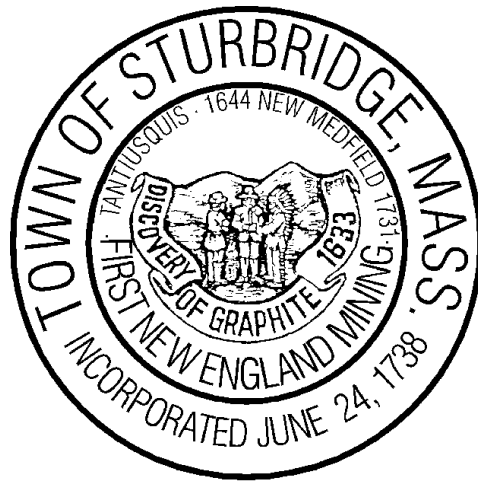


Town of Sturbridge



Two Hundred Seventy-Seventh Annual Town Meeting

Finance Committee Report Fiscal Year 2016

7:00 P.M.

June 1, 2015

Tantasqua Regional High School

For Your Convenience

Ambulance, 346 Main Street	
Emergency Only	911
Police Department, 346 Main Street	
Emergency Only	911
Business Only	508-347-2525
Alternate Emergency Number	508-347-1950
Public Safety Complex, 346 Main Street	508-347-2525
Fire Department, 346 Main Street	
To Report a Fire	911
Business Only	508-347-2525
Board of Selectmen, Town Hall, 308 Main Street	508-347-2500
Town Administrator, 308 Main Street	508-347-2500
Accountant, 308 Main Street	508-347-2502
Animal Control Officer, 346 Main Street	508-347-2525
Assessors, 308 Main Street	508-347-2503
Board of Health, 301 Main Street	508-347-2504
Building Inspector, 301 Main Street	508-347-2505
Civil Defense, 346 Main Street	508-347-2525
Conservation Commission, 301 Main Street	508-347-2506
Council on Aging, 408 Main Street	
Senior Center	508-347-7575
Nutrition Site	508-347-5063
DPW Director, 69 Rt. 84, New Boston Rd Ext	508-347-2516
Finance Department, 308 Main Street	508-347-2509
Joshua Hyde Public Library, 306 Main Street	508-347-2512
Parks & Recreation Committee, 301 Main Street	508-347-2041
Planning Board, 301 Main Street	508-347-2508
School Department	
Burgess Elementary School, 45 Burgess Schl. Rd	508-347-7041
Sewerage Treatment Plant, 375 Main Street	508-347-2514
Town Clerk, 308 Main Street	508-347-2510
Town Garage, 69 Rt. 84, New Boston Rd Ext	508-347-2515
Water Department, 375 Main Street	508-347-2513

Town Website: www.town.sturbridge.ma.us

**TOWN OF STURBRIDGE
FINANCE COMMITTEE REPORT
FISCAL YEAR 2016**

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FORMULA FOR CALCULATING TAX RATE

(Outside back cover)

Report of the Finance Committee

Fiscal Year 2016

July 1, 2015 - June 30, 2016

Greetings

The Finance Committee is pleased to present to the residents of Sturbridge its recommendations for the Annual Budget and Town Meeting Warrant articles. With thanks, the Finance Committee wishes to acknowledge the support of the Finance Director, Town Accountant, Tantasqua Regional School District Business Manager, the Town Administrator, each Town department head, Sturbridge School Committee, Superintendent of Schools and the Board of Selectmen. Their respective roles proved vital to the development of this report.

The members of the Finance Committee hope that you find this report both informative and useful.

Please take the time to read through our entire report. Think carefully about the votes you will be asked to cast at the Town Meeting along with the resulting effects on your community.

Role and Responsibility of the Finance Committee

The Town's General Bylaws direct the Finance Committee to give recommendations that it deems best for the interests of the Town and its citizens on all department budgets, transfer requests, warrant articles, zoning articles and bylaw articles. The Finance Committee's goal is to give Town residents an objective, non-political viewpoint on all matters to be considered at Annual and Special Town Meetings. Our recommendations are intended to ensure the townspeople of Sturbridge are receiving the best mix of services for the taxes they pay. Since the members of the Finance Committee are appointed by the elected Town Moderator, we act as a check and balance to the Town's elected boards and committees as well as those individuals, boards and committees appointed by the Board of Selectmen.

Please refer to Appendix D, on page 58, for a glossary designed to acquaint newcomers and remind longtime residents of abbreviations and terms often used in discussing the Town's finances.

Budget Highlights

Stronger Credit Rating

Although the news went unheralded at the time, the Town of Sturbridge was once again recognized for its financial policies, practices and position, in August 2014. Standard & Poor's raised its credit rating for the Town from AA to AA+. Among other factors, they cite, "that Sturbridge will likely maintain its very strong budgetary flexibility and very strong liquidity". In addition, "[Standard & Poor's does] not expect to change the rating further over the outlook's two-year period. Over time, we believe management's consistent maintenance of very strong performance and flexibility could cause us to raise the rating."

No Proposition 2 ½ Override Needed

Standard & Poor's assessment confirms that Sturbridge is entering Fiscal Year 2016 (FY16) in a very strong financial position. Unlike many of our neighboring communities, the Town has not been forced to rely on Proposition 2 ½ overrides to fund essential services or much needed renovations. In fact, the last few fiscal years find our Unallocated Free Cash and Stabilization Fund balances achieving the goals set forth in our fiscal policies, adopted in Fiscal Year 2007.

In her FY16 budget message, the Town Administrator suggested the Town consider updating its financial policies to bring them in line with current recommendations by the Massachusetts Department of Revenue and the Government Finance Officers Association. This recommendation would see the Town aiming to retain between 12% and 15% in combined reserves between Unallocated Free Cash and Stabilization Fund balances, as opposed to the current 7% to 10%. The Finance Committee welcomes this suggestion and believes the Town should take steps to attain this goal by FY21, with at least 10% of the reserves contained in the Stabilization Fund.

Long-term Prudence

As the Finance Committee has pointed out over the last few fiscal years, while the Town could just think of the short term and use a large portion of Unallocated Free Cash to alleviate property taxes, that type of short term thinking could cause significant long term tax increases. As a consequence, the community could be unprepared for emergencies. Or, damage to the Town's credit rating could result in too little cash on hand, and higher property taxes would likely result. It is in the long term best interest of the taxpayer to sustain Sturbridge's good credit rating, which leads to lower long term property taxes and keeps the Town attractive to businesses that want to work with, and potential residents who want to move to, this community.

Operating in accordance with our fiscal policies, the Finance Committee recommends a line item budget and warrant article recommendations for FY 2016 that ensure taxpayers will receive the maximum return for their tax dollars. Consistent with past years, the Finance Committee believes it is recommending a total budget package that meets the majority of the Town's needs, and some wants, in a financially prudent manner by which each expenditure of your tax dollars is scrutinized and justified before being presented to you for your final authorization.

By following the Finance Committee recommendations, the Town can expect to see \$957,368 in Unallocated Free Cash plus \$1,907,802 in the Stabilization Fund at the start of FY16, July 1, 2015. The combined total of \$2,865,170 is 9.7% of the recommended FY16 Line Item Budget of \$29,317,908. Of the total operating budget of \$29,968,784, the combined balance is 9.5%.

Chief Reasons for Budget Increase

As noted by Standard & Poor's, this reserve balance gives the Town significant financial flexibility compared to its municipal brethren. More importantly, this measure of financial strength also reassures creditors that the Town can meet any, and all, of its financial obligations. Since the Town needs to undertake long-term borrowing to complete the Burgess Elementary School project and contemplates short-term borrowing for a street sweeper and self-contained breathing apparatus, the

proposed financial strength allows the Town to take advantage of lower borrowing costs and better overall terms.

As noted earlier, the Finance Committee recommends a line item budget of \$29,317,908. The proposed line item budget is an increase of \$1,025,218, or 3.6%, over FY 2015. Of that increase, four items: the education portion of the budget (i.e., Burgess Elementary plus Sturbridge's share of the Tantasqua Regional School District), Group Insurance, and Worcester Retirement System account for \$667,061, or 65%, of the overall increase.

With the remaining funds, the Finance Committee supports:

- A cost-of-living adjustment of 2.75% for non-union Town employees
- The reimplementation of the step-and-grade system for non-union, non-management Town employees (\$9,754)
- A salary adjustment for the Town Accountant that recognizes the individual's market value along with intangible value the individual brings to the Town's financial management team (\$4,441)
- The purchase of two new vehicles from the Police Department's operating budget (\$98,542)

Lowering the Tax Rate

The Finance Committee also recommends using \$250,000 in Unallocated Free Cash to offset the proposed increase in spending; thus, lowering the projected tax rate.

To summarize: The Town will have a total proposed budget (which includes the line item budget) of \$29,968,784 as recommended by the Finance Committee for FY16. The total budget is the sum of the line item budget + raise-and-appropriate warrant articles + several structural components such as snow & ice deficit, offsets and special purpose funds. With the combination of local revenues totaling \$3,370,000 and state aid amounting to \$4,400,303, the Town is projected to receive \$8,020,303 in revenues. After these revenues and offsets are accounted for, the difference of \$21,948,481 will be raised through taxation.

For FY16, the total operating budget as recommended by the Finance Committee results in an estimated tax rate increase of 2.24%. As you will see on the back cover of this report, the tax rate for FY 2016 is projected to be \$19.63; an increase of \$0.39 over FY 2015. As a result, a property owner with a home valued at \$300,000 in both FY15 and FY16 will see an annual property tax increase of \$117.

By using less than the authorized tax levy capacity plus using \$250,000 from Unallocated Free Cash to offset the tax rate, the Finance Committee's proposed budget falls below the estimated Proposition 2 ½ levy limit by \$1,015,617. As another measure of the Town's fiscal well-being, this tax avoidance of \$1,015,617 would not be possible in our neighboring communities, nor in most of Massachusetts. Those other communities would be seeking, in some instances, their full tax levying capacity in addition to a request for additional funds via an override vote. Sturbridge's financial strength prevents that prospect.

Issues for Your Consideration

The following topics, which fit the theme of the “value in planning and foresight,” deserve your consideration in shaping the future of Sturbridge:

Linking Quality of Community Life to Business Opportunity

Biotech, high tech and higher education organizations often feature well-compensated staff who prefer to live in communities offering excellent schools, interesting restaurants, lively cultural activities, proximity to metropolitan areas, and a nice variety of local recreational choices. Along those lines, Sturbridge possesses an attractive foundation for a strengthened, expanded quality of community life.

Adjustment to the wording of Chapter 635 of the Acts of 1986, which makes possible funding for both the Betterment Committee and the Sturbridge Tourism Association, would enable the Town to finance an organized, ongoing program of outreach to decision makers seeking a location for selected future-oriented academic and business facilities.

The interests of the local hospitality industry would benefit directly from a stream of new and additional repeat patrons. This is important because a tax on lodging room occupancy provides the business-generating funds. Betterment Committee funding could, in addition to its traditional uses, take into account fresh quality of life initiatives. Basically, visitors pay the room tax. Residents reap the benefits.

In the Finance Committee’s view, the Board of Selectmen should approach the State Legislature at an early moment to pursue the wording changes that can link the quality of community life to business opportunity.

Growing Need for a Facilities Manager

Six Town-owned buildings are showing their age.

The Senior Center and Library, which hark to the 19th century, demand constant attention along with the 1980s Public Safety Complex; each building requires new roofing at a calculated total cost of \$339,120. The Department of Public Works garage is almost decrepit. 8 Brookfield Road can no longer be used because it is out of code, and the cost to make it productive comes to more than \$400,000. The frequency of repairs to the Sturbridge Nursery School Building, which dates back well more than 100 years, have increased in the last nine years.

Meanwhile, the Senior Center needs two new boilers and the Public Safety Complex requires drainage remediation, together totaling \$45,300.

Those heavily-patronized and under maintained facilities stand in marked contrast to the recently revamped Town Hall and Center Office Building. They are showpieces.

It is hardly business-like to pay the Librarian, Council on Aging Director and Fire Chief (who oversees the Public Safety Complex building) to walk away from their job descriptions and figure out, for example, how to stop leaky roofs.

Although the DPW Director and part-time Building Inspector provide please-hurry-over-here-right-now help, the Town needs a trained, experienced Facilities Manager. The job involves, among other special capabilities, deep knowledge of construction techniques and materials, surface and sub-surface soil action, and all of the systems that make a structure functional.

By anticipating and heading off problems and minimizing their impact when difficulties prove unavoidable, the Facilities Manager position pays for itself. The work of a Facilities Manager actually protects taxpayer investment in Town buildings. Performing timely preventive maintenance as well as taking action on otherwise unaddressed problems in fact reduces costs over time while extending the useful life of the buildings. This is not a custodial role.

The Finance Committee urges the Selectmen to engage a consultant to assess the condition of each of the six buildings now plagued with costly problems and to treat the findings as a to-do list for a new staff position of Facilities Manager.

Renovate or New: What to do with the Senior Center?

Three years ago, as part of a comprehensive assessment of six Town buildings, the list of deficiencies for the 1800s Senior Center building included: no fire suppression unit, substandard slate roof, glaringly inefficient boiler, energy-wasting single-pane windows and a damaged foundation vapor barrier that invites moisture into the walls. The programmatically busy basement lacks an emergency exit! That area cannot receive constant staff attention, which means that a senior needing help can go unnoticed. The floor plan throughout the building promotes a tumult undermining programs and presentations. Meals on Wheels drivers shuttle in and out while activities are going on. The landlocked structure's 19 parking spaces are obviously insufficient, and close vehicle back-and-forth maneuvering risks injury and damage. But all of those expensive flaws reflect only half the story.

The 5,864-square-foot building itself is a drawback. The building simply lacks the space for additional and even better programs that would make more vital and inviting the quality of life that Sturbridge prides itself on providing to its increasing number of senior residents.

The Council on Aging has organized a steering committee to investigate the comparative benefits of repairing and remaining in the present facility or moving to a larger one on a lease or purchase basis. A further question, then, would be what to do with the Senior Center building if it is vacated. Of course, that matter ties directly to an overall assessment of each Town building, including the new-old Town Hall and Center Office Building, before they, too, undergo the twin ravages of high use and the passage of time.

The Finance Committee recommends the appointment, by the Selectmen, of a building study committee.

Oversight of Trails and Open Space Committees

The Board of Selectmen appoints and oversees the Open Space Committee (OSC) and the Trails Committee (TC). The five-member OSC works to protect and preserve land, habitats and other resources for active and passive recreation. The TC develops, maintains, coordinates and promotes the local trail system; it consists of five voting members and five nonvoting or associate members. The committees have been very active in recent years due to the acquisition of significant parcels of open space land, mainly thanks to funds obtained under the Community Preservation Act, which Sturbridge adopted several years ago. Each committee works closely with several Town departments, especially Public Works, Planning and Conservation. It is the opinion of the Finance Committee that more frequent, regular and efficient oversight of both committees – which are purely operational in nature – can be accomplished when they report to one of those departments, instead of the policy-focused Selectmen.

Warrant Articles

All recommendations and explanatory comments concerning the Warrant Articles of both the Annual and Special Town Meetings are contained in this report under the respective Warrant headings. In addition, for your information, the Finance Committee's and other board recommendations on each article state its vote tally.

Accounting System

Consistent with the prior fiscal years, the FY 2016 budget summary is formatted under the Uniform Massachusetts Accounting System (UMAS) standard.

Meeting Schedule

The Town Meeting agenda includes the review and voting of the FY 2016 line item budget (July 1, 2015 - June 30, 2016), thirty Annual Meeting Warrant Articles, and nine Special Meeting Warrant Articles. The Annual Town Meeting will be held at the Tantasqua Regional High School Auditorium on Monday, June 1, 2015, at 7:00 P.M.

Respectfully submitted,

Sturbridge Finance Committee

Kevin J. Smith, Chair
Michael Serio, Vice Chair
Alexander E. Athans
Robert Jepson
Joni Light
Laurance Morrison
Kathleen Neal
Eric Perez
Arnold Wilson

Town of Sturbridge

ACCOUNT NUMBER	DEPARTMENT	ACTUAL	ACCEPTED	ADMINISTRATOR	SELECTMEN	FINCOM	VARIANCE		ADOPTED TOWN MEETING	LINE NUMBER
		EXPENDED FY14	BUDGET FY15	RECOMMEND FY16	RECOMMEND FY16	RECOMMEND FY16	FINCOM \$	VS FY15 %		
Town Moderator										
11141-51120	Salaries/Wages	0	0	0	0	0	0	0.0%		1
	Total Salary	0	0	0	0	0	0	0.0%		
	Town Moderator Total	0	0	0	0	0	0	0.0%		
<hr/>										
Board of Selectmen										
11221-51100	Board Salaries	0	0	0	0	0	0	0.0%		2
11221-51130	Salaries/Wages	0	0	0	0	0	0	0.0%		3
	Total Salary	0	0	0	0	0	0	0.0%		
11222-52000	Purchase of Services	814	1,250	1,250	1,250	1,250	0	0.0%		4
11222-57000	Other Charges	1,549	2,000	2,050	2,050	2,050	50	2.5%		5
	Total Expenses	2,363	3,250	3,300	3,300	3,300	50	1.5%		
	Board of Selectmen Total	2,363	3,250	3,300	3,300	3,300	50	1.5%		
<hr/>										
Town Administrator										
11231-51120	Department Head Salary	111,931	124,729	132,000	132,000	132,000	7,271	5.8%		6
11231-51130	Salaries/Wages	38,413	41,385	42,665	42,665	42,665	1,280	3.1%		7
11232-51170	Merit Based Incentive	14,049	20,722	21,346	21,346	21,346	624	3.0%		8
	Total Salary	164,393	186,836	196,011	196,011	196,011	9,175	4.9%		
11232-52000	Purchase of Services	6,979	4,500	5,000	5,000	5,000	500	11.1%		9
11232-54000	Supplies	2,440	2,700	2,700	2,700	2,700	0	0.0%		10
11232-57000	Other Charges	537	2,000	6,600	6,600	6,600	4,600	230.0%		11
11232-58000	Matching Grant Funds	6,833	10,000	20,000	20,000	20,000	10,000	100.0%		12
	Total Expenses	16,789	19,200	34,300	34,300	34,300	15,100	78.6%		
	Town Administrator Total	181,182	206,036	230,311	230,311	230,311	24,275	11.8%		

Town of Sturbridge

<u>ACCOUNT NUMBER</u>	<u>DEPARTMENT</u>	<u>ACTUAL EXPENDED FY14</u>	<u>ACCEPTED BUDGET FY15</u>	<u>ADMINISTRATOR RECOMMEND FY16</u>	<u>SELECTMEN RECOMMEND FY16</u>	<u>FINCOM RECOMMEND FY16</u>	<u>VARIANCE FINCOM VS FY15</u>		<u>ADOPTED TOWN MEETING</u>	<u>LINE NUMBER</u>
							<u>\$</u>	<u>%</u>		
Finance Committee										
11311-51130	Salaries/Wages	0	2,534	3,112	3,112	3,112	578	22.8%		13
	Total Salary	0	2,534	3,112	3,112	3,112	578	22.8%		
11312-52000	Purchase of Services	3,110	3,400	3,400	3,400	3,400	0	0.0%		14
11312-57000	Other Charges	176	200	200	200	200	0	0.0%		15
	Total Expenses	3,286	3,600	3,600	3,600	3,600	0	0.0%		
Finance Committee Total		3,286	6,134	6,712	6,712	6,712	578	9.4%		

This salary is for the Recording Secretary not any Finance Committee members.

