



Office of the
BOARD OF SELECTMEN
272 Main Street
Townsend, Massachusetts 01469

Sue Lisio, *Chairman*

Robert Plamondon, *Vice-Chairman*

Colin McNabb, *Clerk*

Andrew J. Sheehan,
Town Administrator

Office (978) 597-1700
Fax (978) 597-1719

SELECTMEN'S MEETING AGENDA
MARCH 18, 2014, 6:30 P.M.
SELECTMEN'S MEETING CHAMBERS

6:30 EXECUTIVE SESSION

Executive session under G. L. c. 30A, s. 21(a)(3) to discuss strategy with respect to collective bargaining or litigation.

7:00 PRELIMINARIES

- 1.1 Call the meeting to order and roll call
- 1.2 Announce that the meeting is being tape recorded
- 1.3 Chairman's Additions or Deletions:
- 1.4 Review and approve Meeting Minutes: February 25, 2014 and March 11, 2014. Votes may be taken.

II APPOINTMENTS AND HEARINGS

- 2.1 Sue Funaiole, Town Clerk, to announce the #1 Dog License winner.
- 2.2 Fire-EMS Chief Don Klein to discuss management and operation of the Fire-EMS Department during the transition after he retires, including appointment of an acting Chief. Votes may be taken.
- 2.3 Recreation Commission, to discuss their request for funding from the general fund budget. Votes may be taken.
- 2.4 Capital Planning Committee, to review and discuss FY15 capital plan. Votes may be taken.
- 2.5 Board of Health, to discuss additional funding to support expansion of the curbside collection program to include weekly recycling. Votes may be taken.

III MEETING BUSINESS

- 3.1 Review and sign Annual Election Warrant. Votes may be taken.
- 3.2 Review and sign acceptance of deed for Witmer parcel at 355 Main Street. Votes may be taken.
- 3.3 Review and sign 1 year curbside collection contract with G. W. Shaw & Son. Votes may be taken.
- 3.4 Review and sign collective bargaining agreement with Highway/Water Union. Votes may be taken.
- 3.5 Review and approve one day special liquor license for Terri Roy, Townsend VFW Post 6538, for a Jack & Jill Shower on April 5, 2014 from 7-11PM. Votes may be taken.
- 3.6 Review and approve one day special liquor license for Terri Roy, Townsend VFW Post 6538, for a Wedding Reception on May 17, 2014 from 6-10PM. Votes may be taken.
- 3.7 Review request from the Cemetery & Parks Commission for a letter of support to apply for a grant to restore the Bernie Blood Monument. Votes may be taken.

- 3.8 Review request from the Dartmouth Board of Selectmen to send a letter of support to the Legislature to expand the small business tax exemption. Votes may be taken.
- 3.9 Review and discuss FY15 operating budget. Votes may be taken.
- 3.10 Review and discuss Annual Town Meeting. Votes may be taken.

IV APPOINTMENTS OF PERSONNEL/OFFICIALS

- 4.1 Approve the following reappointments to Town Properties Committee for terms from March 1, 2014 to February 28, 2015. Votes may be taken.
 - Karen Chapman
 - Karen Coughlin
 - Laura Shifrin
 - Kevin Smith
 - Alice Struthers
 - Andrea Wood
- 4.2 Reappoint Joseph Mazzola as Veterans' Services Officer for a term from April 1, 2014 to March 31, 2015. Votes may be taken.
- 4.3 Review request from the Conservation Commission to appoint John Hussey to the Conservation Commission for a term from March 18, 2014 to June 30, 2016. Votes may be taken.

V WORK SESSION

- 5.1 Board of Selectmen updates and reports. Votes may be taken.
- 5.2 Town Administrator updates and reports. Votes may be taken.
- 5.3 Review and sign payroll and bills payable warrants. Votes may be taken.



Office of the
BOARD OF SELECTMEN
272 Main Street
Townsend, Massachusetts 01469

1.4

Sue Lisio, *Chairman*

Robert Plamondon, *Vice-Chairman*

Colin McNabb, *Clerk*

Andrew J. Sheehan,

Town Administrator

Office (978) 597-1700

Fax (978) 597-1719

SELECTMEN'S MEETING MINUTES
FEBRUARY 25, 2014, 7:00 P.M.
SELECTMEN'S MEETING CHAMBERS

I PRELIMINARIES

- 1.1 At 7:00PM the chairman called the meeting to order. Present were Sue Lisio, chairman, and Colin McNabb, clerk.
- 1.2 The chairman announces that the meeting is being tape recorded
- 1.3 Chairman's Additions or Deletions: Add 3.8; delete 3.5
- 1.4 Review and approve Meeting Minutes: February 11, 2014. CM moved to approve the minutes of February 11, 2014. SL seconded. Unanimous.

