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TOWN OF AYER

2015 APR 16 PM 2:33

Town of Ayer
Board of Selectmen
Ayer Town Hall – 1st Floor Meeting Room
Ayer, MA 01432



Tuesday, April 21, 2015

Joint Meeting of the Ayer Board of Selectmen and Ayer Finance Committee
Open Session Meeting Agenda

7:00 PM

Call to Order

Call to Order of the Ayer Board of Selectmen; Review and Approve Agenda

Announcements

Annual Town Election	April 27, 2015	7:00A -8:00P	Ayer Town Hall
Annual Town Meeting	May 11, 2015	7:00 PM	Ayer Town Hall
JBOS Super Town Meeting	June 8, 2015	7:00 PM	Ayer Town Hall

7:05 PM*

Public Input

7:10 PM

Ms. Alicia Hersey – Office of Community and Economic Development

Loan Subordination Request, 83-85 West Main Street, Case #11-369

7:15 PM

Call to Order of the Ayer Finance Committee

Joint Review and Approval of the FY 2016 Budget

To Include any Public Comment on the Budget

Joint Review and Approval of the 2015 Annual Town Meeting Warrant

To Include any Public Comment on the Warrant

8:45 PM

Adjournment of the Ayer Finance Committee

9:00 PM

Town Administrator's Report

1. Administrative Update
2. Valet Parking Permit Proposal
3. Reserve Fund Transfer – Town Counsel

9:10 PM

New Business/Selectmen's Questions

9:15 PM

Approval of the Minutes

April 7, 2015

9:20 PM

Executive Session Pursuant to MGL Chapter 30A, Section 21A

Exemption #3 (Collective Bargaining) APPOA Dispatchers Contract MOA

Adjournment**

*Note:

Agenda Times are for planning purposes only and do not necessarily constitute exact times.

**Note:

The Board of Selectmen will adjourn for the evening at the conclusion of Executive Session

Town of Ayer

Department of Planning & Development

Upper Town Hall ♦ One Main Street ♦ Ayer, MA 01432 ♦ 978-772-8221 ♦ Fax: 978-772-8208



MEMORANDUM

TO: Board of Selectmen
FR: Alicia Hersey, Community Development Office
RE: Lien Subordination Request **CASE# 11-369**
DT: April 15, 2015

The property owner of housing at 83-85 West Main Street has requested the Town subordinate its mortgage on the property in favor of a new first mortgage.

Assessed Value of Property (FY12)	\$270,000.00
Appraised Value of Property (05/12)	\$409,000.00
First Mortgage (to be paid off)	\$390,049.82
Amount of Program Assistance (liens)	\$84,690.00
Proposed New Mortgage Amount	\$396,418.00
Proposed Total Loan Amount	\$481,108.00
Maturity Date of Program Lien	August 3, 2027

The borrower is seeking to obtain a new mortgage to pay-off her first mortgage and obtain a better Private Mortgage Insurance rate. This will save her almost \$200 a month on her mortgage. The Town's lien is in force on this property until August 3, 2027.

Based upon the subordination policy approved by the Town and State Dept. of Housing and Community Development, "a recommendation to approve with conditions, or to deny, will be made to the Board of Selectmen" where outstanding liens are more than 80% of the fair market value of the property. In the current case, the outstanding liens (first mortgage, second mortgage, Mass. Housing lien and CDBG lien) will be equal to 117.37% of the appraised value of the property.

At this time it is the Board's decision whether to approve or deny the subordination of the Town's lien for a first mortgage in the amount of \$396,418.00. Since the owner is refinancing to obtain a better PMI rate and the only equity being taken out of the home is the closing costs, the Town's position will not be changing.

Generally, subordination requests will be approved if there is no negative effect on the Program's equity position in the property, however, Program staff will apply the following procedure and criteria to all requests:

- (1) Staff will total the amount of any *proposed* priority liens, and the amount of housing assistance previously received
 - a) if total is *less than or equal to 65%* of the appraised valuation, the Department of Planning & Development may provide "administrative approval" for the subordination to be signed by the Chairman of the Board of Selectmen
 - b) if total is *more than 65% but less than or equal to 80%* of the appraised valuation, a recommendation to approve, or approve with conditions, will be made to the Board of Selectmen
 - c) if total is *more than 80%* of the appraised valuation, a recommendation to approve with conditions, or to deny, will be made to the Board of Selectmen
- (2) program staff will also consider anti-speculation and recapture policies from the applicable funding source, the proposed equity position of the Program, assessed valuation, and any other relevant information to develop any applicable conditions and recommendation to the Board of Selectmen

The Town of Ayer reserves the right to impose conditions on any subordination request in accordance with the intent of the above criteria.

1	Existing Mortgage	390,049.82	
	Second Mortgage		
	Mass. Housing		
	CDBG Lien	84,690.00	
	Existing Loan Amount	474,739.82	
2	Proposed Mortgage	396,418.00	
	Second Mortgage		
	Mass. Housing		
	CDBG Lien	84,690.00	current amt due
	Proposed Loan Amount	481,108.00	
	Valuation of Property	409,900.00	
3	80% of Value	327,920.00	

Outstanding lien's % of Property value

117.37%

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ACCOUNTS FOR: GENERAL FUND	2014 ACTUALS	2015 ACTUALS	2015 BUDGET (before RFTs)	2015 One-time expenses	FY2015 BUDGET net of one-time expenses	2016 Budget Request \$ increase (decrease)	percent incr(decr)	COMMENT		
1114 MODERATOR										
1114 51100 STIPEND	500.00	0.00	500.00		500.00	500.00	0.00	0.00%	level	
TOTAL MODERATOR	500.00	0.00	500.00		500.00	500.00	0.00	0.00%		
1122 BOARD OF SELECTMEN										
1122 51100 STIPENDS	8,353.06	2,906.65	6,976.00		6,976.00	6,976.00	0.00	0.00%		
1122 51110 SECRETARY	61,704.11	21,798.00	46,365.00		46,365.00	66,181.00	19,816.00	42.74%	hire @ higher rate plus \$12,000 stipend for ZBA support	53118.72 x1.02 54181.09
1122 51120 ADMINISTR	90,714.90	37,228.18	92,539.00		92,539.00	94,390.00	1,851.00	2.00%	2% contractual	
1122 51140 LONGEVITY	750.00	0.00	0.00		0.00	200.00	200.00	100.00%	should be \$200	
1122 51300 OVERTIME	2,473.57	1,401.50	2,000.00		2,000.00	3,000.00	1,000.00	50.00%	includes executive session meetings	
1122 52000 SERVICES	1,295.60	208.71	1,000.00		1,000.00	1,000.00	0.00	0.00%		
1122 52100 CLERK SERV	0.00	0.00	800.00		800.00	800.00	0.00	0.00%		
1122 54000 SUPPLIES	1,743.14	602.58	1,000.00		1,000.00	1,275.00	275.00	27.50%	includes new chair for TA	
1122 57000 OTHER CHAR	2,257.72	1,542.66	2,600.00		2,600.00	2,600.00	0.00	0.00%		
TOTAL BOARD OF SELECTMEN	169,292.10	65,688.28	153,280.00		153,280.00	176,422.00	23,142.00	15.10%		
PAYROLL AND BENEFITS MANAGER										
51100 PR/BENF MG	0.00	20,007.36	49,174.00		49,174.00	62,663.00	13,489.00	27.43%	hired at higher rate; includes 2% increase	
52000 SERVICES	0.00	0.00	300.00		300.00	300.00	0.00	0.00%	level	
54000 SUPPLIES	0.00	862.05	1,226.00		1,226.00	1,450.00	224.00	18.27%	office supplies,W2s,envelopes,labor postings	
57000 OTHER CHAR	0.00	25.00	200.00		200.00	1,300.00	1,100.00	550.00%	training,meetings,dues, travel	
	0.00	20,894.41	50,900.00		50,900.00	65,713.00	14,813.00	29.10%		
1132 RESERVE FUND										
1132 57800 RESERVE FU	0.00	0.00	300,000.00		300,000.00	150,000.00	(150,000.00)	-50.00%	per 3/29/15 email from Scott Houde	
TOTAL RESERVE FUND	0.00	0.00	300,000.00		300,000.00	150,000.00	(150,000.00)	-50.00%		
1135 TOWN ACCOUNTANT										
1135 51100 ACCOUNTANT	93,041.28	38,333.71	94,900.00		94,900.00	96,798.00	1,898.00	2.00%		
1135 51110 ASSISTANTS	45,518.40	18,525.92	46,428.00		46,428.00	54,624.00	8,196.00	17.65%	This includes 2% increase plus unused vaca buyout (retirement)	
1135 51140 LONGEVITY	1,330.00	0.00	1,330.00		1,330.00	1,450.00	120.00	9.02%	This includes an adjustment for prio year	
1135 51150 COLLEGE IN	4,634.24	4,726.80	4,728.00		4,728.00	4,823.00	95.00	2.01%		
1135 52000 SERVICES	3,000.00	0.00	300.00		300.00	3,000.00	2,700.00	900.00%	This is needed for legal ad and training replacement for assistant	
1135 53000 PROF SERV	0.00	0.00	0.00		0.00	0.00	0.00	0.00%		
1135 53020 AUDIT	19,800.00	0.00	21,000.00		21,000.00	21,000.00	0.00	0.00%	audit contract expires in FY2015 (audit of FY2014)	
1135 54200 OFF SUPPLY	877.74	99.41	300.00		300.00	300.00	0.00	0.00%		
1135 57000 OTHER CHAR	315.55	245.54	672.00		672.00	672.00	0.00	0.00%		
TOTAL TOWN ACCOUNTANT	168,517.21	61,931.38	169,658.00		169,658.00	182,667.00	13,009.00	7.67%		
1136 COMPUTER SUPPORT										
1136 51000 STIPEND	4,636.52	1,908.90	4,728.00		4,728.00	4,840.00	112.00	2.37%		
1136 52000 SERVICES	0.00	0.00	0.00		0.00	0.00	0.00	0.00%		
1136 53040 SFTW MAINT	38,323.97	19,185.50	38,371.00		38,371.00	38,371.00	0.00	0.00%		
1136 53041 HARDWARE	20.70	0.00	646.00		646.00	629.00	(17.00)	-2.63%		
1136 53200 TRAINING	60.89	0.00	0.00		0.00	0.00	0.00	0.00%		
1136 54000 SUPPLIES	223.31	0.00	500.00		500.00	500.00	0.00	0.00%		
TOTAL COMPUTER SUPPORT	43,265.39	21,094.40	44,245.00		44,245.00	44,340.00	95.00	0.21%		
1141 BOARD OF ASSESSORS										
1141 51100 STIPENDS	6,900.12	2,875.05	6,900.00		6,900.00	7,038.00	138.00	2.00%	2% COLA as revised by T Hogan 2/5/15	
1141 51110 SECRETARY	39,941.35	17,386.97	40,740.00		40,740.00	41,348.00	608.00	1.49%	2% COLA	

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1141	51120	ADMINISTR	89,880.60	41,894.38	92,354.00	92,354.00	94,310.00	1,956.00	2.12%	2% COLA	
1141	52000	SERVICES	0.00	52.06	1,565.00	1,565.00	1,565.00	0.00	0.00%	_____	
1141	53010	MAP UPDATE	0.00	0.00	1,136.00	1,136.00	1,136.00	0.00	0.00%	_____	
1141	53020	CONSULTG	13,150.00	5,600.00	19,000.00	19,000.00	19,000.00	0.00	0.00%	year 2 of 3 year cyclical reinspection compliance program	
1141	54000	SUPPLIES	171.66	97.49	416.00	416.00	416.00	0.00	0.00%	_____	
1141	54200	OFF SUPPLY	468.03	140.94	675.00	675.00	675.00	0.00	0.00%	_____	
1141	57000	OTHER CHAR	5,292.40	3,694.56	2,500.00	2,500.00	2,500.00	0.00	0.00%	_____	
TOTAL	BOARD OF ASSESSORS		155,804.16	71,741.45	165,286.00	165,286.00	167,988.00	2,702.00	1.63%	_____	
1145 TOWN TREASURER											
1145	51100	TREASURER	60,017.99	24,628.17	61,229.00	61,229.00	62,443.00	1,214.00	1.98%	2% COLA	
1145	51110	ASSISTANTS	46,362.72	0.00	0.00	0.00	0.00	0.00	0.00%	_____	
1145	52000	SERVICES	2,335.23	329.45	1,647.00	1,647.00	2,011.00	364.00	22.10%	increased for add'l financial advisor fees	
1145	54000	SUPPLIES	1,862.30	310.66	949.00	949.00	3,181.00	2,232.00	235.19%	_____	
1145	54200	OFF SUPPLY	344.14	149.40	3,005.00	(2,500.00)	505.00	505.00	0.00%	new desk \$2,500 in FY15	
1145	57000	OTHER CHAR	1,487.46	301.96	1,062.00	1,062.00	1,262.00	200.00	18.83%	_____	
TOTAL	TOWN TREASURER		112,409.84	25,719.64	67,892.00	(2,500.00)	65,392.00	69,402.00	4,010.00	6.13%	_____
1146 TAX COLLECTOR											
1146	51100	COLLECTOR	33,010.50	13,545.83	33,670.00	33,670.00	34,344.00	674.00	2.00%	2% COLA	
1146	51110	ASSISTANT	42,326.40	17,715.60	44,044.00	44,044.00	44,925.00	881.00	2.00%	2% increase per contract	
1146	51300	OVERTIME	0.00	0.00	0.00	0.00	0.00	0.00	0.00%	_____	
1146	52000	SERVICES	3,049.80	0.00	8,417.00	8,417.00	9,000.00	583.00	6.93%	_____	
1146	54000	SUPPLIES	2,625.84	55.27	1,050.00	1,050.00	1,200.00	150.00	14.29%	_____	
1146	54200	OFF SUPPLY	0.00	0.00	0.00	0.00	250.00	250.00	100.00%	_____	
1146	57000	OTHER CHAR	842.41	343.04	525.00	525.00	850.00	325.00	61.90%	_____	
TOTAL	TAX COLLECTOR		81,854.95	31,659.74	87,706.00	87,706.00	90,569.00	2,863.00	3.26%	_____	
1147 FINANCE COMMITTEE											
1147	52000	SERVICES	144.00	0.00	0.00	0.00	0.00	0.00	0.00%	per 2/5/15 email from Scott Houde	
1147	54200	OFF SUPPLY	0.00	19.79	0.00	0.00	0.00	0.00	0.00%	_____	
1147	57000	OTHER CHAR	221.00	176.00	200.00	200.00	500.00	300.00	150.00%	_____	
TOTAL	FINANCE COMMITTEE		365.00	195.79	200.00	200.00	500.00	300.00	150.00%	_____	
1148 PARKING TICKETS											
1148	52000	SERVICES	655.94	520.73	950.00	950.00	1,000.00	50.00	5.26%	contractual increase	
TOTAL	PARKING TICKETS		655.94	520.73	950.00	950.00	1,000.00	50.00	5.26%	_____	
1151 TOWN COUNSEL											
1151	52000	MISC SERV	3,038.00	0.00	0.00	0.00	0.00	0.00	0.00%	_____	
1151	53090	LEGAL SERV	100,175.02	52,075.88	85,000.00	85,000.00	90,000.00	5,000.00	5.88%	_____	
1151	54000	SUPPLIES	132.50	0.00	0.00	0.00	0.00	0.00	0.00%	_____	
TOTAL	TOWN COUNSEL		103,345.52	52,075.88	85,000.00	85,000.00	90,000.00	5,000.00	5.88%	_____	
1154 MANAGEMENT SUPPORT											
1154	52000	SERVICES	1,317.72	0.00	1,500.00	1,500.00	3,500.00	2,000.00	133.33%	_____	
1154	53410	PRINTG SER	3,351.70	1,013.46	4,000.00	4,000.00	4,000.00	0.00	0.00%	_____	
1154	54000	SUPPLIES	1,411.06	854.70	1,000.00	1,000.00	1,000.00	0.00	0.00%	_____	
1154	57000	OTHER CHAR	0.00	0.00	0.00	0.00	0.00	0.00	0.00%	_____	
TOTAL	MANAGEMENT SUPPORT		6,080.48	1,868.16	6,500.00	6,500.00	8,500.00	2,000.00	30.77%	_____	
1158 TAX TITLE FORECLOSURE											
1158	52000	SERVICE	5,147.95	1,280.75	8,000.00	8,000.00	8,000.00	0.00	0.00%	_____	