Town Accountant										
11351-51120	Department Head Salary	50,948	58,938	65,000	61,250	65,000	6,062	10.3%		16
11351-51130	Salaries/Wages	11,247	12,411	13,126	13,126	13,126	715	5.8%		17
	Total Salary	62,195	71,349	78,126	74,376	78,126	6,777	9.5%		
11352-52000	Purchase of Services	300	1,000	1,100	1,100	1,100	100	10.0%		18
11352-54000	Supplies	760	825	900	900	900	75	9.1%		19
11352-57000	Other Charges	50	625	625	625	625	0	0.0%		20
	Total Expenses	1,110	2,450	2,625	2,625	2,625	175	7.1%		
Town Accountant Total		63,305	73,799	80,751	77,001	80,751	6,952	9.4%		

Board of Assessors										
11411-51100	Board Salaries	0	0	0	0	0	0	0.0%		21
11411-51120	Department Head Salary	59,613	63,550	65,298	65,298	65,298	1,748	2.8%		22
11411-51130	Salaries/Wages	39,728	41,766	43,959	43,959	43,959	2,193	5.3%		23
	Total Salary	99,341	105,316	109,257	109,257	109,257	3,941	3.7%		
11412-52000	Purchase of Services	68,967	60,149	49,375	49,375	49,375	-10,774	-17.9%		24
11412-54000	Supplies	2,678	3,748	1,700	1,700	1,700	-2,048	-54.6%		25
11412-57000	Other Charges	940	1,983	1,708	1,708	1,708	-275	-13.9%		26
	Total Expenses	72,585	65,880	52,783	52,783	52,783	-13,097	-19.9%		
Board of Assessors Total		171,926	171,196	162,040	162,040	162,040	-9,156	-5.3%		

Town of Sturbridge

<u>ACCOUNT NUMBER</u>	<u>DEPARTMENT</u>	<u>ACTUAL EXPENDED FY14</u>	<u>ACCEPTED BUDGET FY15</u>	<u>ADMINISTRATOR RECOMMEND FY16</u>	<u>SELECTMEN RECOMMEND FY16</u>	<u>FINCOM RECOMMEND FY16</u>	<u>VARIANCE FINCOM VS FY15</u>		<u>ADOPTED TOWN MEETING</u>	<u>LINE NUMBER</u>
							<u>\$</u>	<u>%</u>		
Finance Director										
11451-51120	Department Head Salary	87,412	89,597	92,061	92,061	92,061	2,464	2.8%		27
11451-51130	Salaries/Wages	93,005	102,329	106,607	106,607	106,607	4,278	4.2%		28
	Total Salary	180,417	191,926	198,668	198,668	198,668	6,742	3.5%		
11452-52000	Purchase of Services	5,040	6,850	7,150	7,150	7,150	300	4.4%		29
11452-54000	Supplies	5,738	7,250	7,250	7,250	7,250	0	0.0%		30
11452-57000	Other Charges	685	1,575	1,575	1,575	1,575	0	0.0%		31
	Total Expenses	11,463	15,675	15,975	15,975	15,975	300	1.9%		
	Finance Director Total	191,880	207,601	214,643	214,643	214,643	7,042	3.4%		
<hr/>										
Town Counsel										
11512-52000	Purchase of Services	55,185	80,000	80,000	80,000	80,000	0	0.0%		32
	Total Expense	55,185	80,000	80,000	80,000	80,000	0	0.0%		
	Town Counsel Total	55,185	80,000	80,000	80,000	80,000	0	0.0%		
<hr/>										
Information Technology										
11552-52000	Purchase of Services	72,501	70,923	78,723	78,723	78,723	7,800	11.0%		33
11552-54000	Supplies	6,979	5,500	8,700	8,700	8,700	3,200	58.2%		34
11552-58080	Capital Outlay	21,054	25,000	34,500	34,500	34,500	9,500	38.0%		35
	Total Expense	100,534	101,423	121,923	121,923	121,923	20,500			
	Information Technology Total	100,534	101,423	121,923	121,923	121,923	20,500	20.2%		
<hr/>										
Town Clerk										
11611-51120	Department Head Salary	64,119	65,722	67,529	67,529	67,529	1,807	2.7%		36
11611-51130	Salaries/Wages	30,492	33,745	35,507	35,507	35,507	1,762	5.2%		37
	Total Salary	94,611	99,467	103,036	103,036	103,036	3,569	3.6%		
11612-52000	Purchase of Services	675	514	514	514	514	0	0.0%		38
11612-54000	Supplies	1,400	1,400	1,400	1,400	1,400	0	0.0%		39
11612-57000	Other Charges	888	2,400	2,400	2,400	2,400	0	0.0%		40
	Total Expenses	2,963	4,314	4,314	4,314	4,314	0	0.0%		
	Town Clerk Total	97,574	103,781	107,350	107,350	107,350	3,569	3.4%		

Town of Sturbridge

<u>ACCOUNT NUMBER</u>	<u>DEPARTMENT</u>	<u>ACTUAL EXPENDED FY14</u>	<u>ACCEPTED BUDGET FY15</u>	<u>ADMINISTRATOR RECOMMEND FY16</u>	<u>SELECTMEN RECOMMEND FY16</u>	<u>FINCOM RECOMMEND FY16</u>	<u>VARIANCE FINCOM VS FY15</u>		<u>ADOPTED TOWN MEETING</u>	<u>LINE NUMBER</u>
							<u>\$</u>	<u>%</u>		
Elections & Registration										
11621-51100	Board Salaries	300	300	300	300	300	0	0.0%		41
11621-51130	Salaries/Wages	4,129	12,000	8,000	8,000	8,000	-4,000	-33.3%		42
	Total Salary	4,429	12,300	8,300	8,300	8,300	-4,000	-32.5%		
11622-52000	Purchase of Services	7,190	13,175	9,300	9,300	9,300	-3,875	-29.4%		43
11622-54000	Supplies	1,200	800	1,875	1,875	1,875	1,075	134.4%		44
	Total Expenses	8,390	13,975	11,175	11,175	11,175	-2,800	-20.0%		
Elections & Registration Total		12,819	26,275	19,475	19,475	19,475	-6,800	-25.9%		
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Conservation Commission										
11711-51100	Board Salaries	0	0	0	0	0	0	0.0%		45
11711-51120	Department Head Salary	45,163	46,292	47,565	47,565	47,565	1,273	2.7%		46
11711-51130	Salaries/Wages	6,115	8,668	16,944	16,944	16,944	8,276	95.5%		47
	Total Salary	51,278	54,960	64,509	64,509	64,509	9,549	17.4%		
11712-52000	Purchase of Services	6,253	8,970	8,310	8,310	8,310	-660	-7.4%		48
11712-54000	Supplies	1,800	1,400	925	925	925	-475	-33.9%		49
11712-57000	Other Charges	412	660	725	725	725	65	9.8%		50
	Total Expenses	8,465	11,030	9,960	9,960	9,960	-1,070	-9.7%		
Conservation Commission Total		59,743	65,990	74,469	74,469	74,469	8,479	12.8%		
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Town Planner										
11751-51100	Board Salaries	0	0	0	0	0	0	0.0%		51
11751-51120	Department Head Salary	72,839	74,660	79,000	79,000	79,000	4,340	5.8%		52
11751-51130	Salaries/Wages	27,337	29,904	31,480	31,480	31,480	1,576	5.3%		53
	Total Salary	100,176	104,564	110,480	110,480	110,480	5,916	5.7%		
11752-52000	Purchase of Services	25,450	31,938	32,202	32,202	32,202	264	0.8%		54
11752-54000	Supplies/Expenses	2,020	2,400	2,400	2,400	2,400	0	0.0%		55
11752-56000	Intergovernmental	2,289	2,346	2,405	2,405	2,405	59	2.5%		56
11752-57000	Other Charges	746	938	938	938	938	0	0.0%		57
	Total Expenses	30,505	37,622	37,945	37,945	37,945	323	0.9%		
Planning Department Total		130,681	142,186	148,425	148,425	148,425	6,239	4.4%		

Town of Sturbridge

<u>ACCOUNT NUMBER</u>	<u>DEPARTMENT</u>	<u>ACTUAL EXPENDED FY14</u>	<u>ACCEPTED BUDGET FY15</u>	<u>ADMINISTRATOR RECOMMEND FY16</u>	<u>SELECTMEN RECOMMEND FY16</u>	<u>FINCOM RECOMMEND FY16</u>	<u>VARIANCE FINCOM VS FY15</u>		<u>ADOPTED TOWN MEETING</u>	<u>LINE NUMBER</u>
							<u>\$</u>	<u>%</u>		
Zoning Board of Appeals										
11762-52000	Purchase of Services	310	500	500	500	500	0	0.0%		58
11762-54000	Supplies	350	350	350	350	350	0	0.0%		59
11762-57000	Other Charges	0	90	90	90	90	0	0.0%		60
	Total Expenses	660	940	940	940	940	0	0.0%		
	Zoning Board of Appeals Total	660	940	940	940	940	0	0.0%		
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Town Hall										
11932-52000	Purchase of Services	33,075	37,975	39,975	39,975	39,975	2,000	5.3%		61
11932-54000	Supplies	1,629	2,000	2,000	2,000	2,000	0	0.0%		62
	Total Expenses	34,704	39,975	41,975	41,975	41,975	2,000	5.0%		
	Town Hall Total	34,704	39,975	41,975	41,975	41,975	2,000	5.0%		
<hr/>										
Center Office Building										
11942-52000	Purchase of Services	29,020	33,375	33,375	33,375	33,375	0	0.0%		63
11942-54000	Supplies	505	1,000	1,000	1,000	1,000	0	0.0%		64
	Total Expenses	29,525	34,375	34,375	34,375	34,375	0	0.0%		
	Center Office Building Total	29,525	34,375	34,375	34,375	34,375	0	0.0%		
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Senior Center										
11952-52000	Purchase of Services	42,296	30,135	33,590	33,590	33,590	3,455	11.5%		65
11952-54000	Supplies	1,182	7,900	6,700	6,700	6,700	-1,200	-15.2%		66
	Total Expenses	43,478	38,035	40,290	40,290	40,290	2,255	5.9%		
	Senior Center Total	43,478	38,035	40,290	40,290	40,290	2,255	5.9%		

Town of Sturbridge

<u>ACCOUNT NUMBER</u>	<u>DEPARTMENT</u>	<u>ACTUAL EXPENDED FY14</u>	<u>ACCEPTED BUDGET FY15</u>	<u>ADMINISTRATOR RECOMMEND FY16</u>	<u>SELECTMEN RECOMMEND FY16</u>	<u>FINCOM RECOMMEND FY16</u>	<u>VARIANCE FINCOM VS FY15</u>		<u>ADOPTED TOWN MEETING</u>	<u>LINE NUMBER</u>
							<u>\$</u>	<u>%</u>		
Joshua Hyde Library Building										
11962-52000	Purchase of Services	29,567	25,072	29,137	29,137	29,137	4,065	16.2%		67
11962-54000	Supplies	950	950	1,000	1,000	1,000	50	5.3%		68
	Total Expenses	30,517	26,022	30,137	30,137	30,137	4,115	15.8%		
	Joshua Hyde Library Building Total	30,517	26,022	30,137	30,137	30,137	4,115	15.8%		
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Safety Complex										
11972-52000	Purchase of Services	104,820	113,909	95,835	95,835	95,835	-18,074	-15.9%		69
11972-54000	Supplies	8,520	7,500	10,600	10,600	10,600	3,100	41.3%		70
	Total Expenses	113,340	121,409	106,435	106,435	106,435	-14,974	-12.3%		
	Safety Complex Total	113,340	121,409	106,435	106,435	106,435	-14,974	-12.3%		
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Nursery School										
11982-52000	Purchase of Services	2,000	2,000	2,000	2,000	2,000	0	0.0%		71
	Total Expenses	2,000	2,000	2,000	2,000	2,000	0	0.0%		
	Nursery School Total	2,000	2,000	2,000	2,000	2,000	0	0.0%		
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8 Brookfield Road										
11985-52000	Purchase of Services	1,813	3,000	1,500	1,500	1,500	-1,500	-50.0%		72
	Total Expenses	1,813	3,000	1,500	1,500	1,500	-1,500	-50.0%		
	8 Brookfield Road	1,813	3,000	1,500	1,500	1,500	-1,500	-50.0%		

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<u>ACCOUNT NUMBER</u>	<u>DEPARTMENT</u>	<u>ACTUAL EXPENDED FY14</u>	<u>ACCEPTED BUDGET FY15</u>	<u>ADMINISTRATOR RECOMMEND FY16</u>	<u>SELECTMEN RECOMMEND FY16</u>	<u>FINCOM RECOMMEND FY16</u>	<u>VARIANCE FINCOM VS FY15</u>		<u>ADOPTED TOWN MEETING</u>	<u>LINE NUMBER</u>
							<u>\$</u>	<u>%</u>		
Police Department										
12101-51120	Department Head Salary	111,422	114,206	117,348	117,348	117,348	3,142	2.8%		73
12101-51130	Salaries/Wages Quinn Bill Incentive	1,484,678	1,718,562	1,725,583	1,725,583	1,725,583	7,021	0.4%		74
12101-51300	Overtime Expense	238,837	242,366	337,918	337,918	337,918	95,552	39.4%		75
	Total Salary	1,834,937	2,075,134	2,180,849	2,180,849	2,180,849	105,715	5.1%		
12102-52000	Purchase of Services	59,266	76,557	75,574	75,574	75,574	-983	-1.3%		76
12102-54000	Supplies	49,804	59,830	59,434	59,434	59,434	-396	-0.7%		77
12102-57000	Other Charges	5,409	5,200	5,810	5,810	5,810	610	11.7%		78
12102-58050	Capital Outlay	42,397	46,150	98,542	49,271	98,542	52,392	113.5%		79
	Total Expenses	156,876	187,737	239,360	190,089	239,360	51,623	27.5%		
	Police Department Total	1,991,813	2,262,871	2,420,209	2,370,938	2,420,209	157,338	7.0%		
Fire Department										
12201-51120	Department Head Salary	62,749	95,300	97,921	97,921	97,921	2,621	2.8%		80
12201-51130	Salaries/Wages	627,923	728,157	765,771	765,771	765,771	37,614	5.2%		81
12201-51300	Overtime Expense	192,680	193,116	191,457	191,457	191,457	-1,659	-0.9%		82
	Total Salary	883,352	1,016,573	1,055,149	1,055,149	1,055,149	38,576	3.8%		
12202-52000	Purchase of Services	85,713	82,225	77,445	77,445	77,445	-4,780	-5.8%		83
12202-54000	Supplies	67,659	48,746	58,300	58,300	58,300	9,554	19.6%		84
12202-57000	Other Charges	4,963	5,250	7,100	7,100	7,100	1,850	35.2%		85
	Total Expenses	158,335	136,221	142,845	142,845	142,845	6,624	4.9%		
	Fire Department Total	1,041,687	1,152,794	1,197,994	1,197,994	1,197,994	45,200	3.9%		

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							<u>\$</u>	<u>%</u>		
Building Inspector										
12411-51120	Department Head Salary	40,623	71,750	55,485	55,485	55,485	-16,265	-22.7%		86
12411-51130	Salaries/Wages	22,590	24,104	22,965	22,965	22,965	-1,139	-4.7%		87
	Total Salary	63,213	95,854	78,450	78,450	78,450	-17,404	-18.2%		
12412-52000	Purchase of Services	7,146	1,620	1,620	1,620	1,620	0	0.0%		88
12412-54000	Supplies	976	2,527	1,600	1,600	1,600	-927	-36.7%		89
12412-57000	Other Charges	258	700	700	700	700	0	0.0%		90
	Total Expenses	8,380	4,847	3,920	3,920	3,920	-927	-19.1%		
	Building Inspector Total	71,593	100,701	82,370	82,370	82,370	-18,331	-18.2%		
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Scaler of Weights & Measures										
12442-52000	Purchase of Services	5,300	5,350	5,350	5,350	5,350	0	0.0%		91
	Total Expenses	5,300	5,350	5,350	5,350	5,350	0	0.0%		
	Scaler of Weights & Measures Total	5,300	5,350	5,350	5,350	5,350	0	0.0%		
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Inspectors (Electric and Plumbing)										
12451-51130	Salaries/Wages	29,560	40,000	40,000	40,000	40,000	0	0.0%		92
	Total Salary	29,560	40,000	40,000	40,000	40,000	0	0.0%		
12452-52000	Purchase of Services	190	860	500	500	500	-360	-41.9%		93
12452-54000	Supplies	0	317	300	300	300	-17	100.0%		94
12452-57000	Other Charges	2,400	2,400	2,400	2,400	2,400	0	0.0%		95
	Total Expenses	2,590	3,577	3,200	3,200	3,200	-377	-10.5%		
	Inspectors Total	32,150	43,577	43,200	43,200	43,200	-377	-0.9%		
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Tree Warden										
12941-51120	Department Head Salary	2,127	2,180	2,240	2,240	2,240	60	2.8%		96
	Total Salary	2,127	2,180	2,240	2,240	2,240	60	2.8%		
12942-52000	Purchase of Services	9,230	9,430	14,102	14,102	14,102	4,672	49.5%		97
12942-54000	Supplies	449	650	675	675	675	25	3.8%		98
12942-57000	Other Charges	1,154	1,075	1,100	1,100	1,100	25	2.3%		99
	Total Expenses	10,833	11,155	15,877	15,877	15,877	4,722	42.3%		
	Tree Warden Total	12,960	13,335	18,117	18,117	18,117	4,782	35.9%		