II APPOINTMENTS AND HEARINGS

- 2.1 Sue Funaiole, Town Clerk, to announce the winner of the #1 Dog Tag. Sue Funaiole announced that she has been unable to contact the #1 dog tag winner and asked that the item be put off to another night. She said beginning next week there will be a \$10 penalty for not registering dogs.

III MEETING BUSINESS

- 3.1 Review and approve request of Unutil to cross, alter, or construct within a public way for installation of a gas service at 110 Warren Road. CM moved to approve the request. SL seconded. Unanimous.
- 3.2 Review and approve Chapter 90 reimbursement request in the amount of \$280,563.30 for drainage improvements, reclamation, and paving. CM moved to sign the c. 90 request. SL seconded. Unanimous.
- 3.3 Review recommendation of Fire-EMS Chief Don Klein to award a Public Emergency Fire Alarm Reporting System contract. Chief Don Klein recommended awarding the contract to Mammoth Fire Alarm of Lowell. The price proposal came in at \$53,509.60 which was much lower than expected. He plans to use the unallocated funds to replace the call boxes. CM moved to award the contract to Mammoth Fire Alarm of Lowell in the amount of \$53,509.60. SL seconded. Unanimous.
- 2.2 Joan Landers, Superintendent, North Middlesex Regional School District, to discuss the FY15 operating budget and the High School Building Project. Superintendent Landers and Building Committee chairman Rob Templeton were present to discuss the High School building project and the FY15 operating budget.
High School Building Project: Supt. Landers and Rob Templeton presented an overview of the project. She said the proposed new high school will be more efficient, provide adequate parking, be more conducive to teacher/staff collaboration, provide a better education environment, and provide community space. The total project is \$89M. The Mass. School

Building Authority (MSBA) is providing a \$40M grant and the towns will be responsible for the remainder. She announced upcoming tours and information sessions. CM moved to support the project. SL seconded. Unanimous.

FY15 Operating Budget: Supt. Landers said the budget certified by the District School Committee is a 2% increase and raises Townsend's assessment by \$406,206 over FY14. She said they are exploring moving the special education program in house which would save on tuition and transportation. Other areas are being explored for savings. She is hopeful that a lower budget and lower assessment can be voted prior to the Town Meetings. SL asked Mr. Sheehan to draft a letter to Rep. Harrington and Sen. Flanagan outlining the specific budget challenges facing Townsend and asking for assistance in local and school aid.

- 3.4 2014 opening of the Devens Household Hazardous Productions Collection Center. Mr. Sheehan announced that the Devens Household Hazardous Products Collection Center will open for the season on March 5 and 8. It will be open twice per month until December, a total of 20 days.
- 3.5 Review and approve curbside solid waste contract extension. The item was removed from the agenda.
- 3.6 Reminder and discussion of Special Town Meeting on March 11, 2014 at 7:00PM. Mr. Sheehan reminded everyone of the upcoming Special Town Meeting scheduled for March 11, 2014.
- 3.7 Announce Alzheimer's Association's 18th annual Ride to End Alzheimer's (formerly the Memory Ride) to be held on Saturday, July 12, 2014. Mr. Sheehan announced that the Alzheimer's Ride will be coming through Townsend and area towns on July 12, 2014.
- 3.8 Vote to authorize an additional \$50,000 in deficit spending for winter operations. Mr. Sheehan reported that additional snow and ice deficit spending authority is necessary. CM moved to approve an additional \$50,000 snow and ice deficit spending authorization. SL seconded. Unanimous.

IV APPOINTMENTS OF PERSONNEL/OFFICIALS

- 4.1 Review request from Shirley Coit to appoint Francis Levi and William F. Miller to Townsend Emergency Management Agency (TEMA) for terms from February 25, 2014 to June 30, 2016. CM moved to appoint Francis Levi and William F. Miller to Townsend Emergency Management Agency (TEMA) for terms from February 25, 2014 to June 30, 2016. SL seconded. Unanimous.

V WORK SESSION

- 5.1 Board of Selectmen updates and reports. None
- 5.2 Town Administrator updates and reports. Mr. Sheehan reminded the public that there are numerous openings on committees. Information is available on the Town website.
- 5.3 Review and sign payroll and bills payable warrants. CM moved to sign warrants. SL seconded. Unanimous.

- 8:08 CM moved to adjourn the meeting. SL seconded. Unanimous.



Office of the
BOARD OF SELECTMEN
272 Main Street
Townsend, Massachusetts 01469

Sue Lisio, *Chairman*

Robert Plamondon, *Vice-Chairman*

Colin McNabb, *Clerk*

Andrew J. Sheehan,
Town Administrator

Office (978) 597-1700
Fax (978) 597-1719

SELECTMEN'S MEETING MINUTES
MARCH 11, 2014, 6:00 P.M.
SELECTMEN'S MEETING CHAMBERS

I PRELIMINARIES

- 1.1 The Chairman called the meeting to order at 6:00PM and roll call showed Sue Lisio, Chairman (SL), and Colin McNabb, Clerk (CM) present.
- 1.2 Chairman's Additions or Deletions: The Chairman added 3.7 - Review and approve snow and ice deficit spending authorization in the amount of \$25,000, and deleted 3.3 – Sign Highway/Water union contract and 3.5 – Distribute the FY15 operating budget from the Town Administrator.

