action in relation thereto.

SUBMITTED BY: Highway Superintendent

**SELECTMEN: RECOMMEND**

**FINANCE COMMITTEE: RECOMMEND**

---

**ARTICLE 4**

To see if the Town will vote to transfer from available funds in the treasury, the sum of **\$9,500.00** for the purpose of purchasing office equipment and furnishings for the Council on Aging, or take any other action in relation thereto.

SUBMITTED BY: Council on Aging

**SELECTMEN: RECOMMEND**

**FINANCE COMMITTEE: RECOMMEND**

---

**ARTICLE 5**

To see if the Town will vote to transfer from available funds in the treasury, the sum of **\$10,000.00** for the purpose of woody debris from the recycling center, or take any other action in relation thereto.

SUBMITTED BY: Board of Health, Highway Department and Tree Warden

**SELECTMEN: RECOMMEND**

**FINANCE COMMITTEE: RECOMMEND**

---

And you are directed to serve this Warrant, by posting up attested copies thereof at MEMORIAL HALL, 272 Main Street at the Center, WEST TOWNSEND FIRE STATION, 460 Main Street in West Townsend, POLICE/COMMUNICATIONS CENTER, 70 BROOKLINE ROAD, NORTH MIDDLESEX REGIONAL HIGH SCHOOL, 19 MAIN STREET, and HARBOR CHURCH, 80 MAIN STREET in said Town, at least FOURTEEN (14) days before the time of holding said meeting.

HEREOF FAIL NOT, and make due return of this Warrant, with your doings thereon, to the Town Clerk, at the time and place of the meeting, as aforesaid.

Given under our hands this 23<sup>rd</sup> day of April, in the year TWO THOUSAND NINETEEN.

SELECTMEN OF TOWNSEND

*Sue Lisio*

\_\_\_\_\_  
Sue Lisio, Chairman

*Wayne Miller*

\_\_\_\_\_  
Wayne Miller

*Don Klein*

\_\_\_\_\_  
Don Klein

**THE COMMONWEALTH OF MASSACHUSETTS  
TOWN OF TOWNSEND  
ANNUAL TOWN MEETING WARRANT**

MIDDLESEX SS.

To the Constables of the Town of Townsend in the County of Middlesex,

GREETINGS:

In the name of the Commonwealth of Massachusetts, you are hereby directed to notify the legal voters of the Town of Townsend, qualified to vote at Town Meetings for the transaction of Town affairs, to meet at the Memorial Hall, 272 Main Street, Townsend, MA for the Annual Town Meeting on May 7, 2019, at 7:00 PM, then and there to act on the following articles:

**APPOINTMENTS AND REPORTS  
(MAJORITY VOTE)**

**ARTICLE 1**

To see if the Town will vote to authorize the Board of Selectmen to appoint all Town Officers unless other provisions are made by Massachusetts General Law, by Town Charter, or by vote of the Town, or take any other action in relation thereto.

**SUBMITTED BY:**     Town Clerk

---

**ARTICLE 2**

To see if the Town will vote to hear reports of any Committees, Boards, Commissions, etc., or take any other action in relation thereto.

**SUBMITTED BY:**     Board of Selectmen

---

**ARTICLE 3**

To see if the Town will vote to choose a committee of three (3) West Townsend residents to serve as members of the James H. Tucker Fund in accordance with the bequest, for the sole purpose to keep the curbing, grave stones, and monuments in good order, or take any other action in relation thereto.

**SUBMITTED BY:**     Cemetery and Parks Commission

---

**USUAL AND CUSTOMARY REVOLVING FUND ARTICLE**

Special and Annual Town Meeting Warrants

May 7, 2019

(MAJORITY VOTE)

ARTICLE 4

I move that the Town vote pursuant to the provisions of G.L. c.44, §53E½, as most recently amended, to: (1) establish the following revolving funds for Fiscal Year 2020 specifying the departmental receipts to be credited to each fund, the departmental purposes or programs for which each fund may be expended, and the entity authorized to expend each fund, fiscal year spending limits such bylaw to provide as follows:

	FUND	AUTHORITY TO SPEND	REVENUE SOURCES	USE OF FUNDS	SPENDING LIMITS
1	Recycling	Board of Health	Collection of recyclables	Operating costs associated with recycling	\$ 20,000.00
2	Recreation Programs	Recreation Commission	Recreation programs	Operating and capital costs associated with recreation programs	\$ 85,000.00
3	Facilities Maintenance	Facilities Coordinator	Fees from Meeting Hall rental	Operating costs of the Meeting Hall	\$ 4,000.00
4	Cemetery	Cemetery and Parks Comm.	Fees from burials	Operating and capital costs for cemeteries	\$ 28,000.00
5	Fire Alarm	Fire Chief	Fire alarm fees	Operating and capital costs- fire alarm system	\$ 4,000.00
6	Animal Care Program	Animal Control Officer	Fees for emergency care of animals	For injured or abandoned animals	\$ 1,000.00
7	Fire/EMS	Fire Chief	Fees from community events/fire watch	Expenses associated with Fire/EMS services	\$ 5,000.00
8	Police	Police Chief	NMRSD Receipts	School Resource Officer	\$ 80,000.00
9	Conservation	Conservation Commission	Forest Cutting Proceeds	Conservation Purposes	\$ 20,000.00
10	Fire/EMS	Fire EMS Chief	Hazardous Materials Supplies Reimbursement	Hazardous Materials Supplies Replacement	\$ 10,000.00

SUBMITTED BY: Board of Selectmen

DESCRIPTION: These funds provide departments with flexibility to expend and replenish funds throughout the course of the year for tightly defined purposes as detailed in the chart above.

SELECTMEN: RECOMMEND

FINANCE COMMITTEE: RECOMMEND

# FY20 OPERATING BUDGET

## (MAJORITY VOTE)

### ARTICLE 5

To see if the Town will vote to raise and appropriate and transfer from available funds\* in the treasury, such sums that may be necessary to defray the charges and expenses of the Town for Fiscal Year 2020 pursuant to a detailed budget totaling \$23,275,121.00, or take any other action in relation thereto.

*FUND:	PURPOSE:	AMOUNT:
Comcast Government Access	Operating and Capital-Cable Access Program	\$ 175,000.00
Title 5 MWPAT	Supplement to MWPAT Debt Repayment	\$ 27,538.00
West Townsend Reading Room	Supplemental Funding to Operate the WTRR	\$ 2,900.00
Ambulance Receipts Reserved	Supplemental Funding to Operate the EMS	\$ 475,000.00
Recreation Receipts	Supplemental Funding to Operate Recreation	\$ 40,000.00
Water Enterprise Fund	Supplemental Funding to Cover Water Overhead	\$ 280,935.20

SUBMITTED BY: Board of Selectmen, Finance Committee, Town Administrator

DESCRIPTION: Usual and customary Town budget for fiscal year 2020, which begins on July 1, 2019. As is customary you will be voting the total for each of the following functional segments with asterisks shown below and as shown in the black bars with asterisks beginning on page 49 and ending on page 80 of this book.

**SELECTMEN: RECOMMEND**

**FINANCE COMMITTEE: RECOMMEND\***  
**(\*except lines #703 AND #748)**

FUNCTIONAL SEGMENTS	
*General Government-	1,686,600
*Public Safety-	3,387,593
*Education-	13,401,926
*Streets and Highways-	746,365
*Solid Waste-	701,400
*Human Services	445,222
*Culture and Recreation	430,609
*Debt Service-	483,438
*Insurances-	1,991,961
and	
<b>*Grand Total-</b>	<b>23,275,121</b>

Special and Annual Town Meeting Warrants  
May 7, 2019

# **TOWN ADMINISTRATOR BUDGET MEMORANDUM**

## **Fiscal Year 2020**



May 7, 2019

Dear Taxpaying and Voting Citizens of the Town of Townsend:

This is my fourth full budget cycle working for you, the taxpaying citizens of the Town of Townsend. I am proud to say that as a result of another year of the leadership of your Board of Selectmen, the discipline of your Finance Committee and the hard work of your public employees, we are in a strong financial position. We have made tremendous progress over the past three years and our fiscal house is all the better for it.

The process utilized in the creation of the fiscal year 2020 budget before you for your consideration at this town meeting was significantly more inclusive of members of both the Board of Selectmen and the Finance Committee this year. Unlike in prior years when their involvement was limited nearly entirely to the review of the budget after it having been created by staff, this year both bodies were in on the ground floor. This year they delved into the weeds. I judge that we have a resulting budget that is all the better because of their efforts.

Photo credit: [https://en.wikipedia.org/wiki/File:Harbor\\_Pond\\_Dam\\_at\\_Townsend\\_Harbor,\\_MA.jpg](https://en.wikipedia.org/wiki/File:Harbor_Pond_Dam_at_Townsend_Harbor,_MA.jpg)

Special and Annual Town Meeting Warrants

May 7, 2019

This is the second full year of employing our new five year revenue-expense forecast budgeting tool. This tool allows us to perform detailed and data sensitive financial modeling all toward the goal of sustainably budgeting for the service needs of our residents today while simultaneously remaining cognizant of the impacts of doing so on our future.

In addition to implementing a true five year revenue-expense forecasting model, we have also drafted and enacted best practice financial policies and procedures that will serve as a guideline for the future incumbents in leadership positions for years to come. The reporting generating from this tool can be reviewed on pages 68-94 in this budget book.

We have yet again, for the fourth year in a row now, managed to avoid the prior practice of the Town having previously relied upon one time revenue sources to fund our ongoing obligations. This prior practice, which is akin to paying your recurring bills with your limited savings, is counter to all of the best practices in municipal management. Your Selectboard and Finance Committee are to be commended in this and I am both proud and pleased to have played a role in breaking that cycle.

It is very important to note that we have been making these strides all the while we have been living under the constraints of relatively flat-lined State aid over the past few years. In fact, State aid to cities and towns has yet to recover to pre-recession levels and inflation has further eroded the value of this revenue source. For FY19 we are slated to receive 4%, or \$60,000+/-, fewer dollars from the Commonwealth than we received 10 years ago. This very difficult situation is being further impacted by the slowing of local municipal revenues and most significantly the constraints we are up against in living under the limits of Proposition 2 ½.

#### **Balanced Budget-**

As has always been the case, our objectives in this budget process were few and simple. Under the terms of the Town Bylaws and the Town Charter, we are obligated to prepare and present a balanced budget and tonight we have done so.

The obvious question remains, how did we do it? It is quite simple. We are in this better position as a direct result of the manner in which your elected officials, appointed officials and municipal employees---both in management and on the front lines of service delivery---have conducted themselves on your behalf.

#### **What is in this budget?-**

First and foremost, this budget that we are presenting this evening is in true balance as it is required to be.

As it sits, this FY20 budget is up by \$1.25M, or 5.7% over the FY19 budget, with \$754K, or a full 60%, of the increase resulting from our increased assessment for the North Middlesex Regional School District. That means that the FY20 budget before you for your consideration tonight, net of education, or just for our local general government, shows an increase of \$497K, or a 2.3% increase over last year.

Some of the highlights of this **proposed budget** for FY20 are as follow:



- **Municipal Service-**
  - The Housing Authority has a budget for the first time as the group gears up for a push for more affordable housing in town
  - A human resource consultant is funded. The objective is to utilize these services to streamline and update our personnel functions.
  - A part-time Grant Administrator position is budgeted with an aim toward the position bringing in sufficient grant funding that it is self-supporting.
  - The Town Accountant position salary is being increased for recruitment and retention purposes.
  - The Fire-EMS Chief's strategic plan is being rolled out with year one budgeting for three additional fulltime firefighter/medic positions.
  - The funding for the re-implementation of a Highway Foreman is included.
  - We have budgeted funds to upgrade our PEG Access recording equipment to convert to digital recording and fixed mount cameras.
  
- **Education-**
  - The School Committee voted assessment figures have been met in this budget.
  
- **Employee Benefits-**
  - The Town's Retirement Assessment is funded.
  - The Town significantly reduced the health insurance expense over the past several years by negotiating a change in the split between the town and the employees, by plan design changes and most recently based upon a very good year of claims experience.
  - All municipal employees are slated to receive a 2% cost of living adjustment.

Balancing the FY20 budget with the detailed limitations on revenue, the required increases in education assessment AND all of the above cited budget priorities was quite a task, but after a great deal of effort and many long hours from your Selectboard and Finance Committee and all of your hardworking department managers and employees, the challenge was met.

I would like to close by offering my sincere thanks to each of the members of the Board of Selectmen, the Finance Committee, the School Committee and School Superintendent, the Finance Team (the Town Accountant, the Treasurer Collector and the Assessor) as well as all of the general government employees that have contributed to the solution that is this balanced FY20 budget.

Sincerely,

*Jim*

James M. Kreidler, Jr.  
Town Administrator

## FISCAL YEAR 2020 CONSENSUS BUDGET RECOMMENDATION

### BOARD OF SELECTMEN-FINANCE COMMITTEE \*-TOWN ADMINISTRATOR

\*Except lines #703 and #750

LINE #	ACCOUNT NAME	FY17 FINAL	FY18 FINAL	FY19 APPROVED	FY20 REQUESTED	FY20 RECOMMEND	\$ VARIANCE	% VARIANCE	NOTES
4									
5	<b>BOARD OF SELECTMEN</b>								
6	TOWN ADMINISTRATOR (NU)	122,188	125,243	130,941	133,560	133,560	2,619	2.0%	Cola
7	EXECUTIVE ASSISTANT (NU)	33,033	33,859	37,179	37,923	37,923	744	2.0%	Position Description Review
8	OTHER (LONGEVITY/VAC BB)	4,862	4,984	5,036	6,037	6,037	1,001	19.9%	Added longevity payment
9	OTHER (AUTO ALLOWANCE)	3,600	3,600	3,600	6,000	6,000	2,400	66.7%	Contractual
10	GRANT WRITER/ADMINISTR.	0	0	0	35,000	35,000	35,000		Proposed New Position
11	<b>PERSONNEL</b>	<b>163,683</b>	<b>167,685</b>	<b>176,757</b>	<b>218,520</b>	<b>218,520</b>	<b>41,763</b>	<b>23.6%</b>	
12									
13	PROFESSIONAL SERVICES	5,000	5,000	5,000	5,000	5,000	0	0.0%	
14	TOWN REPORTS	2,000	2,000	2,000	2,000	2,000	0	0.0%	
15	HR CONSULTANT	0	0	21,245	21,245	20,000	-1,245	-5.9%	Changed from Salary to Consultant
16	OFFICE SUPPLIES	1,150	1,150	1,150	1,150	1,150	0	0.0%	
17	OTHER SUPPLIES	300	300	300	300	300	0	0.0%	
18	TRAVEL/MILEAGE-IN STATE	200	200	200	200	200	0	0.0%	
19	EDUCATION AND TRAINING			2,500	10,000	10,000	7,500	300.0%	Contractual and training for new OSHA safety regulations.
20	DUES & MEMBERSHIPS	5,000	5,000	5,000	5,000	5,000	0	0.0%	
21	OTHER CHARGES	3,100	3,100	3,100	3,100	3,100	0	0.0%	
22	<b>EXPENSES</b>	<b>16,750</b>	<b>16,750</b>	<b>40,495</b>	<b>47,995</b>	<b>46,750</b>	<b>6,255</b>	<b>15.4%</b>	

Special and Annual Town Meeting Warrants  
May 7, 2019

LINE #	ACCOUNT NAME	FY17 FINAL	FY18 FINAL	FY19 APPROVED	FY20 REQUESTED	FY20 RECOMMEND	\$ VARIANCE	% VARIANCE	NOTES
24	TOT. BOARD OF SELECT.	180,433	184,435	217,252	266,515	265,270	48,018	22.1%	
25									
26									
27	FINANCE COMMITTEE COM								
28	DUES & MEMBERSHIPS	750	750	750	750	750	0	0.0%	
29	FIN COM RESERVE FUND	29,250	35,000	35,000	40,000	40,000	5,000	14.3%	Increased reserve fund
30	EXPENSES	30,000	35,750	35,750	40,750	40,750	5,000	14.0%	
32	TOT. FINANCE COMMITTEE	30,000	35,750	35,750	40,750	40,750		14.0%	
33									
34									
35	ACCOUNTING								
36	TOWN ACCOUNTANT (NU)	77,821	61,074	69,844	80,000	80,000	10,156	14.54%	Market Recruitment Rate
37	CERTIFICATION	500	500	500	500	500	0	0.0%	
38	SUPPORT STAFF (NU)	8,874	9,099	9,328	9,515	9,515	187	2.0%	
39	PERSONNEL	87,195	70,673	79,672	90,015	90,015	10,343	13.0%	
40									
41	PROF. & TECH. SERVICE	500	650	750	1,500	1,500	750	100.0%	
42	AUDIT	28,000	25,000	30,000	30,000	30,000	0	0.0%	
43	OFFICE SUPPLIES	750	750	750	750	750	0	0.0%	
44	TRAVEL/MILEAGE IN-STATE	350	350	350	350	350	0	0.0%	
45	DUES & MEMBERSHIPS	300	150	150	150	150	0	0.0%	

LINE #	ACCOUNT NAME	FY17 FINAL	FY18 FINAL	FY19 APPROVED	FY20 REQUESTED	FY20 RECOMMEND	\$ VARIANCE	% VARIANCE	NOTES
46	EXPENSES	29,900	26,900	32,000	32,750	32,750	750	2.3%	
47									
48	TOTAL ACCOUNTING	117,095	97,573	111,672	122,765	122,765	11,093	9.9%	
49									
50									
51	ASSESSORS								
52	PRINCIPAL ASSESSOR (U)	53,174	54,236	55,321	57,810	56,427	1,106	2.0%	Cola
54	SUPPORT STAFF (NU)	25,029	34,055	35,608	37,324	36,578	970	2.7%	Correct step. Cola
55	CLOTHING ALLOWANCE				600	600	600		
56	STIPENDS LONGEVITY	1,100	1,100	1,100	1,100	1,100	0	0.0%	
57	PERSONNEL	86,766	89,391	92,029	96,834	94,705	2,676	2.9%	
58									
59	REPAIR & MAINT EQUIPMENT	8,010	8,350	8,425	9,270	9,270	845	10.0%	
60	PROF SERVICES- MRPC MAPS	3,500	3,500	3,500	3,500	3,500	0	0.0%	
61	ONLINE PROP. CARD SETUP	0	0	1,500	500	500	-1,000	-66.7%	
62	CONSULTING FOR REVAL.	0	0	4,500	0	0	-4,500	-100.0%	
64	OFFICE SUPPLIES	800	800	800	800	800	0	0.0%	
65	TRAVEL/MILEAGE-IN STATE	500	500	500	500	500	0	0.0%	
66	DUES & MEMBERSHIPS	275	275	275	275	275	0	0.0%	
67	EXPENSES	13,085	13,425	19,500	14,845	14,845	-4,655	-23.9%	
68									
69	TOTAL ASSESSORS	99,851	102,816	111,529	111,679	109,550	-1,979	-1.8%	