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							<u>\$</u>	<u>%</u>		
Education										
13002-53000	Burgess Elementary School	9,297,895	9,639,168	10,094,108	10,094,108	10,094,108	454,940	4.7%		100
	Total Burgess	9,297,895	9,639,168	10,094,108	10,094,108	10,094,108	454,940	4.7%		
13002-53200	Tantasqua Town Share	5,606,122	5,757,937	5,870,542	5,870,542	5,870,542	112,605	2.0%		101
13002-53210	Tant. Transportation Assessment	168,399	167,874	179,536	189,157	179,536	11,662	6.9%		102
13002-53220	Tantasqua School Committee	0	0	0	0	0	0	0.0%		103
13002-53215	Tantasqua Debt Assessment	184,310	119,222	52,296	52,296	52,296	-66,926	-56.1%		104
	Total Tantasqua	5,958,831	6,045,033	6,102,374	6,111,995	6,102,374	57,341	0.9%		
	Education Total	15,256,726	15,684,201	16,196,482	16,206,103	16,196,482	512,281	3.3%		
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Department of Public Works										
14101-51120	Department Head Salary	66,104	67,757	69,620	69,620	69,620	1,863	2.7%		105
14101-51130	Salaries/Wages	587,954	681,528	757,695	757,695	757,695	76,167	11.2%		106
14101-51300	Overtime	8,589	8,250	10,000	10,000	10,000	1,750	21.2%		107
	Total Salary	662,647	757,535	837,315	837,315	837,315	79,780	10.5%		
14102-52000	Purchase of Services	61,080	73,055	76,139	76,139	76,139	3,084	4.2%		108
14102-54000	Supplies	62,888	64,550	66,240	66,240	66,240	1,690	2.6%		109
14102-57000	Other Charges	675	1,300	1,430	1,430	1,430	130	10.0%		110
	Total Expenses	124,643	138,905	143,809	143,809	143,809	4,904	3.5%		
	Department of Public Works Total	787,290	896,440	981,124	981,124	981,124	84,684	9.4%		

DPW Director's salary is augmented by funds contained in Warrant Articles for both the Water Department and Sewer Department totaling an additional \$ 23,208 for a combined annual salary of \$ 92,828.

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							<u>\$</u>	<u>%</u>		
Town Road Maintenance										
14212-52400	Repairs & Maintenance	198,063	205,000	205,000	205,000	205,000	0	0.0%		111
14212-52410	Private Road Maintenance	4,963	6,000	6,000	6,000	6,000	0	0.0%		112
14212-52430	Road Construction	253,000	253,000	253,000	253,000	253,000	0	0.0%		113
	Total Expenses	456,026	464,000	464,000	464,000	464,000	0	0.0%		
	Town Road Maintenance Total	456,026	464,000	464,000	464,000	464,000	0	0.0%		
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Snow & Ice Control										
14231-51300	Overtime	45,712	25,000	25,000	25,000	25,000	0	0.0%		114
	Total Salary	45,712	25,000	25,000	25,000	25,000	0	0.0%		
14232-52000	Purchase of Services	111,112	65,000	65,000	65,000	65,000	0	0.0%		115
14232-54000	Supplies	154,540	85,000	85,000	85,000	85,000	0	0.0%		116
	Total Expenses	265,652	150,000	150,000	150,000	150,000	0	0.0%		
	Snow & Ice Control Total	311,364	175,000	175,000	175,000	175,000	0	0.0%		
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Landfill/Recycling Center										
14301-51130	Salaries/Wages	93,181	100,832	102,873	102,873	102,873	2,041	2.0%		117
14301-51300	Overtime	862	1,500	1,500	1,500	1,500	0	0.0%		118
	Total Salary	94,043	102,332	104,373	104,373	104,373	2,041	2.0%		
14302-52000	Purchase of Services	121,027	166,672	177,710	177,710	177,710	11,038	6.6%		119
14302-54000	Supplies	13,735	15,270	15,270	15,270	15,270	0	0.0%		120
	Total Expenses	134,762	181,942	192,980	192,980	192,980	11,038	6.1%		
	Landfill/Recycling Center Total	228,805	284,274	297,353	297,353	297,353	13,079	4.6%		

Town of Sturbridge

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							<u>\$</u>	<u>%</u>		
Board of Health										
15101-51100	Board Salaries	0	0	0	0	0	0	0.0%		121
15101-51120	Department Head Salary	64,575	66,189	68,009	68,009	68,009	1,820	2.7%		122
15101-51130	Salaries/Wages	20,703	21,948	22,810	22,810	22,810	862	3.9%		123
	Total Salary	85,278	88,137	90,819	90,819	90,819	2,682	3.0%		
15102-52000	Purchase of Services	2,300	2,390	2,390	2,390	2,390	0	0.0%		124
15102-54000	Supplies	1,859	1,938	1,938	1,938	1,938	0	0.0%		125
15102-57000	Other Charges	1,513	1,370	1,370	1,370	1,370	0	0.0%		126
	Total Expenses	5,672	5,698	5,698	5,698	5,698	0	0.0%		
	Board of Health Total	90,950	93,835	96,517	96,517	96,517	2,682	2.9%		
Community Health										
15152-53850	Community Health Care Total	4,000	4,000	4,000	4,000	4,000	0	0.0%		127
	Total Expenses	4,000	4,000	4,000	4,000	4,000	0	0.0%		
	Community Health Care Total	4,000	4,000	4,000	4,000	4,000	0	0.0%		
Inspections & Testing										
15202-53150	Public Health Inspector	16,334	19,610	20,555	20,555	20,555	945	4.8%		128
	Total Expenses	16,334	19,610	20,555	20,555	20,555	945	4.8%		
	Inspections & Testing Total	16,334	19,610	20,555	20,555	20,555	945	4.8%		
Council on Aging										
15411-51120	Department Head Salary	48,616	49,831	51,201	51,201	51,201	1,370	2.7%		129
15411-51130	Salaries/Wages	40,118	46,614	54,629	54,629	54,629	8,015	17.2%		130
	Total Salary	88,734	96,445	105,830	105,830	105,830	9,385	9.7%		
15412-52000	Purchase of Services	1,829	1,870	1,870	1,870	1,870	0	0.0%		131
15412-54000	Supplies	1,201	1,450	1,550	1,550	1,550	100	6.9%		132
15412-57000	Other Charges	463	1,900	1,400	1,400	1,400	-500	-26.3%		133
15412-57110	Transportation	1,709	3,200	3,200	3,200	3,200	0	0.0%		134
	Total Expenses	5,202	8,420	8,020	8,020	8,020	-400	-4.8%		
	Council on Aging Total	93,936	104,865	113,850	113,850	113,850	8,985	8.6%		

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							<u>\$</u>	<u>%</u>		
Veterans' Services										
15431-51120	Department Head Salary	3,465	4,439	4,561	4,561	4,561	122	2.7%		135
	Total Salary	3,465	4,439	4,561	4,561	4,561	122	2.7%		
15432-52000	Purchase of Services	0	250	250	250	250	0	0.0%		136
15432-54000	Supplies	31	175	175	175	175	0	0.0%		137
15432-54100	American Legion	1,400	1,600	1,600	1,600	1,600	0	0.0%		138
15432-54400	Memorial/Veterans' Day	2,482	2,782	2,837	2,837	2,837	55	2.0%		139
15432-57000	Other Charges	219	500	500	500	500	0	0.0%		140
15432-57700	Veterans' Benefits	53,130	65,000	60,000	65,000	60,000	-5,000	-7.7%		141
	Total Expenses	57,262	70,307	65,362	70,362	65,362	-4,945	-7.0%		
	Veterans' Services Total	60,727	74,746	69,923	74,923	69,923	-4,823	-6.5%		
<hr/>										
Joshua Hyde Library Operations										
16101-51120	Department Head Salary	65,163	68,129	70,003	70,003	70,003	1,874	2.8%		142
16101-51130	Salaries/Wages	214,038	245,133	254,883	254,883	254,883	9,750	4.0%		143
	Total Salary	279,201	313,262	324,886	324,886	324,886	11,624	3.7%		
16102-52000	Purchase of Services	14,660	15,840	16,053	16,053	16,053	213	1.3%		144
16102-54000	Supplies	3,300	3,300	3,500	3,500	3,500	200	6.1%		145
16102-55820	Library Materials	77,555	84,595	88,374	88,374	88,374	3,779	4.5%		146
16102-57000	Other Charges	1,900	2,165	2,165	2,165	2,165	0	0.0%		147
	Total Expenses	97,415	105,900	110,092	110,092	110,092	4,192	4.0%		
	Joshua Hyde Library Operations Total	376,616	419,162	434,978	434,978	434,978	15,816	3.8%		
<hr/>										
Recreation										
16301-51120	Department Head Salary	31,138	31,908	32,921	32,921	32,921	1,013	3.2%		148
16301-51130	Salaries/Wages	18,521	18,798	19,500	19,500	19,500	702	3.7%		149
	Total Salary	49,659	50,706	52,421	52,421	52,421	1,715	3.4%		
16302-52000	Purchase of Services	6,568	9,255	9,443	9,443	9,443	188	2.0%		150
16302-54000	Supplies	920	2,050	2,050	2,050	2,050	0	0.0%		151
16302-56320	Team Sports	7,491	7,500	7,500	7,500	7,500	0	0.0%		152
16302-57000	Other Charges	188	210	210	210	210	0	0.0%		153
	Total Expenses	15,167	19,015	19,203	19,203	19,203	188	1.0%		
	Recreation Total	64,826	69,721	71,624	71,624	71,624	1,903	2.7%		

Town of Sturbridge

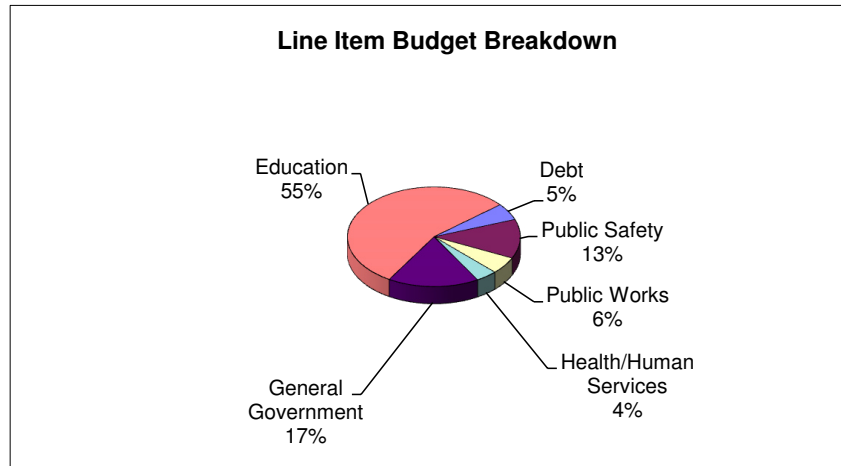
<u>ACCOUNT NUMBER</u>	<u>DEPARTMENT</u>	<u>ACTUAL EXPENDED FY14</u>	<u>ACCEPTED BUDGET FY15</u>	<u>ADMINISTRATOR RECOMMEND FY16</u>	<u>SELECTMEN RECOMMEND FY16</u>	<u>FINCOM RECOMMEND FY16</u>	<u>VARIANCE FINCOM VS FY15</u>		<u>ADOPTED TOWN MEETING</u>	<u>LINE NUMBER</u>
							<u>\$</u>	<u>%</u>		
Debt Service Principal										
17102-59193	Burgess Elementary Project	785,000	785,000	857,000	857,000	857,000	72,000	9.2%		154
17102-59188	Dump Truck/Loader	0	0	0	0	0	0	0.0%		155
17102-59189	Burgess Schematic	40,000	35,000	35,000	35,000	35,000	0	0.0%		156
17102-59190	Dump Truck	20,000	0	0	0	0	0	0.0%		157
17102-59191	Pumper Truck	50,000	50,000	0	0	0	-50,000	-100.0%		158
17102-59192	Town Hall	175,000	175,000	175,000	175,000	175,000	0	0.0%		159
	Total Expense	1,070,000	1,045,000	1,067,000	1,067,000	1,067,000	22,000	2.1%		
	Debt Service Principal Total	1,070,000	1,045,000	1,067,000	1,067,000	1,067,000	22,000	2.1%		
<hr/>										
Debt Service Interest										
17502-59250	Short-Term Interest	8,219	50,000	25,000	25,000	25,000	-25,000	-50.0%		160
17205-59188	Dump Truck/Loader	0	0	0	0	0	0	0.0%		161
17502-59189	Burgess Schematic	2,900	1,575	525	525	525	-1,050	-66.7%		162
17502-59190	Dump Truck	300	0	0	0	0	0	0.0%		163
17502-59193	Burgess Elementary School	458,077	435,627	415,427	415,427	415,427	-20,200	-4.6%		164
17502-59191	Pumper Truck	2,500	750	0	0	0	-750	-100.0%		165
17502-59192	Town Hall	103,993	98,743	93,493	93,493	93,493	-5,250	-5.3%		166
	Total Expenses	575,989	586,695	534,445	534,445	534,445	-52,250	-8.9%		
	Debt Service Interest Total	575,989	586,695	534,445	534,445	534,445	-52,250	-8.9%		

Town of Sturbridge

<u>ACCOUNT NUMBER</u>	<u>DEPARTMENT</u>	<u>ACTUAL EXPENDED FY14</u>	<u>ACCEPTED BUDGET FY15</u>	<u>ADMINISTRATOR RECOMMEND FY16</u>	<u>SELECTMEN RECOMMEND FY16</u>	<u>FINCOM RECOMMEND FY16</u>	<u>VARIANCE FINCOM VS FY15</u>		<u>ADOPTED TOWN MEETING</u>	<u>LINE NUMBER</u>
							<u>\$</u>	<u>%</u>		
Unclassified										
19102-51700	Group Insurance	1,363,701	1,388,000	1,431,000	1,431,000	1,431,000	43,000	3.1%		167
19102-51750	Unemployment	13,521	25,000	25,000	25,000	25,000	0	0.0%		168
19102-51800	Worcester Retirement System	839,529	873,386	985,166	985,166	985,166	111,780	12.8%		169
19102-51950	Medicare Tax	169,960	200,000	205,000	205,000	205,000	5,000	2.5%		170
19102-52110	Street Lights	61,405	49,400	55,000	55,000	55,000	5,600	11.3%		171
19102-52630	Town Audit	22,500	25,000	25,000	25,000	25,000	0	0.0%		172
19102-52640	School Audit	0	4,000	0	0	0	-4,000	0.0%		173
19102-52650	OPEB Study	5,600	0	7,500	7,500	7,500	7,500	100.0%		174
19102-53030	Legal Fees	16,475	30,000	30,000	30,000	30,000	0	0.0%		175
19102-53070	Tax Title	4,980	15,000	15,000	15,000	15,000	0	0.0%		176
19102-53090	Town Report	3,430	3,500	3,500	3,500	3,500	0	0.0%		177
19102-57410	Insurance Blanket	285,750	305,000	300,000	300,000	300,000	-5,000	-1.6%		178
19102-57800	Reserve Fund	111,376	129,000	133,000	133,000	133,000	4,000	3.1%		179
	Total Expenses	2,898,227	3,047,286	3,215,166	3,215,166	3,215,166	167,880	5.5%		
	Total Unclassified	2,898,227	3,047,286	3,215,166	3,215,166	3,215,166	167,880	5.5%		
<hr/>										
Central Purchasing										
19152-52310	Telephone	21,347	22,000	27,000	27,000	27,000	5,000	22.7%		180
19152-52315	Postage	20,668	21,000	21,000	21,000	21,000	0	0.0%		181
19152-54800	Gasoline	155,868	178,500	178,500	178,500	178,500	0	0.0%		182
19152-52320	Water/Sewer	7,796	9,200	10,000	10,000	10,000	800	8.7%		183
19152-52325	Town Building Cleaning	37,336	45,000	49,000	49,000	49,000	4,000	8.9%		184
19152-54200	Copiers	9,745	6,100	6,100	6,100	6,100	0	0.0%		185
19152-53420	Slate Roof Maintenance Plan	8,100	10,000	10,000	10,000	10,000	0	0.0%		186
	Total Expenses	260,860	291,800	301,600	301,600	301,600	9,800	3.4%		
	Central Purchasing Total	260,860	291,800	301,600	301,600	301,600	9,800	3.4%		
	GRAND TOTAL	27,034,694	28,292,690	29,317,908	29,279,508	29,317,908	1,025,218	3.6%		

Town of Sturbridge

<u>ACCOUNT NUMBER</u>	<u>DEPARTMENT</u>	<u>ACTUAL EXPENDED FY14</u>	<u>ACCEPTED BUDGET FY15</u>	<u>ADMINISTRATOR RECOMMEND FY16</u>	<u>SELECTMEN RECOMMEND FY16</u>	<u>FINCOM RECOMMEND FY16</u>	<u>VARIANCE FINCOM VS FY15</u>		<u>ADOPTED TOWN MEETING</u>	<u>LINE NUMBER</u>
							<u>\$</u>	<u>%</u>		
BUDGET SUMMARY										
(For illustration purposes only)										
	General Government Salaries	4,895,102	5,516,459	5,793,947	5,790,197	5,793,947	277,488	5.0%		
	General Government Expenses	6,882,866	7,092,030	7,327,479	7,283,208	7,327,479	235,449	3.3%		
	Total General Government	11,777,968	12,608,489	13,121,426	13,073,405	13,121,426	512,937	4.1%		
	Total Burgess	9,297,895	9,639,168	10,094,108	10,094,108	10,094,108	454,940	4.7%		
	Total Tantasqua	5,958,831	6,045,033	6,102,374	6,111,995	6,102,374	57,341	0.9%		
	Grand Total	27,034,694	28,292,690	29,317,908	29,279,508	29,317,908	1,025,218	3.6%		
	General Government % of Total	43.6%	44.6%	44.8%	44.7%	44.8%				
	Burgess % of Total	34.4%	34.1%	34.4%	34.5%	34.4%				
	Tantasqua % of Total	22.0%	21.4%	20.8%	20.9%	20.8%				
	Total	100.0%	100.0%	100.0%	100.0%	100.0%				