II APPOINTMENTS AND HEARINGS

- 2.1 Fire-EMS Chief Screening Committee to discuss the search for a new Chief: As Chair of the Committee, Deputy Police Chief David Profit informed the Board that there were 24 applicants of which eight (8) were interviewed and three (3) have been chosen as finalists to be interviewed by the Board of Selectmen. They are:
- Mark Boynton – Chief, Amherst, NH
Gregory Gagnon – Captain, Dracut, MA
Timothy Johnston – Captain, Ayer, MA

After discussion it was decided that the Board will review some sample questions from the committee and the candidate's applications before they come before the Board.

III MEETING BUSINESS

- 3.1 Review and approve Chapter 90 reimbursement request in the amount of \$40,935.04 for crack sealing on Warren Road, Turner Road, Haynes Road, Lunenburg Road, and Dudley Road: Mr. Sheehan reminded the Board that this work was completed last year. CM moved to approve. SL seconded. Unanimous.
- 3.2 Review and approve Chapter 90 reimbursement request in the amount of \$3,187.00 for Route 13 survey: CM moved to approve. SL seconded. Unanimous.
- 3.4 Distribute the FY15 capital plan from the Capital Planning Committee: The Board agreed to add this to the agenda for the next meeting and invite the Capital Planning Committee to attend.
- 3.6 Discuss Special Town Meeting warrant articles and motions: Mr. Sheehan said the motions will be read by members of the School Building Committee. The motion for Article 1 includes an additional sentence stating approval is contingent on a proposition 2 ½ debt exclusion vote: "The amount of borrowing authorized by the District for the Project shall be executed between the District and the MSBA. The approval of the District's borrowing by this vote shall be subject to and contingent upon an affirmative vote of the Town to exempt its allowable share of the amounts required for the payment of interest and principal on said borrowing from the limitations on taxes imposed by M.G.L. 59, Section 21C (Proposition 2 ½).

3.7 Review and approve snow and ice deficit spending authorization in the amount of \$25,000; CM moved to approve. SL seconded. Unanimous.

IV APPOINTMENTS OF PERSONNEL/OFFICIALS

None

V WORK SESSION

5.1 Board of Selectmen updates and reports: SL noted that last night Pepperell passed the high school building project. CM congratulated the North Middlesex High School hockey team for their division championship.

5.2 Town Administrator updates and reports: Mr. Sheehan updated the Board on the replacement of a faulty gas meter for the Town Hall. Unitil replaced an old one in 2009 and an audit by Unitil this year showed that the replacement unit was faulty and we were only being billed for 10% of our usage since then. Unitil has agreed to absorb the approximately \$48,000 difference, but our energy budget will need to increase to cover the usage.

5.3 Review and sign payroll and bills payable warrants: CM moved to sign warrants in session. SL seconded. Unanimous.

At 6:30PM CM moved to adjourn to Special Town Meeting beginning at 7:00PM. SL seconded. Unanimous.



TOWNSEND FIRE-EMS DEPARTMENT

Proudly serving the citizens of Townsend since 1875

PO Box 530 – 13 Elm St.
Townsend, MA 01469

2.2

Donald Klein
Chief of Department

Headquarters: 978-597-8150

Fax: 978-597-2711

Date: March 18, 2014

To: Andrew Sheehan, Town Administrator and Board of Selectmen

Subject: Fire-EMS Department Status Report

Ladies and Gentlemen,

With my pending retirement at the end of the month, I thought it would be appropriate to recap some of my accomplishments over the last seven years. When I became chief of the department in March of 2007, the department had gone through 5 chief between 2003 and 2007. There had been a number of very public controversies that had a very negative effect on the citizens and department members. We had seen a number of firefighters and officers leave and not be replaced. Some of the apparatus, equipment and buildings were in serious need of repair, upgrade or replacement. A plan had been presented to merge the fire and ems departments into one organization, but no details had been put to paper on how this would be accomplished. These are just some of the problems I faced as I moved into the position of chief.

MERGER:

With a July 1st, 2007 date set for the merger, I held meeting with both departments to get their concerns and feedback on the pending merger. It was agreed that we would not make major changes to either department until after the merger was completed. I informed both departments that my first step would be to install a command structure that incorporated both departments and created a captain of EMS and two EMS lieutenant's positions. This along with some other minor changes made both departments feel a little better, especially the EMS department who were afraid this was a takeover of the Ambulance by the fire department. As with any merger, there have been some bumps in the road, but we have managed to work through most problems.