LINE #	ACCOUNT NAME	FY17 FINAL	FY18 FINAL	FY19 APPROVED	FY20 REQUESTED	FY20 RECOMMEND	\$ VARIANCE	% VARIANCE	NOTES
70									
71									
88	<b>TREASURER COLLECTOR</b>								
89	TREASURER COLLECTOR (NU)	63,320	69,846	73,393	61,701	61,701	-11,692	-15.9%	New employee
90	OPERATING STAFF (U)	70,474	72,943	76,829	78,979	78,979	2,150	2.8%	Additional hours department assistant.
91	LONGEVITY	500	500	600	600	600	0	0.0%	
92	<b>PERSONNEL</b>	<b>134,294</b>	<b>143,289</b>	<b>150,822</b>	<b>141,280</b>	<b>141,280</b>	-9,542	-6.3%	
93									
94	EQUIPMENT RENTAL	2,688	2,688	2,688	2,688	2,688	0	0.0%	
95	PROF & TECHNICAL SERVICES	23,800	23,800	23,800	23,800	23,800	0	0.0%	
96	PRINT/ADVERTISE/POSTAGE	21,000	21,000	21,500	21,500	21,500	0	0.0%	
97	OFFICE SUPPLIES	2,800	2,800	2,800	2,800	2,800	0	0.0%	
98	DUES & MEMBERSHIPS	340	340	340	340	340	0	0.0%	
99	TRAVEL / MILEAGE IN-STATE	1,290	1,290	1,290	1,290	1,290	0	0.0%	
100	REPLACEMENT EQUIPMENT	800	800	800	800	800	0	0.0%	
101	OTHER SERVICES	19,000	14,000	14,000	14,000	14,000	0	0.0%	
102	<b>EXPENSES</b>	<b>71,718</b>	<b>66,718</b>	<b>67,218</b>	<b>67,218</b>	<b>67,218</b>	0	0.0%	
103									
104	<b>TOTAL TREAS. COLLECTOR</b>	<b>206,012</b>	<b>210,007</b>	<b>218,040</b>	<b>208,498</b>	<b>208,498</b>	-9,542	-4.4%	
105									
106									

LINE #	ACCOUNT NAME	FY17 FINAL	FY18 FINAL	FY19 APPROVED	FY20 REQUESTED	FY20 RECOMMEND	\$ VARIANCE	% VARIANCE	NOTES
107	<b>LEGAL</b>								
108	TOWN COUNSEL	38,500	43,500	45,000	55,000	55,000	10,000	22.2%	New Counsel. New payment structure
109	<b>EXPENSES</b>	<b>38,500</b>	<b>43,500</b>	<b>45,000</b>	<b>55,000</b>	<b>55,000</b>	10,000	22.2%	
110									
111	<b>TOTAL LEGAL</b>	<b>38,500</b>	<b>43,500</b>	<b>45,000</b>	<b>55,000</b>	<b>55,000</b>	10,000	22.2%	
112									
113									
114	<b>MANAGEMENT INFO</b>								
115	DIRECTOR (NU)	37,500	80,000	74,984	74,984	76,484	1,500	2.0%	Cola
116	TECHNICIAN (NU)	0	18,834	18,834	18,834	18,834	0	0.0%	
117	PUBLIC ACCESS DIRECT(NU)			5,736	17,000	17,000	11,264	196.4%	
118	PUBLIC ACCESS COORD. (NU)	0	56,376	60,134	60,134	61,337	1,203	2.0%	Cola
119	<b>PERSONNEL</b>	<b>37,500</b>	<b>155,210</b>	<b>159,688</b>	<b>170,952</b>	<b>173,654</b>	13,966	8.7%	
120									
121	PROFESSIONAL SERVICES	37,500		0	0	0	0		
122	OTHER PURCHASED SERVICES	13,000	14,802	25,000	40,000	40,000	15,000	60.0%	Office 365, Backup, Anti-virus, Vmware and MS licenses
123	REPLACEMENT EQUIP- IT	10,000	13,000	13,000	18,000	18,000	5,000	38.5%	
124	REPLACEMENT EQUIP- PEG		25,000	25,000	47,500	47,500	22,500	90.0%	Digital Broadcast Conversion
125	COMMUNICATIONS	2,000	9,800	10,520	11,500	11,500	980	9.3%	
126	<b>EXPENSES</b>	<b>62,500</b>	<b>62,602</b>	<b>73,520</b>	<b>117,000</b>	<b>117,000</b>	43,480	59.1%	
127									
128	<b>TOTAL MANAGEMENT INFO</b>	<b>100,000</b>	<b>217,812</b>	<b>233,208</b>	<b>287,952</b>	<b>290,654</b>	57,446	24.6%	

Special and Annual Town Meeting Warrants  
May 7, 2019

LINE #	ACCOUNT NAME	FY17 FINAL	FY18 FINAL	FY19 APPROVED	FY20 REQUESTED	FY20 RECOMMEND	\$ VARIANCE	% VARIANCE	NOTES
129									
130									
131	<b>TOWN CLERK</b>								
132	TOWN CLERK (NU)	63,306	64,889	67,889	69,247	69,247	1,358	2.0%	Cola
133	OPER STAFF (U)	37,409	38,344	40,366	37,811	37,811	-2,555	-6.3%	New employee hired at lower rate. Cola
134	CERTIFICATION				1,000	1,000	1,000		
135	LONGEVITY	1,500	1,500	1,700	900	900	-800	-47.1%	
136	<b>PERSONNEL</b>	<b>102,215</b>	<b>104,733</b>	<b>109,955</b>	<b>108,958</b>	<b>108,958</b>	-997	-0.9%	
137									
138	REPAIR & MAINT EQUIPMENT	1,600	2,300	2,300	2,300	2,300	0	0.0%	
139	PROFESSIONAL SERVICES	8,000	6,800	6,800	5,800	5,800	-1,000	-14.7%	
140	OFFICE SUPPLIES	650	650	650	650	650	0	0.0%	
141	POSTAGE			520	550	550	30	5.8%	
142	CONFERENCE				1,000	1,000	1,000		
143	TRAVEL/MILAGE-IN STATE	450	0	450	450	450	0	0.0%	
144	DUES & MEMBERSHIPS	550	550	550	550	550	0	0.0%	
145	<b>EXPENSES</b>	<b>11,250</b>	<b>10,300</b>	<b>11,270</b>	<b>11,300</b>	<b>11,300</b>	30	0.3%	
146									
147	<b>TOTAL TOWN CLERK</b>	<b>113,465</b>	<b>115,033</b>	<b>121,225</b>	<b>120,258</b>	<b>120,258</b>	-967	-0.8%	
148									
149									

LINE #	ACCOUNT NAME	FY17 FINAL	FY18 FINAL	FY19 APPROVED	FY20 REQUESTED	FY20 RECOMMEND	\$ VARIANCE	% VARIANCE	NOTES
150	<b>ELECTIONS</b>								
151	OPERATING STAFF	13,500	14,200	11,500	9,500	9,500	-2,000	-17.4%	Projected elections.
152	<b>PERSONNEL</b>	<b>13,500</b>	<b>14,200</b>	<b>11,500</b>	<b>9,500</b>	<b>9,500</b>	-2,000	-17.4%	
153							0		
154	REPAIR & MAINT EQUIPMENT	1,275	1,275	1,275	1,275	1,275	0	0.0%	
155	PROFESSIONAL SERVICES	7,750	4,000	6,750	6,750	6,750	0	0.0%	
156	OTHER SUPPLIES	3,500	2,000	2,000	2,000	2,000	0	0.0%	
157	TRAVEL/MILEAGE IN-STATE	125	75	75	75	75	0	0.0%	
158	<b>EXPENSES</b>	<b>12,650</b>	<b>7,350</b>	<b>10,100</b>	<b>10,100</b>	<b>10,100</b>	0	0.0%	
159									
160	<b>TOTAL ELECTIONS</b>	<b>26,150</b>	<b>21,550</b>	<b>21,600</b>	<b>19,600</b>	<b>19,600</b>	-2,000	-9.3%	
161									
162									
163	<b>REGISTRARS</b>								
164	REGISTRARS STIPENDS	2,320	2,320	2,320	2,320	2,320	0	0.0%	
165	<b>EXPENSES</b>								
166	<b>TOTAL REGISTRARS</b>	<b>2,320</b>	<b>2,320</b>	<b>2,320</b>	<b>2,320</b>	<b>2,320</b>	0	0.0%	
167									
168									
169	<b>STREET LISTS</b>						0		
170	STREET LISTINGS	3,300	3,300	3,500	3,800	3,800	300	8.6%	
171	<b>EXPENSES</b>						0		



LINE #	ACCOUNT NAME	FY17 FINAL	FY18 FINAL	FY19 APPROVED	FY20 REQUESTED	FY20 RECOMMEND	\$ VARIANCE	% VARIANCE	NOTES
172	STREET LISTS	3,300	3,300	3,500	3,800	3,800	300	8.6%	
173									
174									
175	CONSERATION COMMISS.								
176	CONSERVATION.AGENT (U)	34,006	21,755	25,190	25,694	25,694	504	2.0%	
177	CONSERVATION SUPPORT (U)	0	13,314	18,480	18,850	18,850	370	2.0%	
178	CLOTHING ALLOWANCE				1,200	1,200			
179	LONGEVITY	900	0	0	0	0	0		
180	PERSONNEL	34,906	35,069	43,670	45,743	45,743	2,073	4.7%	
181							0		
182	PROFESSIONAL SERVICES	500	500	500	500	500	0	0.0%	
183	DUES & MEMBERSHIPS	450	450	450	450	450	0	0.0%	
184	EXPENSES	950	950	950	950	950	0	0.0%	
185									
186	TOTAL CONSERV. COMMISS.	35,856	36,019	44,620	46,693	46,693	2,073	4.6%	
187									
188									
189	MRPC								
190	DUES & MEMBERSHIPS	2,832	2,903	3,050	3,126	3,126	76	2.5%	
191	EXPENSES	2,832	2,903	3,050	3,126	3,126	76	2.5%	
192									

LINE #	ACCOUNT NAME	FY17 FINAL	FY18 FINAL	FY19 APPROVED	FY20 REQUESTED	FY20 RECOMMEND	\$ VARIANCE	% VARIANCE	NOTES
193	TOTAL MRPC	2,832	2,903	3,050	3,126	3,126	76	2.5%	
194									
195									
196	PLANNING BOARD								
197	SUPPORT STAFF (U)	22,833	22,191	22,635	23,088	23,088	453	2.0%	
198	LONGEVITY	0	0	0	0	0	0		
199	PERSONNEL	22,833	22,191	22,635	23,088	23,088	453	2.0%	
200							0		
201	PROFESSIONAL SERVICES	100	100	100	1,500	1,500	1,400	1400.0%	
202	COMMUNICATION	200	200	200			-200	-100.0%	
203	TRAVEL/MILAGE-IN STATE	100	100	100	100	100	0	0.0%	
204	DUES & MEMBERSHIPS	100	100	100	100	100	0	0.0%	
205	EXPENSES	500	500	500	1,700	1,700	1,200	240.0%	
206									
207	TOTAL PLANNING BOARD	23,333	22,691	23,135	24,788	24,788	1,653	7.1%	
208									
209									
210	ZONING BOARD								
211	OPER STAFF (U)	4,680	4,438	4,527	4,527	4,617	91	2.0%	
212	PERSONNEL	4,680	4,438	4,527	4,527	4,617	91	2.0%	
213									

LINE #	ACCOUNT NAME	FY17 FINAL	FY18 FINAL	FY19 APPROVED	FY20 REQUESTED	FY20 RECOMMEND	\$ VARIANCE	% VARIANCE	NOTES
214	<b>TOTAL ZONING BOARD</b>	<b>4,680</b>	<b>4,438</b>	<b>4,527</b>	<b>4,527</b>	<b>4,617</b>	91	2.0%	
215									
216									
217	<b>LAND USE ADMINISTRATOR</b>								
218	LAND USE ADMIN. (U)	26,281	45,602	51,118	45,045	45,045	-6,073	-11.9%	35 hours/wk.
219	AGRICULTURAL COMMISSION	0	2,662	2,662	0	0	-2,662	-100.0%	
220	LONGEVITY	600	800				0		
221	<b>PERSONNEL</b>	<b>26,881</b>	<b>49,064</b>	<b>53,780</b>	<b>45,045</b>	<b>45,045</b>	-8,735	-16.2%	
222							0		
223	PROFESSIONAL & TECH SERVS	2,500	2,500	3,300	3,300	3,300	0	0.0%	
224	OFFICE SUPPLIES	600	600	600	600	600	0	0.0%	
225	TRAVEL/MILEAGE-IN STATE	100	100	100	100	100	0	0.0%	
226	DUES & MEMBERSHIPS	100	100	100	450	450	350	350.0%	
227	<b>EXPENSES</b>	<b>3,300</b>	<b>3,300</b>	<b>4,100</b>	<b>4,450</b>	<b>4,450</b>	350	8.5%	
228							0		
229	<b>TOTAL LAND USE ADMIN.</b>	<b>30,181</b>	<b>52,364</b>	<b>57,880</b>	<b>49,495</b>	<b>49,495</b>	-8,385	-14.5%	
230									
231									
232	<b>FACILITIES MAINTENANCE</b>								
233	FACILITIES MAINT COORD (U)	58,116	54,435	56,940	58,079	58,079	1,139	2.0%	Cola
234	MAINT TECH (U)		29,018	31,029	31,650	31,650	621	2.0%	Cola

LINE #	ACCOUNT NAME	FY17 FINAL	FY18 FINAL	FY19 APPROVED	FY20 REQUESTED	FY20 RECOMMEND	\$ VARIANCE	% VARIANCE	NOTES
235	TEMP HELP (NU)	14,256	7,255	7,255	7,400	7,400	145	2.0%	Cola
236	PT CLEANER (NU)	0	0	0	19,760	19,760	19,760		Changed from contract cleaner to part-time employee
237	CLOTHING		0	500	500	500	0	0.0%	
238	AUTO ALLOWANCE		6,000	6,000	6,000	6,000	0	0.0%	
239	LONGEVITY	800	600	800	1,400	1,400	600	75.0%	
240	PERSONNEL	73,172	97,308	102,524	124,788	124,788	22,264	21.7%	
241									
	12 DUDLEY ROAD								
	ELECTRICITY		0	0	42,000	42,000	42,000		
	GAS		0	0	13,000	13,000	13,000		
	WATER		0	0	1,900	1,900	1,900		
	FIRE ALARM AND EXTING.		0	0	2,700	2,700	2,700		
	ALARM MONITORING		0	0	1,750	1,750	1,750		
	HVAC		0	0	750	750	750		
	PEST CONTROL		0	0	2,400	2,400	2,400		
	LANDSCAPING/FERTIL.		0	0	17,000	17,000	17,000		
	MISC. SUPPLIES AND EXP.		0	0	7,500	7,500	7,500		
	SUB-TOTAL		0	0	89,000	89,000	89,000		
	272 MAIN STREET								
	ELECTRICITY		0	0	15,000	15,000	15,000		

LINE #	ACCOUNT NAME	FY17 FINAL	FY18 FINAL	FY19 APPROVED	FY20 REQUESTED	FY20 RECOMMEND	\$ VARIANCE	% VARIANCE	NOTES
	GAS		0	0	15,000	15,000	15,000		
	WATER		0	0	1,100	1,100	1,100		
	FIRE ALARM AND EXTING.		0	0	2,700	2,700	2,700		
	HVAC		0	0	750	750	750		
	PEST CONTROL		0	0	1,000	1,000	1,000		
	LANDSCAPING/FERTIL.		0	0	15,000	15,000	15,000		
	COMCAST/VERIZON		0	0	5,000	5,000	5,000		
	ELEVATOR CONTRACT		0	0	6,000	6,000	6,000		
	CUSTODIAL AND CLEANING		0	0	10,000	10,000	10,000		
	MISC SUPPLIES AND EXPENSE		0	0	10,500	10,500	10,500		
	<b>SUB-TOTAL</b>		<b>0</b>	<b>0</b>	<b>82,050</b>	<b>82,050</b>	<b>82,050</b>		
	<b>274-276 MAIN STREET</b>								
	ELECTRICITY		0	0	1,500	1,500	1,500		
	GAS		0	0	3,000	3,000	3,000		
	WATER		0	0	175	175	175		
	<b>SUB-TOTAL</b>		<b>0</b>	<b>0</b>	<b>4,675</b>	<b>4,675</b>	<b>4,675</b>		
	<b>13 ELM STREET</b>								
	FIRE ALARM AND EXTING.		0	0	200	200	200		
	HVAC		0	0	1,000	1,000	1,000		
	<b>SUB-TOTAL</b>		<b>0</b>	<b>0</b>	<b>1,200</b>	<b>1,200</b>	<b>1,200</b>		

LINE #	ACCOUNT NAME	FY17 FINAL	FY18 FINAL	FY19 APPROVED	FY20 REQUESTED	FY20 RECOMMEND	\$ VARIANCE	% VARIANCE	NOTES
242	ENERGY	80,000	70,000	75,000	0	0	-75,000	-100.0%	
243	UTILITY	3,700	3,700	3,700	0	0	-3,700	-100.0%	
244	REPAIR & MAINTAIN - BUILD	30,000	33,000	30,000	0	0	-30,000	-100.0%	
245	REPAIR & MAINTAIN – EQUIP.	4,000	4,000	4,000	0	0	-4,000	-100.0%	
246	PROFESSIONAL SERVICES	40,825	30,000	67,000	0	0	-67,000	-100.0%	
247	COMMUNICATIONS	1,500	1,500	1,900	0	0	-1,900	-100.0%	
248	BUILDING SUPPLIES	5,000	5,000	5,000	0	0	-5,000	-100.0%	
249	MILEAGE	500	500	500	0	0	-500	-100.0%	
250	GROUNDSKEEPING SUPPLIES	1,000	1,000	6,500	0	0	-6,500	-100.0%	
251	VEHICLE SUPPLIES	0	0	1,600	0	0	-1,600	-100.0%	
	<b>MEMORIAL HALL</b>								
253	REPAIRS & MAINT. EQUIP.	5,000	5,000	5,000	5,000	5,000	0	0.0%	
254	PROFESSIONAL SERVICE	200	200	200	200	200	0	0.0%	
255	COMMUNICATION	5,800	5,800	5,800	5,800	5,800	0	0.0%	
256	OFFICE SUPPLIES	4,000	4,000	4,000	4,000	4,000	0	0.0%	
	<b>SUB-TOTAL</b>				<b>15,000</b>	<b>15,000</b>	<b>15,000</b>		
	<b>W. TOWNS. READING ROOM</b>								
257	WTRR ENERGY	1,869	1,869	1,869	1,672	1,672	-197	-10.5%	
258	WTRR WATER	150	150	150	150	150	0	0.0%	
259	WTRR REPAIR & MAINT BUILD	350	350	350	350	350	0	0.0%	