**TOWN OF STURBRIDGE
FINANCE COMMITTEE REPORT
FISCAL YEAR 2016**

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2	Community Preservation Committee Report	18	APPROVE as written	APPROVE as written
3	Community Preservation – Administration	19	APPROVE as written	APPROVE as written
4	Community Preservation – LED Light Fixtures	20	APPROVE as written	APPROVE as written
5	Community Preservation – Trail Assessment Software	20	APPROVE as written	APPROVE as written
6	Community Preservation – Old Burial Ground	21	APPROVE as written	APPROVE as written
7	Community Preservation – Town Records Restoration	21	APPROVE as written	APPROVE as written
8	Community Preservation – Acquisition of Plimpton Forest	22	APPROVE as written	APPROVE as written
9	Town Budget	24	APPROVE as written	APPROVE as written
10	Water Department	24	APPROVE as written	APPROVE as written
11	Sewer Department	25	APPROVE as written	APPROVE as written
12	Sewer Project Debt	26	APPROVE as written	APPROVE as written
13	Community Preservation – Debt Service	27	APPROVE as written	APPROVE as written
14	Revolving Funds	28	APPROVE as written	APPROVE as written
15	Sturbridge Tourist Association	31	APPROVE as written	APPROVE as written
16	Betterment Committee	31	APPROVE as written	APPROVE as written
17	Capital Improvement Plan	33	APPROVE as written	APPROVE as written
18	Capital Expenditure – 18 Self Contained Breathing Apparatus	34	APPROVE as written	APPROVE as written

19	Capital Expenditure – Street Sweeper	35	APPROVE as written	APPROVE as written
20	Ambulance Stabilization Fund	36	APPROVE as written	APPROVE as written
21	Water Meter Replacement Program	36	APPROVE as written	APPROVE as written
22	OPEB Trust Fund	37	APPROVE as written	APPROVE as written
23	Tax Rate Relief	37	APPROVE as written	APPROVE as written
24	Transfer of Funds – Purchase of Ambulance	38	APPROVE as written	APPROVE as written
25	Proposed Zoning Amendment – Solar Zoning Bylaw	38	APPROVE as written	APPROVE as written
26	Poll Vacancies	41	APPROVE as written	APPROVE as written
27	Town Owned Buildings – Roof Renovations	41	APPROVE as written	APPROVE as written
28	Charter Change – Date of Town Meeting	42	NO ACTION	To be provided
29	Acceptance of MGL Ch. 41, Sec. 19K	43	APPROVE as written	To be provided
30	General Bylaw Amendment – Town Meeting	43	NO ACTION	To be provided
	SPECIAL TOWN MEETING ARTICLES			
46	Transfer of Funds – Snow & Ice Removal Costs	45	APPROVE as written	APPROVE as written
47	Engineering Services for Public Safety Complex Drainage	45	APPROVE as written	APPROVE as written
48	Transfer of Funds – Town Counsel	46	APPROVE as written	APPROVE as written
49	Transfer of Funds – Police Dept. State 911 Training Grants	46	APPROVE as written	APPROVE as written
50	Sewer-Engineering – Wastewater Treatment Plant	47	APPROVE as written	APPROVE as written
51	Transfer of Funds – Boiler Replacement at Senior Center	48	APPROVE as written	APPROVE as written
52	Transfer of Tax Possession	48	APPROVE as written	APPROVE as written
53	Transfer of Tax Possessions	49	APPROVE as written	APPROVE as written
54	Community Preservation – Conservation Restrictions	49	APPROVE as written	APPROVE as written

**TOWN OF STURBRIDGE
ANNUAL TOWN MEETING WARRANT**



**TANTASQUA REGIONAL HIGH SCHOOL
MONDAY, JUNE 1, 2015 @ 7:00 P.M.**

**ARTICLE 1
TOWN REPORTS**

To hear the reports of the several Boards and Town Officials and any other Committee that may be ready; or take any action in relation thereto.

Sponsor: Board of Selectmen

RECOMMENDATION OF THE FINANCE COMMITTEE:

That the Town vote to approve the article as written. Voted: 7 – 0.

RECOMMENDATION OF THE BOARD OF SELECTMEN:

That the Town vote to approve the article as written. Voted: 4 – 0.

<p><i>Summary: This article is the acceptance of all reports as included in the Annual Town Report. The Town Meeting usually defers the actual reading of the reports as they are provided in a printed format.</i></p>

**ARTICLE 2
COMMUNITY PRESERVATION COMMITTEE REPORT**

To see if the Town will vote to hear and act on the report of the Community Preservation Committee on the Fiscal Year 2016 Community Preservation budget and to appropriate from the Community Preservation Fund a sum of money 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 amounts as recommended by the Community Preservation Committee: a sum of money for the acquisition, creation and preservation of open space, a sum of money for acquisition and preservation of historic resources, and a sum of a money for the creation, preservation and support of community housing, or take any action in relation thereto.

Sponsor: Community Preservation Committee

RECOMMENDATION OF THE FINANCE COMMITTEE:

That the Town vote to approve the article as written. Voted: 7 – 0.

RECOMMENDATION OF THE BOARD OF SELECTMEN:

That the Town vote to approve the article as written. Voted: 4 – 0.

RECOMMENDATION OF THE COMMUNITY PRESERVATION COMMITTEE:

That the Town vote to approve the article as written. Voted: 6 – 0.

Summary: The CPA Committee is required to submit a report to Town Meeting on the proposed use of CPA Funds. The CPA Committee Report is an appendix to the Finance Committee Handbook.

ARTICLE 3

COMMUNITY PRESERVATION-ADMINISTRATION

To see if the Town will vote to appropriate from the Community Preservation Fund, Undesignated Fund Balance, the sum of FOURTEEN THOUSAND FIVE HUNDRED AND 00/100 DOLLARS (\$14,500.00) to be allocated for the purpose of operating and administrative expenses in FY 2016 for the Community Preservation Committee (CPC); or take any action in relation thereto.

Sponsor: Community Preservation Committee

RECOMMENDATION OF THE FINANCE COMMITTEE:

That the Town vote to approve the article as written. Voted: 7 – 0.

RECOMMENDATION OF THE BOARD OF SELECTMEN:

That the Town vote to approve the article as written. Voted: 4 – 0.

RECOMMENDATION OF THE COMMUNITY PRESERVATION COMMITTEE:

That the Town vote to approve the article as written. Voted: 6 – 0.

Summary: These funds would be used to provide operating and administrative expenses for the Community Preservation Committee, including legal expenses, appraisal reports, general office supplies, CPA Coalition Dues, informational brochure and postage relating to locations, features and uses of CPA parcels. Any unused funds appropriated shall revert back to the CPA Undesignated balance at the close of the fiscal year.

ARTICLE 4

COMMUNITY PRESERVATION – LED LIGHT FIXTURES

To see if the Town will vote to appropriate from the Community Preservation Fund, Open Space Fund Balance the sum of EIGHT HUNDRED AND 00/100 DOLLARS (\$800.00) to be allocated for recreation and open space purposes to the purchase of four LED light fixtures for security lighting for equipment sheds on Riverlands; or to take any action in relation thereto.

Sponsor: Community Preservation Committee

RECOMMENDATION OF THE FINANCE COMMITTEE:

That the Town vote to approve the article as written. Voted: 7 – 0.

RECOMMENDATION OF THE BOARD OF SELECTMEN:

That the Town vote to approve the article as written. Voted: 4 – 0.

RECOMMENDATION OF THE COMMUNITY PRESERVATION COMMITTEE:

That the Town vote to approve the article as written. Voted: 6 – 0.

Summary: The Town has invested in excess of \$50,000.00 in trail equipment & tools currently stored in two sheds located at the Riverlands. These lights will provide security lighting of the area at night, and will be of value when evening “night hikes” are held. Lighted areas will facilitate both ease of observation by police and others traveling by and minimize the potential of vandalism and theft.

ARTICLE 5

COMMUNITY PRESERVATION –TRAIL ASSESSMENT SOFTWARE

To see if the Town will vote to appropriate from the Community Preservation Fund Open Space Fund Balance, for recreation and open space purposes, the sum of ONE THOUSAND AND 00/100 DOLLARS (\$1,000.00) for a Universal Trail Assessment Process Software and Survey Kit; or to take any action in relation thereto.

Sponsor: Community Preservation Committee

RECOMMENDATION OF THE FINANCE COMMITTEE:

That the Town vote to approve the article as written. Voted: 7 – 0.

RECOMMENDATION OF THE BOARD OF SELECTMEN:

That the Town vote to approve the article as written. Voted: 4 – 0.

RECOMMENDATION OF THE COMMUNITY PRESERVATION COMMITTEE:

That the Town vote to approve the article as written. Voted: 6 – 0.

Summary: Recently developed American with Disabilities Act (ADA) accessibility guidelines require specific Trail Access Information (TAI) to be posted at trail heads. This kit will allow volunteers, under supervision of a certified UTAP person, to assess trail access. The software will provide an electronic file for trail management and maintenance. This purchase will allow the Trail Committee to meet several of the town’s Master Plan and Trail Master Plan goals.

ARTICLE 6

COMMUNITY PRESERVATION – OLD BURIAL GROUND

To see if the Town will vote to appropriate from the Community Preservation Fund Undesignated Fund Balance the sum of NINE THOUSAND FOUR HUNDRED AND 00/100 DOLLARS (\$9,400.00) to be allocated for the purpose of conservation, rehabilitation and restoration of the Old Burial Ground and related administrative costs; or take any action in relation thereto.

Sponsor: Community Preservation Committee

RECOMMENDATION OF THE FINANCE COMMITTEE:

That the Town vote to approve the article as written. Voted: 7 – 0.

RECOMMENDATION OF THE BOARD OF SELECTMEN:

That the Town vote to approve the article as written. Voted: 4 – 0.

RECOMMENDATION OF THE COMMUNITY PRESERVATION COMMITTEE:

That the Town vote to approve the article as written. Voted: 6 – 0.

Summary: These funds will be used to continue conservation and restoration work in the Old Burial Ground by Fannin-Lehner Preservation Consultants.

ARTICLE 7

COMMUNITY PRESERVATION- TOWN RECORDS RESTORATION

To see if the Town will vote to appropriate from Community Preservation Fund Undesignated Fund Balance the sum of TWENTY FIVE THOUSAND AND 00/100 (\$25,000.00) for the purpose of conservation, rehabilitation and restoration of permanent historic records; or to take any action in relation thereto.

Sponsor: Community Preservation Committee

RECOMMENDATION OF THE FINANCE COMMITTEE:

That the Town vote to approve the article as written. Voted: 6 – 0.

RECOMMENDATION OF THE BOARD OF SELECTMEN:

That the Town vote to approve the article as written. Voted: 4 – 0.

RECOMMENDATION OF THE COMMUNITY PRESERVATION COMMITTEE:

That the Town vote to approve the article as written. Voted: 6 – 0.

Summary: Funds will be used to begin the process of restoring and preserving permanent town records that date back to 1733. Due to the ravages of time, acidic papers, acidic inks, usage, temperature, humidity, UV light, and prior improper storage, our historic records contain broken bindings, loose pages, brittle paper, fading ink, bleeding ink and the presence of adhesives that were used to try and hold them together. These records are unique and are permanent links to the past and document and verify the history of the Town of Sturbridge.

**ARTICLE 8
COMMUNITY PRESERVATION – ACQUISITION OF PLIMPTON FOREST
(2/3 Vote Required)**

To see if the Town will vote to authorize the Board of Selectmen to acquire, by purchase, gift, and/or eminent domain, all or a portion of the parcels of land located at New Boston Road and Allen Road, containing approximately 295 acres, shown on Assessor Map 110 as Parcel 655-7 and on Map 455 as Lot 1134-277, and described more particularly in deeds recorded with the Worcester (South) Registry of Deed in Book 26987, Page 251 and Book 42668, Page 209, with approximately 16 acres of such land on Allen Road to be acquired and designated for active recreational use under the provisions of G.L. c.45, §14, including, but not limited to, the installation and maintenance of sports fields and other associated amenities, and the remaining approximately 279 acres of land to be acquired and designated for conservation, forestry, and passive recreation purposes, to be held under the care, custody and control of the Conservation Commission under the provisions of G.L. c. 40, §8C; and to appropriate the total sum of ONE MILLION FIVE HUNDRED ELEVEN THOUSAND NINE HUNDRED FIFTY AND 00/100 DOLLARS (\$1,511,950.00) to fund the foregoing acquisition and costs related thereto, with the purchase price of ONE MILLION FOUR HUNDRED EIGHTY-SIX THOUSAND NINE HUNDRED FIFTY AND 00/100 DOLLARS (\$1,486,950.00) being funded as follows: ONE MILLION SIXTY-EIGHT THOUSAND AND 00/100 DOLLARS (\$1,068,000.00) shall be transferred from the Community Preservation Fund, THREE HUNDRED FORTY-THREE THOUSAND NINE HUNDRED FIFTY AND 00/100 DOLLARS (\$343,950.00) have been granted to the Town under the Community Forest and Open Space Grant Program, and the remaining SEVENTY-FIVE THOUSAND AND 00/100 DOLLARS (\$75,000.00) have been granted to the Town by gifts and grants, and with the remaining TWENTY-FIVE THOUSAND AND 00/100 DOLLARS (\$25,000.00) of said

appropriation to be used for the cost related to the acquisition, including, without limitation, recording fees, closing costs, legal fees, and granting funds to a qualified organization to monitor a conservation restriction on the property, as set forth below; and to authorize the Board of Selectmen and/or the Conservation Commission or its or their designees, on behalf of the Town, to accept gifts and grants of SEVENTY-FIVE THOUSAND AND 00/100 DOLLARS (\$75,000.00) or more for the foregoing purposes, file any and all applications for, and to accept the grants and/or reimbursements that have been awarded to the Town by the Commonwealth of Massachusetts under the Local Acquisitions for Natural Diversity (LAND) grant program (G.L. c. 132A, §11) (a reimbursement grant of FOUR HUNDRED THOUSAND AND 00/100 DOLLARS (\$400,000.00), which reimbursement shall be returned to the Community Preservation Fund) and by the United States Department of Agriculture Forest Services under the Community Forest and Open Space Grant Program (grant of THREE HUNDRED FORTY-THREE THOUSAND NINE HUNDRED FIFTY AND 00/100 DOLLARS \$343,950.00), and/or any other federal and/or other state programs, including those in aid of the acquisition of conservation and/or recreation land; and, further, to authorize the Board of Selectmen and/or the Conservation Commission to enter into all agreements and execute any and all instruments to effectuate the foregoing acquisition and, further, to grant or accept a perpetual restriction to Opacum Land Trust or any other qualified organization to protect said property for the foregoing purposes, meeting the provisions of G.L. c.184, §§31-33, as required under G.L. c.44B, §12(a), and to grant TEN THOUSAND AND 00/100 DOLLARS (\$10,000.00) of the foregoing funds to said organization to monitor compliance with the terms of the restriction, or take any other action relative thereto.

Sponsor: Community Preservation Committee

RECOMMENDATION OF THE FINANCE COMMITTEE:

That the Town vote to approve the article as written. Voted: 6 – 1.

RECOMMENDATION OF THE BOARD OF SELECTMEN:

That the Town vote to approve the article as written. Voted: 4 – 0.

RECOMMENDATION OF THE COMMUNITY PRESERVATION COMMITTEE:

That the Town vote to approve the article as written. Voted: 6 – 0.

Electricity	\$ 145,000.00
DPW Director	\$ 11,604.00
Meter Maintenance	\$ 25,000.00
Billing Expense	\$ 4,900.00
Legal/Administrative Expense	\$ 5,000.00
Debt Service	\$ 563,322.00
Miscellaneous	\$ 23,000.00
Capital Replacement	\$ 69,160.00
 Total:	 <u>\$ 1,488,626.00</u>

Or take any action in relation thereto.

Sponsor: Board of Selectmen/DPW Director

RECOMMENDATION OF THE FINANCE COMMITTEE:

That the Town vote to approve the article as written. Voted: 6 – 0.

RECOMMENDATION OF THE BOARD OF SELECTMEN:

That the Town vote to approve the article as written. Voted: 4 – 0.

Summary: This budget represents an increase from the FY15 budget of \$78,118.00 or 5.5%. This budget will require an increase to the water rate from \$6.16 per 100 cubic feet to \$6.93 per 100 cubic feet (increase of \$0.77 per 100 cubic feet or 12.5%). The rate reflects the use of \$25,000.00 from the Water Fund Balance to moderate the rate increase.

**ARTICLE 11
SEWER DEPARTMENT**

To see if the Town will vote to raise and appropriate, through the fixing and collection of just and equitable prices and rates set by the Board of Selectmen (Acting as Sewer Commissioners), the sum of TWO MILLION EIGHT HUNDRED THIRTY-SIX THOUSAND SEVEN HUNDRED SIXTY-NINE AND 00/100 DOLLARS (\$2,836,769.00), for the expenses of the Sewer Department in FY 2016 as follows:

Contract Operations	\$ 842,360.00
Electricity	\$ 285,000.00
DPW Director	\$ 11,604.00
Billing Expense	\$ 4,900.00
Legal/Administrative Expense	\$ 5,000.00
Debt Service	\$ 1,123,705.00
Southbridge Fees	\$ 165,000.00

Liquid Sludge Handling	\$	295,000.00
Miscellaneous Expenses	\$	84,950.00
Capital Replacement	\$	19,250.00
Total:	\$	<u>2,836,769.00</u>

Or take any action in relation thereto.