RULES & REGULATIONS:

While on the surface this may seem to be a very easy process, nothing could have been farther from the truth. Again each department did not want to lose their identity in this process, so in order to insure that I had buy in from the membership I formed a committee to review the rules and regulations from both department. The first task was to look for common areas that could be agreed to quickly. Than we looked at items that pertain either fire or EMS, and then finally those items that needed to be reworked to fit both organizations.

Once we completed these we started to address areas that needed to be added. Once the committee completed their work it was presented to the department for comment and approval. After this long process we had a document that everyone could support and that incorporated the Towns personnel policies and procedures. The biggest challenge throughout this whole process was when we addressed the department uniform, to be more specific, the shoulder patch. It took several weeks and both sides had to give a little in order to come up with one that would suit both sides. While there is very little difference in the new patch verses the old one, the change that was incorporated, shows our commitment to provide the best possible service in all aspects of what we do.

SOG's & SOP's:

Deputy Chief Roy took on the responsibility of merging and updating these documents with the help of key individuals in the organization helping throughout the process. It took a year and half to review and merge the two sets of policies into one policy going forward. As part of the process, they identified areas where we had gaps in our policies and procedures, and these were addressed as we went along. This is a living document and is constantly being updated or expanded as the need arises.

APPARATUS:

When I first took over as chief, our fleet of vehicles was in serious need of a major overhaul or replacement. Engine 1 was an older truck we had purchased from Fitchburg to replace a 1985 Mack that was no longer safe to operate. A new engine was on order but had not yet been delivered. Engine 2 and 3 both need to have their pumps rebuilt after both failed their pump test by a wide margin. Rescue 1 the frame and air brake system had rusted through and was deemed unsafe to operate. The ladder truck had serious rusting issues in the compartments and steps, and the front end needed to be refurbished in order to keep the truck in service. Our two forestry trucks were in need of replacement or refurbishment and some of our day vehicles needed to be refurbished.

The first thing I did was to take our rescue truck out of service, I then borrowed a truck from the Town of Groton, which they had taken out of service, to use in its place. I then went before the finance committee to request money in order to make repairs to the ladder truck; in order to keep it in service until we could secure funding to purchase a new one. I also request money to have the pumps on engine 2 and 3 rebuilt. We used grant money to refurbish forestry 1 and I secure two large surplus army vehicles to construct one new off-road brush unit to replace forestry 2 and another to build a much needed off-road tanker. Using grant money we were able to build both off-road vehicles over the course of three years.

I also installed a yearly maintenance program for all vehicles and small engine equipment. I established a mid-life refurbishment program for all of the larger vehicles and instituted a replacement program that if followed would elevate the need for replacing multiple vehicles in a very short period of time.

BUILDINGS:

A plan had been developed in 1996 to replace or refurbish all three of the 1875 built fire stations. A phase in approach had been agreed to and funding for the first phase of the project was approved by the community. Unfortunately it took another 8 years to get the building constructed. The new sub-station in the harbor opened in July of 2004 and shortly thereafter work began on plans to replace the center station. Unfortunately a number of factors came about that did not allow this to move forward at that time. Shortly after I took over as chief in 2007 I asked the Board of Selectmen to establish a committee to at least start the next step in the process, which is to do a need's analysis to revivify the finding of the previous committee were still valid and to analyze and prioritize what should be include in a new central station. The committee was made-up of members of the fire department, town boards, and a citizen at large. These finding were presented to the Board of Selectmen in 2010. As the towns budget became increasingly tighter and tighter and the ever increasing needs of the department, it became very clear that building two new stations was not going to be financially possible. In 2012 a building committee was formed and money allocated by the town to undertake a feasibility study, with the sole purpose of building new central headquarters that were incorporate all of the remaining older building into one. We faced many obstacles in getting this before the voter, but this may happen at the annual Town meeting in May 2014.

In the meantime we have been fortunate that the town has received a number of grants to upgrade the lighting in a number of the fire department buildings. They have also replaced the furnace at the West Townsend fire station and one of the three furnaces at the 13 Elm Street facility; this has gone a long way to help with our energy cost. We also installed ceiling fans in the harbor station bays to push the heat back down into the main part of the bays; which has helped reduce some of our heating cost. We continue to make repairs were necessary and to upgrade items in buildings, if they can save us operating cost.

Replacing the older facilities with a more modern and energy efficient building had been one of my priorities; unfortunately I was not able to accomplish this in my tenure here.

EQUIPMENT:

Protective Clothing:

The Fire Department along with support from the Finance Committee had built the cost of replacing 4 – 5 full sets of turnout gear into the department budget on yearly bases; to try and lessen the impact of purchasing 40 sets of turnout gear every 8 – 10 years. Over the course of the last 8 years the money for this has had to been cut from the budget in order to level fund our budget. We were fortunate that we were awarded a grant for \$87,000 to purchase 33 sets, while this help greatly, it did not cover all of what we needed and we have struggled to replace other sets over the past year.