TOTAL	TAX TITLE FORECLOSURE	5,147.95	1,280.75	8,000.00		8,000.00	8,000.00	0.00	0.00%	_____
	1161 TOWN CLERK									
1161	51100 CLERK	27,008.53	11,082.75	27,549.00		27,549.00	28,100.00	551.00	2.00%	2% COLA
1161	51110 ASSISTANT	42,938.49	18,062.42	43,757.00		43,757.00	44,632.00	875.00	2.00%	2% increase per contract
1161	51300 OVERTIME	200.53	0.00	0.00		0.00	0.00	0.00	0.00%	_____
1161	52000 SERVICES	695.12	0.00	1,818.00	(1,030.00)	788.00	800.00	12.00	1.52%	records management study in FY15
1161	54000 SUPPLIES	160.33	62.86	263.00		263.00	400.00	137.00	52.09%	_____
1161	57000 OTHER CHAR Assistant Clerk Stipend	245.00	261.54	315.00		315.00	2,200.00	1,885.00	598.41%	_____
							1,000.00	1,000.00	100.00%	based on contract???
TOTAL	TOWN CLERK	71,248.00	29,469.57	73,702.00	(1,030.00)	72,672.00	77,132.00	4,460.00	6.14%	_____
	1162 ELECTIONS & REGISTRATIONS									
1162	51100 REGISTRARS	1,296.00	27.00	1,296.00		1,296.00	1,296.00	0.00	0.00%	_____
1162	52000 CENSUS SER	125.13	0.00	1,500.00		1,500.00	2,000.00	500.00	33.33%	postage increase
1162	52100 ELECT WORK	3,423.25	2,758.50	4,700.00		4,700.00	5,000.00	300.00	6.38%	new staff overlap
1162	53040 COMPTR SER	4,670.43	2,349.00	4,200.00		4,200.00	4,200.00	0.00	0.00%	_____
1162	54200 OFF SUPPLY	1,025.38	106.49	877.00		877.00	900.00	23.00	2.62%	_____
1162	57000 OTHER CHAR	656.07	235.89	400.00		400.00	500.00	100.00	25.00%	_____
TOTAL	ELECTIONS & REGISTRATI	11,196.26	5,476.88	12,973.00		12,973.00	13,896.00	923.00	7.11%	_____
	1164 TOWN HALL POSTAGE FUND									
1164	53400 POSTAGE	17,844.51	11,551.30	19,000.00		19,000.00	19,000.00	0.00	0.00%	based on updated postal rates
TOTAL	TOWN HALL POSTAGE FUND	17,844.51	11,551.30	19,000.00		19,000.00	19,000.00	0.00	0.00%	_____
	1165 PERSONNEL BOARD									
1165	52000 SERVICES	0.00	0.00	100.00		100.00	100.00	0.00	0.00%	per 2/5/15 email from Scott Houde
TOTAL	PERSONNEL BOARD	0.00	0.00	100.00		100.00	100.00	0.00	0.00%	_____
	1166 INFORMATION TECHNOLOGY									
1166	51100 SALARY	70,720.58	29,895.61	74,257.00		74,257.00	78,071.00	3,814.00	5.14%	step & 2% COLA
1166	52000 IT SERVICE	4,554.80	4,909.62	21,420.00		21,420.00	24,920.00	3,500.00	16.34%	_____
1166	52100 WEBSITE	2,500.00	0.00	3,000.00		3,000.00	5,700.00	2,700.00	90.00%	_____
1166	53040 SOFTWARE	0.00	2,868.00	0.00		0.00	4,500.00	4,500.00	0.00%	cellular signal booster for fire Station
1166	53400 COMMUNICAT	733.02	243.71	720.00		720.00	720.00	0.00	0.00%	_____
1166	54000 IT SUPPLY	2,845.06	446.87	4,400.00		4,400.00	5,400.00	1,000.00	22.73%	_____
1166	57000 OTHER CHAR	220.33	257.24	600.00		600.00	1,100.00	500.00	83.33%	_____
1166	58000 HARDWARE	11,721.79	9,791.18	11,500.00	(11,500.00)	0.00	3,000.00	3,000.00	0.00%	_____
TOTAL	INFORMATION TECHNOLOGY	93,295.58	48,412.23	115,897.00	(11,500.00)	104,397.00	123,411.00	19,014.00	0.00%	all one-time expenses except signal booster are separate raise articles that have been reviewed by the Capital Planning Committee
	1171 CONSERVATION COMMISSION									
1171	51000 CONS AGENT	17,412.88	7,839.46	18,097.00		18,097.00	23,992.00	5,895.00	32.57%	increase hours from approximately 15/week to 19/week
1171	52000 SERVICES	290.00	0.00	150.00		150.00	150.00	0.00	0.00%	_____ \$23.72 x 1.02 = \$24.19 23991.64
1171	54000 SUPPLIES	615.08	0.00	350.00		350.00	350.00	0.00	0.00%	_____
1171	55801 PUBLIC HEA	110.98	0.00	100.00		100.00	100.00	0.00	0.00%	_____
1171	57000 OTHER CHAR	844.99	320.00	1,225.00		1,225.00	1,225.00	0.00	0.00%	_____
TOTAL	CONSERVATION COMMISSIO	19,273.93	8,159.46	19,922.00		19,922.00	25,817.00	5,895.00	29.59%	_____
	1175 PLANNING BOARD									
1175	51000 ADMINISTR	20,735.04	0.00	0.00		0.00	_____	_____		
1175	52000 SERVICES	0.00	0.00	0.00		0.00	_____	_____		
1175	54000 SUPPLIES	27.68	0.00	0.00		0.00	_____	_____		
1175	54200 OFF SUPPLY	0.00	0.00	0.00		0.00	_____	_____		

1175	57000	OTHER CHAR	0.00	0.00	0.00	0.00							
TOTAL	PLANNING BOARD		20,762.72	0.00	0.00	0.00							
1176	ZONING BOARD OF APPEALS												
1176	51000	OFFICE MGR/STIPEND	21,012.20	0.00	0.00	0.00	0.00	0.00	0.00	100.00%	stipend...ZBA appointed by BoS		
1176	54200	OFF SUPPLY	0.00	0.00	0.00	0.00	0.00	0.00	0.00	100.00%			
1176	57000	OTHER CHAR	0.00	0.00	0.00	0.00	0.00	0.00	0.00	100.00%			
TOTAL	ZONING BOARD OF APPEAL		21,012.20	0.00	0.00	0.00	0.00	0.00	0.00	100.00%			
1181	URBAN DEVELOPMENT(MRPC)												
1181	56600	PLAN ASSES	2,164.81	2,218.94	2,219.00	2,219.00	2,274.00	55.00	2.48%	Assessment dated 1/20/15			
TOTAL	URBAN DEVELOPMENT(MRPC)		2,164.81	2,218.94	2,219.00	2,219.00	2,274.00	55.00	2.48%				
1188	PLANNING & DEVELOPMENT												
1188	51000	DIRECTOR	31,142.52	13,162.80	32,805.00	32,805.00	34,649.00	1,844.00	5.62%	Step & 2% cola	68737 / 2	34368.5	280
1188	53400	POSTAGE FU	0.00	0.00	200.00	200.00	200.00	0.00	0.00%	and longevity			
1188	54000	PURCHASE O	0.00	0.00	250.00	250.00	250.00	0.00	0.00%				
1188	57000	OTHER CHAR	0.00	0.00	0.00	0.00	0.00	0.00	0.00%				
1188	57300	DUES AND M	0.00	0.00	0.00	0.00	0.00	0.00	0.00%				
		Comprehensive plan update consultant						0.00	100.00%	estimated \$5000 - \$8000 see budget tie in for raise article			
TOTAL	PLANNING & DEVELOPMENT		31,142.52	13,162.80	33,255.00	33,255.00	35,099.00	1,844.00	5.55%				
1192	PUBLIC BLDGS & PROP MAINT												
1192	51000	DIRECTOR	59,294.56	24,813.60	62,258.00	62,258.00	65,632.00	3,374.00	5.42%	Step & 2% cola			
1192	51100	CUSTODIAN	32,948.64	13,524.00	33,613.00	33,613.00	34,285.00	672.00	2.00%	2% cola			
1192	51300	OVERTIME	0.00	0.00	4,400.00	4,400.00	4,400.00	0.00	0.00%				
1192	52000	SERVICES T	2,921.59	919.09	3,800.00	3,800.00	3,800.00	0.00	0.00%				
1192	52000F	SERVICES F	1,390.00	475.00	1,500.00	1,500.00	1,600.00	100.00	6.67%				
1192	52000P	SERVICES P	720.00	300.00	900.00	900.00	1,000.00	100.00	11.11%				
1192	52100	HEAT T	15,197.50	1,089.36	16,000.00	16,000.00	20,000.00	4,000.00	25.00%	increase for great hall usage			
1192	52100F	HEAT F	11,146.41	1,256.03	13,400.00	13,400.00	15,600.00	2,200.00	16.42%				
1192	52100P	HEAT P	11,836.43	1,219.27	11,000.00	11,000.00	13,000.00	2,000.00	18.18%				
1192	52200	ELECTRIC T	10,271.19	3,191.41	20,740.00	20,740.00	21,500.00	760.00	3.66%	increase for great hall usage			
1192	52200F	ELECTRIC F	15,011.35	4,966.48	30,000.00	30,000.00	30,000.00	0.00	0.00%				
1192	52200P	ELECTRIC P	13,717.31	2,528.86	26,500.00	26,500.00	26,500.00	0.00	0.00%				
1192	52200W	ELECT OLD	286.19	184.24	600.00	600.00	600.00	0.00	0.00%				
1192	52400	TOWN HALL	26,075.45	4,988.00	10,600.00	10,600.00	10,000.00	{600.00}	-5.66%				
1192	52400F	R&M-FIRE	9,107.65	4,025.20	4,500.00	4,500.00	8,000.00	3,500.00	77.78%				
1192	52400P	R&M-POLICE	11,107.95	17,657.36	12,000.00	(7,000.00)	5,000.00	8,000.00	3,000.00	60.00%	repair of heating units in FY15		
1192	52400W	R&M OLD FI	275.00	0.00	0.00	0.00	0.00	0.00	0.00%				
1192	52420	MAINT T	4,785.58	4,341.73	5,000.00	5,000.00	6,000.00	1,000.00	20.00%				
1192	52420F	MAINT F	4,620.33	4,022.33	5,500.00	5,500.00	6,000.00	500.00	9.09%				
1192	52420P	MAINT P	3,191.34	1,876.34	3,500.00	3,500.00	3,800.00	300.00	8.57%				
1192	52600	GROUNDS TH	2,189.00	803.00	2,200.00	2,200.00	2,400.00	200.00	9.09%				
1192	52600P	GROUNDS P	1,278.00	647.00	1,600.00	1,600.00	1,700.00	100.00	6.25%				
1192	52900P	WASTE REMV	932.24	316.68	1,300.00	1,300.00	1,500.00	200.00	15.38%				
1192	53041	PHONE T	4,179.38	2,870.25	5,540.00	5,540.00	6,000.00	460.00	8.30%				
1192	53400	COMMUNICAT	850.48	260.46	650.00	650.00	875.00	225.00	34.62%				
1192	54000	SUPPLIES T	3,476.14	1,251.40	3,200.00	3,200.00	4,000.00	800.00	25.00%	increase for great hall usage			
1192	54000F	SUPPLIES F	509.03	122.74	1,000.00	1,000.00	1,500.00	500.00	50.00%				
1192	54000P	SUPPLIES P	6,459.39	2,053.61	4,400.00	4,400.00	4,800.00	400.00	9.09%				
1192	54200	OFFICE SUP	0.00	72.00	200.00	200.00	200.00	0.00	0.00%				
1192	54320	REPR SUPP	1,615.27	696.12	600.00	600.00	800.00	200.00	33.33%				
1192	54320F	REP SUPP	1,098.08	395.82	600.00	600.00	800.00	200.00	33.33%				
1192	54320P	REP SUPP	827.95	672.66	900.00	900.00	800.00	(100.00)	-11.11%				
1192	57000	OTHER CHR	0.00	45.36	700.00	700.00	700.00	0.00	0.00%				

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1192	58000	GENERATOR	0.00	0.00	0.00	0.00	0.00	0.00	0.00%	_____	
1192	58100	CHAIRS TH	0.00	0.00	2,000.00	(2,000.00)	0.00	0.00	0.00%	meeting room chair replacement in FY15	
1192	58200	SEAL/LINE	0.00	8,600.00	8,600.00	(8,600.00)	0.00	0.00	0.00%	seal/line police & fire in FY15	
TOTAL	PUBLIC BLDGS & PROP MA		257,319.43	110,185.40	299,301.00	(17,600.00)	281,701.00	305,792.00	24,091.00	8.55%	_____
1193 BUILDING INSURANCE											
1193	57430	UMBREL INS	102,481.43	123,252.55	144,151.00		144,151.00	154,241.00	10,090.00	7.00%	Final quote 2/15
TOTAL	BUILDING INSURANCE		102,481.43	123,252.55	144,151.00		144,151.00	154,241.00	10,090.00	7.00%	_____
1195 POLICE ACCIDENT INSURANCE											
1195	57410	POLICE & FIRE	153,122.58	125,226.00	161,953.00		161,953.00	173,289.00	11,336.00	7.00%	Final quote 2/15
TOTAL	POLICE ACCIDENT INSURA		153,122.58	125,226.00	161,953.00		161,953.00	173,289.00	11,336.00	7.00%	_____
1199 COMMUNICATIONS COMMITTEE											
1199	53410	PRINTG SER	0.00	0.00	700.00		700.00	700.00	0.00	0.00%	_____
1199	54200	OFF SUPPLY	44.97	0.00	0.00		0.00	0.00	0.00	0.00%	_____
TOTAL	COMMUNICATIONS COMMITT		44.97	0.00	700.00		700.00	700.00	0.00	0.00%	_____
1210 POLICE DEPARTMENT											
1210	51100	SALARIES	1,424,529.19	608,351.31	1,592,072.00		1,592,072.00	1,669,365.00	77,293.00	4.85%	2% COLA, new postion - records clerk, reclassification of assistant, adjust reserve officer pay
1210	51300	OVERTIME	227,413.07	79,679.83	206,700.00		206,700.00	206,700.00	0.00	0.00%	_____
1210	51310	COURT TIME	15,348.30	6,807.81	16,000.00		16,000.00	16,000.00	0.00	0.00%	_____
1210	51900	CLOTHING	0.00	0.00	750.00		750.00	0.00	(750.00)	-100.00%	_____
1210	51901	CRUMPTON	948.70	546.38	950.00		950.00	950.00	0.00	0.00%	_____
1210	51902	WILSON	945.68	379.57	950.00		950.00	950.00	0.00	0.00%	_____
1210	51903	CHIEF	789.91	484.14	950.00		950.00	950.00	0.00	0.00%	_____
1210	51904	HADLEY	333.95	0.00	350.00		350.00	350.00	0.00	0.00%	_____
1210	51905	MORRISON	0.00	462.65	950.00		950.00	950.00	0.00	0.00%	_____
1210	51906	KULARSKI	1,188.00	198.00	1,188.00		1,188.00	1,888.00	700.00	58.92%	I think this may be a typo and sh/be \$1188
1210	51907	CUNNINGHAM	950.00	283.95	950.00		950.00	950.00	0.00	0.00%	_____
1210	51909	BRISSETTE	165.98	97.27	350.00		350.00	350.00	0.00	0.00%	_____
1210	51910	CALLAHAN	947.90	0.00	950.00		950.00	950.00	0.00	0.00%	_____
1210	51911	HARTY	838.82	0.00	950.00		950.00	950.00	0.00	0.00%	_____
1210	51912	HARRISON	920.68	286.99	950.00		950.00	950.00	0.00	0.00%	_____
1210	51913	BARHIGHT	1,188.00	827.10	1,188.00		1,188.00	1,188.00	0.00	0.00%	_____
1210	51914	FICHTER	950.00	435.00	950.00		950.00	950.00	0.00	0.00%	_____
1210	51915	COTE -CLO	947.75	969.80	950.00		950.00	950.00	0.00	0.00%	_____
1210	51917	KRASINSKAS	949.45	239.00	950.00		950.00	950.00	0.00	0.00%	_____
1210	51918	ROCHE	261.94	0.00	350.00		350.00	350.00	0.00	0.00%	_____
1210	51919	MCDONALD	950.40	911.20	950.00		950.00	950.00	0.00	0.00%	_____
1210	51920	SCOTT	0.00	0.00	350.00		350.00	350.00	0.00	0.00%	_____
1210	51921	BIGELOW	950.00	0.00	950.00		950.00	950.00	0.00	0.00%	_____
1210	51922	P-T CLOTHG	97.00	0.00	150.00		150.00	150.00	0.00	0.00%	_____
1210	51923	GILL	915.95	0.00	950.00		950.00	950.00	0.00	0.00%	_____
1210	51925	EDMONDS	950.00	18.05	950.00		950.00	950.00	0.00	0.00%	_____
1210	52000	SERVICES	6,938.45	3,337.27	0.00		0.00	0.00	0.00	0.00%	_____
1210	52400	VEHICL REP	17,914.51	1,875.01	13,000.00		13,000.00	13,000.00	0.00	0.00%	_____
1210	52440	EQUIP RPR	2,621.58	894.97	7,000.00		7,000.00	7,000.00	0.00	0.00%	_____
1210	53021	PHYSICALS	943.99	874.00	1,000.00		1,000.00	1,000.00	0.00	0.00%	_____
1210	53040	COMPUTERS	780.00	0.00	0.00		0.00	0.00	0.00	0.00%	_____
1210	53200	TRAINING	11,323.96	3,007.00	12,000.00		12,000.00	12,000.00	0.00	0.00%	_____
1210	53400	COMMUNICAT	11,823.79	4,828.50	13,000.00		13,000.00	13,000.00	0.00	0.00%	_____
1210	53401	RADIO REPR	142.75	0.00	1,000.00		1,000.00	1,000.00	0.00	0.00%	_____
1210	53402	MAINT AGRE	25,094.50	20,814.63	26,250.00		26,250.00	26,610.00	360.00	1.37%	_____
1210	53403	EQUIP REPR	841.00	0.00	0.00		0.00	0.00	0.00	0.00%	_____
1210	53800	PHOTOGRAPH	0.00	0.00	1,000.00		1,000.00	1,000.00	0.00	0.00%	_____