Sponsor: Board of Selectmen/DPW Director

RECOMMENDATION OF THE FINANCE COMMITTEE:

That the Town vote to approve the article as written. Voted: 6 – 0.

RECOMMENDATION OF THE BOARD OF SELECTMEN:

That the Town vote to approve the article as written. Voted: 4 – 0.

Summary: This budget reflects an increase from the FY15 budget of \$135,252.00 or 5%. This budget will require an increase to the sewer rate from \$9.54 per 100 cubic feet to \$9.82 per 100 cubic feet (increase \$0.28 per 100 cubic feet or 2.9%).

**ARTICLE 12
SEWER PROJECT DEBT**

To see if the Town will vote to transfer the sum of:

- TWO HUNDRED SIX THOUSAND NINE HUNDRED FIFTY-SEVEN AND 00/100 DOLLARS (\$206,957.00) from the F/B Reserved for Phase II Betterment Account #28440-35825 to the Phase II Sewer Debt Account #28440-59100;
- ONE HUNDRED EIGHTEEN THOUSAND EIGHTY-FIVE AND 00/100 DOLLARS (\$118,085.00) from the F/B Reserved for Cedar Lake Betterment Account #28440-35827 to the Cedar Lake Sewer Debt Account #28440-59200;
- ONE HUNDRED FIFTY-NINE THOUSAND ONE HUNDRED FIFTY AND 00/100 DOLLARS (\$159,150.00) from the F/B Reserved for Big Alum Betterment Account #28440-35823 to the Big Alum Sewer Debt Account #28440-59220; and
- SIXTY THOUSAND FIVE HUNDRED FIFTY AND 00/100 DOLLARS (\$60,550.00) from the F/B Reserved for Woodside/Westwood Betterment Account #28440-35829 to the Woodside/Westwood Sewer Debt Account #28440-59230

for the purpose of paying the debt service due on these sewer projects for FY16; or take any action in relation thereto.

Sponsor: Finance Director

RECOMMENDATION OF THE FINANCE COMMITTEE:

That the Town vote to approve the article as written. Voted: 6 – 0.

RECOMMENDATION OF THE BOARD OF SELECTMEN:

That the Town vote to approve the article as written. Voted: 4 – 0.

Summary : This warrant article appropriates the funds necessary to pay debt service on the several sewer projects the Town of Sturbridge has undertaken over the past decade. These debt service payments are repaid through betterment assessments from the property owners within the specific sewer projects and are not supported by either general property taxes or other sewer customers through the sewer rate.

ARTICLE 13

COMMUNITY PRESERVATION – DEBT SERVICE

To see if the Town will vote to transfer from the Community Preservation Fund – Undesignated Fund Balance, the sum of:

- ONE HUNDRED TWO THOUSAND THREE HUNDRED EIGHTY-FIVE AND 00/100 DOLLARS (\$102,385.00) for the purpose of paying the debt service for the OSV Land Acquisition;
- FIFTY-NINE THOUSAND FOUR HUNDRED EIGHTY AND 00/100 DOLLARS (\$59,480.00) for the purpose of paying the debt service for the Heins Farm Acquisition;
- ONE HUNDRED EIGHTEEN THOUSAND ONE HUNDRED SEVEN AND 00/100 DOLLARS (\$118,107.00) for the purpose of paying the debt service for the Town Hall/Center Office renovation project;
- ONE HUNDRED FIVE THOUSAND FIVE HUNDRED AND 00/100 DOLLARS (\$105,500.00) for the purpose of paying the debt service for the Stallion Hill/Holland Road Land Acquisition;

Or take any action in relation thereto.

Sponsor: Finance Director and CPA Committee

RECOMMENDATION OF THE FINANCE COMMITTEE:

That the Town vote to approve the article as written. Voted: 6 – 0.

RECOMMENDATION OF THE BOARD OF SELECTMEN:

That the Town vote to approve the article as written. Voted: 4 – 0.

Summary: This article provides the appropriation to pay the costs for previously approved debt issuances for the acquisition of open space known as the Heins Farm, OSV parcels, Stallion Hill/Holland Road parcels and the renovation of the Town Hall and Center Office Building.

**ARTICLE 14
REVOLVING FUNDS**

To see if the Town will vote to re-establish the following Revolving Funds as provided for in Massachusetts General Laws, Chapter 44, Section 53E½; or to take any action in relation thereto.

<u>Revolving Fund</u>	<u>Purpose</u>	<u>Funds to be Deposited From</u>	<u>Authorized to Expend</u>	<u>Maximum Expenditure</u>
Recreation	Costs associated with recreational programs, activities and facilities improvements.	Program fees, donations, gifts, private sponsorship, facilities fees	Recreation Committee	\$30,000.00
HazMat Cleanup	To address hazardous materials spills and provide the Fire Department the means to bill insurance companies and refurbish supplies used in HazMat spills.	Insurance proceeds and other proceeds received by the HazMat Team for services.	Fire Chief	\$10,000.00
Board of Health	Payment for clerical support and staff required to service large events such as festivals and fairs, initial restaurant consultations and restaurant inspections beyond two per year, public health inspections, engineering, public health nursing and emergencies.	Temporary permits and licenses, fines levied by the BOH and fees for initial restaurant consultations, excess food service inspections, beach testing, and fees from complex Title 5 engineering services.	Board of Health	\$20,000.00
BOH: Pay-As-	Any and all costs	Program fees	Board of	\$20,000.00

You-Throw Program	associated with the planning, promoting or implementing the PAYT Program, or the operational expenses, equipment or supplies of the PAYT Program.	including, but not limited to, receipts for Program bags, stickers or other fees that may be established from time to time by the Board of Health and donations.	Health	
Senior Center	Payment to instructors, presenters, service providers, supplies for special programs and repairs.	Program fees, private sponsorship, donations and participation fees	Council on Aging	\$10,000.00
Planning Department	Payment for any and all costs associated with the Town's Geographic Information System including the acquisition of software, hardware and maintenance of same and supplies, data and the development and/or conversion of data including the costs of consultant services to develop GIS related products for the town, or other related expenses.	GIS support services including fees collected for the development and printing of maps and other GIS data requests	Town Planner	\$10,000.00

Public Lands	Development and implementation of forestry management plans, trail development & maintenance, signage, trail maps, construction of foot bridges, purchase of supplies and development of access for public use, educational purposes and general maintenance of open space parcels owned by the Town.	Forestry management and donations.	Conservation Commission	\$20,000.00
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Sturbridge Tourist Association	All and any costs associated with planning, promoting or implementing Sturbridge tourist related events; a portion of the operating costs associated with the Tourist Information Center.	Grants for tourism, revenue generated through tourist events and promotions; program fees and donations.	Sturbridge Tourist Association	\$20,000.00
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Or take any action in relation thereto.

Sponsors: Recreation Committee, Fire Department, Board of Health, Council on Aging, Town Planner, Conservation Commission and Town Administrator.

RECOMMENDATION OF THE FINANCE COMMITTEE:

That the Town vote to approve the article as written. Voted: 6 – 0.

RECOMMENDATION OF THE BOARD OF SELECTMEN:

That the Town vote to approve the article as written. Voted: 4 – 0.

Summary: This article re-establishes and provides spending authority for the Town’s Revolving Funds. The annual accounting and balance of the revolving funds is included as an appendix to the Finance Committee’s Report.

ARTICLE 15

STURBRIDGE TOURIST ASSOCIATION

To see if the Town will transfer and appropriate from the Hotel/Motel Special Account to the Sturbridge Tourist Association Account sum of ONE HUNDRED FORTY-FOUR THOUSAND FOUR HUNDRED TWENTY-EIGHT AND 00/100 DOLLARS (\$144,428.00) for the following items:

Welcome Information Center	\$ 23,500.00
Special Events	\$ 17,928.00
Advertising and Promotion	\$ 70,000.00
Route 20 Restrooms	\$ 15,000.00
Community Support	\$ 18,000.00
Total	\$ 144,428.00

or to take any action in relation thereto.

Sponsor: Board of Selectmen

RECOMMENDATION OF THE FINANCE COMMITTEE:

That the Town vote to approve the article as written. Voted: 5 – 1 – 1.

RECOMMENDATION OF THE BOARD OF SELECTMEN:

That the Town vote to approve the article as written. Voted: 4 – 0.

Summary: The revenues come from a 6% hotel/motel tax which is split with 67.5% going to the General Fund, 16.25% used for funding the Sturbridge Tourist Association and 16.25% used for the Betterment Committee. This budget is for marketing the community for tourism.

ARTICLE 16

BETTERMENT COMMITTEE

To see if the Town will vote to transfer and appropriate from the Hotel/Motel Special Account to the Betterment Account the sum of ONE HUNDRED FORTY-FOUR THOUSAND FOUR

HUNDRED TWENTY-EIGHT AND 00/100 DOLLARS (\$144,428.00) for the following items:

Flower Barrels	\$ 3,000.00
Plantings (former by Bloom Committee)	\$ 1,060.00
Landscaping at Senior Center (spring planting)	\$ 500.00
Joshua Hyde Library Landscaping	\$ 2,500.00
Gateway Signage Account	\$ 1,500.00
Tree Maintenance (town-wide)	\$ 7,000.00
Town Common Tree Maintenance	\$ 4,000.00
Tree Planting – Arbor Day Program	\$ 1,000.00
Main Street Tree and Park Maintenance	\$ 1,000.00
Public Restroom Maintenance (Route 20)	\$ 5,000.00
DPW – Sidewalk Maintenance	\$10,500.00
Board of Health – WinWam Food Safety Software (2)	\$ 5,600.00
Recycling Center – Ruggedized Walkie-Talkies	\$ 1,652.00
Fire Dept. Special Event Overtime	\$ 4,300.00
Fire Dept. Cardiac Monitors (2)	\$58,000.00
Police Dept. Special Event Overtime	\$10,000.00
Police Dept. Big Tex 35 SA-10 Trailer with Ramp	\$ 1,600.00
Police Dept. Handgun Cleaner	\$ 635.00
Police Dept. Drug Identification Kit	\$ 332.00
Cedar Lake (Town Beach) Water Treatment	\$ 1,700.00
Town Common Summer Concert Series	\$ 4,000.00
SLAC / Great Ponds Weed & Safety Program	\$ 5,000.00
Decorations for Town Common	\$ 3,550.00
Skating Rink (replacement liner)	\$ 199.00
Turner Field – fertilizer, weed, lime and grub applications	\$ 1,200.00
Town Barn Softball/Soccer Field – fertilizer, weed, lime and grub applications	\$ 1,980.00
Town Barn Soccer/Softball seeding field application	\$ 1,120.00
Town Beach Hydro-raking	\$ 5,000.00
Trail Construction and Maintenance Supplies/ Materials	\$ 1,500.00

TOTAL	\$144,428.00

Or take any action in relation thereto.

Sponsor: Betterment Committee

RECOMMENDATION OF THE FINANCE COMMITTEE:

That the Town vote to approve the article as written. Voted: 7 – 0.

RECOMMENDATION OF THE BOARD OF SELECTMEN:

That the Town vote to approve the article as written. Voted: 4 – 0.

Summary: The revenues come from a 6% hotel/motel tax which is split with 67.5% going to the General Fund, 16.25% used for funding the Sturbridge Tourist Association and 16.25% used for the Betterment Committee. Betterment Committee funds are utilized for public safety, recreation and the beautification of the community.

**ARTICLE 17
CAPITAL IMPROVEMENT PLAN**

To see if the Town will vote to transfer from free cash and appropriate the sum of THREE HUNDRED NINETY THOUSAND SIX HUNDRED NINETEEN AND 00/100 DOLLARS (\$390,619.00) to the Capital Improvement Account for the purpose of funding the following items from the capital improvement plan to be undertaken for the Fiscal Year beginning July 1, 2015:

Department	Item Approved	Amount
Town Hall, Center Office, Library	Phone System	\$ 68,500.00
Police	(1) Fully Equipped Police Cruiser	\$ 46,646.00
DPW	Replacement Dump Body for 2004 Catch Basin Cleaner	\$ 46,900.00
Finance	Three Station Folder/Inserter	\$ 13,000.00
Fire	Ambulance	\$100,000.00
Recycling/Landfill	Compactor	\$ 30,500.00
Police	(4) Fuel Cell Breathalyzers	\$ 6,600.00
Police	WatchGuard Digital Wireless System	\$ 9,495.00
	Cameras	
DPW	Pickup Truck	\$ 36,060.00
DPW	Pavement Roller and Trailer	\$ 32,918.00
TOTAL		\$390,619.00

Or take any action in relation thereto.

Sponsor: Capital Improvement Committee

RECOMMENDATION OF THE FINANCE COMMITTEE:

That the Town vote to approve the article as written. Voted: 7 – 0.

RECOMMENDATION OF THE BOARD OF SELECTMEN:

That the Town vote to approve the article as written. Voted: 4 – 0.

Summary: This budget funds a portion of the highest rated capital needs of the Town. The Town uses a ten-factor rating system where each capital request is rated between 0 and 100. The ten factors are: (1) public safety and health, (2) infrastructure needs, (3) quantity of use, (4) efficiency of services, (5) legal requirements, (6) public support, (7) personnel impacts, (8) service impacts, (9) budgetary constraints and (10) administrative needs. The Capital Plan as presented is consistent with the Comprehensive Fiscal Policies presented to the Selectmen and Finance Committee in 2005 to set goals and guidelines. Under this policy, capital expenditures rated as high priorities but costing under \$5,000 are included in department budgets; capital expenditures over \$5,000 and under \$100,000 are included in this article to be funded using free cash; and capital expenditures over \$100,000 are included and recommended as short-term borrowing or raise articles.

ARTICLE 18

(2/3 Vote Required)

CAPITAL EXPENDITURE – (18) SELF CONTAINED BREATHING APPARATUS (SCBA) – DEBT ISSUANCE

To see if the Town will vote to appropriate the sum of ONE HUNDRED THIRTY-NINE THOUSAND AND 00/100 DOLLARS (\$139,000.00) to purchase (18) Self Contained Breathing Apparatus for the Fire Department, including costs incidental and related thereto, and to determine whether the appropriation shall be raised by borrowing or otherwise; or take any action in relation thereto.

Sponsor: Fire Chief, Board of Selectmen

RECOMMENDATION OF THE FINANCE COMMITTEE:

That the sum of ONE HUNDRED THIRTY-NINE THOUSAND AND 00/100 DOLLARS (\$139,000.00) be appropriated for the purpose of purchasing (18) Self-Contained Breathing Apparatus for the Fire Department, including costs incidental and related thereto; and that to raise this appropriation, the Town Treasurer, with the approval of the Board of Selectmen, is hereby authorized to borrow \$139,000.00 under and pursuant to Chapter 44, Section 7(9), of the General Laws, as amended, or any other enabling authority, and to issue bonds or notes of the Town therefor. Voted: 6 – 0.

RECOMMENDATION OF THE BOARD OF SELECTMEN:

That the sum of ONE HUNDRED THIRTY-NINE THOUSAND AND 00/100 DOLLARS (\$139,000.00) be appropriated for the purpose of purchasing (18) Self-Contained Breathing Apparatus for the Fire Department, including costs incidental and related thereto; and that to raise this appropriation, the Town Treasurer, with the approval of the Board of Selectmen, is hereby authorized to borrow \$139,000.00 under and pursuant to Chapter 44, Section 7(9), of the General Laws, as amended, or any other enabling authority, and to issue bonds or notes of the Town therefor. Voted: 4 – 0.

Summary: Self-contained breathing apparatus (SCBA) units are required to perform various firefighting duties in order to provide fresh breathing air while working in oxygen deficient or toxic atmospheres. Currently, 24 of our 36 SCBA units are in excess of 15 years old and essentially three to four generations behind in the advancements of technology and safety. These new units will provide firefighters with the most up to date features available and meet the current National Fire Protection Association (NFPA)

ARTICLE 19

(2/3 Vote Required)

CAPITAL EXPENDITURE – STREET SWEEPER – DEBT ISSUANCE

To see if the Town will vote to appropriate the sum of TWO HUNDRED SEVENTY THOUSAND AND 00/100 DOLLARS (\$270,000) to purchase a Regenerative Air Sweeper for the Department of Public Works, including costs incidental and related thereto, and to determine whether the appropriation shall be raised by borrowing or otherwise; or take any action in relation thereto.

Sponsor: DPW Director, Board of Selectmen

RECOMMENDATION OF THE FINANCE COMMITTEE:

That the sum of TWO HUNDRED SEVENTY THOUSAND AND 00/100 DOLLARS (\$270,000.00) be appropriated for the purpose of purchasing a Regenerative Air Sweeper for the Department of Public Works, including costs incidental and related thereto; and that to raise this appropriation, the Town Treasurer, with the approval of the Board of Selectmen, is hereby authorized to borrow \$270,000.00 under and pursuant to Chapter 44, Section 7(9), of the General Laws, as amended, or any other enabling authority, and to issue bonds or notes of the Town therefor. Voted: 6 – 0.

RECOMMENDATION OF THE BOARD OF SELECTMEN:

That the sum of TWO HUNDRED SEVENTY THOUSAND AND 00/100 DOLLARS (\$270,000.00) be appropriated for the purpose of purchasing a Regenerative Air Sweeper for the Department of Public Works, including costs incidental and related thereto; and that to raise this appropriation, the Town Treasurer, with the approval of the Board of Selectmen, is hereby authorized to borrow \$270,000.00 under and pursuant to Chapter 44, Section 7(9), of the General Laws, as amended, or any other enabling authority, and to issue bonds or notes of the Town therefor. Voted: 4 – 0.

Summary: This request is for a vacuum-style Regenerative Air Sweeper. This vacuum sweeper will be used in conjunction with our 10-year old mechanical sweeper. The MA Department of Environmental Protection (DEP) recommends that a vacuum sweeper be used to augment our 10-year old mechanical sweeper to reduce suspended solids in the stormwater effluent discharged on roadways.

ARTICLE 20
AMBULANCE STABILIZATION FUND
(2/3 Vote Required)

To see if the Town will vote to raise and appropriate FIFTY THOUSAND AND 00/100 DOLLARS (\$50,000.00) to the Ambulance Stabilization Fund for the purpose of reserving funds for the future purchase of an ambulance; or take any action in relation thereto.