Special and Annual Town Meeting Warrants

May 7, 2019

LINE #	ACCOUNT NAME	FY17 FINAL	FY18 FINAL	FY19 APPROVED	FY20 REQUESTED	FY20 RECOMMEND	\$ VARIANCE	% VARIANCE	NOTES
260	WTRR COMMUNICATION	100	100	100	100	100	0	0.0%	
261	WTRR OTHER SERVICES	125	125	125	125	125	0	0.0%	
262	WTRR OFFICE SUPPLIES	206	206	206	206	206	0	0.0%	
263	WTRR GROUNDS SUPPLIES	100	100	100	100	100	0	0.0%	
	<b>SUB-TOTAL</b>			<b>2,900</b>	<b>2,703</b>	<b>2,703</b>	<b>-197</b>		
264	<b>EXPENSES</b>	<b>185,625</b>	<b>376,400</b>	<b>213,100</b>	<b>194,628</b>	<b>194,628</b>	<b>-18,472</b>	<b>-8.7%</b>	
265									
266	<b>TOT. FACIL. MAINTENANCE</b>	<b>258,797</b>	<b>473,708</b>	<b>315,624</b>	<b>319,416</b>	<b>319,416</b>	<b>3,792</b>	<b>1.2%</b>	
267									
268									
269	<b>*TOT. GEN. GOVERNMENT</b>	<b>1,272,806</b>	<b>1,626,220</b>	<b>1,569,932</b>	<b>1,687,182</b>	<b>1,686,600</b>	<b>111,668</b>	<b>1%</b>	
270									
271									
272	<b>PUBLIC SAFETY</b>								
273									
274	<b>POLICE DEPARTMENT</b>								
275	POLICE CHIEF (NU)	130,000	130,000	131,250	131,250	131,250	0	0.0%	All inclusive
276	DEPUTY POLICE CHIEF (NU)	0	0	120,253	128,000	128,000	7,747	6.4%	All inclusive
277	LIEUTENANT (U)	117,935	117,935	115,125	117,750	117,750	2,625	2.3%	All inclusive
278	OPERATING STAFF (U)	695,422	743,801	627,570	660,622	673,834	46,264	7.4%	Cola
279	SUPPORT STAFF (NU)	39,288	40,215	40,527	69,874	71,271	30,744	75.9%	Cola. Now includes communications salary

LINE #	ACCOUNT NAME	FY17 FINAL	FY18 FINAL	FY19 APPROVED	FY20 REQUESTED	FY20 RECOMMEND	\$ VARIANCE	% VARIANCE	NOTES
280	RESERVE OFFICERS (NU)	10,365	10,625	14,200	23,213	23,213	9,013	63.5%	
281	TRAINING	35,000	35,000	35,000	35,000	35,000	0	0.0%	
282	OVERTIME	111,937	112,000	112,000	120,000	120,000	8,000	7.1%	
283	HOLIDAY	46,303	46,303	39,505	41,000	41,820	2,315	5.9%	
284	LONGEVITY	8,000	8,750	7,250	10,300	10,300	3,050	42.1%	
285	EDUCATION CERT. (QUINN)	98,963	89,270	70,111	80,210	80,210	10,099	14.4%	
286	UNIFORM ALLOWANCE	18,400	21,150	19,900	17,700	17,700	-2,200	-11.1%	
287	<b>PERSONNEL</b>	<b>1,311,613</b>	<b>1,355,049</b>	<b>1,332,691</b>	<b>1,434,919</b>	<b>1,450,349</b>	117,658	8.8%	
288									
289	ENERGY	23,500	23,500	23,500	22,500	22,500	-1,000	-4.3%	
290	WATER	1,090	1,177	1,300	1,400	1,400	100	7.7%	
291	REPAIR & MAINT BUILDING	12,000	12,000	15,000	15,000	15,000	0	0.0%	
292	REPAIR & MAINT EQUIPMENT	28,750	28,750	35,262	36,000	36,000	738	2.1%	
293	EQUIPMENT RENTAL	375	375	375	375	375	0	0.0%	
294	PROFESSIONAL SERVICES	2,000	6,500	6,500	7,000	7,000	500	7.7%	
295	COMMUNICATION	3,000	12,000	12,000	11,000	11,000	-1,000	-8.3%	
296	OTHER SERVICES	1,000	1,000	1,200	1,200	1,200	0	0.0%	
297	OTHER SERVICES- PRISONERS				500	500	500		
298	OFFICE SUPPLIES	5,500	5,500	5,500	4,500	4,500	-1,000	-18.2%	
299	VEHICULAR SUPPLIES	26,935	26,935	27,000	30,250	30,250	3,250	12.0%	
300	OTHER SUPPLIES	4,809	4,809	4,800	4,500	4,500	-300	-6.3%	



LINE #	ACCOUNT NAME	FY17 FINAL	FY18 FINAL	FY19 APPROVED	FY20 REQUESTED	FY20 RECOMMEND	\$ VARIANCE	% VARIANCE	NOTES
301	TRAVEL/MILEAGE-IN STATE	231	231	231	250	250	19	8.2%	
302	DUES & MEMBERSHIPS	10,000	14,000	14,000	15,000	15,000	1,000	7.1%	
303	OTHER CHARGES - TRAINING	19,536	19,536	20,000	23,000	23,000	3,000	15.0%	
304	EQUIPMENT	31,000	38,000	45,000	60,000	60,000	15,000	33.3%	Year 2 lease on 3 cruisers
305	REPLACE EQUIPMENT	0	0	0	0	0	0		
306	<b>EXPENSES</b>	<b>169,726</b>	<b>194,313</b>	<b>211,668</b>	<b>232,475</b>	232,475	20,807	9.8%	
307									
308	<b>TOTAL POLICE</b>	<b>1,481,339</b>	<b>1,549,362</b>	<b>1,544,359</b>	<b>1,667,394</b>	<b>1,682,824</b>	<b>138,465</b>	<b>9.0%</b>	
309									
310									
311	<b>FIRE/EMS DEPARTMENT</b>								
312	FIRE CHIEF/EMS DIRECT(NU)	88,854	108,000	120,500	127,500	127,500	7,000	5.8%	Contractual
313	OPERATIONS STAFF CAPT. (U)	57,962	57,961	57,961	78,944	78,944	20,983	36.2%	
314	OPERATIONS STAFF LIEUT. (U)	52,408	52,408	52,408	71,896	71,896	19,488	37.2%	
315	OPER. EMS COORD. CAPT (U)	60,898	60,898	60,898	86,825	86,825	25,927	42.6%	
316	FF PARAMEDICS. (U)				185,393	185,393	185,393		3 new fulltime FF Paramedics
317	OPERATION STAFF (NU)	324,448	350,000	400,000	230,300	234,906	-165,094	-41.3%	Reduction in per diem shifts
318	MECHANIC (NU)	7,175	7,175	7,175	7,175	7,319	144	2.0%	
319	ON CALL FIRE (NU)	77,970	77,970	77,970	77,970	79,529	1,559	2.0%	
320	ON CALL BLS EMT (NU)	52,352	52,352	52,352	52,352	53,399	1,047	2.0%	
321	OVERTIME OPER. STAFF	27,106	27,106	27,106	27,106	27,106	0	0.0%	

LINE #	ACCOUNT NAME	FY17 FINAL	FY18 FINAL	FY19 APPROVED	FY20 REQUESTED	FY20 RECOMMEND	\$ VARIANCE	% VARIANCE	NOTES
322	OVERTIME CALL EMT	1,076	1,076	1,076	1,076	1,076	0	0.0%	
323	OVERTIME ON-CALL FF	2,154	2,154	2,154	2,154	2,154	0	0.0%	
324	OVERTIME EMS OPER. STAFF	8,405	8,405	8,405	8,405	8,405	0	0.0%	
325	LONGEVITY	3,750	3,750	3,750	4,500	4,500	750	20.0%	
326	EMT STANDBY PAY	0	0	13,325	11,000	11,000	-2,325	-17.4%	
327	CERTIFICATION AND TRAIN		3,034	3,034	3,034	3,034	0	0.0%	
328	ON CALL EMS	26,650	26,650	26,650	13,250	13,250	-13,400	-50.3%	
329	VACATION BB				4,904	4,904			
330	UNIFORM ALLOWANCE	0	2,500	0	0	0	0		
331	VACATION REPLACEMENT	0	0	0	9,450	9,450	9,450		
332	<b>PERSONNEL</b>	<b>791,208</b>	<b>841,439</b>	<b>914,764</b>	<b>1,003,234</b>	<b>1,010,590</b>	<b>95,826</b>	10.5%	
333									
334									
335	ENERGY	38,000	30,000	38,000	38,000	38,000	0	0.0%	
336	WATER	1,250	1,250	1,250	1,250	1,250	0	0.0%	
337	REPAIR & MAINT BUILDING				14,000	14,000	14,000		
338	REPAIR & MAINT EQUIPMENT	22,000	22,000	22,000	22,000	22,000	0	0.0%	
339	REP & MAINT EQUIP VEHIC	11,000	11,000	11,000	11,000	11,000	0	0.0%	
340	PROFESSIONAL SERVICES	6,776	6,776	6,776	6,776	6,776	0	0.0%	
341	PROF & TECH SRVS- EMS BILLS	14,684	18,000	18,000	18,000	18,000	0	0.0%	
342	PROF & TECH - TRAINING	13,240	13,240	16,240	16,240	16,240	0	0.0%	

LINE #	ACCOUNT NAME	FY17 FINAL	FY18 FINAL	FY19 APPROVED	FY20 REQUESTED	FY20 RECOMMEND	\$ VARIANCE	% VARIANCE	NOTES
343	COMMUNICATION	10,000	10,000	10,000	10,000	10,000	0	0.0%	
344	OTHER SERVICES	500	500	500	500	500	0	0.0%	
345	OTHER SERVICES - EMS	2,500	8,000	8,000	8,000	8,000	0	0.0%	
346	HAZARD WASTE COLLECTION	4,457	4,457	4,457	4,457	4,457	0	0.0%	
347	OFFICE SUPPLIES	1,700	1,700	1,700	1,700	1,700	0	0.0%	
348	BUILDING SUPPLIES	800	800	10,800	800	800	-10,000	-92.6%	
349	EQUIPMENT MAINT SUPPLIES	100	100	100	100	100	0	0.0%	
350	CUSTODIAL SUPPLIES	2,100	2,100	2,100	2,100	2,100	0	0.0%	
351	VEHICULAR SUPPLIES	20,000	20,000	20,000	20,000	20,000	0	0.0%	
352	MEDICAL SUPPLIES	22,000	25,000	25,000	25,000	25,000	0	0.0%	
353	OTHER SUPPLIES	3,000	3,000	3,000	3,000	3,000	0	0.0%	
354	TRAVEL, MILEAGE IN STATE	300	300	300	300	300	0	0.0%	
355	DUES & MEMBERSHIPS	1,000	1,000	1,000	1,000	1,000	0	0.0%	
356	DUES & MEMBERSHIPS EMS	2,300	2,300	2,300	2,300	2,300	0	0.0%	
357	OTHER CHARGES	1,000	1,000	1,000	1,000	1,000	0	0.0%	
358	NEW EQUIPMENT	15,000	15,000	15,000	15,000	15,000	0	0.0%	
359	COMPUTER/MDT			0	0	0	0		
360	REPLACE EQUIPMENT	15,000	15,000	15,000	15,000	15,000	0	0.0%	
361	SUPPLIES – TRAIN./UNIF.	800	800	800	800	800	0	0.0%	
362	UNIFORM ALLOWANCE-FIRE	3,300	3,300	3,300	3,300	3,300	0	0.0%	
363	UNIFORM ALLOWANCE-EMS	2,700	2,700	2,700	2,700	2,700	0	0.0%	

LINE #	ACCOUNT NAME	FY17 FINAL	FY18 FINAL	FY19 APPROVED	FY20 REQUESTED	FY20 RECOMMEND	\$ VARIANCE	% VARIANCE	NOTES
364	UNIFORM-ON CALL	4,100	4,100	4,100	4,100	4,100	0	0.0%	
365	UNIFORM ALLOWANCE-CHIEF			2,500	0	0	0		
366	<b>EXPENSES</b>	<b>219,607</b>	<b>223,423</b>	<b>244,423</b>	<b>248,423</b>	<b>248,423</b>	<b>4,000</b>	1.6%	
367									
368	<b>TOTAL FIRE/EMS DEPT</b>	<b>1,010,815</b>	<b>1,064,862</b>	<b>1,159,187</b>	<b>1,251,657</b>	<b>1,251,657</b>	<b>92,470</b>	8.0%	
369									
370									
371	<b>COMM. CENTER</b>								
374	TEMPORARY HELP (NU)	19,726	40,560	36,144	0	0	-36,144	-100.0%	
379	<b>PERSONNEL</b>	<b>331,965</b>	<b>43,200</b>	<b>36,144</b>	<b>0</b>	<b>0</b>	-36,144	-100.0%	Salary now carried in Police Budget
380							0		
381	REPAIR & MAINT EQUIPMENT	39,400	39,400	39,400	39,400	39,400	0	0.0%	
382	PROF & TECH SERVICES	5,750	20,000	20,000	20,000	20,000	0	0.0%	
383	COMMUNICATION	10,000	10,000	10,000	10,000	10,000	0	0.0%	
384	OTHER SERVICES-REGIONAL	1,000	157,000	175,000	165,500	165,500	-9,500	-5.4%	Actual Assessment with credit of \$24500 applied
385	OFFICE SUPPLIES	500	0	0	0	0	0		
386	OTHER SUPPLIES	100	0	0	0	0	0		
387	TRAVEL MILEAGE - IN STATE	300	0	0	0	0	0		
388	<b>EXPENSES</b>	<b>57,050</b>	<b>226,400</b>	<b>244,400</b>	<b>234,900</b>	<b>234,900</b>	-9,500	-3.9%	
389									
390	<b>TOTAL COMM. CENTER</b>	<b>389,015</b>	<b>269,600</b>	<b>280,544</b>	<b>234,900</b>	<b>234,900</b>	-45,644	-16.3%	

LINE #	ACCOUNT NAME	FY17 FINAL	FY18 FINAL	FY19 APPROVED	FY20 REQUESTED	FY20 RECOMMEND	\$ VARIANCE	% VARIANCE	NOTES
391									
392									
393	<b>BUILDING INSPECTOR</b>								
394	BUILDING COMMISSIONER (U)	70,538	74,391	76,882	80,342	78,420	1,538	2.0%	Cola
395	ALTERNATE BLDG INSP	800	800	600	1,500	1,500	900	150.0%	
396	SUPPORT STAFF (NU)	28,135	33,278	33,944	35,471	34,622	679	2.0%	Cola
397	LONGEVITY	1,500	1,500	2,100	2,600	2,600	500	23.8%	
398	TRAVEL	6,000	6,000	6,000	6,000	6,000	0	0.0%	
399	STIPEND CERTIFICATION	0	0	0	0	0	0		
400	UNIFORM ALLOWANCE	485	600	600	600	600	0	0.0%	
401	<b>PERSONNEL</b>	<b>107,458</b>	<b>116,569</b>	<b>120,126</b>	<b>126,513</b>	<b>123,742</b>	3,617	3.0%	
402									
403	PROFESSIONAL SERVICES	1,500	1,500	1,500	1,500	1,500	0	0.0%	
404	COMMUNICATIONS	500	500	500	750	750	250	50.0%	
405	OFFICE SUPPLIES	1,200	1,200	800	800	800	0	0.0%	
406	CODE BOOKS				400	400	400		
407	DUES & MEMBERSHIPS	250	250	250	250	250	0	0.0%	
408	<b>EXPENSES</b>	<b>3,450</b>	<b>3,450</b>	<b>3,050</b>	<b>3,700</b>	<b>3,700</b>	650	21.3%	
409									
410	<b>TOT. BUILDING INSPECTOR</b>	<b>110,908</b>	<b>120,019</b>	<b>123,176</b>	<b>130,213</b>	<b>127,442</b>	4,267	3.5%	
411									

LINE #	ACCOUNT NAME	FY17 FINAL	FY18 FINAL	FY19 APPROVED	FY20 REQUESTED	FY20 RECOMMEND	\$ VARIANCE	% VARIANCE	NOTES
412									
413	<b>GAS INSPECTOR</b>								
414	ALTERNATE GAS INSPECTOR	107	109	114	117	117	2	2.0%	Cola
415	GAS INSPECTOR (NU)	5,426	5,562	5,815	5,931	5,931	116	2.0%	Cola
416	<b>PERSONNEL</b>	<b>5,533</b>	<b>5,671</b>	<b>5,929</b>	<b>6,048</b>	<b>6,048</b>	119	2.0%	
417									
418	<b>TOTAL GAS INSPECTOR</b>	<b>5,533</b>	<b>5,671</b>	<b>5,929</b>	<b>6,048</b>	<b>6,048</b>	119	2.0%	
419									
420									
421	<b>PLUMBING INSPECTOR</b>								
422	ALTERNATE PLUMB. INSPECT	107	110	115	117	117	2	2.0%	Cola
423	PLUMBING INSPECTOR (NU)	7,736	7,929	8,290	8,456	8,456	166	2.0%	Cola
424	<b>PERSONNEL</b>	<b>7,842</b>	<b>8,039</b>	<b>8,405</b>	<b>8,573</b>	<b>8,573</b>	168	2.0%	
425							0		
426	PROFESSIONAL & TECHNICAL	230	230	230	230	230	0	0.0%	
427	OTHER SUPPLIES	150	150	150	150	150	0	0.0%	
428	TRAVEL MILEAGE IN-STATE	1,200	1,200	1,200	1,200	1,200	0	0.0%	
429	<b>EXPENSES</b>	<b>1,580</b>	<b>1,580</b>	<b>1,580</b>	<b>1,580</b>	<b>1,580</b>	0	0.0%	
430									
431	<b>TOTAL PLUMBING INSPECT.</b>	<b>9,422</b>	<b>9,619</b>	<b>9,985</b>	<b>10,153</b>	<b>10,153</b>	168	1.7%	
432									