estimated add'l funds needed for Patrolmen & Communication Workers contracts
 chief request \$1,704,969 less FinCom reductions:
 \$18,604 reclass
 \$17,000 records clerk
 \$9,545 reserves???

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1210	54000	SUPPLIES	58,190.99	2,924.70	13,886.00	13,886.00	13,886.00	0.00	0.00%	_____	
1210	54200	OFF SUPPLY	6,252.82	1,884.57	3,800.00	3,800.00	3,800.00	0.00	0.00%	_____	
1210	54320P	BLDG REP P	0.00	0.00	0.00	0.00	0.00	0.00	0.00%	_____	
1210	54800	VEHCL SUPP	773.61	2,464.59	3,000.00	3,000.00	3,000.00	0.00	0.00%	_____	
1210	54900	PRISNR SUP	1,250.18	0.00	800.00	800.00	800.00	0.00	0.00%	_____	
1210	55821	DUES/SUBSC	4,275.00	2,784.00	8,000.00	8,000.00	8,000.00	0.00	0.00%	_____	
1210	55890	CONFERENCE	2,152.68	1,749.39	2,000.00	2,000.00	2,000.00	0.00	0.00%	_____	
1210	57000	OTHER CHAR	239.10	302.73	0.00	0.00	0.00	0.00	0.00%	_____	
1210	57410	COLLG REIM	600.00	0.00	14,400.00	14,400.00	14,400.00	0.00	0.00%	_____	
1210	58000	TRAILER	0.00	0.00	0.00	0.00	0.00	0.00	0.00%	_____	
1210	58590	CRUISER	35,000.00	36,940.00	38,000.00	38,000.00	38,000.00	0.00	0.00%	_____	
TOTAL	POLICE DEPARTMENT		1,870,639.58	785,659.41	1,991,834.00	1,991,834.00	2,105,481.00	113,647.00	5.71%	_____	
1220	FIRE DEPARTMENT										
1220	51000	CALL PAY	32,745.55	11,172.45	44,079.00	44,079.00	44,961.00	882.00	2.00%	2% increase	
1220	51100	SALARIES	953,617.35	451,210.35	1,053,363.00	1,053,363.00	1,072,416.00	19,053.00	1.81%	adjusted for contract wages, 2% admin, longevity & stipends	
1220	51300	OVERTIME	238,552.51	113,921.19	249,321.00	249,321.00	254,321.00	5,000.00	2.01%	from OT summary 2%	
1220	51310	CALL OT	24,928.27	15,486.52	40,041.00	40,041.00	40,842.00	801.00	2.00%	2% increase	
1220	51320	TRAINING R	0.00	0.00	10,200.00	10,200.00	10,404.00	204.00	2.00%	2% increase	
1220	52000	SERVICES	25,139.25	34,768.14	29,517.00	29,517.00	34,517.00	5,000.00	16.94%	increase \$5,000 for vehicle maintenance	
1220	54000	SUPPLIES	29,985.01	13,242.96	31,105.00	(3,000.00)	28,105.00	35,605.00	7,500.00	26.69%	FY16 \$5000 for boat (\$4500 signal booster cellular already included in IT budget); \$2,500 snowblower
1220	54200	OFF SUPPLY	0.00	0.00	0.00	0.00	0.00	0.00	0.00%		
1220	57000	OTHER CHAR	13,199.79	3,822.12	12,163.00	12,163.00	13,263.00	1,100.00	9.04%	increase \$1,300 for add'l education expense	
1220	58000	TURN OUT	22,600.76	9,066.02	10,000.00	10,000.00	10,000.00	0.00	0.00%		
		firefighter retirement sick time buyback					7,500.00			requested by Chief 3/9/15	
TOTAL	FIRE DEPARTMENT		1,340,768.49	652,689.75	1,479,789.00	(3,000.00)	1,476,789.00	1,523,829.00	47,040.00	3.19%	_____
1241	BUILDING INSPECTION										
1241	51100	INSPECTOR	29,460.21	12,088.86	70,000.00	70,000.00	71,400.00	1,400.00	2.00%	_____	
1241	51110	ASSIST INS	0.00	0.00	500.00	500.00	510.00	10.00	2.00%	_____	
1241	52000	SERVICES	910.40	689.00	1,000.00	1,000.00	1,000.00	0.00	0.00%	_____	
1241	54000	SUPPLIES	89.99	0.00	1,500.00	1,500.00	1,500.00	0.00	0.00%	_____	
1241	54200	OFF SUPPLY	314.33	190.97	1,500.00	1,500.00	1,500.00	0.00	0.00%	_____	
1241	54201	WEIGHTS/ME	4,114.50	1,332.00	5,000.00	5,000.00	5,000.00	0.00	0.00%	_____	
1241	57000	OTHER CHAR	1,782.38	48.49	8,791.00	8,791.00	8,791.00	0.00	0.00%	_____	
TOTAL	BUILDING INSPECTION		36,671.81	14,349.32	88,291.00	88,291.00	89,701.00	1,410.00	1.60%	_____	
1247	BARN INSPECTOR										
1247	51100	BARN INSP	1,000.00	0.00	1,000.00	1,000.00	2,600.00	1,600.00	160.00%	add'l rabies duties taken on	
TOTAL	BARN INSPECTOR		1,000.00	0.00	1,000.00	1,000.00	2,600.00	1,600.00	160.00%	_____	
1291	EMERGENCY MANAGEMENT										
1291	51100	SALARY	2,490.28	1,025.85	2,550.00	2,550.00	2,601.00	51.00	2.00%	2% increase	
1291	52000	SERVICES	5,150.00	5,150.00	6,330.00	6,330.00	6,330.00	0.00	0.00%	_____	
1291	54000	SUPPLIES	277.87	0.00	595.00	595.00	595.00	0.00	0.00%	_____	
1291	57000	OTHER CHAR	0.00	0.00	85.00	85.00	85.00	0.00	0.00%	_____	
TOTAL	EMERGENCY MANAGEMENT		7,918.15	6,175.85	9,560.00	9,560.00	9,611.00	51.00	0.53%	_____	
1292	ANIMAL CONTROL OFFICER										
1292	51100	SALARY	11,296.50	4,635.75	11,557.00	11,557.00	11,788.00	231.00	2.00%	2% COLA	
1292	52000	SERVICES	1,127.00	1,277.10	908.00	908.00	908.00	0.00	0.00%	_____	
1292	54000	SUPPLIES	147.09	0.00	374.00	374.00	374.00	0.00	0.00%	_____	
1292	57000	OTHER CHAR	0.00	0.00	200.00	200.00	200.00	0.00	0.00%	_____	
TOTAL	ANIMAL CONTROL OFFICER		12,570.59	5,912.85	13,039.00	13,039.00	13,270.00	231.00	1.77%	_____	

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1294 TREE WARDEN										
1294	51100	STIPEND	5,616.00	2,386.65	5,728.00	5,728.00	5,843.00	115.00	2.01%	_____
1294	51110	WAGES	2,790.00	1,095.00	5,000.00	5,000.00	5,000.00	0.00	0.00%	_____
1294	52000	SERVICES	7,294.18	6,154.99	4,947.00	4,947.00	4,947.00	0.00	0.00%	_____
1294	54000	SUPPLIES	644.67	0.00	1,000.00	1,000.00	1,000.00	0.00	0.00%	_____
1294	55400	EQUIP/SUPP	0.00	0.00	3,000.00	(3,000.00)	0.00	3,000.00	100.00%	tree replacements in FY15 & FY16
1294	57000	OTHER CHAR	271.44	143.88	1,322.00	1,322.00	1,322.00	0.00	0.00%	_____
TOTAL	TREE WARDEN		16,616.29	9,780.52	20,997.00	(3,000.00)	17,997.00	21,112.00	3,115.00	17.31% _____
1410 DPW-ADMINISTRATION										
1410	51100	SALARIES	183,424.20	80,578.88	263,070.00	263,070.00	279,610.00	16,540.00	6.29%	adjustment for FY15 & 2% The total FY15 wages \$269,225 FY16 274609.5
1410	51300	OVERTIME	280.26	301.87	1,560.00	1,560.00	1,000.00	(560.00)	-35.90%	_____
1410	51900	CLOTHING	700.00	0.00	700.00	700.00	0.00	(700.00)	-100.00%	no union staff
1410	52100	UTILITIES	9,800.62	921.88	9,000.00	9,000.00	9,000.00	0.00	0.00%	_____
1410	52400	REPR&MAINT	2,642.72	437.41	2,500.00	2,500.00	2,500.00	0.00	0.00%	_____
1410	52700	RENTALS	1,771.23	766.60	2,000.00	2,000.00	2,000.00	0.00	0.00%	_____
1410	53000	PROF/TECH	2,648.45	455.00	8,000.00	8,000.00	3,000.00	(5,000.00)	-62.50%	reduction for in-house engineering
1410	53400	COMMUNICAT	7,463.74	3,785.84	9,500.00	9,500.00	9,500.00	0.00	0.00%	_____
1410	54200	OFF SUPPLY	2,311.21	2,436.29	5,000.00	5,000.00	5,000.00	0.00	0.00%	_____
1410	54320	BLDG & EQP	0.00	0.00	650.00	650.00	650.00	0.00	0.00%	_____
1410	54500	CUSTODIAL	0.00	0.00	200.00	200.00	200.00	0.00	0.00%	_____
1410	54600	SAFETY SUP	571.60	17.75	500.00	500.00	500.00	0.00	0.00%	_____
1410	54800	VEHICULAR	87.28	0.00	0.00	0.00	0.00	0.00	0.00%	_____
1410	57000	TRAINING	1,610.96	733.04	3,500.00	3,500.00	3,500.00	0.00	0.00%	dues, licenses and meetings
TOTAL	DPW-ADMINISTRATION		213,312.27	90,434.56	306,180.00	306,180.00	316,460.00	10,280.00	3.36%	_____ 311460
1420 DPW-HIGHWAY DEPARTMENT										
1420	51100	WAGES	277,158.52	109,409.94	286,592.00	286,592.00	292,324.00	5,732.00	2.00%	2% union contract
1420	51300	OVERTIME	12,062.87	3,522.84	22,108.00	22,108.00	22,551.00	443.00	2.00%	_____
1420	51900	CLOTHING	3,500.00	1,400.00	3,500.00	3,500.00	3,500.00	0.00	0.00%	5 employees x \$700
1420	52000	RAIL TRAIL	0.00	0.00	0.00	0.00	5,000.00	5,000.00	100.00%	budget for replacing signs and posts
1420	52200	LINE PAINT	6,583.30	0.00	9,800.00	9,800.00	9,800.00	0.00	0.00%	_____
1420	52310	CROSSWALKS	1,109.00	0.00	2,500.00	2,500.00	2,500.00	0.00	0.00%	_____
1420	52400	BLDGS & GR	2,093.62	3,738.03	0.00	0.00	10,000.00	10,000.00	100.00%	roof repairs for garage and shed
1420	52410	ROAD MAINT	0.00	0.00	6,500.00	6,500.00	8,000.00	1,500.00	23.08%	pot holes/shoulders
1420	52440	VEHICL REP	429.60	380.35	0.00	0.00	0.00	0.00	0.00%	_____
1420	53000	PROF/TECH	1,761.01	454.66	2,000.00	2,000.00	4,000.00	2,000.00	100.00%	dig safe, drug testing, time clock, beaver mgmt
1420	53100	POLICE DET	12,737.56	0.00	7,000.00	7,000.00	8,000.00	1,000.00	14.29%	ave past 3 year actuals
1420	53400	COMMUNIC	0.00	599.70	0.00	0.00	0.00	0.00	0.00%	_____
1420	54000	RAIL SUPPL	0.00	0.00	500.00	500.00	0.00	(500.00)	-100.00%	_____
1420	54200	OFFICE SUP	603.87	94.32	500.00	500.00	1,000.00	500.00	100.00%	ave past 3 year actuals
1420	54600	SAFETY SUP	2,002.38	40.58	2,200.00	2,200.00	2,800.00	600.00	27.27%	ave past 3 year actuals
1420	54800	VEHICULAR	1,809.59	26.40	0.00	0.00	1,500.00	1,500.00	100.00%	_____
1420	54900	FOOD & FOO	21.48	0.00	1,000.00	1,000.00	500.00	(500.00)	-50.00%	_____
1420	55400	PUBLIC WOR	15,495.11	17,092.06	16,600.00	16,600.00	20,000.00	3,400.00	20.48%	includes \$4000 for Main St Improvements
1420	57000	TRAINING	1,697.14	598.42	1,000.00	1,000.00	1,500.00	500.00	50.00%	_____
TOTAL	DPW-HIGHWAY DEPARTMENT		339,065.05	137,357.30	361,800.00	361,800.00	392,975.00	31,175.00	8.62%	_____
1422 SNOW REMOVAL										
1422	51300	OVERTIME	89,846.15	167.56	47,046.00	47,046.00	47,987.00	941.00	2.00%	union increase
1422	52000	SERVICES	3,200.00	0.00	0.00	0.00	0.00	0.00	0.00%	_____
1422	52440	VEHICL REP	2,222.56	0.00	10,000.00	10,000.00	10,000.00	0.00	0.00%	_____
1422	53000	SERVICES	60.00	0.00	33,000.00	33,000.00	33,000.00	0.00	0.00%	_____
1422	53100	POLICE DETL	1,256.36	0.00	3,000.00	3,000.00	3,000.00	0.00	0.00%	_____
1422	54800	VEHICULAR	11,277.05	1,194.43	22,000.00	22,000.00	22,000.00	0.00	0.00%	_____
1422	54810	FUEL	68,885.01	0.00	41,800.00	41,800.00	41,800.00	0.00	0.00%	_____
1422	54820	SNOW-ASRSD	0.00	0.00	10,000.00	10,000.00	10,000.00	0.00	0.00%	_____