Sponsor: Fire Chief, Finance Director, Town Administrator

RECOMMENDATION OF THE FINANCE COMMITTEE:

That the Town vote to approve the article as written. Voted: 6 – 0.

RECOMMENDATION OF THE BOARD OF SELECTMEN:

That the Town vote to approve the article as written. Voted: 4 – 0.

Summary: Annually, the Town sets aside a sum of money to assist the Town in replacing its ambulances on a seven-year schedule. These funds will be set aside until a new ambulance is purchased. If the ambulance purchase in Article 24 is approved, the approximate balance in the Ambulance Stabilization Fund will be \$12,705.

ARTICLE 21
WATER METER REPLACEMENT PROGRAM

To see if the Town will vote to transfer from the Water Reserve Fund Balance the sum of THIRTY-FIVE THOUSAND AND 00/100 DOLLARS (\$35,000.00) to fund the water meter replacement program; or take any action in relation thereto.

Sponsor: DPW Director; Finance Director

RECOMMENDATION OF THE FINANCE COMMITTEE:

That the Town vote to approve the article as written. Voted: 6 – 0.

RECOMMENDATION OF THE BOARD OF SELECTMEN:

That the Town vote to approve the article as written. Voted: 4 – 0.

Summary: This funding request will complete the installation of the radio meter head replacement program. The new system features a common manufacturer for radio reader and existing meter bases, water use data-profiling capability if needed and improved battery life.

ARTICLE 22
OPEB TRUST FUND

To see if the Town will vote to raise and appropriate ONE HUNDRED THOUSAND AND 00/100 DOLLARS (\$100,000.00) to the Other Post-Employment Benefits Liability Trust Fund Account; or take any action in relation thereto.

Sponsor: Finance Director, Town Administrator

RECOMMENDATION OF THE FINANCE COMMITTEE:

That the Town vote to approve the article as written. Voted: 7 – 0.

RECOMMENDATION OF THE BOARD OF SELECTMEN:

That the Town vote to approve the article as written. Voted: 4 – 0.

Summary: The Government Accounting Standards Board (GASB) has determined that Other Post-Employment Benefits (OPEB) are part of the compensation that employees earn each year notwithstanding that such benefits are not tendered until after employment has ended. These benefits include health insurance, prescription or other related benefits provided to eligible retirees. GASB-45 mandates that municipalities account for and, eventually, fund these benefits. The fund was established and capitalized with \$100,000 at the 2011 Annual Meeting. In accordance with the Town's financial policies, an annual contribution of not less than \$10,000 should be allocated to the fund until such time as the actuarially calculated annual contribution of \$1.7 million can be initiated. The Town of Sturbridge remains proactive relative to other municipalities in addressing this obligation. If approved, Sturbridge will have roughly \$342,000 in the fund.

ARTICLE 23
TAX RATE RELIEF

To see if the Town will vote to authorize the Board of Assessors to use the amount of TWO HUNDRED FIFTY THOUSAND AND 00/100 DOLLARS (\$250,000.00) from free cash to lower the tax rate for the fiscal year beginning on July 1, 2015; or take any action in relation thereto.

Sponsor: Board of Selectmen, Town Administrator

RECOMMENDATION OF THE FINANCE COMMITTEE:

That the Town vote to approve the article as written. Voted: 6 – 0.

RECOMMENDATION OF THE BOARD OF SELECTMEN:

That the Town vote to approve the article as written. Voted: 4 – 0.

Summary: The Town has historically utilized available free cash to reduce the tax rate when finances have allowed.

ARTICLE 24

TRANSFER OF FUNDS – PURCHASE OF AMBULANCE

To see if the Town will vote to transfer from the Ambulance Stabilization Account #83800 the sum of ONE HUNDRED THIRTY THOUSAND AND 00/100 DOLLARS (\$130,000.00) to be used to fund a portion of the purchase of a new ambulance; or take any action in relation thereto.

Sponsor: Fire Chief

RECOMMENDATION OF THE FINANCE COMMITTEE:

That the Town vote to approve the article as written. Voted: 6 – 0.

RECOMMENDATION OF THE BOARD OF SELECTMEN:

That the Town vote to approve the article as written. Voted: 4 – 0.

Summary: Annually, the Town sets aside a sum of money into the Ambulance Stabilization Account to assist the town in replacing ambulances on a seven-year schedule. This transfer will be combined with \$100,000 in Capital Improvement Funds to replace the 2005 Ambulance.

ARTICLE 25

PROPOSED ZONING AMENDMENT – SOLAR ZONING BYLAW

(2/3 Vote Required)

To see if the Town will vote to amend the Town's Zoning Bylaws by amending Chapter Two by inserting the following definitions in the appropriate locations:

- A. *Large Solar Energy Facility* - A commercial solar facility whose primary purpose is electrical generation for the wholesale electricity market. It includes service and access roads, equipment, machinery and structures utilized in connection with the conversion of solar energy into electrical power with a rated nameplate capacity of greater than 100kW/0.1MW.
- B. *Rated Nameplate Capacity* - The maximum rated output of electric power production equipment. The manufacturer typically specifies this output with a "nameplate" on the equipment.
- C. *Small Solar Energy Facility* - A solar facility that has a total rated nameplate capacity of not more than 100kW/0.1MW. It includes the equipment, machinery and structures utilized in connection with the conversion of solar energy into electrical power.

Amend and renumber Chapter 29, Sections 29.5, and 29.6.1 to remove the strikethrough language and add the language underlined as follows, and delete the existing Section 29.13

29.5 DIMENSION AND DENSITY REQUIREMENTS (adds new language to A., deletes the existing B and C, and replaces that with a new B.)

A. Setbacks: Ground-mounted solar energy facilities including appurtenant structures (including but not limited to equipment shelters, storage facilities, transformers and substations) shall have a setback from front, side and rear property lines and public ways of at least One Hundred Feet (100') in Special Use District and Industrial Districts. Twenty Percent (20%) of a parcel's total square footage may be used for a solar facility.

~~B. Natural Buffer for Large Solar Projects: The site plan shall provide a natural vegetative buffer of Two Hundred Feet (200') between a large solar energy facility and a property in residential use, including houses across a street.~~

~~C. Appurtenant Structures: All appurtenant structures, including but not limited to, equipment shelters, storage facilities, transformers, and substations shall be subject to reasonable regulations concerning bulk and height, setbacks, parking, building coverage, and vegetative screening to avoid adverse impacts on the neighborhood or abutting properties.~~

B. Buffering: The visual impact of large scale solar photovoltaic facilities including all appurtenant structures shall be mitigated. Structures shall be buffered/shielded from view and/or joined and clustered to avoid adverse visual impacts as deemed necessary by the Planning Board using landscaping and natural features as appropriate to accomplish the mitigation. When a proposed project abuts a property in residential use, the minimum width of the buffer area shall be 200' (measured from the proposed solar project to the property line of the property in residential use) and this distance shall supersede the 100' setback as stated in A. above. In all other cases that buffering/shielding shall occur within the stated setback amount.

29.6.1 DESIGN STANDARDS (amends language in B and C and adds a new D and E)

A. Lighting: Lighting shall be limited to that required for safety and operational purposes, and shall not be intrusive in any way on abutting properties. Lighting shall incorporate full cut-off fixtures to reduce light pollution.

B. Signage: The site may have a sign not exceeding sixteen (16) sq. ft. in area providing educational information about the facility and the benefits of renewable energy. ~~Large scale~~ Ground mounted solar photovoltaic facilities shall not be used for displaying any advertising. Safety signage shall be installed as deemed necessary.

- C. Utility Connections: ~~The applicant shall place all wiring from the solar energy facility underground. Reasonable efforts, as determined by the Planning Board, shall be made to place all utility connections from the solar photovoltaic installation underground, depending on appropriate soil conditions, shape and topography of the site and any requirements of the utility provider. Electrical transformer for utility interconnections may be above ground if required by the utility provider.~~

- D. Land Clearing: Clearing of natural vegetation shall be limited to only what is absolutely necessary as determined during Site Plan Review for the construction, operation, and maintenance of the solar photovoltaic installation or otherwise prescribed by applicable laws, regulations, and bylaws.

- E. Environmental Impacts: Proposed structures (including panels) shall be integrated into the existing terrain and surrounding landscape by minimizing use of and impact to wetlands, steep slopes, and hilltops; protecting visual amenities and scenic views; minimizing tree, vegetation, and soil removal; and minimizing grade changes.

29.13 DEFINITIONS (Deletes all and moves to Chapter 2)

- ~~D. *Large Solar Energy Facility*—A commercial solar facility whose primary purpose is electrical generation for the wholesale electricity market. It includes service and access roads, equipment, machinery and structures utilized in connection with the conversion of solar energy into electrical power with a rated nameplate capacity of greater than 100kW/0.1MW.~~

- ~~E. *Rated Nameplate Capacity*—The maximum rated output of electric power production equipment. The manufacturer typically specifies this output with a "nameplate" on the equipment.~~

- ~~F. *Small Solar Energy Facility*—A solar facility that has a total rated nameplate capacity of not more than 100kW/0.1MW. It includes the equipment, machinery and structures utilized in connection with the conversion of solar energy into electrical power.~~

Or take any action in relation thereto.

Sponsor: Planning Board

RECOMMENDATION OF THE FINANCE COMMITTEE:

That the Town vote to approve the article as written. Voted: 7 – 0.

RECOMMENDATION OF THE BOARD OF SELECTMEN:

That the Town vote to approve the article as written. Voted: 4 – 0.

RECOMMENDATION OF THE PLANNING BOARD:

That the Town vote to approve the article as written. Voted: 7 – 0.

Summary: The proposed edits do not modify the intent of the bylaw but clarify sections that have proven to be vague or problematic during the review and approval of two solar facilities using this bylaw. The changes will move the definitions to Chapter 2 as is consistent with other sections of the bylaw, provide clarification on buffering and setbacks, and add additional environmental and design standards to be consistent with the state model.

**ARTICLE 26
POLL VACANCIES**

To see if the Town will vote to accept G.L. c. 54, Section 16A, authorizing the Town Clerk to fill vacancies at elections. General Law Chapter 54, Section 16A provides that in any city or town which accepts this section, if the warden, clerk or inspector, or the deputy of any such officer, if any, is not present at the opening of the polls, the city or town clerk may appoint a person to fill such vacancy who shall be an enrolled voter of the same political party as the absent officer, if any competent person enrolled in such party is present and willing to serve; or take any other action relative thereto.

Sponsor: Town Clerk

RECOMMENDATION OF THE FINANCE COMMITTEE:

That the Town vote to approve the article as written. Voted: 6 – 0.

RECOMMENDATION OF THE BOARD OF SELECTMEN:

That the Town vote to approve the article as written. Voted: 4 – 0.

Summary: This article provides the Town Clerk with the authority to appoint poll workers for town-wide elections in the event regular poll workers are unavailable or not present for the opening of the polls.

**ARTICLE 27
TOWN OWNED BUILDINGS – ROOF RENOVATIONS**

To see if the Town will vote to appropriate THREE HUNDRED THIRTY-NINE THOUSAND ONE HUNDRED TWENTY AND 00/100 DOLLARS (\$339,120.00) from free cash for the purpose of upgrading and repairing Town owned building roofs (Library, Senior Center and the Public Safety Complex), including incidental costs; or take any action in relation thereto.

Sponsor: Town Administrator

RECOMMENDATION OF THE FINANCE COMMITTEE:

That the Town vote to approve the article as written. Voted: 7 – 0.

RECOMMENDATION OF THE BOARD OF SELECTMEN:

That the Town vote to approve the article as written. Voted: 4 – 0.

Summary: This article provides funding to repair damage to the Library, Senior Center and Public Safety Complex roofs caused by this winter's weather, resulting in significant structural impairment of these roofs. This article will fund the replacement of the slate roof sections of the Senior Center and Library as well as portions of the Public Safety Complex roof. All three roofs will be outfitted with heat mats to prevent the formation of ice dams.

**ARTICLE 28
PETITION FOR ARTICLE FOR ANNUAL TOWN MEETING
CHARTER CHANGE - DATE OF TOWN MEETING
(2/3 Vote Required)**

To see if the Town will vote to amend the Town Charter, Section 3-3 to delete the words, the "first Monday in June" and change to the "last Monday in April"; or take any action in relation thereto.

Sponsor: By Petition

RECOMMENDATION OF THE FINANCE COMMITTEE:

That the Town take no action on this article. Voted: 7 – 0.

The Finance Committee considered a similar article for the June 2012 Town Meeting. We still believe it is better to meet in June because the Finance Committee will receive more reliable figures from the State government regarding Town revenues and expenses. For instance, changes in the transportation aid figures required us to adjust the budget as recently as our April 30 meeting for your consideration this evening, taking into account printing deadlines.

RECOMMENDATION OF THE BOARD OF SELECTMEN:

Recommendation to be provided at the Town Meeting.

Summary: This article would constitute the first step in modifying the Town Charter to change the date of the Annual Town Meeting from its current date to the last Monday in April. If this article is approved at this Town Meeting, the question will also appear on the next annual Town election ballot. If approved on the ballot, the charter would be changed. Such a change will also require modification to the Town's General Bylaws to account for the new date.

ARTICLE 29
PETITION FOR ARTICLE FOR ANNUAL TOWN MEETING
ACCEPTANCE OF MGL CH. 41, SEC. 19K

To see if the Town will vote to accept the provisions of Chapter 41, Section 19K of the Massachusetts General Laws, added by Chapter 170 of the Acts and Resolves of 1999. Said act provides that a Town Clerk who has completed the necessary courses of study and training and has been awarded a certificate by the Massachusetts Town Clerks Association as a Certified Massachusetts Municipal Clerk shall receive in addition to regular annual compensation an amount equal to ten (10) percent of such regular annual compensation, but not more than \$1,000 per year and transfer from free cash a sum of money to fund the additional compensation provided for under the aforesaid statutes for the current fiscal year, and to act on anything relating thereto.

Sponsor: By Petition

RECOMMENDATION OF THE FINANCE COMMITTEE:

That the Town vote to approve the article as written. Voted: 4 – 2.

RECOMMENDATION OF THE BOARD OF SELECTMEN:

Recommendation to be provided at the Town Meeting.

Summary: This article seeks to award the Town Clerk a \$1,000 payment from Free Cash for attaining the Certified Massachusetts Municipal Clerk designation. Our current Town Clerk has held the designation for many years.

ARTICLE 30
PETITION FOR ARTICLE FOR ANNUAL TOWN MEETING
GENERAL BYLAW AMENDMENT - TOWN MEETING

To see if the Town will vote to amend the General Bylaws, Chapter One as follows:

By adding:

Section 1.07

(i) Any bylaw or charter change can be voted only at the Annual Town Meeting.

Sponsor: By Petition

RECOMMENDATION OF THE FINANCE COMMITTEE:

That the Town take no action on this article. Voted: 6 – 0.

While the Finance Committee can understand the intent of the petitioner, we believe this course of action would not be in the Town's best interest. The Town should not be restricted to voting on bylaw or charter changes only at the Annual Town Meeting since there could be time sensitive or constrained opportunities that must be addressed during a Special Town Meeting.

RECOMMENDATION OF THE BOARD OF SELECTMEN:

Recommendation to be provided at the Town Meeting.

Summary: This article would modify the General Bylaws by adding a restriction to the Town Meeting Requirements to only consider and vote upon bylaw or charter changes during the Annual Town Meeting.

**TOWN OF STURBRIDGE
SPECIAL TOWN MEETING WARRANT**



**TANTASQUA REGIONAL HIGH SCHOOL
MONDAY, JUNE 1, 2015 @ 7:00 P.M.**

ARTICLE 46

TRANSFER OF FUNDS – SNOW & ICE REMOVAL COSTS

To see if the Town will vote to transfer the sum of FORTY THOUSAND AND 00/100 DOLLARS (\$40,000.00) from Free Cash to the Snow & Ice - Purchase of Service Account #14232-52000 to fund costs related with Snow & Ice Removal; or take any action in relation thereto.

Sponsor: DPW Director, Finance Director

RECOMMENDATION OF THE FINANCE COMMITTEE:

That the Town vote to approve the article as written. Voted: 6 – 0.

RECOMMENDATION OF THE BOARD OF SELECTMEN:

That the Town vote to approve the article as written. Voted: 4 – 0.

Summary: This article will fund a portion of the costs associated with Snow & Ice Removal in Fiscal Year 2015. The Town is allowed to deficit spend each year for all costs related to snow and ice removal. Historically, the Town funds up to \$150,000.00 of Snow & Ice costs in the subsequent year's budget. Due to the extreme winter that we had this year, the deficit for Snow & Ice has exceeded \$150,000.00.

ARTICLE 47

**ENGINEERING SERVICES FOR PUBLIC SAFETY COMPLEX DRAINAGE
REMEDICATION**

To see if the Town will vote to transfer the sum of TEN THOUSAND THREE HUNDRED AND 00/100 (\$10,300.00) from Free Cash to the Capital Improvement Account for the purpose of funding a professional engineering study to determine and develop a course of action to remedy drainage problems in and around the lower portion of the Public Safety Complex; or to take any action in relation thereto.

Sponsor: Fire Chief

RECOMMENDATION OF THE FINANCE COMMITTEE:

That the Town vote to approve the article as written. Voted: 7 – 0.

RECOMMENDATION OF THE BOARD OF SELECTMEN:

That the Town vote to approve the article as written. Voted: 4 – 0.

Summary: This request is for the purpose of funding a professional engineering firm to conduct a study to determine actions needed to alleviate drainage problems around the lower portion of the Public Safety Complex which is causing infiltration of water into the building under doorways. This issue is causing rotting of the door frames, as well as creating a large (at times, in excess of 6 inches) ice build-up in front of our apparatus doorways. A professional engineering firm would be required to develop plans for a project of this magnitude.

ARTICLE 48

TRANSFER OF FUNDS – TOWN COUNSEL

To see if the Town will vote to transfer the sum of TEN THOUSAND AND 00/100 DOLLARS (\$10,000.00) from Free Cash to the Town Counsel Purchase of Services Account #11512-52000; or to take any action in relation thereto.