LINE #	ACCOUNT NAME	FY17 FINAL	FY18 FINAL	FY19 APPROVED	FY20 REQUESTED	FY20 RECOMMEND	\$ VARIANCE	% VARIANCE	NOTES
433									
434	<b>SEALER OF WEIGHTS</b>								
435	S OF W&M STIPEND	4,244	4,350	4,548	4,639	4,639	91	2.0%	Cola
436	<b>PERSONNEL</b>	<b>4,244</b>	<b>4,350</b>	<b>4,548</b>	<b>4,639</b>	<b>4,639</b>	91	2.0%	
437							0		
438	OFFICE SUPPLIES	50	50	50	50	50	0	0.0%	
439	OTHER SUPPLIES	100	100	100	100	100	0	0.0%	
440	TRAVEL MILEAGE IN-STATE	52	52	52	52	52	0	0.0%	
441	<b>EXPENSES</b>	<b>202</b>	<b>202</b>	<b>202</b>	<b>202</b>	<b>202</b>	0	0.0%	
442									
443	<b>TOT. SEALER OF WEIGHTS</b>	<b>4,446</b>	<b>4,552</b>	<b>4,750</b>	<b>4,841</b>	<b>4,841</b>	91	1.9%	
444									
445									
446	<b>ELECTRICAL INSPECTOR</b>								
447	ALTERNATE INSPECTOR	171	176	184	188	188	4	2.0%	Cola
448	ELECTRICAL INSPECTOR (NU)	12,723	13,042	13,819	14,095	14,095	276	2.0%	Cola
449	<b>PERSONNEL</b>	<b>12,895</b>	<b>13,218</b>	<b>14,003</b>	<b>14,283</b>	<b>14,283</b>	280	2.0%	
450							0		
451	PROFESSIONAL & TECHNICAL	650	650	650	650	650	0	0.0%	
452	OTHER SUPPLIES	280	280	280	280	280	0	0.0%	
453	TRAVEL MILEAGE IN-STATE	1,200	1,200	1,200	1,200	1,200	0	0.0%	

LINE #	ACCOUNT NAME	FY17 FINAL	FY18 FINAL	FY19 APPROVED	FY20 REQUESTED	FY20 RECOMMEND	\$ VARIANCE	% VARIANCE	NOTES
454	EXPENSES	2,130	2,130	2,130	2,130	2,130	0	0.0%	
455									
456	TOTAL ELECTRICAL INSP.	15,025	15,348	16,133	16,413	16,413	280	1.7%	
457									
458									
459	ANIMAL INSPECTOR								
460	ANIMAL INSPECTOR	552	552	578	589	589	12	2.0%	Cola
461	EXPENSES	552	552	578	589	589	12	2.0%	
462									
463	TOTAL ANIMAL INSPECTOR	552	552	578	589	589	12	2.0%	
464									
465									
466	EMERGENCY MANAGMT.								
467	TEMA- DIRECTOR (NU)	0	2,000	2,091	2,133	2,133	42	2.0%	Cola
468	PERSONNEL	0	2,000	2,091	2,133	2,133	42	2.0%	
469							0		
470	REPAIR & MAINT – EQUIP.	691	691	691	691	691	0	0.0%	
471	OFFICE SUPPLIES	109	109	109	109	109	0	0.0%	
472	COMMUNICATIONS			800	800	800	0	0.0%	
473	OTHER TRAVEL AND TRAIN	200	200	1,500	1,500	1,500	0	0.0%	
474	EXPENSES	1,000	1,000	3,100	3,100	3,100	0	0.0%	



LINE #	ACCOUNT NAME	FY17 FINAL	FY18 FINAL	FY19 APPROVED	FY20 REQUESTED	FY20 RECOMMEND	\$ VARIANCE	% VARIANCE	NOTES
475									
476	<b>TOTAL EMERGENCY MANG.</b>	<b>1,000</b>	<b>3,000</b>	<b>5,191</b>	<b>5,233</b>	<b>5,233</b>	42	0.8%	
477									
478									
479	<b>ANIMAL CONTROL</b>								
480	ANIMAL CONT. OFFICER (NU)	17,661	18,102	18,926	19,304	19,304	379	2.0%	Cola
481	<b>PERSONNEL</b>	<b>17,661</b>	<b>18,102</b>	<b>18,926</b>	<b>19,304</b>	<b>19,304</b>	379	2.0%	
482							0		
483	PROFESSIONAL SERVICE	5,000	5,000	5,000	5,000	5,000	0	0.0%	
484	<b>EXPENSES</b>	<b>5,000</b>	<b>5,000</b>	<b>5,000</b>	<b>5,000</b>	<b>5,000</b>	0	0.0%	
485									
486	<b>TOTAL ANIMAL CONTROL</b>	<b>22,661</b>	<b>23,102</b>	<b>23,926</b>	<b>24,304</b>	<b>24,304</b>	379	1.6%	
487									
488									
489	<b>TREE WARDEN</b>								
490	TREE WARDEN (NU)	10,670	10,937	11,435	11,663	11,663	229	2.0%	Cola
491	<b>PERSONNEL</b>	<b>10,670</b>	<b>10,937</b>	<b>11,435</b>	<b>11,663</b>	<b>11,663</b>	229	2.0%	
492							0		
493	EQUIPMENT RENTAL	9,374	9,374	9,374	9,374	9,374	0	0.0%	
494	OTHER PURCHASED SERVICE	1,200	1,200	1,200	1,200	1,200	0	0.0%	
495	TRAVEL MILEAGE - IN STATE	300	300	300	300	300	0	0.0%	

LINE #	ACCOUNT NAME	FY17 FINAL	FY18 FINAL	FY19 APPROVED	FY20 REQUESTED	FY20 RECOMMEND	\$ VARIANCE	% VARIANCE	NOTES
496	DUES AND MEMBERSHIPS	450	450	450	450	450	0	0.0%	
497	EXPENSES	11,324	11,324	11,324	11,324	11,324	0	0.0%	
498									
499	TOTAL TREE WARDEN	21,994	22,261	22,759	22,987	22,987	229	1.0%	
500									
501									
502	BURIAL AGENT								
503	BURIAL AGENT	136	136	136	136	139	3	2.0%	Cola
504	PERSONNEL	136	136	136	136	139	3	2.0%	
505									
506	TOTAL BURIAL AGENT	136	136	136	136	139	3	2.0%	
507									
508									
509	PARKING CLERK								
510	PARKING CLERK	59	59	62	62	63	2	2.0%	Cola
511	PERSONNEL	59	59	62	62	63	2	2.0%	
512									
513	TOTAL PARKING CLERK	59	59	62	62	63	2	2.0%	
514									
515	*TOTAL PUBLIC SAFETY	3,072,905	3,088,144	3,196,713	3,374,930	3,387,593	190,880	6.0%	
516									
517	EDUCATION								

LINE #	ACCOUNT NAME	FY17 FINAL	FY18 FINAL	FY19 APPROVED	FY20 REQUESTED	FY20 RECOMMEND	\$ VARIANCE	% VARIANCE	NOTES
518	N.M.R.S.D. ASSESSMENT	9,573,154	10,054,620	10,550,000	10,951,023	10,951,023	401,023	3.80%	
519	N.M.R.S.D.DEBT	286,328	828,717	1,087,878	1,453,269	1,453,269	365,391	33.6%	
520	N.V.T.H.S. ASSESSMENT	984,645	1,059,134	921,300	921,300	921,300	0	0.0%	
521	N.V.T.H.S. DEBT	91,158	93,860	76,334	76,334	76,334	0	0.0%	
522	EXPENSES	10,935,285	12,036,331	12,635,512	13,401,926	13,401,926	766,414	6.1%	
523									
524	* TOTAL EDUCATION	10,935,285	12,036,331	12,635,512	13,401,926	13,401,926	766,414	6.1%	
525									
526	STREETS AND HIGHWAYS								
527									
528	HIGHWAY DEPARTMENT								
529	HWY SUPERINTENDENT. (U)	82,513	84,575	70,964	72,383	72,738	1,774	2.0%	Cola
530	OPERATIONS STAFF (U)	275,180	250,449	278,248	285,347	292,481	14,233	5.1%	Colas and Upgrade 1 Operator to Foreman
531	OVERTIME	0	0	6,705	7,815	7,815	1,110	16.6%	
532	TEMP HELP (NU)	0	9,920	0	0	0	0		
533	SUPPORT STAFF	8,493		16,893	27,154	17,231	338	2.0%	Cola
534	LONGEVITY	5,400	5,600	5,100	5,100	5,100	0	0.0%	
535	CERTIFICATION	3,000	3,000	2,500	2,500	2,500	0	0.0%	
536	UNIFORM ALLOWANCE	6,900	6,900	6,000	7,000	7,000	1,000	16.7%	
537	PERSONNEL	381,486	360,444	386,410	407,299	404,865	18,455	4.8%	
538									
539									

LINE #	ACCOUNT NAME	FY17 FINAL	FY18 FINAL	FY19 APPROVED	FY20 REQUESTED	FY20 RECOMMEND	\$ VARIANCE	% VARIANCE	NOTES
540	ENERGY	13,680	13,680	13,680	15,000	15,000	1,320	9.6%	
541	WATER	200	200	200	200	200	0	0.0%	
542	REPAIR & MAINT BUILDING	1,000	1,000	1,000	1,000	1,000	0	0.0%	
543	REPAIR & MAINT EQUIPMENT	15,000	15,000	15,000	15,000	15,000	0	0.0%	
544	EQUIPMENT RENTAL	1,500	1,500	1,500	1,500	1,500	0	0.0%	
545	PROFESSIONAL SERVICES	1,500	1,500	1,500	3,500	3,500	2,000	133.3%	Vehicle Inspections, Fire Alarm, Backflow testing
546	COMMUNICATION	3,000	3,000	3,000	3,000	3,000	0	0.0%	
547	OTHER SERVICES	1,000	1,000	1,000	1,000	1,000	0	0.0%	
548	OFFICE SUPPLIES	1,000	1,000	1,000	1,000	1,000	0	0.0%	
549	BUILDING SUPPLIES	2,000	2,000	2,000	2,000	2,000	0	0.0%	
550	VEHICULAR SUPPLIES	41,000	41,000	35,000	35,000	35,000	0	0.0%	
551	PUBLIC WORKS SUPPLIES	40,000	30,000	30,000	30,000	30,000	0	0.0%	
552	OTHER SUPPLIES	3,000	3,000	3,000	3,000	3,000	0	0.0%	
553	DUES & MEMBERSHIPS	300	300	300	300	300	0	0.0%	
554	NEW EQUIPMENT	2,000	2,000	2,000	2,000	2,000	0	0.0%	
555	REPLACE EQUIPMENT	1,500	1,500	1,500	1,500	1,500	0	0.0%	
556	LINE PAINTING					0	0		
557	EXPENSES	127,680	117,680	111,680	115,000	115,000	3,320	3.0%	
558									
559	TOTAL HIGHWAY	509,166	478,124	498,090	522,299	519,865	21,775	4.4%	
560									
561									

LINE #	ACCOUNT NAME	FY17 FINAL	FY18 FINAL	FY19 APPROVED	FY20 REQUESTED	FY20 RECOMMEND	\$ VARIANCE	% VARIANCE	NOTES
562	<b>SNOW AND ICE</b>								
563	TEMPORARY HELP	2,000	2,000	2,000	5,000	5,000	3,000	150.0%	
564	WINTER OPERATION STIPEND			6,000	6,000	6,000	0	0.0%	
565	OVERTIME	25,000	25,000	25,000	25,000	25,000	0	0.0%	
566	<b>PERSONNEL</b>	<b>27,000</b>	<b>27,000</b>	<b>33,000</b>	<b>36,000</b>	<b>36,000</b>	3,000	9.1%	
567							0		
568	EQUIP. REPAIR AND MAINT	22,000	27,000	27,000	27,000	27,000	0	0.0%	
569	EQUIPMENT RENTAL	25,000	35,000	35,000	35,000	35,000	0	0.0%	
570	VEHICULAR SUPPLIES	29,000	39,000	39,000	39,000	39,000	0	0.0%	
571	SALT	70,000	70,000	70,000	70,000	70,000	0	0.0%	
572	SAND		0	0	0	0	0		
573	REPLACE EQUIPMENT	2,000	2,000	2,000	2,000	2,000	0	0.0%	
574	<b>EXPENSES</b>	<b>148,000</b>	<b>173,000</b>	<b>173,000</b>	<b>173,000</b>	<b>173,000</b>	0	0.0%	
575									
576	<b>TOTAL SNOW AND ICE</b>	<b>175,000</b>	<b>200,000</b>	<b>206,000</b>	<b>209,000</b>	<b>209,000</b>	<b>3,000</b>	<b>1.5%</b>	
577									
578									
579	<b>STREETLIGHTS</b>						0		
580	ENERGY - STREET LIGHTS	17,500	17,500	17,500	17,500	17,500	0	0.0%	
581	<b>EXPENSES</b>	<b>17,500</b>	<b>17,500</b>	<b>17,500</b>	<b>17,500</b>	<b>17,500</b>	0	0.0%	
582									
583	<b>TOTAL STREETLIGHTS</b>	<b>17,500</b>	<b>17,500</b>	<b>17,500</b>	<b>17,500</b>	<b>17,500</b>	<b>0</b>	<b>0.0%</b>	
584									

LINE #	ACCOUNT NAME	FY17 FINAL	FY18 FINAL	FY19 APPROVED	FY20 REQUESTED	FY20 RECOMMEND	\$ VARIANCE	% VARIANCE	NOTES
585	<b>*TOT. STREETS AND HWYS.</b>	<b>701,666</b>	<b>695,624</b>	<b>721,590</b>	<b>748,799</b>	<b>746,365</b>	<b>24,775</b>	<b>3.4%</b>	
586									
587	<b>SOLID WASTE SERVICES</b>								
588									
589	<b>LANDFILL</b>								
590	ENERGY	2,500	2,500	2,500	3,000	3,000	500	20.0%	
591	REPAIR & MAINT. BUILD	2,500	2,500	2,500	3,000	3,000	500	20.0%	
592	PROFESSIONAL SERVICES	9,100	9,100	9,100	8,200	8,200	-900	-9.9%	
593	COMMUNICATIONS	300	300	300	200	200	-100	-33.3%	
594	CURBSIDE PICKUP & TRANS.	636,290	654,884	654,884	687,000	687,000	32,116	4.9%	Contractual
595	N. CENT REG SOLID WASTE	5,198	0	0	0	0	0		
596	<b>EXPENSES</b>	<b>655,888</b>	<b>669,284</b>	<b>669,284</b>	<b>701,400</b>	<b>701,400</b>	<b>32,116</b>	<b>4.8%</b>	
597									
598	<b>TOTAL LANDFILL</b>	<b>655,888</b>	<b>669,284</b>	<b>669,284</b>	<b>701,400</b>	<b>701,400</b>	<b>32,116</b>	<b>4.8%</b>	
599									
600	<b>*TOT. SOLID WASTE SERVS.</b>	<b>655,888</b>	<b>669,284</b>	<b>669,284</b>	<b>701,400</b>	<b>701,400</b>	<b>32,116</b>	<b>4.8%</b>	
601									
602	<b>HUMAN SERVICES</b>								
603									
604	<b>CEMETERY AND PARKS</b>								
605	SUPERINTENDENT (U)	52,206	54,560	56,940	61,000	61,000	4,060	7.1%	Subject to union negotiations.

LINE #	ACCOUNT NAME	FY17 FINAL	FY18 FINAL	FY19 APPROVED	FY20 REQUESTED	FY20 RECOMMEND	\$ VARIANCE	% VARIANCE	NOTES
606	OPERATIONS FOREMAN (NU)	30,919	31,692	33,157	37,249	37,249	4,092	12.3%	
607	SUPPORT STAFF (NU)	8,381	8,593	8,984	9,237	9,237	253	2.8%	
608	TEMPORARY HELP (NU)	22,445	23,006	23,466	21,790	21,790	-1,676	-7.1%	
609	LONGEVITY	600	600	800	800	800	0	0.0%	
610	UNIFORM ALLOWANCE	40	600	600	600	600	0	0.0%	
611	<b>PERSONNEL</b>	<b>114,591</b>	<b>119,051</b>	<b>123,947</b>	<b>130,676</b>	<b>130,676</b>	<b>6,729</b>	<b>5.4%</b>	
612									
613	ENERGY	3,525	3,525	3,525	3,525	3,525	0	0.0%	
614	WATER	300	300	300	300	300	0	0.0%	
615	REPAIR & MAINTAIN BUILD	500	500	500	500	500	0	0.0%	
616	REPAIR & MAINT EQUIPMENT	350	350	350	1,000	1,000	650	185.7%	
617	EQUIPMENT RENTAL	1,300	1,300	1,300	1,300	1,300	0	0.0%	
618	COMMUNICATION	300	300	300	300	300	0	0.0%	
619	OFFICE SUPPLIES	46	46	46	46	46	0	0.0%	
620	BUILDING MAINT SUPPLIES	100	100	100	100	100	0	0.0%	
621	GROUNDSKEEPING SUPPLIES	1,100	1,100	1,100	1,100	1,100	0	0.0%	
622	VEHICULAR SUPPLIES	1,700	1,700	1,700	2,000	2,000	300	17.6%	
623	NEW EQUIPMENT	500	500	500	500	500	0	0.0%	
624	CEMETERY IMPROV. FUND	0	0	0	0	0	0		
625	<b>EXPENSES</b>	<b>9,721</b>	<b>9,721</b>	<b>9,721</b>	<b>10,671</b>	<b>10,671</b>	<b>950</b>	<b>9.8%</b>	
626									