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1422	55400	PW SUPPLIE	7,469.76	7,747.95	750.00	750.00	750.00	0.00	0.00%	_____	
1422	55410	SALT & SAN	121,198.93	25,508.93	75,000.00	75,000.00	93,750.00	18,750.00	25.00%	assumes 25% increase (35% from FY14 to FY15)	
TOTAL	SNOW REMOVAL		305,415.82	34,618.87	242,596.00	242,596.00	262,287.00	19,691.00	8.12%	_____	
1424	STREET LIGHTING										
1424	52100	STREET LIG	44,528.06	13,561.42	71,000.00	71,000.00	60,000.00	(11,000.00)	-15.49%	_____	
1424	53000	MISC PROF/	9,280.00	1,029.79	3,000.00	3,000.00	4,000.00	1,000.00	33.33%	maintenance costs	
1424	55400	PUBLIC WOR	15,000.00	0.00	2,400.00	2,400.00	10,000.00	7,600.00	316.67%	Main St Light Replacements	
TOTAL	STREET LIGHTING		68,808.06	14,591.21	76,400.00	76,400.00	74,000.00	(2,400.00)	-3.14%	_____	
1425	DPW-FUEL										
1425	52400	REPAIRS	1,615.67	450.00	1,000.00	1,000.00	1,500.00	500.00	50.00%	compliance testing	
1425	54810	FUEL-DPW	76,608.34	44,052.48	39,500.00	39,500.00	48,000.00	8,500.00	21.52%	_____	
1425	54820	FUEL-POLIC	0.00	0.00	30,000.00	30,000.00	23,000.00	(7,000.00)	-23.33%	_____	
1425	54830	FUEL-FIRE	0.00	0.00	12,000.00	12,000.00	8,000.00	(4,000.00)	-33.33%	_____	
1425	54840	FUEL-AYER	(646.03)	(552.17)	0.00	0.00	1,500.00	1,500.00	100.00%	_____	
1425	54850	FUEL-PARK	(2,288.05)	0.00	0.00	0.00	2,000.00	2,000.00	100.00%	_____	
TOTAL	DPW-FUEL		75,289.93	43,950.31	82,500.00	82,500.00	84,000.00	1,500.00	1.82%	_____	
1429	DPW-EQUIPMENT REPAIR										
1429	51100	WAGES	53,460.48	22,139.83	54,040.00	54,040.00	55,121.00	1,081.00	2.00%	Union contract	
1429	51300	OVERTIME	1,171.25	156.68	857.00	857.00	874.00	17.00	1.98%	Union contract	
1429	51900	CLOTHING	700.00	350.00	700.00	700.00	700.00	0.00	0.00%	Union contract	
1429	52400	REPR&MAINT	1,381.08	2,864.39	0.00	0.00	4,700.00	4,700.00	100.00%	hoist/lift/radio repairs	
1429	52440	VEHICL REP	9,614.46	8,369.72	10,000.00	(5,000.00)	5,000.00	8,000.00	3,000.00	60.00%	body repair & maint H1 & H2 in FY16; repair truck body in FY15
1429	52900	WASTE REMO	937.23	0.00	500.00	500.00	750.00	250.00	50.00%	_____	
1429	53000	MISC PROF/	118.00	0.00	1,000.00	1,000.00	250.00	(750.00)	-75.00%	testing & maintenance	
1429	53400	COMMUNICAT	0.00	299.86	0.00	0.00	0.00	0.00	0.00%	_____	
1429	54200	OFFICE SUP	56.90	0.00	0.00	0.00	0.00	0.00	0.00%	_____	
1429	54320	BLDG & EQP	0.00	0.00	1,000.00	1,000.00	1,000.00	0.00	0.00%	prior FY trends	
1429	54600	SAFETY SUP	646.88	0.00	500.00	500.00	500.00	0.00	0.00%	HazMat/MSDS compliance	
1429	54800	VEHIC SUPP	18,839.14	5,289.96	14,000.00	14,000.00	14,000.00	0.00	0.00%	ave of past 3 years	
1429	55400	PUBLIC WOR	4,858.60	2,963.03	0.00	0.00	0.00	0.00	0.00%	_____	
1429	57000	OTHER CHAR	66.96	0.00	0.00	0.00	150.00	150.00	100.00%	license and cont'd ed	
TOTAL	DPW-EQUIPMENT REPAIR		91,850.98	42,433.47	82,597.00	(5,000.00)	77,597.00	8,448.00	10.89%	_____	
1491	CEMETERY DEPARTMENT										
1491	52000	SERVICES	2,500.00	1,000.00	2,500.00	2,500.00	2,500.00	0.00	0.00%	_____	
TOTAL	CEMETERY DEPARTMENT		2,500.00	1,000.00	2,500.00	2,500.00	2,500.00	0.00	0.00%	_____	
1512	BOARD OF HEALTH										
1512	51000	SECRETARY	13,334.61	4,694.25	14,430.00	14,430.00	14,719.00	289.00	2.00%	2% cola	
1512	52000	SERVICES	176.52	176.52	274.00	274.00	1,000.00	726.00	264.96%	We had at least 3 public hearings in FY15; legal ads costs about \$250 each	
1512	54000	SUPPLIES	0.00	0.00	100.00	100.00	100.00	0.00	0.00%	_____	
1512	54200	OFF SUPPLY	398.08	71.77	400.00	400.00	425.00	25.00	6.25%	increase in supply costs	
1512	57000	OTHER CHAR	150.00	150.00	850.00	850.00	850.00	0.00	0.00%	_____	
TOTAL	BOARD OF HEALTH		14,059.21	5,092.54	16,054.00	16,054.00	17,094.00	1,040.00	6.48%	_____	
1513	NASHOBA BOARD OF HEALTH										
1513	53050	NURSING	7,299.84	3,649.92	7,300.00	7,300.00	7,592.00	292.00	4.00%	per Nashoba BOH assessment letter dated 1/14/15	
1513	53055	NASHOB BOH	16,306.68	8,153.34	16,306.00	16,306.00	16,959.00	653.00	4.00%	_____	
TOTAL	NASHOBA BOARD OF HEALT		23,606.52	11,803.26	23,606.00	23,606.00	24,551.00	945.00	4.00%	_____	

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1540 DISABILITIES COMMISSION											
1540	52000	SERVICES	446.50	0.00	500.00	500.00	500.00	0.00	0.00%	_____	
1540	53400	POSTAGE	0.00	0.00	70.00	70.00	70.00	0.00	0.00%	_____	
1540	57000	OTHER CHAR	0.00	0.00	130.00	130.00	130.00	0.00	0.00%	_____	
TOTAL	DISABILITIES COMMISSIO		446.50	0.00	700.00	700.00	700.00	0.00	0.00%	_____	
1541 COUNCIL ON AGING											
1541	51000	WAGES	89,524.22	43,074.32	105,302.00	105,302.00	107,409.00	2,107.00	2.00%	2% increase plus FinCom added \$9,400 late request from COA	
1541	52000	SERVICES	9,648.19	4,730.35	17,600.00	17,600.00	17,600.00	0.00	0.00%	_____	
1541	53065	AROBICS IN	3,000.00	1,100.00	0.00	0.00	0.00	0.00	0.00%	_____	
1541	54000	SUPPLIES	17,660.83	262.66	2,000.00	2,000.00	2,000.00	0.00	0.00%	_____	
1541	54200	OFF SUPPLY	0.00	0.00	800.00	800.00	800.00	0.00	0.00%	_____	
1541	54900	FOOD SUPPL	1,057.11	76.50	200.00	200.00	200.00	0.00	0.00%	_____	
1541	57000	OTHER CHAR	3,254.25	1,241.64	600.00	600.00	600.00	0.00	0.00%	_____	
TOTAL	COUNCIL ON AGING		124,144.60	50,485.47	126,502.00	126,502.00	128,609.00	2,107.00	1.67%	_____	
1543 VETERANS AGENT											
1543	51100	VET AGENT	17,373.75	7,129.50	17,639.00	17,639.00	17,992.00	353.00	2.00%	2% cola	
1543	52000	SERVICES	0.00	0.00	400.00	400.00	200.00	(200.00)	-50.00%	_____	
1543	54000	SUPPLIES	865.85	400.05	600.00	600.00	600.00	0.00	0.00%	_____	
1543	54200	OFF SUPPLY	26.34	0.00	100.00	100.00	100.00	0.00	0.00%	_____	
1543	57000	OTHER CHAR	100.00	135.00	300.00	300.00	300.00	0.00	0.00%	VSO training	
TOTAL	VETERANS AGENT		18,365.94	7,664.55	19,039.00	19,039.00	19,192.00	153.00	0.80%	_____	
1547 VETERANS BENEFITS											
1547	53170	VET BENIES	127,367.70	26,996.41	168,000.00	168,000.00	168,000.00	0.00	0.00%	_____	
TOTAL	VETERANS BENEFITS		127,367.70	26,996.41	168,000.00	168,000.00	168,000.00	0.00	0.00%	_____	
1610 LIBRARY DEPARTMENT											
1610	51100	WAGES	279,286.48	116,636.08	283,113.00	283,113.00	298,325.00	15,212.00	5.37%	2%COLA & change in position Assist Children's Librarian	
1610	52000	SERVICES	88,471.25	35,548.02	93,300.00	93,300.00	92,300.00	(1,000.00)	-1.07%	_____	
1610	54000	BOOKS	92,258.57	30,890.76	90,000.00	90,000.00	94,000.00	4,000.00	4.44%	state mandates 19% of total budget	
1610	54200	SUPPLIES	10,771.40	4,392.20	10,300.00	10,300.00	10,300.00	0.00	0.00%	_____	
1610	58000	OTHER CAPI	2,305.30	0.00	1,550.00	1,550.00	1,957.00	407.00	26.26%	_____	
TOTAL	LIBRARY DEPARTMENT		473,093.00	187,467.06	478,263.00	478,263.00	496,882.00	18,619.00	3.89%	_____	
1650 PARK DEPARTMENT											
1650	51000	LIFEGUARDS	27,955.72	18,725.34	30,329.00	30,329.00	33,968.00	3,639.00	12.00%	fincom added by request of parks \$1 per hour	
1650	51100	DIRECTOR	48,877.77	20,386.80	50,938.00	50,938.00	53,198.00	2,260.00	4.44%	Step & 2% cola	
1650	51110	ASSISTANT	13,428.99	7,589.16	11,673.00	11,673.00	13,074.00	1,401.00	12.00%	fincom added by request of parks \$1 per hour	
1650	52000	SERVICES	8,094.83	3,879.68	8,146.00	8,146.00	8,146.00	0.00	0.00%	_____	
1650	52400	BLDGS & GR	3,643.77	362.00	2,000.00	2,000.00	2,000.00	0.00	0.00%	_____	
1650	52440	VEHIC REPR	1,334.90	479.83	1,000.00	1,000.00	1,000.00	0.00	0.00%	_____	
1650	54000	SUPPLIES	8,842.66	2,849.81	10,000.00	10,000.00	10,000.00	0.00	0.00%	_____	
1650	54103	SWIMMING E	980.65	516.43	1,000.00	1,000.00	1,000.00	0.00	0.00%	_____	
1650	54800	VEHICULAR	0.00	66.70	0.00	0.00	0.00	0.00	0.00%	_____	
1650	57000	OTHER CHAR	0.00	0.00	11,000.00	(10,000.00)	1,000.00	11,000.00	1000.00%	parks projects/cover min wage in FY15	
1650	58000	CAPITAL OU	0.00	0.00	0.00	0.00	0.00	0.00	0.00%	_____	
TOTAL	PARK DEPARTMENT		113,159.29	54,855.75	126,086.00	(10,000.00)	116,086.00	133,386.00	17,300.00	14.90%	133385
1652 AYER SHIRLEY FOOTBALL											
1652	52000	AS FOOTBAL	4,000.00	0.00	4,000.00	4,000.00	4,000.00	0.00	0.00%	_____	
TOTAL	AYER SHIRLEY FOOTBALL		4,000.00	0.00	4,000.00	4,000.00	4,000.00	0.00	0.00%	_____	

1919	51740	FICA MEDIC	79,497.67	36,660.39	78,887.00	78,887.00	81,648.00	2,761.00	3.50%	_____	
TOTAL	OTHER EMPLOYEE BENEFIT		79,497.67	36,660.39	78,887.00	78,887.00	81,648.00	2,761.00	3.50%	_____	
1940	GROUP HEALTH & LIFE INSUR										
1940	57420	HEALTH INS	1,192,822.86	471,395.35	1,182,751.00	1,182,751.00	1,277,371.00	94,620.00	8.00%	_____	
1940	57421	RETIREE	7,312.86	0.00	7,405.00	7,405.00	7,405.00	0.00	0.00%	_____	
1940	57425	LIFE INS	4,983.63	4,728.01	12,255.00	12,255.00	12,255.00	0.00	0.00%	_____	
1940	57440	HRA BENIES	21,526.37	0.00	0.00	0.00	0.00	0.00	0.00%	_____	
1940	57445	HRA ADMIN	952.00	0.00	0.00	0.00	0.00	0.00	0.00%	_____	
1940	57446	FSA ADMIN	1,309.50	418.00	4,620.00	4,620.00	4,620.00	0.00	0.00%	_____	
1940	57447	FSA BENEFI	(1,096.74)	0.00	6,670.00	6,670.00	6,670.00	0.00	0.00%	_____	
1940	57450	WELL COORD	0.00	0.00	3,000.00	3,000.00	3,000.00	0.00	0.00%	_____	
1940	57460	HEALTH C/R	30,094.92	10,764.90	31,218.00	31,218.00	31,218.00	0.00	0.00%	_____	
1940	57480	MEDIC PENA	1,386.00	693.00	1,386.00	1,386.00	1,386.00	0.00	0.00%	_____	
1940	57490	HEALTH BUY	74,800.96	34,435.06	74,800.00	74,800.00	84,800.00	10,000.00	13.37%	_____	
TOTAL	GROUP HEALTH & LIFE IN		1,334,092.36	522,434.32	1,324,105.00	1,324,105.00	1,428,725.00	104,620.00	7.90%	_____	
TOTAL	GENERAL FUND		10,856,466.29	5,015,016.69	11,760,637.00	(53,630.00)	11,707,007.00	12,012,822.00	305,815.00	2.61%	_____
							11,707,007.00	12,012,822.00	305,815.00	2.61%	_____

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TOWN OF AYER
FY2016 BUDGET TIE IN

**FY2016
Proposed
Budget**

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Available for Appropriation (from Projected Revenue Worksheet) 24,539,460.00
 FY2016 Omnibus (12,012,822.00)

uses Governor's Proposed Budget
 (includes \$900,000 unused levy capacity & \$130K for snow approp deficit)
 reduce health insurance estimate???