Air Packs & Spare Bottles:

Back in 2003, money was added to the fire department's budget to start the process of replacing our air packs and spare air bottles, a few each year. In the preceding years this money had to be cut from the budget, again because of cutbacks. We recently found

ourselves in trouble in terms of spare air bottles and air packs that were no longer able to be certified. Most of the older bottles had to be taken out of service because they had reached the end of their life expectancy and were no longer certified for use as a portable air supply. Our current air packs, most of which we purchased in early 2003, had hit their end of life expectancy in 2013. These items are very expensive, \$900 for each spare air bottle and \$4300 for each pack. The town gave us money to purchase 20 spare bottles in 2012 while we waited to see if FEMA would award us a grant for 25 new packs and bottles. We did receive the award of \$150,000 in June of 2013 and are now just starting to see this equipment come in. We have another 5 packs that will reach their end of service life in 2015 and will need to be replaced.

Radios:

We had hoped to be awarded a grant to update our radios to meet the new narrow banding requirements put forth by the FCC. This did not happen, and both the police department and Fire-EMS put in a request for capital money to make this possible. The Capital Committee supported the request, but not for the full amount needed. We have spent the last two years purchasing and installing this equipment. Most of this project is complete, but there are still issues that need to be addressed and the new communication supervisor is currently working these issues. We still need to upgrade our antenna tower and upgrade the Fire Department's second radio frequency to meet narrow banding, money for this has been added to our 5 year capital plan for this purpose

Other Equipment:

Other miscellaneous equipment needs have been addressed as needed, by setting priorities and waiting to the end of the fiscal year to purchase these items. Unfortunately we are not always able to purchase what we need when we need it due to budget constraints.

PEOPLE:

At the end of February our staffing levels stood at 73 people. This breaks out as follows: 24 Paramedic's, 6 Firefighter/Paramedic's, 6 on-call EMT's, 13 on-call or fulltime firefighter/EMT's and 23 on-call firefighters. I currently have 10 individuals on leave of absence for various reasons. We have 2 on military leave, 3 on extended medical, and 5 on personal leaves. We also have 3 other individuals who did not request a leave of absence, but have not participated in any trainings, or responded to any fire calls in more than a year.

We will be adding 4 – 5 new call firefighters this year. In my seven years as chief of the department, over half of the department members are new. We have added 21 new firefighters or firefighter/EMT's and 12 paramedic's or EMT's. I expect another 10 – 12 of our older members will be retiring or leaving the department in the next five years.

It is becoming increasingly more expensive every year to hire new personnel. The costs of physicals now are just under \$500 each, plus \$55 per shot for the Hepatitis-B shot. This requires three shots over several months. Equipment such as portable radios, pagers, protective clothing and training can add another \$3,000 to \$4,000 to the cost of hiring personnel. With funding levels continuing to be decreased or be level funded, it is getting increasingly harder to bring new personnel on when personnel leave.

GRANTS:

The Fire-EMS Department has been very fortunate to have received several Federal, State and Local grants totaling more than \$301,561 for equipment. There have also been several direct equipment grants from the MEMA & FEMA totaling another \$86,000. These have been a tremendous help in purchasing equipment or running programs that we would not otherwise have been able to support.

We need to continue to take advantage of any and all grants that we can, but this does not mean we can under fund our operating or capital budget in the hopes of getting these grants. The grants are becoming more and more competitive, at the same time the funding amounts are decreasing. Failure to adequately fund our budgets over a long period of time can have a very negative effect on our infrastructure and home values.

I wish the Townsend Fire Department, Board of Selectmen and citizens of Townsend all of the best for the future, and I hope everyone will show the same support to the new chief, whomever he maybe, as you have shown me.

Best Regards,

Don Klein

Donald Klein, Chief
Townsend Fire-EMS Department



Office of the
BOARD OF SELECTMEN
272 Main Street
Townsend, Massachusetts 01469

Sue Lisio, *Chairman*

Robert Plamondon, *Vice-Chairman*


Colin McNabb, *Clerk*

Andrew J. Sheehan,
Town Administrator

Office (978) 597-1701
Fax (978) 597-1719

MEMORANDUM

TO: Board of Selectmen

FROM: Fire-EMS Chief Screening Committee 

DATE: March 10, 2014

SUBJ.: Fire-EMS Chief Recommendation

The Town received twenty-four (24) applications for Fire-EMS Chief. The Fire-EMS Chief Screening Committee reviewed the applications. Nine (9) candidates were selected for interviews. During the course of the interview process one candidate withdrew.

The Committee hereby forwards the following candidates for consideration by the Board of Selectmen. The names are listed alphabetically:

- Mark Boynton
- Gregory Gagnon
- Timothy Johnston

The Committee members thank you for the opportunity to participate in this process. We remain willing to assist in any way as the Board makes its final choice.