LINE #	ACCOUNT NAME	FY17 FINAL	FY18 FINAL	FY19 APPROVED	FY20 REQUESTED	FY20 RECOMMEND	\$ VARIANCE	% VARIANCE	NOTES
627	<b>TOTAL CEM. AND PARKS</b>	<b>124,312</b>	<b>128,772</b>	<b>133,668</b>	<b>141,347</b>	<b>141,347</b>	7,679	5.7%	
628									
629	<b>HOUSING AUTHORITY</b>								<b>NEW BUDGET REQUEST</b>
630	SUPPORT STAFF (U)				4,620	4,620	4,620		5 hrs/week of admin time
631	<b>PERSONNEL</b>				<b>4,620</b>	<b>4,620</b>	<b>4,620</b>		
632									
633	PROF SERVICES				35,000	0	0		
634	TRAINING				1,000	1,000	1,000		
635	OFFICE AND GEN. SUPPLIES				1,400	1,400	1,400		
636	TRAVEL/MILEAGE IN-STATE				200	200	200		
637	<b>EXPENSES</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>37,600</b>	<b>2,600</b>	<b>2,600</b>		
638									
639	<b>TOTAL HOUSING AUTHOR.</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>42,220</b>	<b>7,220</b>	<b>7,220</b>		
640									
641	<b>BOARD OF HEALTH</b>								
642	SUPPORT STAFF (U)	36,488	38,148	39,913	40,711	40,711	798	2.0%	Cola
643	LONGEVITY	300	300	300	800	800	500	166.7%	
644	<b>PERSONNEL</b>	<b>36,788</b>	<b>38,448</b>	<b>40,213</b>	<b>41,511</b>	<b>41,511</b>	1,298	3.2%	
645									
646	PROF SERVICES	800	300	300	300	300	0		
647	COMMUNICATION	70	300	300	75	75	-225	-75.0%	
648	OFFICE SUPPLIES	275	350	350	350	350	0	0.0%	



LINE #	ACCOUNT NAME	FY17 FINAL	FY18 FINAL	FY19 APPROVED	FY20 REQUESTED	FY20 RECOMMEND	\$ VARIANCE	% VARIANCE	NOTES
649	TRAVEL/MILEAGE IN-STATE	305	300	300	575	575	275	91.7%	
650	DUES & MEMBERSHIPS	250	450	450	400	400	-50	-11.1%	
651	<b>EXPENSES</b>	<b>1,700</b>	<b>1,700</b>	<b>1,700</b>	<b>1,700</b>	<b>1,700</b>	0	0.0%	
652									
653	<b>TOTAL BOARD OF HEALTH</b>	<b>38,488</b>	<b>40,148</b>	<b>41,913</b>	<b>43,211</b>	<b>43,211</b>	1,298	3.1%	
654									
655									
656	<b>NASHOBA ASSOCIATED BOH</b>								
657	- NURSING CONTRACT	9,051	9,979	10,477	11,002	11,002	525	5.0%	
658	MONITOR ASSESSMENT	20,219	21,866	22,960	24,108	24,108	1,148	5.0%	
659	<b>EXPENSES</b>	<b>29,270</b>	<b>31,845</b>	<b>33,437</b>	<b>35,110</b>	<b>35,110</b>	1,673	5.0%	
660									
661	<b>TOTAL NASHOBA BOH</b>	<b>29,270</b>	<b>31,845</b>	<b>33,437</b>	<b>35,110</b>	<b>35,110</b>	1,673	5.0%	
662									
663									
664	<b>LANDFILL ENGINEERING</b>								
665	PROFESSIONAL SERVICES	20,400	20,400	17,500	16,500	16,500	-1,000	-5.7%	
666	<b>EXPENSES</b>	<b>20,400</b>	<b>20,400</b>	<b>17,500</b>	<b>16,500</b>	<b>16,500</b>	-1,000	-5.7%	
667									
668	<b>TOT. LANDFILL ENGINEER</b>	<b>20,400</b>	<b>20,400</b>	<b>17,500</b>	<b>16,500</b>	<b>16,500</b>	-1,000	-5.7%	
669									

LINE #	ACCOUNT NAME	FY17 FINAL	FY18 FINAL	FY19 APPROVED	FY20 REQUESTED	FY20 RECOMMEND	\$ VARIANCE	% VARIANCE	NOTES
670									
671	<b>COUNCIL ON AGING</b>								
672	DIRECTOR (U)	39,177	46,669	48,734	49,709	49,709	975	2.0%	Cola
673	OPERATIONS STAFF	42,706	50,698	55,002	61,576	62,808	7,806	14.2%	Cola. Increased Hours
674	<b>PERSONNEL</b>	<b>81,882</b>	<b>97,367</b>	<b>103,736</b>	<b>111,285</b>	<b>112,516</b>	8,781	8.5%	
675									
676	REPAIR & MAINT EQUIPMENT	695	695	695	695	695	0	0.0%	
677	EQUIPMENT PURCHASE				9,500	0	0		Warrant Article
678	PROFESSIONAL SERVICES	1,600	3,000	3,000	3,000	3,000	0	0.0%	
679	COMMUNICATIONS	1,300	1,600	1,600	1,600	1,600	0	0.0%	
680	OFFICE SUPPLIES	1,000	1,000	1,000	1,000	1,000	0	0.0%	
681	OTHER SUPPLIES	1,525	1,525	1,525	1,525	1,525	0	0.0%	
682	DUES & MEMBERSHIPS	500	500	500	500	500	0	0.0%	
683	<b>EXPENSES</b>	<b>6,620</b>	<b>8,320</b>	<b>8,320</b>	<b>17,820</b>	<b>8,320</b>	0	0.0%	
684									
685	<b>TOTAL COUNCIL ON AGING</b>	<b>88,502</b>	<b>105,687</b>	<b>112,056</b>	<b>129,105</b>	<b>120,836</b>	8,781	7.8%	
686									
687									
688	<b>VETERANS AGENT</b>								
689	VETERANS AGENT	5,395	5,530	5,782	5,898	5,898	116	2.0%	Cola
690	<b>PERSONNEL</b>	<b>5,395</b>	<b>5,530</b>	<b>5,782</b>	<b>5,898</b>	<b>5,898</b>	116	2.0%	
691									

LINE #	ACCOUNT NAME	FY17 FINAL	FY18 FINAL	FY19 APPROVED	FY20 REQUESTED	FY20 RECOMMEND	\$ VARIANCE	% VARIANCE	NOTES
692	OFFICE SUPPLIES	100	100	100	100	100	0	0.0%	
693	VETERAN BENEFITS	100,000	100,000	50,000	75,000	75,000	25,000	50.0%	
694	<b>EXPENSES</b>	<b>100,100</b>	<b>100,100</b>	<b>50,100</b>	<b>75,100</b>	<b>75,100</b>	25,000	49.9%	
695									
696	<b>TOTAL VETERANS AGENT</b>	<b>105,495</b>	<b>105,630</b>	<b>55,882</b>	<b>80,998</b>	<b>80,998</b>	25,116	44.9%	
697									
698	<b>*TOTAL HUMAN SERVICES</b>	<b>406,467</b>	<b>432,482</b>	<b>394,456</b>	<b>488,491</b>	<b>445,222</b>	<b>50,767</b>	<b>12.9%</b>	
699									
700	<b>CULTURE &amp; RECREATION</b>								
701									
702	<b>LIBRARY</b>								
703	LIBRARY DIRECTOR (NU)	55,478	56,865	63,642	72,910	72,910	9,268	14.6%	New Salary Per Vote of the Trustees
704	LIBRARY TECHS (NU)	152,900	171,798	188,907	205,318	209,424	20,517	10.9%	Colas and Increased Hours
705	LONGEVITY	2,100	2,400	2,400	2,400	2,400	0	0.0%	
706	<b>PERSONNEL</b>	<b>210,478</b>	<b>231,062</b>	<b>254,949</b>	<b>280,628</b>	<b>284,734</b>	29,785	11.7%	
707									
708									
709	REPAIR & MAINTAIN - EQUIP	500	500	2,500	2,500	2,500	0	0.0%	
710	COMMUNICATION	1,050	2,500	1,000	1,000	1,000	0	0.0%	
711	OTHER PURCHASED SERVICES	18,075	19,845	21,048	21,188	21,188	140	0.7%	
712	OFFICE SUPPLIES	2,000	2,000	2,000	3,000	3,000	1,000	50.0%	
713	CUSTODIAL SUPPLIES	100	100	100	100	100	0	0.0%	

Special and Annual Town Meeting Warrants  
May 7, 2019

LINE #	ACCOUNT NAME	FY17 FINAL	FY18 FINAL	FY19 APPROVED	FY20 REQUESTED	FY20 RECOMMEND	\$ VARIANCE	% VARIANCE	NOTES
714	OTHER SUPPL - BOOKS DVD	36,931	40,814	44,268	48,755	48,755	4,487	10.1%	
715	DUES & MEMBERSHIPS	1,752	500	500	500	500	0	0.0%	
716	OTHER CHARGES-MILEAGE		0	0	100	100	100		
717	EXPENSES	60,408	66,259	71,416	77,143	77,143	5,727	8.0%	
718									
719	TOTAL LIBRARY	270,886	297,321	326,365	357,771	361,877	35,512	10.9%	
720									
721									
722	RECREATION								
723	RECREATION DIRECTOR (U)	20,910	37,297	38,994	39,774	39,774	780	2.0%	Cola. Position funded via dept receipts in budget.
724	SUPPORT STAFF	0	0	0	0	0	0		Part-time staff funded via dept. receipts off budget
725	CLOTHING			600	600	600	0	0.0%	
726	LONGEVITY			500	500	500	0	0.0%	
727	PERSONNEL	20,910	37,297	40,094	40,874	40,874	780	1.9%	
728									
729	MISC. SUPPLIES AND SERV.			2,500	2,500	2,500	0	0.0%	
730	EXPENSES			2,500	2,500	2,500	0	0.0%	
731									
732									
733	TOTAL RECREATION	20,910	37,297	42,594	43,374	43,374	780	1.8%	

LINE #	ACCOUNT NAME	FY17 FINAL	FY18 FINAL	FY19 APPROVED	FY20 REQUESTED	FY20 RECOMMEND	\$ VARIANCE	% VARIANCE	NOTES
734							0		
735							0		
736	<b>MEMORIAL DAY AND BANDS</b>						0		
737	PROFESSIONAL SERVICES	1,500	1,500	1,500	1,500	1,500	0	0.0%	
738	BAND SERVICES	2,225	2,225	2,825	2,825	2,825	0	0.0%	
739	OTHER SUPPLIES	833	833	833	833	833	0	0.0%	
740	BAND CONCERTS	8,500	9,000	12,400	12,400	12,400	0	0.0%	
741	OTHER SUPPLIES	300	300	300	300	300	0	0.0%	
742	<b>EXPENSES</b>	<b>13,358</b>	<b>13,858</b>	<b>17,858</b>	<b>17,858</b>	<b>17,858</b>	0	0.0%	
743							0		
744	<b>TOTAL MEM. DAY &amp; BANDS</b>	<b>13,358</b>	<b>13,858</b>	<b>17,858</b>	<b>17,858</b>	<b>17,858</b>	0	0.0%	
745									
746	<b>AMERICAN FLAG COMMIT</b>								
747	FLAG COMMITTEE EXPENSES								
748	<b>EXPENSES</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>7,500</b>	<b>7,500</b>	7,500		New Budget
749									
750	<b>AMERICAN FLAG COMMIT</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>7,500</b>	<b>7,500</b>	7,500		
751									
752	<b>*TOTAL CULTURE &amp; RECR</b>	<b>305,154</b>	<b>348,476</b>	<b>386,817</b>	<b>426,503</b>	<b>430,609</b>	<b>43,792</b>	<b>11.3%</b>	
753									
754	<b>DEBT SERVICE</b>								

LINE #	ACCOUNT NAME	FY17 FINAL	FY18 FINAL	FY19 APPROVED	FY20 REQUESTED	FY20 RECOMMEND	\$ VARIANCE	% VARIANCE	NOTES
755									
756	DEBT AND INTEREST								
757	PRINCIPAL EXEMPT								
758	EXPENSES	322,269	310,732	162,010	197,538	197,538	35,528	21.9%	
759									
760	PRINCIPAL NON EXEMPT								
761	EXPENSES	67,100	61,000	155,000	165,000	165,000	10,000	6.5%	
762									
763	INTEREST EXEMPT								
764	EXPENSES	60,128	47,726	30,537	20,600	20,600	-9,937	-32.5%	
765									
766	INTEREST NON EXEMPT								
767	EXPENSES	3,212	990	112,851	90,300	90,300	-22,551	-20.0%	
768									
769	SHORT TERM INTEREST								
770	EXPENSES	20,000	10,000	10,000	10,000	10,000	0	0.0%	
771									
772	TOTAL DEBT AND INTRST.	472,708	430,448	470,398	483,438	483,438	13,040	2.8%	
773									
774	*TOTAL DEBT SERVICE	472,708	430,448	470,398	483,438	483,438	13,040	2.8%	Debt detail less water and education debt
775									
776	INSURANCES								
777									

LINE #	ACCOUNT NAME	FY17 FINAL	FY18 FINAL	FY19 APPROVED	FY20 REQUESTED	FY20 RECOMMEND	\$ VARIANCE	% VARIANCE	NOTES
778	<b>RETIRE ASSESSMENT</b>								
779	RETIREMENT SYSTEM	690,007	764,434	812,598	862,166	862,166	49,568	6.1%	
780	<b>EXPENSES</b>	<b>690,007</b>	<b>764,434</b>	<b>812,598</b>	<b>862,166</b>	<b>862,166</b>	49,568	6.1%	
781									
782	<b>TOT. RETIREMENT ASSESS</b>	<b>690,007</b>	<b>764,434</b>	<b>812,598</b>	<b>862,166</b>	<b>862,166</b>	49,568	6.1%	Actual Retirement Assessment Due
783									
784									
785	<b>UNEMPLOYMENT</b>								
786	UNEMPLOYMENT	15,000	25,000	15,000	15,000	15,000	0	0.0%	
787	<b>EXPENSES</b>	<b>15,000</b>	<b>25,000</b>	<b>15,000</b>	<b>15,000</b>	<b>15,000</b>	0	0.0%	
788									
789	<b>TOTAL UNEMPLOYMENT</b>	<b>15,000</b>	<b>25,000</b>	<b>15,000</b>	<b>15,000</b>	<b>15,000</b>	0	0.0%	
790									
791									
792	<b>HEALTH INSURANCE</b>								
793	HEALTH INSURANCE	1,123,463	933,540	831,501	803,115	803,115	-28,386	-3.4%	
794	<b>EXPENSES</b>	<b>1,123,463</b>	<b>933,540</b>	<b>831,501</b>	<b>803,115</b>	<b>803,115</b>	-28,386	-3.4%	
795									
796	<b>TOTAL HEALTH INSURE</b>	<b>1,123,463</b>	<b>933,540</b>	<b>831,501</b>	<b>803,115</b>	<b>803,115</b>	-28,386	-3.4%	Actual of \$743,000 plus \$60,000- 3 new FF/MEDICS
797									
798									
799	<b>LIFE INSURANCE</b>								

LINE #	ACCOUNT NAME	FY17 FINAL	FY18 FINAL	FY19 APPROVED	FY20 REQUESTED	FY20 RECOMMEND	\$ VARIANCE	% VARIANCE	NOTES
800	LIFE INSURANCE	450	450	450	450	450	0	0.0%	
801	EXPENSES	450	450	450	450	450	0	0.0%	
802									
803	TOTAL LIFE INSURANCE	450	450	450	450	450	0	0.0%	
804									
805									
806	MEDICARE								
807	MEDICARE	52,000	52,000	55,000	56,375	56,375	1,375	2.5%	
808	EXPENSES	52,000	52,000	55,000	56,375	56,375	1,375	2.5%	
809									
810	TOTAL MEDICARE	52,000	52,000	55,000	56,375	56,375	1,375	2.5%	
811									
812									
813	GENERAL INSURANCE								
814	PROPERTY & LIABILITY INS.	227,000	237,215	248,647	254,861	254,861	6,214	2.5%	
815	EXPENSES	227,000	237,215	248,647	254,861	254,861	6,214	2.5%	
816									
817	TOTAL GENERAL INS.	227,000	237,215	248,647	254,861	254,861	6,214	2.5%	Projected 2.5% increase. Bill pending.
818									
819	*TOTAL INSURANCES	2,107,920	2,012,639	1,963,196	1,991,967	1,991,967	28,771	1.5%	
820									



LINE #	ACCOUNT NAME	FY17 FINAL	FY18 FINAL	FY19 APPROVED	FY20 REQUESTED	FY20 RECOMMEND	\$ VARIANCE	% VARIANCE	NOTES
821	*GRAND TOTAL	19,930,799	21,339,648	22,007,898	23,304,636	23,275,121	1,254,723	5.8%	

**ARTICLE 6**

To see if the Town will vote to fix the salaries and compensation of all elected Officers of the Town as provided by Massachusetts General Laws Chapter 41, Section 108, as amended, and as appropriated in this warrant, or take any other action in relation thereto.

SUBMITTED BY: Board of Selectmen  
DESCRIPTION: This article is legally required to set the Town Clerk’s budgeted salary.

SELECTMEN: RECOMMEND

FINANCE COMMITTEE: RECOMMEND

**FY20 WATER ENTERPRISE DEPARTMENT BUDGET  
(MAJORITY VOTE)**

**ARTICLE 7**

To see if the Town will vote to appropriate the sum of \$1,087,583 from Water Enterprise Fund revenues to operate the Water Department for Fiscal Year 2020, and in order to fund the cost of inter-municipal expenses that \$280,935.20 of this sum be appropriated in the general fund; or take any other action in relation thereto.

SUBMITTED BY: Board of Water Commissioners

DESCRIPTION: This is the article to fund annual operating budget for the Water Department, which is detailed below, including overhead for inter-municipal expenses carried in the General Fund budget.