FY2016 the following are estimates as of 2/20/15

Enterprise Funds:	Totals	Ambulance	Solid				
			Waste	Sewer	Water	Stormwater	
Transfer of Debt Exclusion Interest	(93,947)		(69,228)	(24,719)			
Projected General Fund Subsidy	(336,050)		(177,000)			(159,050)	
Less indirect expenses budgeted in omnibus	982,385	336,156	101,338	302,879	242,012		
Net requirement from general fund	552,388	336,156	(144,890)	278,160	242,012	(159,050)	552,388.00
FY2015 net (info only)	489,993	326,091	(139,179)	289,643	113,938	(100,500)	
Total Expenses before Raise Articles and Transfer to Stabilization							(11,460,434.00)

Note: debt exclusion for water paid off in FY2015 with final payment totaling \$114,190

Estimated Revenues in excess of Expenses per Warrant 13,079,026.00

Raise Articles:			
Article	ASRSD Assessments	Operating	(10,083,895.00)
		Debt Exclusion	(1,011,879.00)
	NVRTHS Assessment	Operating	(705,284.00)

	Comprehensive plan update		(10,000.00)
	GASB 45 Compliance Update		(6,650.00)
	Replenish UDAG - 111F costs		(17,000.00)
	Replenish UDAG - Old Fire Station Appraisal		(1,800.00)
STM??	Additional funds needed for GeoSyntec (ponds survey) contract		(8,032.00)
STM??	Prior year bills (known as of 3/16/15) Police (\$321.37) DPW (\$455) Sewer (\$106.22) water (\$782.46) 111F (\$34)		(1,699.05)
	Other Capital Planning recommendations for capital purchases:		
	IT digitize records	(17,000)	
	IT workstations & software	(10,000)	
	Police replace cell check monitor & upgrade remaining entry doors	(20,000)	
	Library interior/exterior painting	(28,700)	
	Library interior/exterior door replacement	(32,347)	
	Facilities Maintenance carpet for town hall offices	(26,028)	
	DPW Admin fuel station maintenance & canopy	(75,000)	
	DPW Highway E. Main St design	(150,000)	(359,075.00)

if no STM prior to ATM, these vendors cannot be paid until 7/1/15
 if no STM prior to ATM, these vendors cannot be paid until 7/1/15

GASB 45 (OPEB) funding raise and appropriate from free cash
 Stabilization Funding raise and appropriate from free cash
 Capital Stabilization From both free cash and raise

Subtotal all special articles (12,205,414.05)
 remaining for OPEB/Stabilization 873,611.95

Note: Also need an STM if the \$48,000 from Willows for water tank needed before 7/1/15

Prepared by Lisa Gabree: February 11, 2015
 Updated by Lisa Gabree: March 4, 2015
 Updated by Lisa Gabree: March 5, 2015

WORKING DRAFT

	DoR recommends								Notes to Projections	
	Cherry Sheet Recap FY2010	Recap FY2011	Recap FY2012	Recap FY2013	Recap FY2014	Recap FY2015	my first pass FY2016	Governor's Proposed (3/4) FY2016		do not use Governor's level
State Aid	4,932,977	4,687,624	1,000,592	1,152,850	819,284	848,130	756,763	863,185	848,130	
vocational ed transportation reimb	29,000	29,000	37,500	12,000						this now goes to NVRTHS
Property Tax Base	14,014,584	14,667,604	15,467,685	16,225,124	17,077,983	17,940,301	19,351,784	19,351,784	19,351,784	
Statutory Increase - 2.5%	350,365	366,690	386,692	405,628	426,950	448,508	483,795	483,795	483,795	
New Growth	302,655	433,000	370,747	447,231	435,368	962,975	398,000	300,000	300,000	per BOA memo dated 3/4/15 (received 3/5/15)
Unused levy capacity	(57,998)	(83,000)	(7,449)	(130,896)	(389,319)	(894,362)	(900,000)	(900,000)	(900,000)	????? FinCom/Admin should have a discussion about this
Subtotal	14,610,506	15,384,294	16,222,675	16,947,087	17,551,982	18,457,422	19,333,579	19,235,580	19,235,580	
Debt Exclusion Overrides	1,417,502	1,361,041	1,201,208	1,263,322	1,239,613	1,100,322	950,729	950,729	950,729	there will be offset costs related to the debt exclusion overrides:
New debt exclusion - schools					186,573	1,015,018	1,011,879	1,011,879	1,011,879	per preliminary budget presented at 3/21/15 School Committee meeting
Capital Exclusion			193,039	0	0	0				1,962,608
Total Levy	16,028,008	16,745,335	17,616,922	18,210,409	18,958,168	20,572,762	21,296,187	21,198,188	21,198,188	
Local Receipts	1,316,000	1,396,000	1,263,641	1,100,000	1,281,000	1,441,000	1,513,000	1,513,000	1,513,000	
SBA reimbursement	27,808	27,808	27,808	27,808	27,808	27,808	27,808	27,808	27,808	FY2020 is the final year of recognition
Free Cash	269,023	1,119,975	439,161	0	790,870	1,695,426	1,284,460	1,284,460	1,284,460	\$1,284,460 certified as of 6/30/14
Transfer from Capital Stabilization				36,000	49,000	4,000				
Overlay Surplus	40,634	34,573	156,214	183,779	90,641	117,245	116,000	294,299	294,299	per BOA memo dated 3/4/15 (received 3/5/15)
Total Operating Revenues	22,643,450	24,040,315	20,541,838	20,722,846	22,016,771	24,706,371	24,994,218	25,180,940	25,165,885	
State Charges (Cherry Sheet)	(80,075)	(86,212)	(80,288)	(85,953)	(84,329)	(89,414)	(89,414)	(89,425)	(89,425)	assume level
State Charge - School Choice & Charter School	0	(545,172)	0	0	0	0	0	0	0	
Overlay Account	(262,922)	(300,000)	(293,161)	(300,000)	(312,940)	(314,185)	(310,000)	(300,000)	(300,000)	per BOA memo dated 3/4/15 (received 3/5/15)
Overlay Deficits										
Debt and Interest charges (prior year)					1,436	0	0	0	0	none known as of 2/11/15
Appropriation Deficits	(160,817)	(62,931)	(214,426)	(14,211)	(130,286)	(109,428)	(150,000)	(150,000)	(237,000)	snow deficit as of 4/7/15 total: (\$234,903) plus approximately \$2,000 in o/s invoices, per DPW
Available for Appropriation	22,139,636	23,046,000	19,953,963	20,322,582	21,487,780	24,193,344	24,444,804	24,641,515	24,539,460	

DRAFT



Town of Ayer

Prepared by R. Pontbriand on 3-24-2015
Revised by R. Pontbriand on 3-31-2015
Revised by R. Pontbriand on 4-10-2015
Legal Review by Town Counsel on 4-17-2015

ANNUAL TOWN MEETING WARRANT

Ayer Town Hall ~ Great Hall
1 Main Street, Ayer, MA 01432
May 11, 2015 @ 7:00 p.m.

Commonwealth of Massachusetts
Middlesex, ss.

GREETINGS:

In the name of the Commonwealth of Massachusetts you are hereby directed to notify and warn the inhabitants of the Town of Ayer qualified to vote in Town Elections and Affairs to meet at the Great Hall in the Ayer Town Hall located at 1 Main Street, Ayer Massachusetts on Monday, the Eleventh (11th) day of May, 2015, at seven o'clock in the evening (7:00 p.m.) then and there to act on the following articles:

Hereof fail not and make due return of this warrant with your doings thereof to the Town Clerk before the date appointed for said meeting.

Given under our hands this 21st day of April AD 2015.

Christopher R. Hillman, Chairman

Jannice L. Livingston, Vice Chairman

Gary J. Luca, Clerk

AYER BOARD OF SELECTMEN

Any persons needing disability related assistance (such as signing, etc.) at the town meeting please contact the Selectmen's Office at 978-772-8220 before April 27, 2015. We shall make every reasonable effort to assist you. Large print version of the text of this warrant is available upon request.

ARTICLE 1: TOWN ELECTIONS

The Town Elections are the first article of business and were held on Monday, April 27, 2015.

ARTICLE 2: REPORTS

To see if the Town will vote to hear and act on the reports of the several Town of Ayer Officers and Committees that may be ready to report, or take any action thereon or in relation thereto.

- 1. Finance Committee
- 2. Personnel Board
- 3. Town Accountant/Finance Manager
- 4. Community Preservation Committee

Sponsor: Board of Selectmen

Simple Majority Vote Required

ARTICLE 3: PAY PRIOR YEAR BILLS

To see if the Town will vote to raise and appropriate the following amount(s) to pay unpaid bills of Fiscal Year 2014, as authorized under General Laws Chapter 44, or take any action thereon or in relation thereto:

Department	Vendor	Amount
Police	Gervais Ford	\$321.37
DPW (Stormwater)	Atlantic Broom	\$455.00
Sewer	USA Blue Book	\$106.22
Water	USA Blue Book	\$782.46
Police Liability Ins.	Brigham & Women’s Hospital	\$34.00

Explanatory Note: This article would authorize the funding per MGL Chapter 44 for the payment of prior year bills as indicated by the article

Sponsor: Board of Selectmen

Finance Committee:

4/5th Vote Required

ARTICLE 4: SALARIES OF ELECTED OFFICIALS

To see if the Town will vote to fix the salary and compensation of elected officers of the Town of Ayer, as provided by Section 108, Chapter 41 of the General Laws, as amended, or take any action thereon or in relation thereto.

	FY-15 SALARY	FY-16 SALARY	% OF CHANGE
Moderator	\$ 500	\$ 500	0%
Selectmen: Chair	\$2,506	\$2,506	0%
Selectmen: Members (2)	\$2,235	\$2,235	0%
Assessor: Chair	\$2,480	\$2,530	2%
Assessors: Members (2)	\$2,210	\$2,254	2%

Treasurer:	\$61,984	\$63,224	2%
Town Clerk:	\$27,443	\$27,992	2%
Tax Collector:	\$33,542	\$34,213	2%
Tree Warden:	\$5728	\$5,843	2%

Explanatory Note: This article is required – Town Meeting sets the salaries of elected official pursuant to MGL c. 41, Section 108. The Personnel Board has recommended a 2% cost of living adjustment (COLA) for FY 2016. The Moderator has declined a 2% increase as has the Board of Selectmen.

Board of Selectmen:
Finance Committee:

Simple Majority Vote Required

ARTICLE 5: CONTRACT FUNDING – APPOA Police Patrolmen Officers Contract (July 1, 2015 to June 30, 2018)

To see if the Town will vote to fund the collective bargaining agreement between the Town Ayer and the Ayer Police Patrolmen Officer’s Association (APPOA) for the period of July 1, 2015 through June 30, 2018, and to raise and appropriate from available funds such sum or sums of money required to fund the collective bargaining agreement, or take any other action thereon or in relation thereto.

Explanatory Note: Per MGL Chapter 150 E, Union Contracts are subject to the appropriation of funds by Town Meeting. The Board of Selectmen and APPOA reached a Memorandum of Agreement on March 30, 2015 for a three year contract in the total estimated amount of \$210,649 over three years (FY 2016 to FY 2018). The FY 2016 estimated total cost of the Contract is \$44,732.

Board of Selectmen
Finance Committee

Simple Majority Vote Required

ARTICLE 6: CONTRACT FUNDING – APPOA Police Dispatchers Contract (July 1, 2015 to June 30, 2018)

To see if the Town will vote to fund the collective bargaining agreement between the Town Ayer and the Ayer Police Patrolmen Officer’s Association (APPOA) Communications Dispatchers Division for the period of July 1, 2015 through June 30, 2018, and to raise and appropriate from available funds such sum or sums of money required to fund the collective bargaining agreement, or take any other action thereon or in relation thereto.

Explanatory Note: Per MGL Chapter 150 E, Union Contracts are subject to the appropriation of funds by Town Meeting. The Board of Selectmen and APPOA reached a Memorandum of Agreement on April 13, 2015 for a three year contract in the total estimated amount of \$161,645 over three years (FY 2016 to FY 2018). The FY 2016 estimated total cost of the Contract is \$47,411.

Board of Selectmen
Finance Committee

Simple Majority Vote Required

ARTICLE 7: OMNIBUS BUDGET

To see if the Town will vote to raise and appropriate or transfer from other available funds, the following sum or sums of money for the Omnibus items, or take any action thereon or in relation thereto:

- Dept. 100: General Government
- Dept. 200: Finance
- Dept. 300: Public Safety
- Dept. 400: Public Works
- Dept. 500: Human Services
- Dept. 600: Education
- Dept. 700: Management Support

Sponsor: Finance Committee
Board of Selectmen:

Simple Majority Vote Required

ARTICLE 8: FY 2016 AYER SHIRLEY REGIONAL SCHOOL ASSESSMENT

To see if the Town will vote to raise and appropriate or transfer from available funds the sum of \$10,083,995 required to fund the Town’s FY 2016 assessment for the Ayer Shirley Regional School District, and appropriate the sum of \$1,011,879 for the Town’s portion of the ASRSD High School Building Project debt service, or take any action thereon or in relation thereto.

Sponsor: Ayer Shirley Regional School Committee
Board of Selectmen:
Finance Committee:

Simple Majority Vote Required

ARTICLE 9: FY 2016 NASHOBA VALLEY REGIONAL TECHNICAL HIGH SCHOOL ASSESSMENT

To see if the Town will vote to raise and appropriate or transfer from available funds the sum of \$705,284 required to fund the FY 2016 assessment for the Nashoba Valley Regional Technical High School, or take any action thereon or in relation thereto.

Sponsor: Nashoba Valley Technical Vocational School Committee
Board of Selectmen:
Finance Committee:

Simple Majority Vote Required

ENTERPRISE FUND ARTICLES

Handouts will be provided at Town Meeting with further detail on Articles No. 10 –14

ARTICLE 10: SOLID WASTE

To see if the Town will vote to raise and appropriate or transfer from available funds the following funds to operate the solid waste department:

Direct costs of \$406,378 of which \$234,130 is to come from solid waste revenue, \$27,358 is to come from solid waste retained earnings and \$144,890 is to come from the tax levy, and **indirect costs** of \$101,338 to come from the tax levy; or take any action thereon or in relation thereto.

Sponsor: Board of Selectmen
Finance Committee:

Simple Majority Vote Required

ARTICLE 11: AMBULANCE

To see if the Town will vote to raise and appropriate or transfer from available funds the following funds to operate the ambulance department:

Direct costs of \$121,872 is to come from ambulance revenue, and indirect costs of \$336,156 of which \$293,828 is to come from ambulance revenue and \$42,328 from ambulance **retained earnings**; or take any action thereon or in relation thereto.

Sponsor: Board of Selectmen
Finance Committee

Simple Majority Vote Required

ARTICLE 12: SEWER

To see if the Town will vote to raise and appropriate or transfer from available funds the following funds to operate the sewer department:

Direct costs of \$2,385,556 of which \$2,360,847 is to come from sewer revenue and \$24,719 into come from the tax levy and indirect costs of \$302,879 of which \$287,879 is to come from sewer revenue and \$15,000 is to come from sewer **retained earnings**; or take any action thereon or in relation thereto.

Sponsor: Board of Selectmen
Finance Committee:

Simple Majority Vote Required

ARTICLE 13: WATER

To see if the Town will vote to raise and appropriate or transfer from available funds the following funds to operate the water department:

Direct costs of \$1,657,760 of which \$1,557,760 is to come from water revenue and \$100,000

is to come from tax levy, and indirect costs of \$242,012 of which \$152,012 is to come from water revenue and \$90,000 is to come from **retained earnings** (free cash); or take any action thereon or in relation thereto.

Sponsor: Board of Selectmen
Finance Committee:

Simple Majority Vote Required

ARTICLE 14: STORMWATER

To see if the Town will vote to raise and appropriate or transfer from available funds the following funds to operate the stormwater department:

Direct costs of \$159,050 of which \$159,050 is to come from the tax levy; or take any action thereon or in relation thereto.

Sponsor: Board of Selectmen
Finance Committee:

Simple Majority Vote Required

REVOLVING FUND ARTICLES

Recommend Moving Articles 15 through 20 together by consent.

ARTICLE 15: COMMUNICATIONS FUND

To see if the Town will vote to reauthorize a Revolving Fund, pursuant to G.L. Chapter 44, Section 53E 1/2, for the purpose of supporting the town website, printing and mailing various newsletters, and other town-wide informational mailings from the **Communication Committee**. Receipts to be credited to the account shall be revenues from ads placed in said mailings and on the Town website. The Communication Committee is authorized to expend monies from this fund. In no event shall total expenditures from the Communications Revolving Fund exceed twenty thousand dollars (\$20,000) in Fiscal Year 2015, and provided further that no Board, Department or Officer shall be authorized to expend in any one fiscal year from all Revolving Funds under its direct control more than one percent of the amount raised by taxation by the Town in the most recent fiscal year for which a tax rate has been certified under Section Twenty Three of Chapter Fifty Nine, or take any action thereon or in relation thereto.