Mark R. Boynton – 27 Pinewood Drive, Amherst NH 03031

Home 603-554-1755

Mobile 603-801-8097

RECEIVED

December 18, 2013

Administrator Andrew Sheehan;

DEC 20 2013

I am writing in regards to your search for a Fire-EMS Chief for the Town of Townsend. Please accept my cover letter and resume for your consideration.

SELECTMEN'S OFFICE

Currently, I hold the position of Fire Chief for the Town of Amherst, NH, a community similar in size and demographics to Townsend. During my tenure here, the department has become the first in the country to utilize PublicEye, an iPad/Android phone and tablet software application, in the field to enhance emergency response. To date, the use of this application has been at no cost to the taxpayer. This was accomplished by agreeing to put my technical background to work BETA testing the product in exchange for free software and licensing. I have applied this same kind of outside-of-the-box thinking to achieve funding for other initiatives with the goal of minimizing or eliminating the burden on the taxpayers.

Before assuming the position here in Amherst, I spent more than 20 years in the fire department for the City of Keene, NH, where I started as a firefighter at the age of twenty and departed at the rank of Deputy Fire Chief. While in Keene, I obtained grant funding and lead the first hazardous materials team in the state of NH. We were the first in the state to have a swift water rescue team to address the hazard in the community. I was instrumental in the city becoming the first in the country to utilize Firehouse electronic patient care reporting in the field using mobile data terminals. I also founded and directed of a week-long kids Safety Camp created in 2008 believed to be the only safety camp in New England. This camp was self-funded and formed by working with a number of non-profit organizations that shared mutual concern for kid's safety and welfare.

My entire career has involved working with paid-on-call, volunteer, and full-time firefighters. My experience includes managing fire-based EMS, ambulance transport services, and paramedic advanced life support intercept services to surrounding towns.

As a 2008 graduate of the National Fire Academy Executive Fire Officer program, I come to you with extensive experience developing master plans and strategic initiatives using creative problem solving techniques to enhance emergency services. I have successfully obtained approximately five million dollars in grant funding and managed large scale projects such as purchasing apparatus, fire station specification, and communication infrastructure. Recently, I obtained a NH Homeland Security Grant and American Firefighter Grant (AFG) totaling over \$250,000 to build a regional communication system to serve four communities including Amherst.

I am well-known in the fire service community and an active instructor with over 20 years' experience teaching for NH Fire Academy. I have a track record as a progressive fire service leader that is on the leading edge of technology, education, and improvements in the fire service. These rich and varied experiences have molded me into a well-rounded Fire Chief and make me a good fit for Townsend position.

Mark R. Boynton – 27 Pinewood Drive, Amherst NH 03031

Home 603-554-1755

Mobile 603-801-8097

In the attached resume I believe you will find that I meet, or exceed, all of your desired qualifications. I look forward to the opportunity to interview for the position.

Respectfully,

Mark R. Boynton

Mark R. Boynton

27 Pinewood Drive, Amherst New Hampshire 03031
(603) 554-1755 *boyntonm@comcast.net*

Objective

- Advancement to a position that would challenge my personal and professional aspirations.

Qualifications

- More than twenty five years' experience in the emergency services with more than twelve in a Leadership/Management position, National Fire Academy Executive Fire Officer, degree in Occupational Safety with numerous professional certifications.

Employment

- Amherst Fire Dept. - July 2010 to present Fire Chief / Emergency
177 Amherst St. - Emergency Management Director
Amherst NH 03031
- Keene Fire Dept - August 2006 to 2010 Deputy Chief of Administration
32 Vernon St. - Sept 2004 to Aug 2006 - Deputy Chief of Operations
Keene NH 03431 - Sept 1999 to Sept 2004 - Captain Training Bureau
- April 1996 to Sept 1999 - Lieutenant/EMT-I
- June 1995 to July 1996 - 2nd Lieutenant/EMT-I
- August of 1989 to June 1995 - Firefighter/EMT-I
- Keene State College - September 2000 to May 2007
229 Main St. - Adjunct Professor for Fire Science
Keene, NH 03431
- Al Melanson Co. Inc. - 1994 to September 1999, Safety Director
353 West St. - 1987 to 1989 Sheet metal Fabricator/Welder
Keene, NH 03431
- NH Fire Standards & - 2002 to present - Senior Staff Instructor
Training - 1994 to 2002 - 1st Class Staff Instructor
10 Hazen Dr. - 1993 to present - HAMAT Specialty Inst.
Concord, NH. 03301

Experience

- Currently hold the position of Fire Chief and Emergency Management Director. Primary responsibilities are to lead and manage all aspects of emergency response and emergency management. Work directly with Police, State Fire Marshal and outside agencies to maintain a cooperative relationship within the town and neighboring communities. Maintain a well-coordinated emergency management plan and strategy. Maintain all department budgets and manage revenue accounts. Day to day activities include; managing and leading emergency response, fire prevention, training and EMS. Duties include but are not limited to: data analysis, emergency response, risk management, infrastructure maintenance, policy/guideline development and implementation. Position requires thinking at a systems-level in order to analyze and act on behalf of the department's long-term goals.