**SELECTMEN: RECOMMEND**

**FINANCE COMMITTEE: RECOMMEND**

WATER ENTERPRISE BUDGET	FY18	FY19	FY20 REQUEST	\$ VARIANCE	% VARIANCE	NOTES
SALARY - SUPERINTENDENT (U)	82,203.00	84,502.00	89,129.00	4,627.00	5.2%	Not Unless Approved in Union Contract
WAGES-OPER STAFF (U)	156,276.00	159,402.00	175,227.00	15,825.00	12%	Not Unless Approved in Union Contract
WAGES-SUPPORT STAFF (U)	58,150.00	61,912.00	63,821.00	1,909.00	10%	Not Unless Approved in Union Contract
ADDITIONAL GROSS - OVERTIME	13,200.00	13,200.00	14,240.00	1,040.00	8%	
ADDITION GROSS - REG & SPEC ON-CALL	9,600.00	14,400.00	19,770.00	5,370.00	106%	
STIPEND - LONGEVITY	4,100.00	4,100.00	2,700.00	(1,400.00)	-34%	
STIPENDS - BOARD OF COMM	3.00	3.00	3.00		0%	
STIPENDS, LICENSES, CERTIFICATIONS	1,000.00	1,000.00	1,500.00	500.00	50%	
WATER-OTHER-SNOW STORM STIPEND	4,000.00	4,000.00	4,000.00		0%	
AUTO ALLOWANCE	6,000.00	6,000.00	6,000.00		0%	Per Union Contract
RETIREMENT BENEFIT	2,000.00	2,000.00	2,000.00		0%	Unallowable Expense
CLOTHING ALLOWANCE	2,000.00	600.00	600.00		-70%	
PERSONNEL	338,532.00	351,119.00	378,990.00	27,871.00	11%	
ENERGY	70,000.00	70,000.00	70,000.00		0%	
REPAIR & MAINT BUILDING	5,000.00	5,000.00	5,000.00		0%	
REPAIR & MAINT EQUIPMENT	20,000.00	20,000.00	20,000.00		0%	
REPAIR & MAINTAIN - SCADA SYSTEM	10,000.00	10,000.00	10,000.00		0%	
RENTALS	1,000.00	1,000.00	1,000.00		0%	
PROFESSIONAL SERVICES	20,000.00	30,000.00	60,000.00	30,000.00	50%	
PROF SVS - BACKFLOW SURVEY TESTING	6,000.00	6,000.00	6,000.00		0%	
PROFESSIONAL LEGAL SERVICES	10,000.00	12,000.00	12,000.00			Unallowable Expense
COMMUNICATION	17,600.00	17,600.00	17,600.00		0%	

WATER ENTERPRISE BUDGET	FY18	FY19	FY20 REQUEST	\$ VARIANCE	% VARIANCE	NOTES
OTHER SERVICES	2,600.00	2,600.00	2,600.00		0%	
OFFICE SUPPLIES	5,000.00	5,000.00	5,000.00		0%	
BUILDING SUPPLIES	1,500.00	1,500.00	1,500.00		0%	
EQUIPMENT MAINT SUPPLIES	1,500.00	1,500.00	1,500.00		0%	
GROUNDKEEPING SUPPLIES	500.00	500.00	500.00		0%	
VEHICULAR SUPPLIES	8,000.00	8,000.00	8,000.00		0%	
PUBLIC WORKS SUPPLIES	35,000.00	35,000.00	35,000.00		0%	
PUBLIC WORKS SUPPLIES - CHEMICALS	23,000.00	23,000.00	23,000.00		0%	
OTHER SUPPLIES	1,000.00	1,000.00	1,000.00		0%	
CLOTHING ALLOWANCE	5,000.00	5,000.00	5,000.00		0%	
TRAVEL/MILEAGE-IN STATE	1,100.00	1,100.00	1,100.00		0%	
OUT OF STATE TRAVEL	100.00	100.00	100.00		0%	
DUES & MEMBERSHIPS	2,000.00	2,000.00	2,000.00		0%	
OTHER CHARGES	500.00	500.00	500.00		0%	
ASSESSMENT D.E.P.	2,000.00	2,000.00	2,000.00		0%	
NEW EQUIPMENT	10,000.00	10,000.00	10,000.00		0%	
LT DEBT - MWPAT - EAST SIDE PHASE I	35,751.00	36,473.00	37,210.00	737.00	4%	
LT DEBT - MWPAT EAST SIDE PHASE II	50,929.26	51,958.01	53,008.00	1,049.99	2%	
LT INTEREST - MWPAT - EAST SIDE PHASE I	6,622.93	5,900.69	5,163.86	(736.83)	-20%	
LT INT - MWPAT - EAST SIDE PHASE II	10,654.19	9,625.32	8,575.67	(1,049.65)	-31%	
MAIN REPLACE SHORT TERM FUNDING		22,500.00	23,300.00	800.00	100%	
<b>EXPENSES</b>	<b>362,357.38</b>	<b>396,857.02</b>	<b>427,657.53</b>	30,800.51	12%	
<b>TOTAL WATER ENTERPRISE BUDGET</b>	<b>700,889.38</b>	<b>747,976.02</b>	<b>806,647.53</b>	<b>\$ 58,671.51</b>	<b>11.3%</b>	

# CAPITAL FINANCIAL ARTICLES

## (MAJORITY or TWO-THIRDS VOTE)

**ARTICLE 9**

To see if the Town will vote to raise and appropriate, borrow or transfer from available funds in the treasury the sum or sums of **\$690,000.00** for the purpose of funding the FY20 Capital Plan as voted by the Capital Planning Committee as detailed below; or take any other action in relation thereto.

DEPARTMENT	PROJECT/EQUIPMENT TITLE	COST FY20	DESCRIPTION OF ANTICIPATED FUNDING
Recreation	Recreation Building Roof Replacement (274 Main)	50,000	Capital Stabilization Fund
Highway	Roadway Paving/Maintenance	250,000	Free Cash
Highway	Roadway Paving/Maintenance	50,000	Excise Tax Revenue
Police	Year 2- Marked Cruisers Vehicle Lease (s)	60,000	Operating Budget (Tax Levy)
Police	HVAC Upgrade/Replacement	25,000	Capital Stabilization Fund
Police	Replace Lobby Door/Key Control Upgrade	30,000	Capital Stabilization Fund
Fire-Police	Joint Fire/Police Radio Upgrade/Replacement	175,000	Capital Stabilization Fund
Water Department	1 Ton Dump Truck w/plow	50,000	Water Dept. Retained Earnings
	<b>Total, All Departments</b>	<b>690,000</b>	

SUBMITTED BY: Capital Planning Committee  
DESCRIPTION: This is the annual article submitted by the Capital Planning Committee. It lists all of the capital projects or items being proposed for FY20 and further lists the funding source for each project or item. The complete five year rolling capital plan can be found on page 132 of this book.

SELECTMEN: RECOMMEND

FINANCE COMMITTEE: RECOMMEND

**PAVEMENT MANAGEMENT PLAN ARTICLES**  
**(MAJORITY AND/OR TWO-THIRDS VOTE)**

**ARTICLE 10**

To see if the Town will vote to enact a General Bylaw entitled “Pavement Management Plan” as follows, or take any other action in relation thereto.

**Pavement Management Plan**

SECTION 1: There shall be in the Town of Townsend a Pavement Management Plan (PMP) that shall be as follows:

SECTION 2: Each fiscal year the Board of Selectmen, the Finance Committee and the Town Administrator shall submit to Town Meeting a proposal to fund the annual PMP.

SECTION 3: Beginning in fiscal year 2020, the funding shall include:

- All pavement funding received from the Commonwealth under Chapter 90, or any successor program,
- \$250,000 from free cash, and
- \$ 50,000 from Excise Tax revenue

SECTION 4: In each fiscal year thereafter, the funding shall include:

- All pavement funding received from the Commonwealth under Chapter 90, or any successor program,
- \$250,000 from free cash, and
- The prior year’s amount of funding from Excise Tax revenue increased by \$50,000 each year until such time as the total from Excise Tax revenue equals \$250,000 per year.

SECTION 5: All funding in the PMP shall be utilized for the purpose of maintaining and repairing the town’s roadway infrastructure.

SECTION 6: Except in the case of emergency requirements, as determined by the Highway Superintendent, the priority listing of road projects shall be detailed in a Capital Pavement Management Plan (CPMP) developed by an independent Pavement Management consultant with said plan to be updated every five (5) years.

SECTION 7: PMP funds may be carried from one year to the next.

SUBMITTED BY: Board of Selectmen

DESCRIPTION: To establish a Bylaw requiring the submittal of a dedicated yearly funding source to allow for the proper maintenance and repair of our roadway infrastructure.

**SELECTMEN: RECOMMEND**

**FINANCE COMMITTEE: RECOMMEND**

---

With amendment: add at the end of Section 2 “subject to the availability of funds.”

**ARTICLE 11**

To see if the Town will vote to appropriate from available funds in the Treasury, specifically from Local Receipts-Automobile Excise Tax Funds, the sum of **\$50,000.00**, to further supplement the Town’s FY20 allocation of Ch. 90 paving funds from the Commonwealth in the amount of **\$415,176.00** and the sum of **\$250,000.00** as previously voted as a part of the FY20 Capital Plan, all to fund the Town’s FY20 Pavement Management Plan (PMP), or take any action in relation thereto.

SUBMITTED BY: Board of Selectmen  
DESCRIPTION: To begin to fund the proper maintenance and repair of our roadway infrastructure.

**SELECTMEN: RECOMMEND**

**FINANCE COMMITTEE: RECOMMEND**

**ARTICLE 12**

To see if the Town will vote to borrow the sum of \$5,100,000.00 to fund a Town-wide Pavement Management Plan (PMP) and for the payment of all other costs incidental and related thereto, and that to meet this appropriation, the Treasurer, with the approval of the Selectmen, is authorized to borrow said amount under and pursuant to Chapter 44, Section 7(3) of the General Law, or pursuant to any other enabling authority, and to issue bonds or notes of the Town therefor, given that no amounts shall be borrowed or expended hereunder unless and until the Town shall have voted to exclude the amounts required to repay any borrowing hereunder from the limitations on total property taxes imposed by Chapter 59, Section 21C of the General Laws (Debt Exclusion).

SUBMITTED BY: Board of Selectmen

DESCRIPTION: To fund a three-year Capital Pavement Management Plan (CPMP) to address a significant backlog of required public roadway repairs and reconstruction as is further detailed in the report entitled “Pavement Management Summary” drafted by the Town’s paving consultant, the Beta Group. The report is available for review on the Town Website, in the Selectmen’s Office and at the Library.

\$	36.95	Projected Quarterly Increase on a Home Assessed at \$250,000
\$	44.33	Projected Quarterly Increase on a Home Assessed at \$300,000
\$	51.72	Projected Quarterly Increase on a Home Assessed at \$350,000
\$	59.11	Projected Quarterly Increase on a Home Assessed at \$400,000

**SELECTMEN: RECOMMEND**

**FINANCE COMMITTEE: RECOMMEND**

**GENERAL FINANCIAL ARTICLES**  
**MAJORITY OR TWO-THIRDS VOTE**

**ARTICLE 13**

To see if the Town will vote to raise and appropriate, borrow or transfer from available funds in the treasury the sum or sums of **\$200,000.00** for the purpose of funding the redesign, reconstruction and all other associated costs related to the Greenville Road Bridge (at Walker Brook) replacement; or take any other action in relation thereto.

SUBMITTED BY: Highway Superintendent  
DESCRIPTION: This article would fund the badly needed replacement of the Greenville Road Bridge. This is a town owned bridge and is our responsibility to cover the cost of replacement. We have been successful in receiving a grant in the amount of \$500,000.00 toward the total project cost of \$700,000 leaving this balance of \$200,000.00 to cover. If we do not fund this now we risk losing the grant funds. The financial impact of a yes vote would be approximately \$22,000 per year for 10 years beginning with next year’s budget.

**SELECTMEN: RECOMMEND** **FINANCE COMMITTEE: RECOMMEND**

**ARTICLE 14**

To see if the Town will approve the Three Million, Nine Hundred Seventy-Three Thousand and Thirty-Three Dollars (\$3,973,033) borrowing authorized by the Nashoba Valley Technical High School District for the purpose of paying costs of the Replacement of Roofs, Windows, and Doors at Nashoba Valley Technical High School, 100 Littleton Road, Westford, MA 01886, including the payment of all costs incidental or related thereto (the “Project”), which proposed repair project would materially extend the useful life of the school and preserve an asset that otherwise is capable of supporting the required educational program, and for which the District may be eligible for a school construction grant from the Massachusetts School Building Authority (“MSBA”), said amount to be expended at the direction of the School Committee. The MSBA’s grant program is a non-entitlement, discretionary program based on need, as determined by the MSBA, and any Project costs the District incurs in excess of any grant approved by and received from the MSBA shall be the sole responsibility of the District and its member municipalities. Any grant that the District may receive from the MSBA for the Project shall not exceed the lesser of (1) fifty-five percent (55%) of eligible, approved project costs, as determined by the MSBA, or (2) the total maximum grant amount determined by the MSBA.

SUBMITTED BY: Board of Selectmen and Nashoba Valley Technical High School  
DESCRIPTION:

**SELECTMEN: RECOMMEND** **FINANCE COMMITTEE:**

**ARTICLE 15**

To see if the Town will vote to transfer from Water Enterprise Funds the sum of **\$100,000.00** to pay down a Bond Anticipation Note (BAN) for the Main Street Water main Replacement project, or take any other action in relation thereto.

SUBMITTED BY: Water Commissioners  
DESCRIPTION: This will allow the Water Department to pay down a temporary loan taken out in anticipation of the final long-term loan for the Main Street Water main Replacement project.

**SELECTMEN: RECOMMEND** **FINANCE COMMITTEE: RECOMMEND**

**ARTICLE 16**

To see if the Town will vote to transfer from Cemetery receipts available funds in the treasury the sum or sums of **\$9,500.00** for the purpose of purchasing cemetery equipment; or take any other action in relation thereto.

SUBMITTED BY: Cemetery Commission

DESCRIPTION: This is an article submitted by the Cemetery Commission. The department is looking to purchase a mower for \$8,500.00 and a wood/brush chipper for \$1,000.00.

**SELECTMEN: RECOMMEND**

**FINANCE COMMITTEE: RECOMMEND**

---

**ARTICLE 17**

To see if the Town will vote to authorize the Board of Assessors to negotiate and enter into a Payment in Lieu of Taxes (PILOT) Agreement between Locke Brook Solar, LLC, a Delaware limited liability company, or its assign, and the Town of Townsend for Personal Property tax purposes related to a 1.4MW ground mounted solar array to be located at 22 West Meadow Road, Townsend, MA, or take any other action in relation thereto.

SUBMITTED BY: Board of Assessors

DESCRIPTION: This would authorize the Assessors to negotiate and execute an agreement to receive a long-term and predictable revenue from the owner of the ground solar array.

**SELECTMEN: RECOMMEND**

**FINANCE COMMITTEE: RECOMMEND**

---

**ARTICLE 18**

To see if the Town will vote to raise and appropriate, borrow or transfer from available funds in the treasury the sum of **\$35,000.00** for the purpose of funding a feasibility study to create affordable housing on Dudley Road; or take any other action in relation thereto.

SUBMITTED BY: Townsend Housing Authority

DESCRIPTION: This would allow the Housing Authority to engage a consultant to conduct a study to determine the feasibility of utilizing a parcel of land on Dudley Road, adjacent to Atwood Acres and Townsend Woods, for the purpose of creating additional affordable housing in Townsend.

**SELECTMEN: RECOMMEND**

**FINANCE COMMITTEE: RECOMMEND**

---

**ARTICLE 19**

To see if the Town will vote to raise and appropriate, borrow or transfer from available funds in the treasury the sum of **\$5,000.00** to defray the charges and expenses for the planning and execution of the Town’s 300<sup>th</sup> Anniversary Celebration to be held in the year 2032, or take any other action in relation thereto.

SUBMITTED BY: Karen Clement-300<sup>TH</sup> Anniversary Committee



DESCRIPTION: This is an article to begin funding the Town’s 300<sup>th</sup> Anniversary Celebration.

**SELECTMEN: RECOMMEND**

**FINANCE COMMITTEE: RECOMMEND**

---

**ARTICLE 20**

To see if the Town will vote to transfer from Overlay Surplus funds in the treasury the sum of **\$20,000.00** for the purpose of funding the Assessors' Periodic Inspections and Property Data Verification Program as mandated by the Massachusetts Department of Revenue, Bureau of Local Assessments, or take any other action in relation thereto.

SUBMITTED BY: Board of Assessors

DESCRIPTION: This is mandated by the Massachusetts Department of Revenue.

**SELECTMEN: RECOMMEND**

**FINANCE COMMITTEE: RECOMMEND**

---

**ARTICLE 21**

To see if the Town will vote to transfer from available funds in the treasury the sum of **\$3,600.00** for the purpose of providing emergency management related equipment for Townsend Emergency Management Agency (TEMA), or take any other action in relation thereto.

SUBMITTED BY: TEMA

DESCRIPTION: This is to provide computer equipment and other associated communication supplies to better equip TEMA in the case of emergency deployment.

**SELECTMEN: RECOMMEND**

**FINANCE COMMITTEE: RECOMMEND**

---

**STABILIZATION ARTICLES  
(MAJORITY VOTE)**

**ARTICLE 22**

To see if the Town will vote to raise and appropriate or transfer from available funds in the treasury, the sum of \_\_\_\_\_ for the purpose of supplementing the stabilization fund, as allowed under MGL Chapter 40, Section 5B; or take any other action in relation thereto.

SUBMITTED BY: Board of Selectmen

DESCRIPTION: This is an article to allow the town to place funding into the stabilization, or town savings, fund.

**SELECTMEN: RECOMMEND**

**FINANCE COMMITTEE: RECOMMEND**

---

**GENERAL BUSINESS, GENERAL BYLAWS AND ADOPTIONS  
(MAJORITY VOTE)**

**ARTICLE 23**

To see if the Town will vote to delete current General Bylaw:

**§ 90-1 Adoption of noncontractual personnel policies and procedures.**

Any noncontractual personnel policy and/or procedure of the Town as affirmatively voted and signed off by the majority of elected boards and commissions shall be applicable to all noncontractual Town employees.

and replace it with the following:

**§ 90-1 Adoption and application of personnel policies and procedures.**

Personnel policies and/or procedures of the Town, as may be adopted by the Board of Selectmen from time to time, shall be applicable to all Town employees, except where a particular topic is specifically referenced in a union or personal services contract, in which case the union or personal services contract term(s) shall prevail , or take any other action in relation thereto

SUBMITTED BY: Board of Selectmen

DESCRIPTION: To update the bylaw to facilitate better coordination of the policies and our union and personal service contracted employees..

**SELECTMEN: RECOMMEND**

---

**ARTICLE 24**

To see if the Town will vote to repeal Chapter 102, Recycling, in its entirety, or take any other action relative thereto.

SUBMITTED BY: Board of Health

DESCRIPTION: As the Board of Health is authorized to create Rules & Regulations per Massachusetts General Laws, Chapter 111, a General Bylaw is unnecessary. Thus, the amendment is proposed to avoid confusion where there may exist a conflict between the bylaw and regulations promulgated by the Board of Health. Further, this allows the Town to retain flexibility in modifying the Regulations through a Public Hearing process. This amendment repeals General Bylaw Chapter 102 Recycling.