Sponsor: I.T./Communications Committee
Board of Selectmen:
Finance Committee:

Simple Majority Vote Required

ARTICLE 16: FIRE ALARM FUND

To see if the Town will vote to reauthorize a Revolving Fund, pursuant to G.L. Chapter 44, Section 53E 1/2, for the purpose of **Fire Alarm Repairs and Replacement**. Receipts to be credited to the account shall be Fire Alarm Box Assessment Fees and Fines for Needless and False Alarms. The Fire Chief is authorized to expend monies from this fund. In no event shall

total expenditures from the Fire Alarm Revolving Account exceed thirty-five thousand dollars (\$35,000) in Fiscal Year 2015, and provided further, that no Board, Department or Officer shall be authorized to expend in any one fiscal year from all Revolving Funds under its direct control more than one percent of the amount raised by taxation by the Town in the most recent fiscal year for which a tax rate has been certified under Section Twenty Three of Chapter Fifty Nine, or take any action thereon or in relation thereto.

Sponsor: Fire Chief
Board of Selectmen:
Finance Committee:

Simple Majority Vote Required

ARTICLE 17: HAZARDOUS MATERIALS FUND

To see if the Town will vote to reauthorize a Revolving Fund pursuant to G.L. Chapter 44 Section 53E 1/2, for the purpose of **Hazardous Materials Expense Replacement**. All receipts from a Haz-Mat incident shall be from billed services, and will be used for replacement of supplies and expenses. The Fire Chief will be authorized to expend monies for this fund. In no event shall total expenditures from the Haz-Mat Revolving Account exceed ten thousand dollars (\$10,000) in Fiscal Year 2015, and provided further, that no Board, Department or Officer shall be authorized to expend in any one fiscal year from all Revolving Funds under its direct control more than one percent of the amount raised by taxation by the Town in the most recent fiscal year for which a tax rate has been certified under Section Twenty Three of Chapter Fifty Nine, or take any action thereon or in relation thereto.

Sponsor: Fire Chief
Board of Selectmen:
Finance Committee:

Simple Majority Vote Required

ARTICLE 18: FOURTH OF JULY FUND

To see if the Town will vote to reauthorize a Revolving Fund pursuant to G.L. Chapter 44, Section 53E 1/2, for the purpose of a **4th of July Revolving Fund**. Receipts to be credited to the Account shall be from vendor fees, and shall be used for purchasing and promoting the event. The 4th of July Committee, with the approval of the Board of Selectmen, is authorized to expend money from this fund. In no event shall total expenditures from the 4th of July Revolving Fund exceed twenty five thousand dollars (\$25,000.00) in Fiscal Year 2015 and provided further, that no Board, Department or Officer shall be authorized to expend in any one fiscal year from all Revolving Funds under its direct control more than one percent of the amount raised by taxation by the Town in the most recent fiscal year for which a tax rate has been certified under Section Twenty Three of Chapter Fifty Nine, or take any action thereon or in relation thereto.

Sponsor: Board of Selectmen
Finance Committee:

Simple Majority Vote Required

ARTICLE 19: DPW INSPECTION FEES FUND

To see if the Town will vote to reauthorize a Revolving Fund pursuant to G.L. Chapter 44 Section 53E 1/2, for the purpose of a **Department of Public Works Inspection Revolving Fund**. Receipts to be credited to the fund shall be from development fees or contributions, and

shall be used for the purpose of funding inspections of road construction, drainage facilities, and water and sewer line installations. The Superintendent of Public Works shall be authorized to expend money from this fund. In no event shall total expenditures from the Department of Public Works Inspection Revolving Fund exceed one-hundred thousand dollars (\$100,000) in Fiscal Year 2015 and provided further, that no Board, Department or Officer shall be authorized to expend in any one fiscal year from all Revolving Funds under its direct control more than one percent of the amount raised by taxation by the Town in the most recent fiscal year for which a tax rate has been certified under Section Twenty Three of Chapter Fifty Nine, or take any action thereon or in relation thereto

Sponsor: DPW Superintendent
 Board of Selectmen:
 Finance Committee:

Simple Majority Vote Required

ARTICLE 20: TOWN HALL MAINTENANCE FUND

To see if the Town will vote to reauthorize a Revolving Fund pursuant to G.L. Chapter 44 Section 53E 1/2, for the purpose of a **Town Hall Maintenance Fund**. Receipts to be credited to the fund shall be from fees assessed for use of Town Hall facilities and may be used for costs related to operation, maintenance, repair and/or reconstruction at Town Hall and its grounds. The Board of Selectmen shall be authorized to expend money from this fund. In no event shall total expenditures from the Town Hall Maintenance Fund exceed ten thousand dollars (\$10,000) in Fiscal Year 2015 and provided further, that no Board, Department or Officer shall be authorized to expend in any one fiscal year from all Revolving Funds under its direct control more than one percent of the amount raised by taxation by the Town in the most recent fiscal year for which a tax rate has been certified under Section Twenty Three of Chapter Fifty Nine, or take any action thereon or in relation thereto

Sponsor: Board of Selectmen
 Finance Committee:

Simple Majority Vote Required

BORROW ARTICLES

ARTICLE 21: CAPITAL BUDGET REQUESTS

To see if the Town will vote to authorize the Treasurer, with the approval of the Board of Selectmen, to borrow the sums set out in the Warrant and hereby listed for the purposes of funding the following equipment, services and public works projects as contained in the **Capital Budget**, each sum hereafter to be voted on separately, or take any action thereon or in relation there to.

<u>Department</u>	<u>Item</u>	<u>Amount</u>
<u>DPW –Water Enterprise</u>	Meter Radio Read System	\$50,000
	Water Main Replacements	\$150,000

<u>DPW-Sewer Enterprise</u>	Meter Radio Read System	\$50,000
	Radio Telemetry System	\$30,000
<u>DPW-Solid Waste</u>	Resurfacing Parking Lot	\$175,000
<u>DPW-Stormwater</u>	Storm Drain Upgrades	\$50,000
<u>Fire-Ambulance</u>	Replace Ambulance #2	\$250,000

Sponsor: Capital Planning Committee; Board of Selectmen
Finance Committee:

Two-Thirds Vote Required

TRANSFER ARTICLES

ARTICLE 22: UNEXPENDED BALANCE TRANSFER – GROVE POND WATER TREATMENT PLANT GARAGE

To see if the Town will vote to transfer the unexpended balance of \$21,190 from Article 19 (Backwash pump replacement Spec Pond) of the FY2012 Annual Town Meeting and to authorize the Treasurer, with the approval of the Board of Selectmen, to borrow the sum of \$153,810 to construct a garage at the Grove Pond Water Treatment Plant, or take any action thereon or in relation thereto.

Explanatory Note: This article would transfer the unexpended balance of \$21,190 for the backwash pump replacement at Spec Pond and authorize a borrow of the amount of \$153,810 for a total amount of \$175,000 for the construction of a garage at the Grove Pond Water Treatment Plant.

Sponsor: Board of Selectmen
Finance Committee:

Two-Thirds Vote Required

ARTICLE 23: WATER ENTERPRISE TRANSFER – CONSTRUCTION OF PINGRY HILL WATER STORAGE TANK

To see if the Town will transfer the sum of \$48,000 from the Water Enterprise Retained Earnings (Free Cash) (collected from Willow Road Development LLC) to provide funds for the construction of the Pingry Hill Water Storage Tank and related water distribution system improvements, or take any action thereon or in relation thereto.

Explanatory Note: This article would transfer the sum of \$48,000 in certified water enterprise retained earnings as collected from the Willow Road Development LLC to provide funds for the construction of the Pingry Hill Water Storage Tank (which has a total cost of \$250,000.00).

Sponsor: Board of Selectmen
Finance Committee:

Simple Majority Vote Required

ARTICLE 24. GASB-45/ OPEB (Post Employment Benefits) FUND

To see if the Town will vote to raise and appropriate or transfer from available funds, the sum of \$_____ to meet the Town's obligations under the Government Accounting Standards Board (GASB) Statement 45 to fund the Town's future obligation for the cost of other post-employment benefits (OPEB) or take any action thereon or in relation thereto.

Explanatory Note: This article would authorize the Town's OPEB funds in the amount of \$_____ to be deposited in the SRBRT (per Article 30 of the 2014 Town Meeting). This amount represents the total amount of meals tax collected by the Town in FY 2015.

Sponsor: Board of Selectmen
Finance Committee:

Simple Majority Vote Required

ARTICLE 25. STABILIZATION FUND

To see if the Town will vote to raise and appropriate the sum of \$_____ or such other sum or sums of money, with \$_____ to be credited to the Stabilization Fund under the provisions of Chapter 40, Section 5B of the General Laws, and \$_____ to be credited to the Capital Stabilization Fund per the Town's Financial Policies or take any action thereon or in relation thereto.

Sponsor: Board of Selectmen
Finance Committee:

Two-Thirds Vote Required

RAISE AND APPROPRIATE ARTICLES

ARTICLE 26: CAPITAL BUDGET REQUESTS

To see if the Town will vote to transfer from Free Cash the following sums hereby listed for the purpose of funding the following equipment, services and public works projects as contained in the Capital Budget, each sum hereafter to be voted on separately, or take any action thereon or in relation thereto:

GENERAL FUND

DPW-Administration	Fuel Station Maintenance & Canopy	\$75,000
DPW-Highway	East Main St Design	\$150,000

Information Technology	Digitize records	\$17,000
	Workstations & software	\$10,000
Police	Replace cell check monitor & upgrade remaining entry doors	\$20,000
Facilities Maintenance	Carpet for Town Hall offices	\$26,028
Library	Interior/exterior painting	\$28,700
	Interior/exterior door replacement	\$32,347
<u>Total</u>		<u>\$359,075.00</u>

Sponsor: Capital Planning Committee; Board of Selectmen
 Finance Committee: Two-Thirds Vote Required

ARTICLE 27: COMPREHENSIVE PLAN UPDATE

To see if the Town will vote to raise and appropriate the sum of \$10,000 to update the Town’s Comprehensive Plan, or take any action thereon or in relation thereto.

Explanatory Note: The Town’s Comprehensive Plan is subject to review and update every ten years. The last update was in 2005. This article would provide the funding for the Comprehensive Plan Committee to update the Comprehensive Plan.

Sponsor: Board of Selectmen
 Finance Committee: Simple Majority Vote Required

**ARTICLE 28: GRANT AGREEMENT FOR SANDY POND
 SCHOOLHOUSE ASSOCIATION**

To see if the Town will vote to raise and appropriate the sum of \$5,000 and further to authorize the Board of Selectmen to enter into a Grant Agreement with the Sandy Pond Schoolhouse Association for the use of said funds for the purpose of completing the Sandy Pond Schoolhouse historic designation for the general public benefit; or take any action thereon or in relation thereto.

Explanatory Note: The Sandy Pond Schoolhouse Association is a non-profit 501 3(c) organization responsible for the maintenance and programs of the historic Sandy Pond Schoolhouse. This Article would authorize the Board of Selectmen to enter into a grant agreement with the Association for the one-time amount of \$5,000. These funds will be used to complete the historic designation of the schoolhouse.

Sponsor: Board of Selectmen
Finance Committee:
Vote Required

Simple Majority

ARTICLE 29: UDAG REPLENISHMENTS

To see if the Town will raise and appropriate the following amounts to replenish the UDAG account:

Costs related to Police Dept. 111F Medical Bills	\$17,000
Appraisal costs related to the Old Fire Station	\$ 1,800
<u>Total:</u>	<u>\$18,800</u>

Or take any action thereon or in relation thereto.

Explanatory Note: This article would replenish the Town's UDAG Fund in the amount's set forth in the article. These funds were used from the UDAG's unrestricted funds for purposes that did not have a repayment mechanism in place.

Sponsor: Board of Selectmen
Finance Committee:

Simple Majority Vote Required

ARTICLE 30: ADDITIONAL PONDS SURVEY CONTRACT COSTS

To see if the Town will vote to raise and appropriate the sum of \$8,032 to provide additional funds to meet the ponds survey contracted amount, or take any action thereon or relation thereto.

Explanatory Note: Funding for the Comprehensive Ponds Survey was previously authorized by Town Meeting to come from the DPW and Conservation Commission. Upon review, a shortfall of \$8,032 in the total amount owed on the Contract became evident

Sponsor: Board of Selectmen
Finance Committee:

Simple Majority Vote Required

ARTICLE 31: GASB 45 COMPLIANCE

To see if the Town will vote to raise and appropriate the sum of \$6,650 to fund the actuarial costs associated with required updating of GASB 45 (disclosure requirements for post-employment benefits), or take any action thereon or in relation thereto.

Explanatory Note: Every two years, the Town is required under GASB 45 (disclosure requirements for post-employment benefits) to conduct an actuarial cost analysis.

Sponsor: Board of Selectmen
Finance Committee:

Simple Majority Vote Required

COMMUNITY PRESERVATION ACT ARTICLES

ARTICLE 32: COMMUNITY PRESERVATION ACT

To see if the Town will hear and act on the report of the Community Preservation Committee on the Fiscal Year 2016 Community Preservation Act budget, and appropriate from the estimated FY 2016 Community Preservation Fund revenues:

- A sum of money equal to five percent, and not-to-exceed five thousand dollars (\$5,000), to meet the administrative expenses and all other necessary and proper expenses of the Community Preservation Committee for Fiscal Year 2016.

And further, to reserve for future appropriation from the estimated FY 2016 Community Preservation Fund revenues the following sums of money, as recommended by the Community Preservation Committee, for each of the following purposes:

- A sum of money equal to \$128,759.00, more or less, for acquisition, creation and preservation of open space excluding land for recreational use, and
- A sum of money equal to \$20,470.00, more or less, for acquisition, preservation, restoration and rehabilitation of historic resources, and
- A sum of money equal to \$20,470.00, more or less, for acquisition, creation and preservation and support of community housing.

Or take any action thereon or in relation thereto.

Explanatory Note: Disbursement required by the Commonwealth of Massachusetts under M.G.L. Chapter 44B for the estimated FY 2016 Community Preservation Fund revenues.

Sponsor: Community Preservation Committee
Board of Selectmen:
Finance Committee:

Simple Majority Vote Required

ARTICLE 33: AYER FIRE DEPARTMENT HISTORICAL PHOTO RESOTRATION PROJECT

To see if the Town will vote to transfer from the Community Preservation Fund (FY2016) Balance Reserved for Historic the sum of \$20,000 to the Ayer Fire Department for the purpose of funding the restoration, replication and digitally archiving of historical fire department photos and frames to be later shared for the public to view; or take any action thereon or in relation thereto.

Sponsor: Community Preservation Committee

Historical Commission: Recommends
Board of Selectmen:
Finance Committee:

Simple Majority Vote Required

Explanatory Note: To support the Ayer Fire Department in their efforts to restore historical photos and frames for the benefit of the Town and other fire departments globally.

**ARTICLE 34: COMMUNITY PRESERVATION FUND FY 2016
TRANSFER OF FUNDS**

To see if the Town will vote to transfer from Community Preservation Fund FY2016 estimated annual revenues the sum of \$30,000.00, and reserve said sum for future appropriation by the Community Preservation Committee for general open space purposes; or take any action thereon or in relation thereto.

Explanatory Note: Due diligence for future appropriations by the Community Preservation Committee for general open space purposes.