(Experience continued)

- Safety Director Al Melanson Co. Inc. for five years. Responsible for all aspects of safety including, but not limited to: OSHA & DOL Compliance, risk management, claims management, purchasing, budgeting, training, safety inspections, and strategic planning.
- Hazardous Materials Coordinator City of Keene Fire Department for five years Responsible for development, training and implementation of the states first Hazardous Materials Response Team.
- Labor Contract negotiator for Professional Fire Fighters of Keene IAFF Local 3265 for three years.
- NH Fire Standards & Training Senior Staff Instructor for the last 20 years - Experience in instructing and coordinating all subjects included in Firefighter, Hazardous Material, Terrorism, Incident Command System and National Incident Management training levels.
- Walpole Volunteer Fire Department - Walpole, New Hampshire 03608
 - Captain 1990 to 1991
 - Lieutenant 1988 to 1990
 - Firefighter 1987 to 1988

Education

- Keene State College, Keene, New Hampshire
Associate of Science in Occupational Safety, 1995 Graduate
- National Fire Academy, Emmitsburg, Maryland
Executive Fire Officer Program (EFOP) Master's Level Program 2008 Graduate.
- Education Received at the National Fire Academy - Emmitsburg, Maryland
 - Fire/Arson Origin and Cause – October 2009
 - Executive Leadership – EFOP 4th year class – April 2008
 - Executive Analysis of Fire Service Operations in Emergency Management – EFOP 3rd year class - July 2007
 - Leading Community Risk Reduction – EFOP 2nd year class - January 2007
 - Executive Development – EFOP 1st year class – March 2006
 - Command and Control of Fire Service Operations at Natural and Man Made Disasters - August 1998
 - Interpersonal Dynamics in Fire Service Organizations - June 1997
 - Strategic Analysis of Community Risk Reduction - September 1996
 - Fire Service Course Design - January 1995
 - Fire Service Instructional Methodology - October 1993
 - Hazardous Materials Operating Site Practices - November 1992
 - Chemistry of Hazardous Materials - May 1992
 - Fire Command Operations - May 1991

Credentials

- Certified Public Manager – NH Bureau of Education May 2006
- Certified Public Supervisor – NH Bureau of Education December 2005
- Supervisor Academy Three – Primex Risk Management Exchange – April 2003

- Supervisor Academy Two – Primex Risk Management Exchange - November 2002
- Supervisor Academy One – Primex Risk Management Exchange – June 2002

Relevant Fire Service Certifications

- New Hampshire Fire Academy & Pro Board
 - Firefighter Level One
 - Firefighter Level Two
 - Firefighter Level Three
 - Fire Instructor Level Three
 - Hazardous Materials Technician
- New Hampshire Fire Academy – NFPA – Level II Company Officer
- New Hampshire Fire Academy – NFPA- Fire Instructor Level I, II, III
- Nationally Registered Emergency Medical Technician - Intermediate
(Complete list of education and certifications available upon request)

Professional and Civic Affiliations

- Founder of Souhegan Cooperative Communication Network (SCCN)
- Member Souhegan Fire Mutual Aid Association
- Kids Safety Camp Director – Championed a community based coalition to facilitate a summer camp educating 7-8 year old children. Focus of the camp is life saving skills in fire safety, stranger danger, bicycle safety, aquatic safety, health, fitness and first aid.
- Founder Keene Area Fire Chief – Created and coordinated bi-monthly meetings with area Fire Chiefs to maintain cooperative relationships and solve common problems.
- Member of International Association of Fire Chiefs.
- Member International Association of Arson Investigators
- New Hampshire Association of Fire Chiefs
- New Hampshire Fire Officers and Instructors Association.
- Member of National Fire Protection Association.
- Member of National Society of Executive Fire Officers

Mark R. Boynton

27 Pinewood Drive - Amherst, N.H. 03031
(603) 352-8917 boyntonm@comcast.net

References

References		
Donald Deangelis	Peer – Fire Chief Town of Epping Epping, New Hampshire	W (603)-679-5446 M (603)-568-7452
Mark E. Houghton	Peer – Assistant Chief Walpole Fire Department Walpole, New Hampshire	W (603)-756-3372 M (603)-499-3100
Mark Dellnar	Peer – Fire Chief Dennis Fire Department Dennis, Massachusetts	W (508)-398-2242 M (508)-362-5071
Mark Klose	Peer – Deputy Fire Chief Bedford Fire Department Town of Bedford, New Hampshire	W (603)-472-3219 M (603)-396-0270
Sean Gaffney	Subordinate - Firefighter Amherst Fire Department Amherst NH 03031	W (603)-672-5608 M (978)-846-0702

GREGORY G GAGNON

20 Farm Pond Rd. Dracut, MA 01826

Phone: 978-866-5793

Email: aggagnon@comcast.net

RECEIVED

DEC 31 2013

SELECTMEN'S OFFICE

December 31, 2013

Andrew J. Sheehan, Town Administrator
272 Main St.
Townsend, MA 01469

Dear Mr Sheehan,

Enclosed is my resume in response to the need for a Fire Chief within the Townsend Fire Department. I respectfully request to be considered for the position.