Sponsor: Town Administrator

RECOMMENDATION OF THE FINANCE COMMITTEE:

That the Town vote to approve the article as written. Voted: 6 – 0.

RECOMMENDATION OF THE BOARD OF SELECTMEN:

That the Town vote to approve the article as written. Voted: 4 – 0.

Summary: Since there has been an increase in legal inquiry and activity, this article will supplement the FY 2015 appropriation for legal services.

ARTICLE 49

**TRANSFER OF FUNDS – POLICE DEPARTMENT STATE 911 TRAINING/
SUPPORT AND INCENTIVE GRANT ACCOUNTS**

To see if the Town will vote to transfer the sum of SEVEN HUNDRED FORTY SEVEN AND 76/100 DOLLARS (\$747.76) from Free Cash to the FY13 SETB Training Grant Account # 24450 and the sum of SIX HUNDRED AND THREE AND 15/100 DOLLARS (\$603.15) from Free Cash to the FY14 Police 911 Training Grant account # 27130 and the sum of EIGHTEEN AND 97/100 DOLLARS (\$18.97) from Free Cash to the FY14 State 911 Support and Incentive Grant Account # 27220; or take any action in relation thereto.

Sponsor: Police Chief

RECOMMENDATION OF THE FINANCE COMMITTEE:

That the Town vote to approve the article as written. Voted: 6 – 0.

RECOMMENDATION OF THE BOARD OF SELECTMEN:

That the Town vote to approve the article as written. Voted: 3 – 1.

Summary: The FY 13 and FY 14 State 911 Training/Support and Incentive Grants were charged for personnel and equipment costs that were deemed not authorized expenses by the State 911 Grant Coordinator. The Town has appealed this decision and is awaiting a response. These funds are needed so that we do not close the year with a deficit in these accounts since any deficit will affect the Town's Free Cash balance.

**ARTICLE 50
SEWER-ENGINEERING – WASTEWATER TREATMENT PLANT
REQUIREMENTS**

To see if the Town will vote to transfer the sum of TWENTY THOUSAND SIX HUNDRED AND 00/100 DOLLARS (\$20,600.00) from the Sewer Reserve Fund balance for the purpose of engineering work regarding the Wastewater Treatment Plant (WWTP) Spill Prevention, Control and Counter Measures (SPCC) and Storm Water Pollution Prevention Plan (SWPPP) planning and training, and for Collection System Operations and Maintenance Plan (CSOM) work required under the new NPDES permit; or take any action in relation thereto.

Sponsor: DPW Director

RECOMMENDATION OF THE FINANCE COMMITTEE:

That the Town vote to approve the article as written. Voted: 6 – 0.

RECOMMENDATION OF THE BOARD OF SELECTMEN:

That the Town vote to approve the article as written. Voted: 4 – 0.

Summary: The Spill Prevention, Control and Counter measurements Plan (SPCC) is required for an above ground fuel storage tank which jointly feeds the generator and heating system at the Wastewater Treatment Plant (WWTP). The Storm Water Pollution Prevention Plan (SWPPP) is required onsite to cover outfalls in the two (2) detention basins. The Collection System Operations and Maintenance Plan (CSOM) has stepped mapping requirements in the new National Pollutant Discharge Elimination System (NPDES) permit.

ARTICLE 51

TRANSFER OF FUNDS –BOILER REPLACEMENT AT SENIOR CENTER

To see if the Town will vote to transfer the sum of THIRTY- FIVE THOUSAND AND 00/100 DOLLARS (\$35,000.00) from Free Cash for costs associated with the installation of two new boilers and costs associated with the removal of the existing boilers at the Senior Center; or to take any action in relation thereto.

Sponsor: Council on Aging Director

RECOMMENDATION OF THE FINANCE COMMITTEE:

That the Town vote to approve the article as written. Voted: 7 – 0.

RECOMMENDATION OF THE BOARD OF SELECTMEN:

That the Town vote to approve the article as written. Voted: 4 – 0.

Summary: This article funds the replacement of the boilers at the Senior Center with two new boilers. Using two boilers rather than one will result in significant savings over the lifetime of the boilers. It also funds the removal of the existing boilers and asbestos as well as incidental costs associated with the project.

ARTICLE 52
TRANSFER OF TAX POSSESSION
(2/3 Vote Required)

To see if the Town will vote to transfer the care, custody, management and control of the following parcel, obtained through non-payment of property taxes, to the Conservation Commission for conservation purposes, for the following property:

32 Warren Road – Parcel #668-00932-032

Or take any action in relation thereto.

Sponsor: Finance Director

RECOMMENDATION OF THE FINANCE COMMITTEE:

That the Town vote to approve the article as written. Voted: 6 – 0.

RECOMMENDATION OF THE BOARD OF SELECTMEN:

That the Town vote to approve the article as written. Voted: 4 – 0.

Summary: This property was acquired by the Town through foreclosure due to non-payment of property taxes. The Town wishes to retain this property for open space purposes. This article will transfer the care, custody, control and management of the property to the Conservation Commission.

**ARTICLE 53
TRANSFER OF TAX POSSESSIONS
(2/3 Vote Required)**

To see if the Town will vote to transfer the care, custody and control of the following parcels, obtained through non-payment of property taxes, to the Town Administrator for general municipal purposes:

3 Stearns Drive – Parcel #607-03254-003
226 Cedar Street – Parcel #202-01537-226
284 Cedar Street – Parcel #202-01037-284

Or take any action in relation thereto.

Sponsor: Finance Director

RECOMMENDATION OF THE FINANCE COMMITTEE:

That the Town vote to approve the article as written. Voted: 6 – 0.

RECOMMENDATION OF THE BOARD OF SELECTMEN:

That the Town vote to approve the article as written. Voted: 4 – 0.

Summary: These properties were acquired by the Town through foreclosure due to non-payment of property taxes. The Town wishes to retain these parcels for potential future use for affordable housing.

**ARTICLE 54
COMMUNITY PRESERVATION- COMPLIANCE WITH CONSERVATION
RESTRICTIONS**

To see if the Town will vote to appropriate the sum of FORTY THOUSAND AND 00/100 DOLLARS (\$40,000.00) from the Community Preservation Undesignated Fund Balance under G.L. 44B, §12(a) for the purpose of granting the same to a qualified organization to hold and monitor conservation restrictions to be conveyed to said organization by the Town on properties acquired by the Town using Community Preservation Funds, namely the Shepard Parcel, the Long Pond Parcels, the Heins Farm, and the Riverlands, which restrictions are required under G.L. c.44B, §12(a), or take any action in relation thereto.

Sponsor: Community Preservation Committee

RECOMMENDATION OF THE FINANCE COMMITTEE:

That the Town vote to approve the article as written. Voted: 6 – 0 – 1.

RECOMMENDATION OF THE BOARD OF SELECTMEN:

That the Town vote to approve the article as written. Voted: 4 – 0.

RECOMMENDATION OF THE COMMUNITY PRESERVATION COMMITTEE:

That the Town vote to approve the article as written. Voted: 6 – 0.

Summary: This article grants the holding and monitoring of conservation restrictions to Opacum Land Trust ensuring the conservation value of properties acquired with Community Preservation Funds are protected and enforced in perpetuity. Furthermore, the CPA Act requires conservation restrictions be imposed on all parcels purchased with CPA funds. These parcels are the Shepard Parcel, the Long Pond Parcels, the Heins Farm and the Riverlands.

APPENDIX A
ANNUAL ACCOUNTING OF REVOLVING FUNDS

July 1, 2013 - June 30, 2014

RECREATION REVOLVING FUND

Starting Balance	\$	24,313.46
Revenue	\$	16,289.00
Expenditures	\$	13,157.51
Ending Balance	\$	27,444.95

PLANNING DEPARTMENT REVOLVING FUND

Starting Balance	\$	767.00
Revenue	\$	20.00
Expenditures	\$	-
Ending Balance	\$	787.00

FIRE DEPARTMENT HAZMAT REVOLVING FUND

Starting Balance	\$	2,335.98
Revenue	\$	-
Expenditures	\$	-
Ending Balance	\$	2,335.98

CONSERVATION COMMISSION REVOLVING FUND (PUBLIC LANDS)

Starting Balance	\$	800.00
Revenue	\$	-
Expenditures	\$	-
Ending Balance	\$	800.00

SENIOR CENTER REVOLVING FUND

Starting Balance	\$	4,401.35
Revenue	\$	2,719.00
Expenditures	\$	3,023.84
Ending Balance	\$	4,096.51

STURBRIDGE TOURIST ASSOCIATION REVOLVING FUND

Starting Balance	\$	254.98
Revenues	\$	-
Expenditures	\$	-
Ending Balance	\$	254.98

BOARD OF HEALTH REVOLVING FUND

Starting Balance	\$	29,043.54
Revenues	\$	22,791.00
Expenditures	\$	11,944.25
Ending Balance	\$	39,890.29

PAY AS YOU THROW PROGRAM

Starting Balance	\$	31,915.00
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Revenues	\$	20,100.00
Expenditures	\$	7,285.10
Ending Balance	\$	44,729.90

APPENDIX B

COMMUNITY PRESERVATION COMMITTEE REPORT TO THE FINANCE COMMITTEE FY2015 ANNUAL TOWN MEETING

The Community Preservation Committee looks forward to presenting six articles to the voters at the June 01, 2015 Annual Town Meeting.

1. To see if the Town will vote to appropriate from the Community Preservation Fund, Undesignated Fund Balance, the sum of FOURTEEN THOUSAND FIVE HUNDRED AND 00/100 DOLLARS (\$14,500.00) to be allocated for the purpose of administrative expenses in FY 2015 for the Community Preservation Committee (CPC); or take any action in relation thereto. Vote 6-0 Please note, I did not remember to request a placeholder prior to the March 1st deadline for ATM articles. While our desire is to include along with other CPA article on the ATM warrant, if it is not possible to add this, we request including this on the STM warrant held on the same night as the ATM.
2. To see if the Town will vote appropriate from CPA funds the sum of \$800.00 to be allocated for the purchasing of four LED light fixtures to be used for security lighting on a CPA funded parcel of land.
3. To see if the Town will vote to appropriate from CPA funds the sum of \$1,000.00 to be used for Universal Trail Assessment Process Software and survey kit.
4. To see if the Town will vote to appropriate from CPA funds the sum of \$9,400.00 for the purpose of continuing the conservation, rehabilitation and restoration of the Old Burial Ground.
5. To see if the Town will vote to appropriate from CPA funds the sum of \$25,000.00 for the purpose of conservation, rehabilitation and restoration of permanent historic town records.
6. To see if the Town Sturbridge will vote to appropriate \$1,486,950.00 in Community Preservation Act funds for the acquisition by gift, negotiated purchase or eminent domain of fee title for a parcel of land approximately 295+/- acres owned by Plimpton Meadows Nominee Trust, of which 16 +/- acres will be designated for active recreation. Also included in the funding is up to \$10,000.00 to be dedicated to a conveyance of a perpetual conservation restriction. Note: A reimbursement grant of \$400,000, from the United States Department of Agriculture Forest Services under the Community Forest shall be returned to the Community Preservation Fund.

The Community Preservation Committee looks forward to presenting one article to the voters at the June 01, 2015 Special Town Meeting.

1. To see if the Town will vote to appropriate from CPA funds \$40,000.00 for the purpose of funding Conservation Restrictions for (4) four CPA acquired parcels, namely the Riverlands, Shepard Parcel, Long Pond Parcel and Heins Farm in payment for the conveyance of perpetual conservation restrictions.

CPA Revenue for FY15 and FY16:

FY15

State Revenue from FY14	\$ 211,373.00
FY14 Surcharge Committed	\$ 402,144.24
Interest Earned to Date	\$ 13,020.69
Total FY14 Revenues	\$ 626,537.93

FY16

Anticipated State Revenue from FY15	\$ 72,000.00
Anticipated FY15 Surcharge	\$ 380,000.00
Estimated Interest to Earn	\$ 10,000.00
Total Anticipated FY15 Revenues	\$ 462,000.00

STURBRIDGE CPA FUND BALANCE TABLE
 (Figures provided by Sturbridge Finance Department)

<u>Community Preservation - Fund Balances</u>								
		Undesignated	Open	Historic	Community	<u>Reserved</u>	<u>Total</u>	
		<u>Fund Balance</u>	<u>Space</u>	<u>Resources</u>	<u>Housing</u>	<u>For Projects</u>	<u>All Funds</u>	
FY15 Beginning Balance		1,676,965.05	158,751.20	132,697.31	587,700.23	72,225.06	2,628,338.85	
FY15 Warrant Articles Administrative Expenses ATM 6/2/14 Art #3		14,500.00					14,500.00	
North Cemetery 6/3/13 ATM Art #10 & 6/2/14 ATM Art #4				9,000.00		3,000.00	12,000.00	
Old Burial Ground 6/2/14 ATM Art #5				9,800.00			9,800.00	
Town Hall/ COB Debt ATM 6/2/14 Art 10				120,357.00			120,357.00	
Heins Farm Debt 6/2/14 ATM Art #10		61,120.00					61,120.00	
Stallion Hill/ Holland Rd ATM 6/2/14 Art #10			108,500.00				108,500.00	
OSV Land Debt ATM 6/2/14 Art #10		69,255.00	36,000.00				105,255.00	
Riverlands STM 6/3/13 Art #48						10,183.72	10,183.72	
Riverlands Conservation Restrictions STM 6/3/13 Art #49						6,062.50	6,062.50	
OSV Land ATM 4/24/06 Art #21						11,724.65	11,724.65	
Camp Bridge Project STM 4/28/08 Art # 62						5,419.38	5,419.38	
Trail Improvements ATM 4/26/10 Art #3						29,451.42	29,451.42	
Memorial Conference Rooms ATM 6/6/11 Art #6						3,050.00	3,050.00	
Trail Development ATM 6/6/11 Art 44						3,333.39	3,333.39	
Estimated Fund Balance after FY15 ATM		1,532,090.05	14,251.20	(6,458.94)*	587,700.23	0.00	2,127,581.79	
FY15 STM Warrant Articles Conservation Restrictions		40,000.00						
Estimated Fund Balance after FY15 STM		1,492,060.05	14,251.20	(6,458.94)*	587,700.23	0.00	2,087,581.79	
FY16 Proposed Warrant Articles								

Administrative Expenses		14,500.00						
LED Light Fixtures			800.00					
Universal Trail Software			1,000.00					
Old Burial Ground		9,400.00						
Conservation, Rehab & Restoration of Town Records		25,000.00						
Plimpton Property		1,103,000						
Estimated Fund Balance after FY16 ATM		340,160.05	12,451.20	(6,458.94)*	587,700.23	0.00	1,358,852.54	

*Fund Balance is shown as being in a deficit due to a FY2013 adjustment. Allocation of FY2015 revenues will cover this deficit.

Respectfully Submitted, Penny Dumas, Chair

FY2016 Outstanding Debt

Sources of Funding - Amounts Outstanding	
Property Taxes	\$ 86,275.00
Property Taxes - Debt Exclusion	\$ 19,943,540.63
Betterment Assessment	\$ 5,410,163.89
Water Fees	\$ 8,932,184.04
Sewer Fees	\$ 14,874,299.00
CPA Funds	\$ 3,133,304.37