Sponsor: Community Preservation Committee
Board of Selectmen:
Finance Committee:

Simple Majority Vote Required

GENERAL BUSINESS ARTICLES

**ARTICLE 35: PURCHASE AND ACQUISITION OF LAND – 0 PARK
STREET**

To see if the Town will authorize the Board of Selectmen to acquire by gift, purchase, and/or eminent domain, for general municipal and fire station purposes, a parcel of land located at 0 Park Street as identified on Assessors Map 26 as Parcel 20, funding therefore to be derived from existing federal Urban Development Action Grant (UDAG) funds; and to authorize the Board of Selectmen to enter into any and all agreements and execute on behalf of the Town any and all instruments as may be necessary or convenient to effectuate the purpose of this article; or take any action thereon or in relation thereto.

Explanatory Note: 0 Park Street is adjacent to the Fire Station and is needed for the purposes of a permanent flood remediation solution as well as to resolve an easement issue which impacts the Fire Station driveway. The Board of Selectmen have executed a purchase and sales agreement with the private property owners as well as conducted a Phase I Environmental Analysis of the property. Funding would come from the Town's unrestricted UDAG funds. The Fire Chief will make a detailed presentation at Town Meeting. Purchase of the land subject to passage of this article.

ARTICLE 36: ACCEPTANCE OF THE RICHARD T. FLETCHER 1987 TRUST

To see if the Town will vote to accept the gift of funds as specified in the provisions of the Richard T. Fletcher 1987 Trust in accordance with the specific language of the trust, Article Second as follows:

(b) Disposition of Remainder. The remainder of the trust property, including any legacies above which have lapsed, shall be distributed, subject to the following Continuing Trust provision of this ARTICLE SECOND, to such of the following individuals as are then living and in such of the following institutions as are then in existence, in the percentages specified. ...

(16) 5% to the TOWN OF AYER, MASSACHUSETTS, one-fifth thereof for the specific use of each of the following Town Departments:

- (A) Police Department;
- (B) Fire Department and Ambulance Service, in equal shares;
- (C) Junior-Senior High School;
- (D) Planning Board; and
- (E) Historical Commission.

The transfer by the trustees under this Paragraph (16) shall be to the TOWN OF AYER, and it is understood that the funds will be taken into the Town's General Fund as required by law. The Donor wishes, however, that the Town Meeting appropriate the funds equally to the above-specified Departments, to be used by them in addition to their regularly budgeted funds and not in replacement thereof. Any funds so appropriated shall be expended in the discretion of each Department as constituted at the time such funds are made available for expenditure, in each case for the Department's regular Town purposes. If for any reason any portion of this gift is not so appropriated by the Town Meeting or is not otherwise made available to any one or more of the specified Departments, then the Donor wishes that such portion be appropriated equally to the remaining above-specified Departments, to be used in accordance with the Donor's wishes stated above, and that such portion be appropriated equally to the remaining above-specified Departments, to be used in accordance with the Donor's wishes stated above, and otherwise that the Town will use such portion of this gift in a manner that will help reduce the tax rate for its citizens.

or take any action thereon or in relation thereto.

Explanatory Note: Per the terms of the 1987 Richard T. Fletcher Trust, the Ayer Town Meeting needs to formally vote to accept the Trust.

Sponsor: Board of Selectmen
Finance Committee:

Simple Majority Vote Required

ARTICLE 37: ADOPTION OF M.G.L. CHAPTER 40, SECTION 22F

To see if the Town will vote to adopt the provisions of Massachusetts General Law, Chapter 40, Section 22F or take any action thereon or in relations thereto.

Explanatory Note: The adoption of M.G.L. Chapter 40, Section 22F by Town Meeting would enable any municipal board or officer empowered to issue a license, permit, certificate, or to render a service or perform work for a person or class of persons to set reasonable fees for all such licenses, permits, or certificates (i.e. the Town Clerk under the adoption of this Statute would be able to set fees for any licenses, permits or certificates issued by the Town Clerk's Office). A full copy of MGL Chapter 40, Section 22F may be viewed at the Town Clerk's Office at the Ayer Town Hall.

Sponsor: Board of Selectmen
Finance Committee:

Simple Majority Vote Required

ARTICLE 38: ELIMINATION OF THE STORMWATER ENTERPRISE FUND

To see if the Town will vote to eliminate the Stormwater Enterprise Fund effective July 1, 2016, or take any action thereon or in relation thereto.

Explanatory Note: Upon the vote of the Board of Selectmen on March 24, 2015 at the conclusion of the Stormwater Public Hearing, the Board voted 2-1 to fund the Town's stormwater needs through the General Fund as opposed to an Enterprise Fund

Sponsor: Board of Selectmen
Finance Committee:

Simple Majority Vote Required

ARTICLE 39: ACQUISITION OF LAND ON SNAKE HILL ROAD

To see if the Town will vote to authorize the Board of Selectmen to acquire by gift for public playground purposes in accordance with Massachusetts General Laws, Chapter 45, Section 14, or otherwise, and to accept a deed of a fee interest in the following described parcel of land located on the easterly side of Snake Hill Road in the Ridge View Heights Subdivision now or formerly owned by B. Duke Pointer and Richard Roper, and J. Paul Routhier as Trustees of the Ridge View Realty Trust, described as follows:

The parcel of situated in the easterly side of Snake Hill Road, and southerly of land now or formerly of the Boston and Maine Railroad, in Ayer, Middlesex County, Massachusetts and being shown as "Parcel 'H-1' " on a plan entitled: "Plan of Land in Ayer, Mass. Prepared for Crabtree Development, LLC, Scale: 1" = 40', January 2011,

David E. Ross Associates, Inc.” endorsed by the Ayer Planning Board on February 3, 2011, and recorded with Middlesex South District Registry of Deeds as Plan No. 64 of 2011. Parcel H-1 contains 43,101 square feet of land according to said plan of land. Reference is hereby made to said plan of land for a more particular description of Parcel H-1.

And to authorize the Board of Selectmen to enter into all agreements and take all related actions necessary or appropriate to carry out such acquisition, including, but not limited to the creation of easements, storm water drainage and snow melt easement areas, the acceptance of public access and egress easements within Snake Hill Road, and licenses for purposes of performing all work related to the storm water drainage features.

Explanatory Note: This parcel of land will be developed by the DPW and maintained by the DPW for the purposes of an open space, recreational park.

Sponsor: Board of Selectmen
Finance Committee:

Simple Majority Vote Required

ARTICLE 40. ACCEPTANCE OF DRAINAGE EASEMENTS WITHIN RIDGE VIEW HEIGHTS SUBDIVISION

To see if the Town will vote to authorize the Board of Selectmen to acquire by purchase, gift or eminent domain or by any combination of same, or otherwise, for general municipal purposes, including, but not limited to, drainage purposes, easements in the following described lots and parcels of land located on the northerly side of Littleton Road in the Ridge View Heights Subdivision:

Those portions of Lots S, T, U, V and X shown as “Proposed Drainage Easement” on the plan of land entitled: “Plan of Land in Ayer, Mass. Prepared for Crabtree Development, Corp. Scale: 1” = 50’, January 2011, David E. Ross Associates, Inc.” and recorded with Middlesex South District Registry of Deeds as Plan No. 1046 of 2007 (which plan has been amended to show Lots T-1, U-1 and V-1 on the plan of land entitled: “Plan of Land in Ayer, Mass. Prepared for Crabtree Development, Corp. Scale: 1” = 20’, September 2008, David E. Ross Associates, Inc.” and recorded with Middlesex South District Registry of Deeds as Plan No. 57 of 2009 and amended to show Parcels X-2 and X-3 on the plan of land entitled: “Plan of Land in Ayer, Mass. Surveyed for Crabtree Development, LLC, Scale: 1” = 40’, August 2013, David E. Ross Associates, Inc.” and recorded with Middlesex South District Registry of Deeds as Plan No. 836 of 2013).

and to authorize the Board of Selectmen to enter into all agreements and take all related actions necessary or appropriate to carry out such acquisition, including, but not limited to the creation of easements, and storm water drainage easements, for purposes of performing all work related to the storm water drainage features, or take any action thereon or in relation thereto.

Sponsor: Board of Selectmen
Finance Committee:

**ARTICLE 41: BY-LAW AMENDMENT: BY-LAW XLI AUTOMATIC
FIRE ALARM SYSTEMS (Adopted 1/23/92; Amended 5/10/10)**

To see if the Town will vote to amend the Town of Ayer By-Law XLI Automatic Fire Alarm Systems are by adding the following By-Law language to be entitled "Section 11 – Rapid Entry Systems for the Fire Department":

SECTION 11 - RAPID ENTRY SYSTEMS FOR THE FIRE DEPARTMENT

- A. Any building other than a residential building of fewer than six (6) units which has a fire alarm system or other fire protection system shall provide a secure key box installed in a location accessible to the fire department in the event of an emergency. This key box shall contain the keys to the fire alarm control panels, elevators and any other keys necessary for access to fire protection equipment.
- B. The key box shall be a type approved by the Chief of the Ayer Fire Department or his designee and shall be located and installed as approved by the Chief or his designee.
- C. All existing buildings shall be required to comply within twelve (12) month of the effective date of this by-law amendment.
- D. All newly constructed buildings regardless of use or occupancy, except residential dwellings under six (6) units, shall install a key box system.

or take any action thereon or in relation thereto.

Explanatory Note: This amendment to the by-law would add the above stated section to the bylaw providing rapid entry systems for the Fire Department in applicable buildings.

Sponsor: Board of Selectmen
Finance Committee:

Simple Majority Vote Required

A True Copy Attest: _____ **Date** _____
Susan E. Copeland
Town Clerk/Tax Collector

As directed in the foregoing warrant, I have this day posted three attested copies in three public places, one of which was the Town Hall at least fourteen days before said meeting, all as herein directed.

, Constable **Date** _____

Office of the Ayer Board of Selectmen
Office of the Ayer Town Administrator



Town of Ayer | Ayer Town Hall | 1 Main Street | Ayer, MA 01432 | 978-772-8220 | Fax 978-772-3017 | www.ayer.ma.us

MEMORANDUM

DATE: April 17, 2015

TO: Ayer Board of Selectmen

FROM: Robert A. Pontbriand
Town Administrator

SUBJECT: Town Administrator's Report for April 21, 2015 BOS Meeting

Dear Honorable Selectmen,

I offer the following with respect to my Town Administrator's Report for the April 21, 2015 BOS Meeting:

1. **Administrative Update:** I will offer a brief oral update on the various activities/projects of the Administration since the April 7, 2015 BOS Meeting. The majority of time and effort has been spent on finalizing the FY 2016 Budget and the 2015 Annual Town Meeting Warrant.
2. **Valet Parking Permit Proposal:** Several weeks ago a request was made by Mr. Mark DiCicco of Lucia's and Markoh's on Main to offer valet parking service on the weekends for his restaurants. Since the Town does not have a Valet Parking Permit or process, I convened two meetings of the Chiefs, DPW Superintendent, Building Commissioner, and Economic Development Director to formulate the attached proposed Valet Parking Permit for the Town of Ayer. Additionally the attached proposal has been reviewed by Town Counsel. I am respectfully recommending that the BOS approve the Valet Parking Permit (See Attached). Thank you.
3. **Reserve Fund Transfer:** I am respectfully requesting a reserve fund transfer in the amount of \$18,000 for the Town Counsel Legal Services Budget Line Item. Please see that attached memo (See Attached). Thank you.

If you have any questions regarding these items, please do not hesitate to contact me directly. Thank you for your time and consideration.

Attachment(s): Valet Parking Permit Proposal
RFT for Town Counsel Legal Service Budget

Valet Parking Guidelines and Procedures

For the purposes of this section, a “valet parking service” shall mean a parking service offered, with or without a fee, to an operator or owner of a motor vehicle who is a patron, customer, visitor, employee, guest, invitee or licensee of any restaurant, store, hotel, club, business, institution or commercial establishment wherein the operator or owner delivers possession or control of the motor vehicle to an attendant commonly known as a valet who then transports, parks, stores, retrieves or delivers the motor vehicle.

Definitions

- Valet space: a 20-foot space on a public way along the curb in which the loading and unloading of possessions is legal.
- Director: Chief of Police
- Valet: The operator who will drive a vehicle between the pickup/drop-off point and the parking area.
- Parking Area - an off street private parking facility which is zoned by the Town of Ayer for commercial parking or an off street private parking facility in which permission has been granted to the applicant for valet use.

Procedure for Obtaining Valet Parking Spaces

The operator or owner of the business seeking a valet service shall submit an application to the Chief of Police at least 30 days prior to the proposed starting date. The application shall include:

1. Name, address, phone number of business offering valet service.
2. Name, address, phone number of the valet service vendor.
3. A detailed plan of the proposed pick up/drop off area that shows the number of spaces required and that the area meets the requirements of the Massachusetts Architectural Access Board (MAAB) and the Americans with Disabilities Act (ADA) requirements. If the pickup/drop off area does not meet the MAAB and/or ADA regulations/requirements, provide a plan showing mitigation to relieve issue.
4. A detailed plan of the proposed area to be used for parking.
5. A letter of agreement between the valet operator/provider and the business which is being served (if they are not one in the same) stating the financial arrangements including how and

when the customer pays for the service if the business is using a private service for its valet needs.

6. A letter of agreement to access and use the proposed parking area which states the maximum number of valet vehicles allowed, and the total capacity of the facility.
7. A detailed plan of the proposed valet operation, including hours and days of operation; routes to and from the parking area(s); number of valets; location and design of the proposed valet parking sign.
8. Approval by signoff/ writing that the proposed valet service meets any rules and regulations of the Town of Ayer Police, Fire and Department of Public Works.
9. Each valet parking provider operating within the Town of Ayer must annually, on or before July 1 of each year, provide to the Chief of Police a copy of their policy regarding handling of intoxicated drivers.
10. Proof of Liability Insurance for both the business seeking valet service and the company who provides valet service.

Permit

1. The Chief of Police may issue a valet permit good for one year for the purposes of valet parking.
2. The Chief of Police shall reject any application which would adversely affect public safety or interfere with the free flow of pedestrian or vehicular traffic during the valet operating hours.
3. The Chief of Police may promulgate the required traffic regulations.
4. The Chief of Police shall approve the design and location of the "valet" parking sign. The applicant will be responsible for supplying and maintaining the approved sandwich board sign, as well as its placement in the valet space.
5. The cost for valet permit shall be \$100 annually.

Revocation of Permit

The Chief of Police may revoke a valet permit for any of the following reasons:

1. Double parking or double stopping at valet pick-up/drop off area;
2. Use of more valet space than permit allows;
3. Parking of vehicles on a public way by a valet;

4. Vehicle (s) waiting to use the valet parking service area creating a traffic safety problem; or
5. Situations created by the valet operation which adversely affect the safety of the general public or interfere with the free flow of pedestrian or vehicular traffic.

Upon receipt of a complaint, the police chief will notify the permit holder in writing. Failure to correct the complaint within ten days will result in revocation of the valet permit.

Special Provisions

Any permit issued under these guidelines and procedures shall not be valid during a declared snow emergency, construction of the public way within a block of the valet area or when parking is restricted near the valet area for any public purpose.

Size and Location of Valet Parking Zones

The Chief of Police shall determine the size (measured in linear feet) and location of a valet parking zone taking into account factors including, but not limited to: the seating capacity of the valet permit holder, the nature of its business, the hours of the valet service operation, and the proximity of the valet permit holder's business to the off street parking facility/area. In considering the seating capacity of the valet permit holder, as reflected in its fire assembly permit or as visually inspected by the Chief of Police, the Chief of Police may use the following general guidelines to determine an appropriate size for the valet parking zone:

100 or fewer seats – two (2) parking spaces

Length of Time Vehicle May Remain in Valet Parking Zone

Vehicles may remain in the valet parking zone of an establishment holding a valet parking permit during the hours of valet parking operation listed on the permit for not more than ten (10) minutes continuously, while engaged in the receiving or discharging of cars.

Special or One-Day Permits

The police department may, in its discretion, issue special or one-day permits for valet parking. Such permits shall, as determined by the department, comply with all of the provisions hereunder, and applications for such permits shall be submitted no later than five (5) days prior to the date of the event. The department shall consider requests less than five (5) days prior to the event only in extraordinary situations.