**SELECTMEN: RECOMMEND**

---

## ZONING BYLAWS AND ADOPTION ARTICLES (TWO-THIRDS VOTE)

### **ARTICLE 25**

To see if the Town will vote to amend § 145 of the Town's Zoning Bylaw as follows:

Add to:

#### § 145-5 Word Usage and Definitions

- (a) Accessory Apartment: A distinct portion of a single-family dwelling or a unit in an accessory structure on a single-family lot, having its own kitchen, sleeping, and bathroom facilities, and subordinate in size to the principal part of the dwelling or structure.
- (b) Affordable Accessory Apartment: An Accessory Apartment that is affordable to low- and moderate-income households as defined by the Massachusetts Department of Housing and Community Development (DHCD) and that meets DHCD requirements for accessory apartments under the Local Initiative Program (LIP) and for inclusion in Townsend's Subsidized Housing Inventory (SHI).
- (c) Floor Area: The sum of the finished area of above grade floors or portions of floors in a single family residence, excluding finished areas with ceiling heights less than seven (7) feet and unfinished areas of attached or detached garages with access (doors, driveways) for motor vehicles. As used in these bylaws, the term "finished area" shall mean the heated enclosed area within a single family residence that is suitable for year-round use, embodying walls, floors, and ceilings that are similar to the rest of the area within the single family residence.
- (d) Pre-existing outbuilding: A building detached from a single family residence, e.g. garage, barn, that has been in existence for at least ten years [at the time of permit application] as evidenced by a deed from the MA Registry of Deeds or a building permit issued by the Town of Townsend showing that the building was completed ten years prior.

#### § 145-36 **Accessory apartments in residential district. [Added 1-17-1989 STM by Art. 38]**

- A. Purpose. Recognizing the need to provide alternative affordable housing for family members and affordable housing for the town, the following regulations are established for accessory apartments in a residential district. It is expressly understood that this section does not provide for "two-family" or "duplex" type housing. **(Added 12- 4-1990 STM by Art. 9)**
- B. An owner or owners of a single-family dwelling or of a single-family dwelling with a pre-existing out-building on the same lot in an RA or RB District may apply to the Board of Appeals for a special permit for the construction and occupancy of an accessory dwelling unit, hereinafter "accessory apartment" in such single-family dwelling or pre-existing out building. In no case shall there be more than one accessory apartment ~~in any single-family dwelling established on a lot.~~

- C. In accordance with the provisions of Article **XI** of this bylaw, and after due consideration of the report and recommendation of the Board of Health (see Subsection D), the Board of Appeals may grant a special permit as follows: **[Amended 12-4-1990 STM by Arts. 10 and 11; 4-27-1991 STM by Art. 7]**

1. Procedures

- (a) The applicant shall obtain and submit to the Board of Appeals a written report of the Board of Health, certifying that the conditions of 145-36.D have been met.
- (b) The Board of Appeals shall hold a public hearing on the application, in accordance with the procedures specified in MGL Chapter 40A and 145-65.
- (c) The Board of Appeals shall give due consideration to the mandatory referral report of the Planning Board and where its decision differs from the recommendation of the Planning Board, shall state the reasons therefor in writing.

2. Requirements for an Accessory Apartment

- (a) i) The accessory apartment in a single-family dwelling is accessory to the principal residence. The floor area of the apartment shall be the lesser of: (1) 800 square feet or (2) 35% of the floor area of the principal residence and the apartment combined. The residence shall retain the appearance of a single-family structure. not exceed 35% of the floor area of the principal residence and the apartment combined, and ~~It shall be further required that the owner of the property shall occupy either the apartment or the principal residence as his/her primary residence either the apartment or the principal residence is occupied by the owner of the lot on which the apartment is to be located,~~ except for bona fide temporary absences.
- ii) The accessory apartment in a pre-existing outbuilding shall not exceed 800 square feet, shall not cause the external appearance of the structure in which the accessory apartment is located to be significantly altered from the appearance of the existing structure and shall not increase the footprint of the structure in which the accessory apartment is located. It shall be further required that the owner of the property shall occupy either the apartment or the principal residence as his/her primary residence, except for bona fide temporary absences.
- (b) Adequate provision has been made for the disposal of sewage, waste and drainage of such accessory apartment in accordance with the requirements of the Board of Health.
- (c) Adequate provision has been made for ingress and egress to the outside from such accessory apartment.
- (d) The construction and occupancy of the accessory apartment will not be detrimental to the neighborhood in which the lot is located.
- (e) The lot on which the accessory apartment and principal residence are located contains at least three quarters of an acre ~~one acre~~.
- (f) Adequate provisions have been made for off-street parking of motor vehicles in such a fashion as is consistent with the character of a single-family residence.

(g) There is no other apartment on the lot on which the accessory apartment is to be located.

(h) Any accessory apartment intended for occupancy by a person with a disability shall be subject to the provisions of MGL C. 40A. § 3.

~~D.~~ In order to ensure compliance with Subsection C.1(a) ~~Subsection B(2)~~ above, the applicant shall obtain and submit to the Board of Appeals prior to the hearing a written report of the Board of Health certifying that the conditions of Subsection C.2(b) ~~Subsection B(2)~~ have been met. ~~The Board of Health may supplement its report within five days after the hearing.~~

E. Affordable Accessory Apartment Program

The intent of this section of the bylaw is to document the availability of low to moderately priced housing that qualifies for inclusion on the Town's Subsidized Housing Inventory, thus allowing for access to a variety of housing to meet the needs of low- and moderate-income families, town employees, the young and the elderly.

The Affordable Accessory Apartment Program is a public/private partnership to maintain local control over housing development and to increase the town's supply of low- and moderate-income housing.

The Board of Appeals may approve a Special Permit for an Affordable Accessory Apartment, according to the same procedures as in Subsection C(1), above. An Affordable Accessory Apartment shall meet the requirements set forth in Subsection C(2) above, with the following conditions:

- (a) The Affordable Accessory Apartment shall be approved by the Local Initiative Program (LIP) and comply with LIP requirements, including but not limited to those contained within the Comprehensive Permit Guidelines: M.G.L. Chapter 40B Comprehensive Permit Projects - Subsidized Housing Inventory, in effect on the date of application for a Special Permit and as may be amended from time to time thereafter;
- (b) Before the Affordable Accessory Apartment may be occupied, the owner(s) of the property shall execute a Regulatory Agreement and Declaration of Restrictive Covenants for Affordable Accessory Apartment Rental ("Regulatory Agreement"), enforceable by DHCD and the Town, or other form of affordable housing restriction as may then be in effect under the Local Initiative Program. The Regulatory Agreement shall be recorded with the Middlesex South Registry of Deeds;
- (c) The Regulatory Agreement shall have a minimum term of 15 years;
  - (1) The Agreement shall terminate upon sale of the property, which, for purposes of this subsection, shall not include:
    - (i) A mortgage deed to secure repayment of a loan; or
    - (ii) An inter-spousal transfer for nominal consideration where the transferor retains at least a fifty-percent ownership interest in the property; or
    - (iii) A transfer to a trust for minimal consideration where the owner holds at least a fifty-percent beneficial interest in the property.

Special and Annual Town Meeting Warrants

May 7, 2019

(2) An owner may voluntarily terminate the Regulatory Agreement prior to its expiration with 60 days' notice, in accordance with the restrictions in such agreement. The owner shall notify the Town and DHCD and record a notice of cancellation of the Special Permit at the Registry of Deeds. The termination of the Regulatory Agreement shall not take effect until the expiration of the current lease between the owner and the tenant occupying the Affordable Accessory Apartment.

- (d) Upon termination of the Agreement, additional restrictions shall apply regarding repayment to the Town of any funds received from the Town pursuant to a grant or loan agreement.
- (e) An Affordable Accessory Apartment may not be rented to an owner's family member (currently defined in DHCD regulations and guidelines as a parent, grandparent, son, daughter, uncle, aunt, niece, nephew, or sibling);
- (f) The Affordable Accessory Apartment shall be subject to DHCD regulatory requirements, including requirements relative to pricing, tenant income eligibility, affirmative fair housing marketing and tenant selection plan, and maintenance. In particular, the Affordable Accessory Apartment shall be rented to income-qualified tenants selected through an open process established in accordance with the affirmative fair housing marketing plan, and the monthly rent shall not exceed the maximum affordable rent for a household of the appropriate size, as prescribed in the LIP affordable accessory apartment program guidelines and other applicable state regulations and requirements.

F. Any owner or owners of a single-family dwelling or a single-family dwelling with a pre-existing out-building in RA and RB Districts seeking a new or a renewal of an accessory apartment permit shall agree to abide by the terms of the Affordable Accessory Apartment Program defined in Subsection E above ~~a local housing agency or partnership program~~ to ensure moderate income occupancy of the apartment thus created for a period of fifteen ~~not less than five~~ years. The local housing agency or partnership shall permit deferral of the program if the homeowner wishes to accommodate initially a family member or members. For the purpose of this section, family member shall be defined as one of the blood, step or adopted relatives of the homeowner or spouse as follows: mother, father, sister, brother, son, daughter, uncle, aunt, grandmother, grandfather and/or their spouses. Should the family member "vacate" the accessory apartment, the agreement with the local housing agency or partnership shall ~~may~~ be voided, providing the accessory apartment is discontinued and the dwelling reverts back to compliance with § ~~145-26A(1)~~. Otherwise, an application shall be made under the Affordable Accessory Apartment Program defined in Subsection E above. Any apartment proposed hereunder shall comply with all applicable provisions of this § ~~145-36~~. Any permit granted pursuant to this section shall be of five years' duration revocable upon sale of the property unless the buyer, by written notice to the Board of Appeals, agrees to the local housing agency or partnership program for the balance of the term. Fines may be imposed by the town for violation of this clause. **[Amended 12-4-1990 STM by Art. 12]**

SUBMITTED BY: Planning Board

DESCRIPTION: To see if the Town will vote to amend the Town's Zoning bylaw §145-36 Accessory apartment in residential district and add §145-5 Word Usage and Definitions with additions to the Bylaw underlined and deletions from the Bylaw ~~stricken through~~:

**SELECTMEN: RECOMMEND**

**PLANNING BOARD:**

**ARTICLE 26**

To see if the Town will vote: (i) to amend the Town’s Zoning Bylaw by adding a new § 145-89A(A) as follows:

§ 145-89A

A. Recreational Marijuana Cultivators as defined in M.G.L. c. 94G, 935 C.M.R. 500, and § 145-89 of this Bylaw shall be prohibited in all districts of the Town of Townsend;

and (ii) further, to amend the Town of Townsend Zoning Bylaw, § 145-90, Subsection A, Schedule of Use Regulations, by deleting “Marijuana cultivator” therefrom; or take any other action in relation thereto.

To see if the Town will vote: (i) to amend the Town’s Zoning Bylaw by adding a new § 145-89A(A) as follows:

SUBMITTED BY: Planning Board

DESCRIPTION: This would prohibit recreational marijuana cultivation in town.

**SELECTMEN: NO COMMENT/OPINION**

**PLANNING BOARD:**

---

**ARTICLE 27**

To see if the Town will vote: (i) to amend the Town’s Zoning Bylaw by adding a new § 145-89A(B) as follows:

§ 145-89A

B. Recreational Marijuana Product Manufacturers as defined in M.G.L. c. 94G, 935 C.M.R. 500, and § 145-89 of this Bylaw shall be prohibited in all districts of the Town of Townsend;

and (ii) further, to amend the Town of Townsend Zoning Bylaw, § 145-90, Subsection A, Schedule of Use Regulations, by deleting “Marijuana product manufacturer” therefrom; or take any other action in relation thereto.

SUBMITTED BY: Planning Board

DESCRIPTION: This would prohibit recreational marijuana product manufacturing in town.

**SELECTMEN: NO COMMENT/OPINION**

**PLANNING BOARD:**

---

**ARTICLE 28**

To see if the Town will vote: (i) to amend the Town’s Zoning Bylaw by adding a new § 145-89A(C) as follows:

§ 145-89A

C. Recreational Marijuana Retailers as defined in M.G.L. c. 94G, 935 C.M.R. 500, and § 145-89 of this Bylaw shall be prohibited in all districts of the Town of Townsend;

and (ii) further, to amend the Town of Townsend Zoning Bylaw, § 145-90, Subsection A, Schedule of Use Regulations, by deleting “Marijuana retailer” therefrom; or take any other action in relation thereto.

SUBMITTED BY: Planning Board  
DESCRIPTION: This would prohibit recreational marijuana retailing in town.

**SELECTMEN: NO COMMENT/OPINION** **PLANNING BOARD:**

---

**ARTICLE 29**

To see if the Town will vote: (i) to amend the Town’s Zoning Bylaw by adding a new § 145-89A(D) as follows:

§ 145-89A  
D. Recreational Marijuana Testing Facilities as defined in M.G.L. c. 94G, 935 C.M.R. 500, and § 145-89 of this Bylaw shall be prohibited in all districts of the Town of Townsend; and (ii) further, to amend the Town of Townsend Zoning Bylaw, § 145-90, Subsection A, Schedule of Use Regulations, by deleting “Marijuana testing… facility” therefrom (so that the use only includes “Marijuana… research facility”); or take any other action in relation thereto.

SUBMITTED BY: Planning Board  
DESCRIPTION: This would prohibit recreational marijuana testing facilities in town.

**SELECTMEN: NO COMMENT/OPINION** **PLANNING BOARD:**

---

**ARTICLE 30**

To see if the Town will vote: (i) to amend the Town’s Zoning Bylaw by adding a new § 145-89A(E) as follows:

§ 145-89A  
E. Recreational Marijuana Research Facilities as defined in 935 C.M.R. 500, and § 145-89 of this Bylaw shall be prohibited in all districts of the Town of Townsend; and (ii) further, to amend the Town of Townsend Zoning Bylaw, § 145-90, Subsection A, Schedule of Use Regulations, by deleting “Marijuana… research facility” therefrom (so that the use only includes “Marijuana testing… facility” unless heretofore prohibited); or take any other action in relation thereto.

SUBMITTED BY: Planning Board  
DESCRIPTION: This would prohibit recreational marijuana research facilities in town.

**SELECTMEN: NO COMMENT/OPINION** **PLANNING BOARD:**

---



**ARTICLE 31**

To see if the Town will vote: (i) to amend the Town’s Zoning Bylaw by adding a new § 145-89A(F) as follows:

§ 145-89A

F. Recreational Marijuana Transportation or Distribution Facilities as defined in 935 C.M.R. 500, and § 145-89 of this Bylaw shall be prohibited in all districts of the Town of Townsend; and (ii) further, to amend the Town of Townsend Zoning Bylaw, § 145-90, Subsection A, Schedule of Use Regulations, by deleting “Marijuana transportation or distribution facility” therefrom; or take any other action in relation thereto.

SUBMITTED BY: Planning Board  
DESCRIPTION: This would prohibit recreational marijuana transportation or distribution facilities in town.

**SELECTMEN: NO COMMENT/OPINION** **PLANNING BOARD:**

---

**ARTICLE 32**

To see if the Town will vote: (i) to amend the Town’s Zoning Bylaw by adding a new § 145-89A(G) as follows:

§ 145-89A

G. Other types of licensed recreational marijuana-related facilities, not expressly defined as a Marijuana Cultivator, Marijuana Product Manufacturer, Marijuana Retailer, Marijuana Testing Facility, Marijuana Research Facility, Marijuana Transportation Facility, or Marijuana Distribution Facility, shall be prohibited in all districts of the Town of Townsend; and (ii) further, to amend the Town of Townsend Zoning Bylaw, § 145-90, Subsection A, Schedule of Use Regulations, by deleting “Any other type of licensed marijuana-related business” therefrom; or take any other action in relation thereto.

SUBMITTED BY: Planning Board  
DESCRIPTION: This would prohibit other types of licensed recreational marijuana-related facilities in town.

**SELECTMEN: NO COMMENT/OPINION** **PLANNING BOARD:**

---

**ARTICLE 33**

To see if the Town will vote to amend the Town’s Zoning Bylaw, § 145-90, entitled “Recreational Marijuana Establishment Zoning,” under the Subsection further entitled “Marijuana Establishments,” as follows, with additions to the Bylaw underlined and deletions from the Bylaw stricken-through:

**Marijuana Establishments**

**A. Purpose**

- (1) To provide for the placement of Marijuana Establishments, excluding those Marijuana Establishments prohibited by § 145-89A, in appropriate places and under conditions in accordance with the provisions of M.G.L. c. 94G.
- (2) To minimize the adverse impacts of Marijuana Establishments on residential neighborhoods, schools, and other places where children commonly congregate.
- (3) To regulate the siting, design, placement, security, safety, monitoring, and modification of Marijuana Establishments.

**B. Location**

- (1) Marijuana Establishments, excluding those Marijuana Establishments prohibited by § 145-89A, will only be located in the following Zoning Districts: Downtown Commercial, Outlying Commercial and Industrial.

**C. Applicability**

- (1) No Marijuana Establishment shall be established except in compliance with the provisions of Article XVIII.
- (2) Where not expressly defined in section 145 -89, all terms used herein shall be as defined in M.G.L. c. 94G and 935 CMR 500 *et seq.*
- (3) If any provision of this section, or the application of any such provision to any person or circumstance, shall be held invalid, the remainder of this section, to the extent it can be given effect, or the application of those provisions to persons or circumstances other than those to which it is held invalid, shall not be affected thereby, and to this end the provisions of this section are severable.

**D. Special Permit Approval Criteria**

- (1) All Marijuana Establishments shall be contained within a building or structure.
- (2) The hours of operation of Marijuana Establishments shall be set by the Special Permit Granting Authority, which shall be the Planning Board.
- (3) Marijuana Establishments shall not be located within a five hundred (500') foot radius from:
  - a) Any Residential District;
  - b) Any school pre-k through12,
- c) Any daycare center, or any facility where children commonly congregate. A facility is not, however, limited to a building. A “facility where children commonly congregate” includes, but is not limited to facilities in which children gather for a particular purposes in a structured and scheduled manner, or which are dedicated to the use by children, such as playgrounds, youth service programs, day care centers, youth sports facilities, dance schools, and gymnastic schools;
- d) Any other Marijuana Establishment;
- e) Any drug or alcohol rehabilitation facility;
- f) Any correctional facility, half-way house or similar facility; or
- g) Any establishment licensed under the provisions of General Law, Chapter 138, Section 12 (Licenses for on premise alcoholic beverages).

Distances calculated pursuant to section C.(3)(a) –(b) will be measured from property line to property line. Distances calculated pursuant to sections C.(3)(c) – (f) will be measured in a straight line from the nearest point of the facility in question to the nearest point of the proposed Marijuana Establishment. For example, a playground outside a school would be considered a facility where children congregate, so the line would be measured from the edge of the playground to the nearest point of the building that would house the potential Marijuana Establishment.