Long Term Debt								
Project	Issue Date	Maturity Date	Source of Funding	Principal Issued	Total Interest on Loan	Outstanding Principal	Outstanding Interest	FY16 Loan Payment
Well #1	2/15/2012	11/1/2031	Water Fees	\$ 1,620,500.00	\$ 462,300.44	\$ 1,365,000.00	\$ 333,150.00	\$ 121,650.00
Route 131 Waterline	2/15/2011	11/15/2030	Water Fees	\$ 1,557,000.00	\$ 627,191.88	\$ 1,235,000.00	\$ 397,468.75	\$ 126,912.50
Water Tower Replacement*	2/15/2011	11/15/2017	Water Fees	\$ 203,000.00	\$ 27,330.00	\$ 85,000.00	\$ 4,750.00	\$ 32,650.00
New Boston Road Waterline*	2/15/2011	11/15/2017	Water Fees	\$ 129,000.00	\$ 16,627.50	\$ 50,000.00	\$ 2,700.00	\$ 21,500.00
McGregory Road Waterline*	2/15/2011	11/15/2017	Water Fees	\$ 94,000.00	\$ 11,840.00	\$ 35,000.00	\$ 1,825.00	\$ 16,025.00
Rt. 20 Waterline*	2/15/2011	11/15/2017	Water Fees	\$ 84,000.00	\$ 10,565.00	\$ 30,000.00	\$ 1,750.00	\$ 10,950.00
Well #4	2011	2040	Water Fees	\$ 2,178,500.00	\$ 1,600,408.92	\$ 2,013,461.18	\$ 1,261,427.74	\$ 126,005.00
Well #4	2012	2041	Water Fees	\$ 734,500.00	\$ 512,300.70	\$ 636,564.00	\$ 386,701.38	\$ 53,129.38
Well #4	2012	2041	Water Fees	\$ 856,000.00	\$ 464,369.85	\$ 741,864.00	\$ 350,521.99	\$ 54,499.24
WWTP Upgrade	2/15/2011	11/15/2030	Sewer Fees	\$ 1,095,000.00	\$ 447,312.50	\$ 875,000.00	\$ 284,850.00	\$ 88,325.00
WWTP Upgrade*	2/15/2011	11/15/2017	Sewer Fees	\$ 173,000.00	\$ 23,892.50	\$ 75,000.00	\$ 4,375.00	\$ 27,375.00
WWTP Upgrade	2010	2030	Sewer Fees	\$ 5,971,293.00	\$ -	\$ 4,960,101.00	\$ -	\$ 272,933.89
WWTP Upgrade	2012	2031	Sewer Fees	\$ 9,026,495.00	\$ -	\$ 8,288,298.00	\$ -	\$ 393,320.57
Southbridge Sewer Connection*	2/15/2011	11/15/2021	Sewer Fees	\$ 510,000.00	\$ 109,612.50	\$ 345,000.00	\$ 41,675.00	\$ 61,450.00
Big Alum Sewer Project*	2/15/2012	11/1/2025	Betterment Assessment	\$ 820,000.00	\$ 153,606.94	\$ 640,000.00	\$ 93,781.25	\$ 76,112.50
Big Alum Sewer Project*	2/15/2012	11/1/2025	Betterment Assessment	\$ 155,000.00	\$ 27,209.44	\$ 110,000.00	\$ 16,437.50	\$ 12,775.00
Big Alum Sewer Project*	2/15/2012	11/1/2025	Betterment Assessment	\$ 775,000.00	\$ 146,899.72	\$ 605,000.00	\$ 90,406.25	\$ 70,262.50
Woodside Circle Sewer Project*	2/15/2012	11/1/2028	Betterment Assessment	\$ 730,000.00	\$ 170,122.78	\$ 595,000.00	\$ 114,125.00	\$ 60,550.00
Phase 2 Sewer Project*	2/15/2011	11/15/2017	Betterment Assessment	\$ 69,000.00	\$ 9,552.50	\$ 30,000.00	\$ 1,750.00	\$ 10,950.00
Phase 2 Sewer Project*	2/15/2011	11/15/2021	Betterment Assessment	\$ 165,000.00	\$ 34,259.38	\$ 105,000.00	\$ 12,843.75	\$ 18,487.50
Phase 2 Sewer Project	2005	2019	Betterment Assessment	\$ 2,084,276.19	\$ 422,884.35	\$ 699,741.81	\$ 14,052.49	\$ 177,519.45
Phase 3 Sewer Project*	2/15/2011	11/15/2021	Betterment Assessment	\$ 2,220,000.00	\$ 478,862.50	\$ 1,520,000.00	\$ 182,250.00	\$ 280,300.00
Cedar Lake Sewer Project	2005	2019	Betterment Assessment	\$ 46,376.50	\$ 9,671.09	\$ 17,826.39	\$ 601.89	\$ 3,674.33
Cedar Lake Sewer Project	2005	2019	Betterment Assessment	\$ 1,423,944.36	\$ 297,077.82	\$ 543,168.27	\$ 18,179.29	\$ 114,410.66
Pumper Truck	2/15/2011	11/15/2014	Property Taxes	\$ 214,000.00	\$ 16,302.50	\$ 50,000.00	\$ 750.00	\$ 50,750.00
School Schematic	2/15/2011	11/15/2015	Property Taxes	\$ 186,671.00	\$ 16,950.10	\$ 35,000.00	\$ 525.00	\$ 35,525.00
Burgess Elementary School	2/15/2011	11/15/2030	Property Taxes - Debt Exclusion	\$ 9,000,000.00	\$ 3,696,187.50	\$ 7,200,000.00	\$ 2,359,125.00	\$ 724,500.00
Burgess Elementary School	2/15/2012	11/1/2031	Property Taxes - Debt Exclusion	\$ 6,700,500.00	\$ 1,932,156.83	\$ 5,695,000.00	\$ 1,394,856.25	\$ 488,262.50
Town Hall	8/1/2009	8/1/2029	Property Taxes - Debt Exclusion	\$ 3,437,502.00	\$ 1,378,875.05	\$ 2,545,000.00	\$ 749,559.38	\$ 272,793.75
Town Hall	8/1/2009	8/1/2029	CPA Funds	\$ 1,497,798.00	\$ 612,726.20	\$ 1,120,000.00	\$ 336,759.37	\$ 118,106.25
Stallion/Holland Road Land Acquisition	8/1/2009	8/1/2016	CPA Funds	\$ 700,000.00	\$ 89,500.00	\$ 200,000.00	\$ 7,500.00	\$ 105,500.00
OSV Land Acquisition	6/15/2006	6/15/2026	CPA Funds	\$ 1,350,000.00	\$ 616,260.00	\$ 730,000.00	\$ 184,405.00	\$ 102,385.00
Heins Farm Land Acquisition	6/15/2006	6/15/2026	CPA Funds	\$ 800,000.00	\$ 371,040.00	\$ 440,000.00	\$ 114,640.00	\$ 59,480.00
*Refunded								
			Totals:	\$ 56,607,356.05	\$ 14,793,896.49	\$ 43,616,024.65	\$ 8,763,742.28	\$ 4,189,070.02

APPENDIX D GLOSSARY OF TERMS

The following definitions, clarifications and explanations are designed to acquaint newcomers and remind longtime residents of abbreviations and terms often used in discussing Town operations and finances.

Annual Town Meeting

The public session, conducted by the elected Moderator, when any Sturbridge registered voter may speak and vote on the articles (specific items) making up the Warrant (agenda). Sturbridge operates an Open Meeting, as distinct from a Representative Meeting (voters elect from their number the members of the meeting who speak and vote). From time to time, Special Town Meetings are held in the normal conduct of local governmental operations.

Board of Selectmen

The elected executive body. It appoints the Town Administrator and oversees the work of that official. The Selectmen are directly responsible to the voters.

Charter or Town Charter

The fundamental document defining and describing the purposes, organization and functions of this community's local government. It serves as an "operator's manual," under the Constitution of the Commonwealth of Massachusetts, which is the master document. The Charter can be found beginning on Page 205 of the current Annual Town Report, dated 2012, which is available at www.town.sturbridge.ma.us, an in bound copies at Town Hall.

CIP

Abbreviation for the tax rate of Commercial-Industrial-Personal Property, as distinct from the tax rate for residential property.

Debt Exclusion

Town Meeting authorized expenditures that are not subject to the Proposition 2 ½ requirements. Debt exclusions are also confirmed by a ballot vote. For example, the Burgess, Tantasqua and Town Hall/Center Office Building are projects whose bond principal plus interest are being paid for via property taxes but whose respective costs are not subject property tax limits.

Finance Committee, or FinCom

Appointed by the elected Town Moderator, it reviews all Annual Town Meeting and Special Town Meeting articles, and recommends to the voters any action they may choose to take. The FinCom members are directly responsible to the Moderator and, through him, to the voters.

Free Cash, or Unallocated Fund Balance

Unassigned funds, which have been certified by the Department of Revenue, and are available for use according to Town Meeting vote.

OPEB

Other Post Employment Benefits for which Town government retirees may be eligible. For details, visit www.mass.gov/anf/opeb-commission.html.

Prop. 2-1/2 Levy Limit

The limit on year-to-year-increases in the tax levy after which a special vote is required to authorize local government spending. For a primer on Prop. 2-1/2 and the exemptions to it, visit www.mass.gov/dor/docs/dls/publ/misc/levylimits.pdf

Snow and Ice Account

The only part of the Town budget that may be overspent without prior voter approval, for public safety reasons.

Town Administrator or TA

The chief administrative officer to whom the department heads and certain other Town officials report. The TA is directly responsible to the Board of Selectmen.

WWTP

Waste Water Treatment Plant, a Town facility.

Appendix E - FY 2014 Grants Awarded to Town Departments

Department	Source	Award Amount	Purpose
<u>Board of Health</u>			
Region 2 EP Grant	City of Worcester	1,650.74	For two safety jackets and tablet/ phone wireless service annual costs.
Medical Reserve Corps	City of Worcester	15,000.00	Personnel and supplies for volunteer training and recruitment to support emergency planning.
<u>Council on Aging</u>			
Formula Grant	Comm. of MA Office of Elder Affairs	15,586.00	To fund programs and newsletters for seniors such as exercise classes.
<u>Cultural Council</u>			
Local Cultural Council Grant	Mass. Cultural Council	4,250.00	To fund various cultural programs in the town.
<u>Department of Public Works</u>			
Chapter 90	MassDOT	432,116.00	Annual allocation for road paving
Winter Rapid Recovery Road Program	MassDOT	64,922.00	Patching of potholes, sign repairs, line painting, guardrail and other damages to roads from the winter.
<u>Fire Department</u>			
S.A.F.E. Grant	Comm of MA	4,086.00	Salaries, training, equip, materials, other items related to successful implementation of SAFE program
Senior S.A.F.E. Grant	Comm of MA	2,818.00	Salaries, training, equip, materials, other items related to successful implementation of SAFE program for seniors
FEMA Fire Gear Grant	Federal Emergency Management Agency	78,518.00	To purchase 29 sets of turnout gear
<u>Library</u>			
Library Incentive/ Municipal Equalization	Comm of MA	3,833.20	Annual allocation to encourage and support public libraries.
Circulation Offset Grant	Comm of MA	7,433.18	To support municipalities who circulate materials to patrons of other certified municipalities.
<u>Police</u>			
Bullet Proof Vest	U.S. Department of Justice	3,022.43	To pay up to 50% of each vest order.
Emergency Management Performance Grant	Massachusetts Emergency Management	2,350.00	To purchase desktop computers and flat screen television as well as installation.
Pedestrian Bike and Safety Grant	Executive Office of Public Safety and	2,996.49	To support crosswalk law enforcement activities and equipment.
State 911 Department Training Grant	State 911 Department	10,000.00	To pay for fees associated with 911 training and overtime/ replacement costs for
Traffic Enforcement Grant	Executive Office of Public Safety and	6,000.00	To pay for wages for additional traffic law enforcement.
State 911 Support and Incentive Grant	State 911 Department	29,006.00	To support enhanced 911 services through personnel costs and equipment.
Underage Alcohol Enforcement	Executive Office of Public Safety and	4,956.60	To support enforcement of underage alcohol laws through compliance checks.
Homeland Security Grant	Massachusetts Emergency Management	7,500.00	To purchase a portable generator.
K-9 Program Grant	The Stanton Foundation	25,000.00	To pay for the purchase, training, cruiser conversion, misc. equipment, food and
Hazardous Material Emergency Preparedness	Massachusetts Emergency Management	1,160.00	To purchase a tablet computer, keyboard and carrying case to develop and store a
<u>BOS</u>			
Community Development Block Grant	Comm of MA Dept. of Housing and	640,000.00	Replacement of an on-site septic system with a wastewater treatment facility at the
CIC Grant (regional grant)	Mass. Executive Office of Admin and Finance	80,000.00	Regionalize municipal storm water management in central Mass/ through collaborative education, date management and policy.
<u>School</u>			
Title I	Department of Elementary and Secondary Education	97,971.53	To ensure all children have a fair and equal opportunity to achieve a minimum state academic achievement standard.
Special Education- Early Childhood	Department of Elementary and Secondary Education	26,405.00	To ensure children with disabilities are identified and receive appropriate special education.
Special Education- Circuit Breaker	Department of Elementary and Secondary Education	347,272.00	To reimburse a portion of the costs associated with educating high-need special education students.

APPENDIX F

BACKGROUND INFORMATION FOR DECISION MAKING

Step-and-Grade Hourly Rate Matrix for Town Employees

FY15										
GRADE	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10
9	\$ 21.29	\$ 21.71	\$ 22.15	\$ 22.59	\$ 23.04	\$ 23.50	\$ 23.97	\$ 24.45	\$ 24.94	\$ 25.44
8	\$ 20.95	\$ 21.37	\$ 21.80	\$ 22.23	\$ 22.68	\$ 23.13	\$ 23.59	\$ 24.07	\$ 24.55	\$ 25.04
7	\$ 17.36	\$ 17.71	\$ 18.06	\$ 18.42	\$ 18.79	\$ 19.17	\$ 19.55	\$ 19.94	\$ 20.34	\$ 20.75
6	\$ 16.81	\$ 17.15	\$ 17.49	\$ 17.84	\$ 18.20	\$ 18.56	\$ 18.93	\$ 19.31	\$ 19.70	\$ 20.09
5	\$ 16.54	\$ 16.87	\$ 17.21	\$ 17.55	\$ 17.90	\$ 18.26	\$ 18.63	\$ 19.00	\$ 19.38	\$ 19.77
4	\$ 16.40	\$ 16.73	\$ 17.06	\$ 17.41	\$ 17.75	\$ 18.11	\$ 18.47	\$ 18.84	\$ 19.22	\$ 19.60
3	\$ 15.26	\$ 15.56	\$ 15.87	\$ 16.19	\$ 16.51	\$ 16.84	\$ 17.18	\$ 17.52	\$ 17.87	\$ 18.23
2	\$ 14.56	\$ 14.85	\$ 15.15	\$ 15.45	\$ 15.76	\$ 16.07	\$ 16.39	\$ 16.72	\$ 17.06	\$ 17.40
1	MINIMUM WAGE									

FY16										
GRADE	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10
9	\$ 21.87	\$ 22.31	\$ 22.76	\$ 23.21	\$ 23.68	\$ 24.15	\$ 24.63	\$ 25.13	\$ 25.63	\$ 26.14
8	\$ 21.53	\$ 21.96	\$ 22.40	\$ 22.85	\$ 23.30	\$ 23.77	\$ 24.24	\$ 24.73	\$ 25.22	\$ 25.73
7	\$ 17.84	\$ 18.20	\$ 18.56	\$ 18.93	\$ 19.31	\$ 19.70	\$ 20.09	\$ 20.49	\$ 20.90	\$ 21.32
6	\$ 17.28	\$ 17.62	\$ 17.97	\$ 18.33	\$ 18.70	\$ 19.07	\$ 19.46	\$ 19.84	\$ 20.24	\$ 20.65
5	\$ 16.99	\$ 17.33	\$ 17.68	\$ 18.03	\$ 18.40	\$ 18.76	\$ 19.14	\$ 19.52	\$ 19.91	\$ 20.31
4	\$ 16.85	\$ 17.19	\$ 17.53	\$ 17.88	\$ 18.24	\$ 18.61	\$ 18.98	\$ 19.36	\$ 19.75	\$ 20.14
3	\$ 15.68	\$ 15.99	\$ 16.31	\$ 16.63	\$ 16.97	\$ 17.31	\$ 17.65	\$ 18.01	\$ 18.37	\$ 18.73
2	\$ 14.96	\$ 15.26	\$ 15.56	\$ 15.87	\$ 16.19	\$ 16.51	\$ 16.85	\$ 17.18	\$ 17.53	\$ 17.88
1	MINIMUM WAGE									

Use of Unallocated Free Cash

Free Cash Certified 7/1/14: \$2,177,198.00

Warrant Articles 1/26/15 STM

Article 29 - Veterans Benefits	\$13,000.00
Article 30 - Town Administrator Salary	\$10,000.00
Article 31 - Unpaid Bills	\$4,677.49
Article 32 - Police Insured on Duty	\$1,586.48
Article 34 - Air Conditioning/Electrical Senior Center	\$6,000.00
Article 35 - Feasibility Study 8 Brookfield Road	\$14,000.00
Article 36 - Funding for Police Contract	\$47,513.00
Article 37 - Pay Adjustment - Lieutenant's	\$10,644.00
Article 40 - Recreation Field Design	\$18,000.00
Article 41 - Insurance Expenses	\$10,000.00
Article 42 - Computer Software Fire Department	\$7,000.00

Total 1/26/15 STM \$142,420.97

Free Cash Balance after 1/26/15 STM: \$2,034,777.03

Proposed Warrant Articles 6/1/15 ATM

Article 17 - Capital Improvement Plan	\$390,619.00
Article 23 - Tax Rate Relief	\$250,000.00
Article 27 - Roof Renovations	\$339,120.00
Article 29 - Acceptance of MGL Ch 41 Sec 19K	\$1,000.00

Total Proposed ATM \$980,739.00

Free Cash Balance after 6/1/15 ATM: \$1,054,038.03

Proposed Warrant Articles 6/1/15 STM

Article 46 - Snow & Ice Removal Costs	\$40,000.00
Article 47 - Engineering Drainage PSC	\$10,300.00
Article 48 - Town Council Purchase of Services	\$10,000.00
Article 49 - Grant Shortfalls - Disallowed Costs	\$1,369.88
Article 51 - Boiler Replacement Senior Center	\$35,000.00

Total Proposed STM \$96,669.88

Free Cash Balance after 6/1/15 STM: \$957,368.15

Budget Analysis of Revenue versus Expenditures

Revenues:

FY15 Levy Limit	\$20,713,056.00	
2.50%	\$517,826.40	
New Growth	\$140,000.00	<i>Estimated</i>
Debt Exclusion		
Tantasqua	\$52,296.00	
Town Hall / COB	\$268,493.00	
Burgess Elementary	\$1,272,427.00	
Total Prop 2 ½ Levy Limit:	\$22,964,098.40	
Local Receipts	\$3,370,000.00	<i>Estimated</i>
State Receipts	\$4,400,303.00	<i>Est. House Ways & Means FY16 budget</i>
Total Revenues:	\$30,734,401.40	

Expenses:

FINCOM Budget	\$29,317,908.00	<i>Proposed</i>
Cherry Sheet Offsets	\$142,907.00	<i>Estimated</i>
Snow/Ice Deficit	\$152,969.00	<i>Estimated</i>
Overlay	\$200,000.00	<i>Estimated</i>
Overlay Deficit	\$5,000.00	<i>Estimated</i>
Warrant Articles	\$150,000.00	<i>Articles 20 + 22</i>
Total Expenses:	\$29,968,784.00	
Excess Levy Capacity:	\$765,617.40	
Use of Free Cash to Offset Tax Rate	\$250,000.00	
Total Excess Levy Capacity:	\$1,015,617.40	

FORMULA FOR CALCULATING THE TAX RATE

GENERAL FUND EXPENDITURES	\$	29,317,908
ADDITIONAL EXPENSES TO BE RAISED	\$	500,876
RAISE AND APPROPRIATE ARTICLES	\$	150,000
TOTAL EXPENDITURES (as recommended by the Finance Committee)	\$	29,968,784
STATE AID	\$	4,400,303
LOCAL REVENUES	\$	3,370,000
FREE CASH/STABILIZATION FUND USED TO OFFSET TAX RATE	\$	250,000
TOTAL REVENUES AVAILABLE	\$	8,020,303
NET AMOUNT TO BE RAISED BY TAXATION	\$	21,948,481
PROJECTED ASSESSED VALUATION*	\$	1,118,077,677
ESTIMATED PROPOSITION 2 1/2 LEVY LIMIT	\$	22,964,098
EXCESS LEVY CAPACITY	\$	1,015,617
PROJECTED TAX RATE	\$	19.63
% TAX RATE INCREASE		2.24%

For a residential property assessed at \$300,000, the FY16 property tax bill is estimated to be	\$	5,889
For a residential property assessed at \$300,000, the FY15 property tax bill is	\$	5,772

* Note: Projected tax rate is based on an estimated assessed valuation. Final figures are subject to change based on actual certified values by the Department of Revenue.