Identifying Florescent Vests for Valet Parkers

No valet parking operator who is engaged in providing valet services, including but not limited to receiving or discharging passengers from a vehicle, making arrangements to remove the vehicle to a designated off-street parking facility, parking a vehicle, or otherwise in control of a vehicle subject to valet parking requirements, may engage in such activities unless the valet parking operator is wearing a vest or shirt clearly marked "valet" across the back in reflective lettering that shall be highly contrasting with the background/field/screen (i.e. dark-colored reflective lettering on light-colored

background or light-colored reflective lettering on dark-colored background); each individual letter of the word "valet" shall be no smaller than three inches (3") in height.

Compliance with these sections shall require the vest or shirt required to be the outermost garment worn by the valet parking operator.



Office of the Ayer Board of Selectmen
Office of the Ayer Town Administrator



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MEMORANDUM

DATE: April 17, 2015

TO: Ayer Board of Selectmen
Ayer Finance Committee

Cc: Lisa Gabree, Town Accountant/Finance Manager

FROM: Robert A. Pontbriand, Town Administrator

SUBJECT: Town Counsel Legal Services Reserve Fund Transfer Request for \$18,000.00

Dear Honorable Selectmen and Finance Committee Members,

Attached is a Reserve Fund Transfer request in the amount of \$18,000.00 for the Town Counsel Legal Services Account (Account #01151) (See Attached). The current balance in the account as of April 8, 2015 is/was \$486.93 (See Attached).

With only \$486.93 remaining in the account, the Town has yet to receive the March, April, May, and June Town Counsel Legal Services. This time period will include Town Counsel costs for the Annual Town Meeting as well as Town Counsel costs for the proposed June 8, 2015 Super Town Meeting by MassDevelopment (these June 8th costs to be reimbursed by MassDevelopment).

The unforeseen/extraordinary financial impacts to this Account are (have been) for FY 2015:

- *Bolduc v. Town of Ayer* (Settled March 9, 2015)
- *U.S. v. Boston and Maine Railroad v. Town of Ayer* (Ongoing, Third Party Defendant)
- *Gintner v. Town of Ayer* (Ongoing)
- Officer M. Power 111F Medical Status (Ongoing)
- AFSCME 93 (Planning Board) Unfair Labor Practice (Ongoing at the Division of Labor Relations)

I will answer any questions (not subject to Executive Session) before the Board of Selectmen on April 21, 2015 and before the Finance Committee.

Thank you in advance for your consideration.

Attachment: RFT Request in the Amount of \$18,000.00
MUNIS Budget Report for Town Counsel Account #01151 (April 8, 2015)

RESERVE FUND TRANSFER REQUEST

Section I (Completed by Elected Official or Department Head)

This request for a transfer from the Reserve Fund is being made in accordance with M.G.L., Chapter 40, Section 6:

- 1 Amount requested: \$18,000.00

 - 2 To be transferred to:
 - A. Account Name: Town Counsel
 - B. Account #: 01151

 - 3 Present balance in budget \$486.93 *As of April 8, 2015 (see Attached Report)*

 - 4 The amount requested will be used for (please attach supporting information):
Town Counsel Legal Services Bills
(See Memo)

 - 5 The expense is extraordinary or unforeseen for the following reason(s):
Unforeseen legal costs since the approval of
the FY 2015 Town Counsel Legal Services Budget
(See Memo)
4/17/2015 Robert A. Pothorn
Town Administrator
- Date _____ Elected Official or Department Head _____

Section II Action by Board of Selectmen or Appointing Authority when Section I not completed by an Elected Official

Transfer Approved: YES NO

Amount Approved: _____

Date of Meeting: _____

Number Present/Voting _____

Chairman

Section III Action by Finance Committee

Transfer Approved: YES NO

Amount Approved: _____

Date of Meeting: _____

Number Present/Voting _____

Chairman

04/08/2015 12:08
2481gabr

TOWN OF AYER
BUDGET REPORT

P 1
glytdbud

FOR 2015 10

JOURNAL DETAIL 2015 1 TO 2015 10

ACCOUNTS FOR: 001 GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
<u>01151 TOWN COUNSEL</u>							
<u>01151 53090 LEGAL SERVICES</u>	85,000	0	85,000	84,513.07	.00	486.93	99.4%*
2015/01/000415 07/01/2014 BUC	85,000.00	REF				ORIGINAL BUDGET 2015	
2015/03/000178 09/08/2014 API	13,773.94	VND 004204 IN 07-14				KOPELMAN AND PAIGE	JULY LEGAL SERVICE 61684
2015/04/000093 10/06/2014 API	10,554.52	VND 004204 IN 08-14				KOPELMAN AND PAIGE	AUGUST LEGAL SERVI 61990
2015/05/000100 11/03/2014 API	14,693.73	VND 004204 IN 09-14				KOPELMAN AND PAIGE	SEPTEMBER LEGAL SE 62308
2015/06/000061 12/01/2014 API	13,053.69	VND 004204 IN 10-14				KOPELMAN AND PAIGE	OCTOBER LEGAL SERV 62601
2015/07/000176 01/12/2015 API	8,688.79	VND 004204 IN 11-14				KOPELMAN AND PAIGE	NOVEMBER LEGAL SER 62955
2015/08/000130 02/09/2015 API	7,332.85	VND 004204 IN 12-14				KOPELMAN AND PAIGE	DECEMBER LEGAL SER 63356
2015/09/000141 03/09/2015 API	5,147.10	VND 004204 IN 01-15				KOPELMAN AND PAIGE	JANUARY LEGAL SERV 63623
2015/10/000109 04/06/2015 API	11,268.45	VND 004204 IN 02-15				KOPELMAN AND PAIGE	FEBRUARY LEGAL SER
<u>01151 53095 BOLDUC SETTLEMENT</u>	0	33,268	33,268	33,268.00	.00	.00	100.0%*
2015/07/000230 01/14/2015 BUA	33,268.00	REF RFT#2				RFT#2-BULDOC SETTLEMENT	
2015/09/000141 03/09/2015 API	33,268.00	VND 001974 IN 030515				ENGEL, MARK D.	BOLDUC SETTLEMENT 63578
TOTAL TOWN COUNSEL	85,000	33,268	118,268	117,781.07	.00	486.93	99.6%
TOTAL GENERAL FUND	85,000	33,268	118,268	117,781.07	.00	486.93	99.6%
TOTAL EXPENSES	85,000	33,268	118,268	117,781.07	.00	486.93	

Town of Ayer
Board of Selectmen
Ayer Town Hall – 1st Floor Meeting Room
Ayer, MA 01432



Tuesday, April 7, 2015
Meeting Minutes

Broadcast and Recorded by APAC

Present: Christopher R. Hillman, Chair; Jannice L. Livingston, Vice-Chair; Gary J. Luca, Clerk
Robert A. Pontbriand, Town Administrator
Carly M. Antonellis, Assistant to the Town Administrator

Call to Order: C. Hillman called the meeting to order at 7:03 PM

Announcements:

C. Hillman announced that the Winter Parking Ban will end on April 15, 2015.

C. Hillman announced that the FY 2016 Joint Budget Meeting with the Finance Committee will be held on April 21, 2015 at 7:00 PM during the regularly scheduled Board of Selectmen's meeting.

C. Hillman announced that absentee ballots are now available in the Town Clerk's office for the April 27, 2015 Town Election.

C. Hillman introduced Destination Imagination Team Leader Amy Messcher. Ms. Messcher leads the team, the Swanky Six. The team competed in Destination Imagination this year working on the scientific challenge, Making Waves. At both regional and state competition they achieved a perfect score!

C. Hillman introduced Police Chief William Murray and presented him with a Certificate of Appreciation for National Public Safety Telecommunications Week. The Board thanked the Dispatchers for their hard work and dedication to the Town of Ayer.

Review and Approve Agenda:

Motion: A motion was made by J. Livingston and seconded by G. Luca to approve the agenda. **Motion passed 3-0.**

Public Input:

Mary Spinner, 18 Myrick Street made a statement regarding the Other Post Employment Benefits (OPEB) funds designated to be transferred into the state's Pension Reserve Investment Trust fund by a Town Meeting vote made in May of 2014. She is concerned that the funds are losing valuable interest. C. Hillman stated that the item will be brought up later in the meeting under the Town Administrator's Report.

MBTA/Depot Square Update: R. Pontbriand gave a brief overview of the history of the project and reiterated that this is a property dispute between the MBTA and the private landowner. The Town remains committed to assisting in any way it can to support a resolution. He then showed pictures of the site to give the Board and members of the public a better idea of the current situation. Kathleen O'Connor from the Ayer Train Station Advisory Committee read a statement about the group's concerns with the delays in moving the project forward.

Superintendent Mark Wetzel, Department of Public Works: M. Wetzel was before the Board for consideration of three (3) items. First, he is asking for approval of the contract with CDM-Smith for the Wastewater Treatment study which is to evaluate and to create a Capital Improvement Plan. The DPW solicited proposals from three (3) engineering companies and CDM –Smith was selected.

Motion: A motion was made by G. Luca and seconded by J. Livingston to approve the contract between the Town of Ayer and CDM-Smith for the Wastewater Facility Treatment Study with signature by the Chair.

Motion passed 3-0.

M. Wetzel then made his recommendation for the appointment of the Wastewater Division Foreman. He is recommending Mr. Richard Hudson for the position, employed with the Town since 2008.

Motion: A motion was made by J. Livingston and seconded by G. Luca to appoint Mr. Richard Hudson to the position of Wastewater Division Foreman in the Department of Public Works. **Motion passed 3-0.**

M. Wetzel gave a presentation on his recommendation for the FY'16 rates for the Solid Waste Transfer Station. He is recommending that the fees be changed as follows:

	<i>Current</i>	<i>Recommended</i>
Annual Permit	\$80	\$80
Senior Citizen Rate	\$50	\$50
Second Permit	\$20	\$20
One Day Permit	\$10	\$10
Pay-As-You-Throw 15 Gallon Bag	\$1	\$1.50
Pay-As-You-Throw 33 Gallon Bag	\$2	\$2.50
Pay-As-You-Throw 50 Gallon Bag	-	\$3.50
Bulk Tag	\$5 each	\$5

Motion: A motion was made by J. Livingston and seconded by G. Luca to approve the FY'16 rate recommendations as presented. **Motion passed 2-1.**

Chief William Murray, Police Department: Chief Murray presented the survey of downtown truck traffic that his Department conducted over a 4 day period. He stated that most trucks are within the 25mph speed limit, ± 4 miles per hour. He also stated that the Ayer Police Department will be undertaking Downtown Speeding enforcement over the next month.

C. Hillman then inquired about a truck exclusion route and Chief Murray and Superintendent Wetzel stated that the State will not permit it on a numbered route.

Town Administrator's Report: R. Pontbriand gave an update relative to the FY'16 Budget and Annual Town Meeting Update. He then reported that the JBOS is planning a Super Town Meeting sometime in June.

R. Pontbriand is requesting a Reserve Fund Transfer in the amount of \$18,000 in the Board of Selectmen's office budget for the Assistant to the Town Administrator wages, Assistant to the Town Administrator's Overtime, Benefits and Payroll Manager's wages, and supplies.

Motion: A motion was made by G. Luca and seconded by J. Livingston to approve the reserve fund transfer request in the amount of \$18,000 into account 01122. **Motion passed 3-0.**

R. Pontbriand and Town Accountant Lisa Gabree presented the FY 2016 Capital Planning Committee Recommendations. The Board reviewed the recommendations, which includes a change to the Fire Department request from \$225,000 to \$250,000 to accommodate for increased costs not foreseen with the ambulance purchase and funding for the storm water catch basins in the amount of \$50,000 to be paid from free cash.

Motion: A motion was made by G. Luca and seconded by J. Livingston to approve the FY'16 Capital Planning Committee recommendations as amended for placement on the Annual Town Meeting Warrant.
Motion passed 3-0.

R. Pontbriand summarized his April 3, 2015 memo to the Town Treasurer regarding the status of the Town's OPEB funds stating that upon review and in consultation with Mr. Paul Todesco of the SRBRT and Town Counsel, the Town's OPEB funds per Article 30 of the May 12, 2014 Town Meeting had not been placed in the irrevocable trust of the SRBRT. R. Pontbriand stated that the Treasurer asked to meet with him on April 7, 2015 at which time, R. Pontbriand (and in the April 3, 2015 memo) asked the Treasurer to appear before the Board to explain why the OPEB funds have not been deposited in accordance with Town Meeting.

R. Pontbriand concluded by stating that it is concerning that the will and vote of Town Meeting on May 12, 2014 regarding these OPEB funds has not been honored and implemented. Additionally, estimated calculations indicate a loss of approximately \$24,000 in interest that the funds could have earned as of October 2014 if they had been properly deposited by the Treasurer. Finally, he stated that it is imperative that Article 30 of Town Meeting not only be honored but that the OPEB funds be properly deposited in the SRBRT in an irrevocable trust as was (and is) the intent of Town Meeting.

G. Luca stated he would like to know from the Treasurer why this has not been done.

C. Hillman invited the Treasurer (S. Gintner) up to the table.

S. Gintner stated that from April 2014 to July 2014 she was doing two jobs.

C. Hillman interjected that he was sick of hearing that excuse and that this has absolutely nothing to do with the former Assistant Treasurer and that the Town is going to move forward with depositing the OPEB funds in accordance with Town Meeting.

Motion: A motion was made by G. Luca and seconded by C. Hillman to authorize the Treasurer, as Custodian of the Town's OPEB Trust Funds pursuant to G.L. c. 32B, §20, to execute and deliver the Investment Agreement with the State Retiree Benefits Trust Fund Board (SRBTF Board) in substantially the form presented at the October 7, 2014 meeting; to sign checks and wire OPEB Trust Funds to the SRBTF Board or to the Pension Reserves Investment Trust, or as it may otherwise be directed by SRBTF; to make withdrawals and investments and enter into such agreements and deliver such certificates and other documents as SRBTF or the Pension Reserves Investment Management Board may direct; and to take any other necessary action to effectuate the transfer of OPEB Trust Funds to SRBTF and/or the Pension Reserves Investment Trust. **Motion passed 3-0.**

Motion: A motion was made by G. Luca and seconded by J. Livingston to authorize the creation of an OPEB Board of Trustees in accordance the trust agreement and appoint the following members: Treasurer Stephanie Gintner, Town Accountant Lisa Gabree, Benefits and Payroll Director Kevin Johnston, Town Clerk and Collector Susan Copeland and Selectman Jannice Livingston. Town Administrator Robert Pontbriand will serve in an ex-officio capacity. **Motion passed 3-0.**

R. Pontbriand then recommended the following two residents to be appointed to the Comprehensive Plan Committee: Harry Zane and Carolyn McCreary.

Motion: A motion was made by G. Luca and seconded by J. Livingston to appoint Carolyn McCreary and Harry Zane to the Capital Planning Committee. **Motion passed 3-0.**

New Business/Selectmen's Questions:

None

Approval of Meeting Minutes:

Motion: A motion was made by J. Livingston and seconded by G. Luca to approve the minutes of March 17, 2015. **Motion passed 3-0.**

Motion: A motion was made by J. Livingston and seconded by G. Luca to approve the minutes of March 19, 2015. **Motion passed 3-0.**

Executive Session:

Motion: A motion was made by C. Hillman and seconded by J. Livingston in Open Session to enter into Executive Session at 9:43 PM pursuant to Massachusetts General Law, Chapter 30A, Section 21A Exemption #6 (Consideration of the Purchase of Real Estate); Exemption #3 (Collective Bargaining) Police and Dispatchers Contract Negotiations Update; Exemption #3 (Litigation Strategy) 190 West Main Street and to adjourn at the conclusion of Executive Session. C. Hillman stated that to discuss these items in Open Session would be detrimental to the Town's Negotiating Strategy. By Roll Call Vote: C. Hillman, Yes; J. Livingston, Yes; G. Luca, Yes. **Motion passed by roll call 3-0.**

Minutes Recorded and Submitted by Carly M. Antonellis

Minutes Approved by BOS: _____

Gary J. Luca, Clerk: _____