- (4) The onsite consumption of marijuana at all Marijuana Establishments is prohibited in the Town of Townsend.
- (5) Consistent with M.G.L. c. 94G, § 3(b)(2), the maximum number of Marijuana Establishments in the Town of Townsend shall be limited as follows:
  - a) Shall not prohibit one or more types of Those Marijuana Establishments identified in § 145-89A shall be prohibited.
  - b) The Unless prohibited by § 145-89A, the number of Marijuana Retailers shall not exceed twenty (20%) percent of liquor licenses issued pursuant to M.G.L. c. 138, § 15 for retail sale of alcohol not consumed on the premises in the Town of Townsend. Said number to be rounded up to the next whole number.
  - c) The number of non-retail Marijuana Establishments shall be limited to 1 (one) unless all such Marijuana Establishments are prohibited by § 145-89A.
- (6) No smoking or consumption of any product containing marijuana or marijuana-related products shall be permitted on the premises of a Marijuana Establishment. No burning of any product containing marijuana or marijuana-related products shall be permitted on the premises of a Marijuana Establishment with the exception of product testing performed at a Marijuana Testing Facility or Marijuana Research Facility.
- (7) No Marijuana Establishment shall be located inside a building containing residential units, including transient housing such as motels and dormitories.
- (8) Marijuana Establishments shall be located within a permanent building and may not be located in a trailer, cargo container, motor vehicle or other similar nonpermanent enclosure.
- (9) Marijuana Establishments shall not have drive-through service.
- (10) No outside storage of marijuana, related supplies or promotional materials is permitted.
- (11) All Marijuana Establishments shall be ventilated in such a manner that
  - a) if pesticides, insecticides, or other chemicals or products are used in cultivation or processing, they must be vented and dispersed into the outside atmosphere so as not to be detectible at any adjoining use or property.
  - b) no odor from marijuana can be detected by a person with a normal sense of smell at the exterior of the Marijuana Establishment or at any adjoining use or property.

#### E. **Special Permit Conditions**

- (1) In addition to compliance with M.G.L. c. 94G and 935 CMR 500 *et seq.*, the Special Permit Granting Authority may impose reasonable conditions to improve site design, traffic flow, and public safety, and to preserve water quality, significant environmental resources and community character of surrounding area including, without limitation, the following:
  - a) Minimization of the impacts of increased noise and traffic.
  - b) Imposition of security precautions to protect personnel, consumers, residents and property.
  - c) Deterring the presence of unauthorized or ineligible persons at, or near the Marijuana Establishment.
  - d) Imposition of measures to prevent diversion of marijuana and Marijuana Products.
  - e) Conditions related to the design and construction of the facility to improve safety, security and conformance with community character.
  - f) Conditions relating to energy efficiency and conservation.
- (2) A Marijuana Establishment shall only be allowed by special permit from the Planning Board, the Special Permit Granting Authority, in accordance with MGL c. 40A, § 9 and section 216-32.1 (Special Permits) of this chapter.
- (3) No special permit for any Marijuana Establishment shall be issued without major site plan approval having been obtained from the Planning Board pursuant to § 145-42, Site Plan review, of this chapter. In addition to the standards set forth therein, the site plan must meet all dimensional, parking, landscaping, and signage requirements within this chapter.

- (4) A Unless prohibited by § 145-89A, a special permit for a Marijuana Establishment shall be limited to one or more of the following uses that shall be prescribed by the special permit granting authority:
- a) Marijuana Cultivator
  - b) Craft Marijuana Cooperative
  - c) Marijuana Product Manufacturer
  - d) Marijuana Research Facility
  - e) Marijuana Testing Facility
  - f) Marijuana Transportation or Distribution Facility
  - g) Marijuana Retailer.
- (5) In addition to the application requirements set forth above, a special permit application for a Marijuana Establishment shall include the following:
- a) The name and address of owner(s) of the establishment;
  - b) Copies of all required licenses and permits issued to the applicant by the Commonwealth of Massachusetts Cannabis Control Commission and any of its other agencies for the establishment; provided that approval may be conditioned upon receipt of a final license from the CCC;
  - c) Evidence of the applicant's right to use the site of the establishment for the establishment, such as a purchase and sale agreement, deed, owner's authorization, or lease;
  - d) A letter from the Town of Townsend Police Chief, or designee, acknowledging review and approval of the Marijuana Establishment security plan.
  - e) All application requirements for Major Site Plan Review as specified in Section 145-57 - 145-61 of this Chapter unless certain non-applicable requirements are waived by the Planning Board.
- (6) The SPGA shall include conditions concerning the following in any special permit granted pursuant to this Article:
- a) Hours of operation.
  - b) Compliance with Host Community Agreement.
  - c) The submission of a copy of the license from the CCC with the SPGA and the Building Commissioner prior to commencement of operation.
- (7) The issuance of a special permit shall lapse two years from the date of the issue if not acted upon.
- (8) Mandatory findings. The special permit granting authority shall not issue a special permit for a Marijuana Establishment unless it finds that:
- a) The facility is designed to minimize any adverse impacts on abutters and other parties in interest, as defined in MGL c. 40A, § 11.
  - b) The applicant demonstrates to the satisfaction of the special permit granting authority that it will meet all the permitting requirements of all applicable agencies within the Commonwealth of Massachusetts and will comply with all applicable state laws and regulations; and
  - c) The applicant has satisfied all of the conditions and requirements set forth herein.
- (6) A special permit granted under this section shall have a term limited to the duration of the applicant's ownership or lease of the premises as a Marijuana Establishment. A special permit may be transferred only with the approval of the special permit granting authority in the form of an amendment to the special permit with all information required by the special permit granting authority.

**F. Abandonment or Discontinuance of Use**

- (1) A special permit shall lapse if a final license has not been issued by the CCC pursuant to CMR 500.103 within one year of issuance. The Planning Board may grant an extension if the applicant demonstrates that, despite diligent effort, circumstances beyond their control have prevented the issuance of a final license and further demonstrates to the satisfaction of the Planning Board that issuance of a Final License is forthcoming.

(2) A Marijuana Establishment shall be required to remove all material, plants, products, equipment and other paraphernalia within six months of ceasing operations. All security measures and precautions, and all components of the Marijuana Establishment security plan, shall be observed until removal is completed;

or take any other action in relation thereto.

SUBMITTED BY: Planning Board

DESCRIPTION: This would amend Section 145-90 of the Town’s Zoning Bylaw, adopted at the December 20, 2018 Special Town Meeting and which regulates recreational marijuana establishments, by excluding from its provisions any type of marijuana establishment that is otherwise prohibited through the passage of any or all of Articles 25 through 31, above, and by accompanying ballot vote(s).

**SELECTMEN: NO COMMENT/OPINION**

**PLANNING BOARD:**

---

**SPECIAL LEGISLATION ARTICLES  
(MAJORITY VOTE)**

**ARTICLE 34**

To see if the Town will vote to authorize the Board of Selectmen and the Town Administrator to petition the General Court for special legislation in the form set forth below; and provided further that the General Court may make clerical or editorial changes of form only to the bill, unless the Board of Selectmen and the Town Administrator approve amendments to the bill before enactment by the General Court, and that the Board of Selectmen and the Town Administrator are authorized to approve amendments which shall be within the scope of the general public objectives of the petition, or act in relation thereto.

**AN ACT AUTHORIZING THE TOWN OF TOWNSEND TO CONTINUE THE EMPLOYMENT OF RICHARD BAILEY AS POLICE CHIEF.**

Be it enacted by the Senate and House of Representatives in General Court assembled and by the authority of the same, as follows:

SECTION 1. Notwithstanding the provisions of any general or special law to the contrary, Richard Bailey, chief of the police department of the town of Townsend, may continue in such position, or lesser position in the Townsend police department, until and including June 30, 2025; provided, however, that said Richard Bailey is mentally and physically capable of performing the duties of such position. If requested said Richard Bailey shall, at his own expense, be examined by an impartial physician designated by said town to determine such capacity. No further deductions shall be made from the regular compensation of said employee under the provisions of Chapter 32 of the General Laws for service subsequent to February 28, 2010 and upon retirement said employee shall receive a superannuation retirement allowance equal to that which he would have been entitled had he retired on said date.

SECTION 2. This act shall take effect upon its passage

SUBMITTED BY: Police Department

DESCRIPTION: Description: If this warrant article passes this town meeting it will then be forwarded to the legislature for vote. As other towns have done for police department members, the passing of this article allows Richard Bailey to remain in his position as chief according to his employment contract which goes past his 65th birthday and further allows him work in the police department after he turns 65 year of age next year.

**SELECTMEN: NO COMMENT/OPINION**

---

**CITIZEN PETITION ARTICLES  
(MAJORITY VOTE)**

**ARTICLE 35**

To see if the Town will vote to amend Article 3 Section 3-8, Water Commissioners of the Town Charter to correspond with pervious Town Meetings on September 16, 1933, May 9, 2017, and on May 1, 2018 to read:

Section 3-8, Water Commissioners

(a) Composition and Term of Office

A Board of Water Commissioners consisting of three members elected for a three year term each, arranged so that the term of one member expires each year.

(b) Powers and Duties

- (1) Defined by special agreement voted on September 16, 1933, pursuant to Chapter 391 of the Acts of 1920.
- (2) Defined by the powers and authority set forth in M.G.L. c. 41, Section 69B, accepted by the Town by vote at the Town Meeting on May 9, 2017.
- (3) In addition to the powers annunciated in Chapter 381 of the Acts 1920, and those conferred upon the Water Commissioners by M.G.L. c. 41 Section 69B, and notwithstanding language within other provisions of the Town Charter to the contrary, the Water Commissioners shall be the sole governing body having full charge and control of the operation and management of the Water Department, including the authority to hire a Water Superintendent and all necessary staff to properly operate the Water Department, negotiate and enter into collective bargaining agreements with Water Department personnel as necessary and appropriate, employ attorneys, agents and servants, hire outside consultants and contractors to facilitate the operation of the Water Department, and enter into, execute, and approve contracts for the purchase of supplies, materials, and all other matters necessary, including construction contracts, to operate the Water Department.

SUBMITTED BY: Citizen Petition

**SELECTMEN: NO COMMENT/OPINION**

---

### **ARTICLE 36**

Move to amend the Town Charter by deleting the existing language of Article 3, section 3-1 (g) and replacing it with the following, upon the approval of the General Court of Massachusetts:

SECTION 1. Any person who holds an elected office in the Town of Townsend and who has held that office for four months and has more than six months remaining in the term of such office on the date of filing of the affidavit, referred to in section two, may be recalled from office by the registered voters of said town.

SECTION 2. One hundred and twenty-five or more registered voters from each precinct of the town of Townsend for a total of at least four hundred registered voters or ten percent, whichever is greater, as certified by the registrar of voters as of the date of submission of petition to the town clerk may file with the town clerk of said town an affidavit containing the name of the officer whose recall is sought and a statement that said voters, having no confidence in the officer(s) so named, seek to remove them from their elected position. No specific grounds are required by the affidavit, merely the statement of no confidence and the desire of the voters to no longer have the officer serve in their elected capacity.

The town clerk shall deliver to the said voters petition blanks demanding said recall, printed forms of which the clerk shall keep available. Said blanks may be completed by writing or typewriting; they shall be addressed to the board of selectmen; they shall contain the names of the persons who filed the affidavit and the statement of no confidence in the officer and; they shall demand the election of a successor to the office; and they shall be dated and signed by the town clerk. A copy of the petition shall be kept on file in the office of the town clerk in a record book maintained for that purpose. The recall petitions shall be returned and filed in the office of the town clerk within twenty-one days following the date that the petitions were issued, signed by at least ten percent of the total number of registered voters duly recorded on the registration list of the town clerk as of the preceding town election. The town clerk shall within twenty-five hours following such filing submit said petitions to the registrars of voters who shall, within seven days certify, thereon the number of signatures which are the names of registered voters of the town, and certify the total number of registered voters in the town as of the date filing the petition with the town clerk. The registrar shall determine whether a sufficient number of registered voters have signed the petition.

SECTION 3. If the petition shall be certified by the registrars of voters to be sufficient, the town clerk shall forthwith submit the same to the board of selectmen. Upon its receipt of the certified petition, the board of selectmen shall within forty-eight hours give written notice of said petition and certificate to the person whose recall is sought. If said officer(s) does not resign his/her office within five days following delivery of the said notice, the board of selectmen shall order an election to be held not less than sixty or no more than ninety days after the date the registrars' certificate of the sufficiency of the petition. If, however, another town election is to occur within one hundred days after the date of the certificate, the board of selectmen shall hold the recall election on the date of said other town election. If a vacancy occurs in the office after a recall election has been ordered, the election shall nevertheless proceed as provided in this section, but only the ballots for candidates need be counted.

SECTION 4. An officer whose recall is sought may be a candidate to succeed himself/herself at the recall election. The nomination of candidates, the publication of the warrant for the recall election, and the conduct of the same shall all be in accordance with the provisions of laws relating to elections, unless otherwise provided in this act.

SECTION 5. The incumbent shall continue to perform the duties of his/her office until the recall election. If he/she is not recalled in the election he/she shall continue in office for the remainder of his/her unexpired term, subject to recall as before, except that he/she cannot be recalled thereby until at least six months after the election at which his/her recall was submitted to the voters.

If the officer is recalled in the election, he/she shall be deemed removed upon the qualification of his/her successor who shall hold office during the unexpired term. If the successor fails to qualify within five days after receiving notification of his election, the incumbent shall thereupon be deemed removed and the office vacant.

SECTION 6. Ballots used at a recall election shall contain the following propositions in the order indicated:

For the recall of (name of officer); and  
Against the recall of (name of officer).

Adjacent to each proposition, there shall be a place to mark a vote. After the propositions shall appear the word “Candidates” followed by the names of candidates arranged alphabetically by surname.

If a majority of the votes cast upon the question of recall is in the affirmative, and provided that at least twenty-five percent of the total number of registered voters as of the date of the most recent town election have participated in such recall election, the officer shall be deemed to have been recalled.

The ballots for candidates shall then be counted, and the candidate receiving the highest number of votes shall be declared elected. If a majority of the vote on the question is in the negative, the ballots for candidates need not be counted except as provided in section three above.

SECTION 7. This act shall take effect upon its passage.

SUBMITTED BY: Citizen Petition

**SELECTMEN: NOT RECOMMEND 1-0-1**

---

**ARTICLE 37**

To see if the Town will vote to amend the Town Bylaws by adding a Bylaw for the reduction of plastic bags as follows:

**Section I. Purpose and Intent**

The production and use of thin-film single-use plastic checkout bags have significant impacts on the environment, including, but not limited to: contributing to the potential death of marine animals through ingestion and entanglement; contributing to pollution of the land environment; creating a burden to solid waste collection-and recycling facilities; clogging storm drainage systems; and requiring the use of millions of barrels of crude oil nationally for their manufacture. The purpose of this bylaw is to eliminate the usage of thin-film single-use plastic bags by all retail and grocery stores in the Town of Townsend, by August 1, 2019.

**Section 2. Definitions**

2.1 *Checkout bag*: A carryout bag provided by a store to a consumer at the point of sale. Checkout bags shall not include bags, whether plastic or not, in which loose produce or products are placed by the consumer to deliver such items to the point of sale or checkout area of the store.

2.2 *Grocery Store*: A retail establishment where more than fifty percent (50%) of the gross floor area is devoted to the sale of food products for home preparation and consumption, which typically also offers home care and personal care products.

2.3 *Retail Store*: An establishment that offers the sale and display of merchandise within a building.

2.1 *Reusable checkout bag*: A bag, with handles, that is specifically designed for multiple use and is made of thick plastic, cloth, fabric or other durable materials.



2.2 *Thin-film single-use plastic bags*: Typically with plastic handles, these are bags with a thickness of 2.5 mils or less and are intended for single-use transport of purchased products.

**Section 3. Use Regulations**

- 3.1 Thin-film single-use plastic bags shall not be distributed, used, or sold for checkout or other purposes at any retail or grocery store within the Town of Townsend.
- 3.2 Customers are encouraged to bring their own reusable or biodegradable shopping bags to stores. Retail or grocery stores are strongly encouraged to make reusable checkout bags available for sale to customers at a reasonable price.
- 3.3 Thin-filmed plastic bags used to contain dry cleaning, newspapers, produce, meat, bulk foods, wet items and other similar merchandise, typically without handles, are still permissible.

**Section 4. Enforcement Process**

Enforcement of this bylaw shall be the responsibility of the Town Administrator or his/her designee. The Town Administrator shall determine the inspection process to be followed, incorporating the process into other town duties as appropriate. Any retail or grocery store distributing plastic grocery bags in violation of this bylaw shall be subject to a non-criminal disposition fine as specified in Appendix A of the Regulations for Enforcement of Town Bylaws under M.G.L.

Chapter 40, 21D and the Bylaw for Non-Criminal Disposition of Violations. Any such fines shall be paid to the Town of Townsend.

And to amend Appendix A of the Non-Criminal Disposition Bylaw by adding the following:

Bylaw	Fine Schedule	Fine Allowed	Enforcement Agency
Plastic Bag Reduction Bylaw	1 <sup>st</sup> Offense	Warning	Town Administrator or Designee
	2 <sup>nd</sup> Offense	\$25.00	
	3 <sup>rd</sup> Offense	\$50.00	

SUBMITTED BY: Citizen Petition

**SELECTMEN: NO COMMENT**

And you are directed to serve this Warrant, by posting up attested copies thereof at MEMORIAL HALL, 272 Main Street at the Center, WEST TOWNSEND FIRE STATION, 460 Main Street in West Townsend, POLICE/COMMUNICATIONS CENTER, 70 BROOKLINE ROAD, NORTH MIDDLESEX REGIONAL HIGH SCHOOL, 19 MAIN STREET, and HARBOR CHURCH, 80 MAIN STREET in said Town, at least SEVEN (7) days before the time of holding said meeting.

HEREOF FAIL NOT, and make due return of this Warrant, with your doings thereon, to the Town Clerk, at the time and place of the meeting, as aforesaid.

Given under our hands this 23<sup>rd</sup> day of April in the year Two Thousand-Nineteen.

**SELECTMEN OF TOWNSEND**

*Sue Lisio*

\_\_\_\_\_  
Sue Lisio, Chairman

*Wayne Miller*

\_\_\_\_\_  
Wayne Miller, Vice Chairman

*Don Klein*

\_\_\_\_\_  
Don Klein, Clerk

A true copy. ATTEST:

\_\_\_\_\_ CONSTABLE