I began my career as an on-call Fire Fighter for the Town of Dracut. The on-call department served as a training ground for entry-level Fire Fighters. I received the training and knowledge of fire fighting operations and provided support during such operations. From there, I transitioned to a career Fire Fighter and worked my way through the ranks of Lieutenant then to my current position of Captain. Captain is the shift commander of the department responsible for the daily operations.

While serving in the Coast Guard Reserve, I dealt with all types of environmental and national security situations. This included overseeing contractors for HAZMAT mitigation and remediation of significant fuel spills in Boston Harbor. As a member of an elite security response team, my team and I were responsible for securing safe passage of not only billions of dollars of product but also LNG and fuel oil tankers coming into the harbor. This included utilizing gathered intelligence and acting on that intelligence in regards to foreign nationals.

I am currently enrolled for my Masters Degree in Public Administration and graduated from Rivier University with a Bachelor Degree in Management with a concentration in Accounting. This provides me the knowledge and understanding of the budgetary process and ability to manage personnel and expenses within a budget.

With my educational degrees and experience as a non-commissioned officer of the US Coast Guard and a fire company officer, I have a well-rounded background which is essential to be fire chief. Thank you for giving me the opportunity to apply for the position.

I look forward to your reply. I can be contacted by telephone at 978-866-5793 or by email at the address listed above.

Sincerely,

Gregory G. Gagnon

GREGORY G GAGNON

20 Farm Pond Rd. Dracut, MA 01826

Phone: 978-866-5793

Email: aggagnon@comcast.net

CAREER OBJECTIVE

Obtain challenging position as Fire Chief.

CAREER SUMMARY

Progressive career in the fire service with strong leadership, problem solving and organizational skills as related to emergency management and emergency preparedness.

CERTIFICATIONS AND TRAINING

Massachusetts and National EMT-Basic

AHA CPR Instructor

Emergency Medical Dispatcher

FEMA NIMS/ICS 100, 200, 300, 400, 700, 701, 702, 703, 704, 800

Firefighter I/II by NFPA standard 1001

Officer I by NFPA standard 1021

Instructor I by NFPA standard 1041

Inspector I/II by NFPA standard 1031, MA FPO- Basic

MA Fire Inspector I

Public Educator Training

Numerous hours of fire related continuing education at the Mass Fire Academy and other institutions

Critical Incident Stress Management

Scott Air-Pak Field Level Maintenance

EXPERIENCE

Captain <i>Dracut Fire Department, Dracut, MA</i>	2009-Present
Lieutenant <i>Dracut Fire Department, Dracut, MA</i>	2003-2009
Firefighter <i>Dracut Fire Department, Dracut, MA</i>	1998-2003
Call Firefighter <i>Dracut Fire Department, Dracut, MA</i>	1997-1998
<ul style="list-style-type: none">• Establishes command during fire department operations such as fire, HAZMAT, rescue, and EMS operations• Perform fire inspections and code enforcement as outlined in CMR 527• Provides training and ensure training is comprehensive, correct, complete, and tracked• Maintain and enforce safety guidelines• Performs administrative duties such as scheduling personnel and outlines responsibilities for the day• Interacts with community to establish trust and rapport• Instruct grade school students and members of the community on fire safety	

- Developed and taught classes to professional and call members of the fire department as well as newly hired firefighter/dispatchers
- Received awards for dedication and professionalism
- Researched, surveyed, implemented, and trained personnel on new equipment such as computer software and fire apparatus

Marine Science Technician

2005-2013

United States Coast Guard Reserve, Boston, MA

- Boarding Team Member with Sector Boston Vessel Boarding Security Team
- Conduct harbor patrols and apply intel to protection of critical infrastructure
- Secure and inspect incoming deep draft, commercial and recreational vessels
- Inspect facilities and ensure proper security precautions are in place
- Respond to oil and hazardous materials spills, investigate and determine source
- Monitor, track resources and detail expenditures for spill clean-up – latest HAZMAT cleanup in harbor was for over 10 thousand gallons of diesel fuel

EDUCATION

Masters, Public Administration

2014

Anna Maria College, Paxton, MA

Bachelors, Management

2001

Rivier University, Nashua, NH

Associates, Criminal Justice

1996

Middlesex Community College, Lowell, MA

REFERENCES

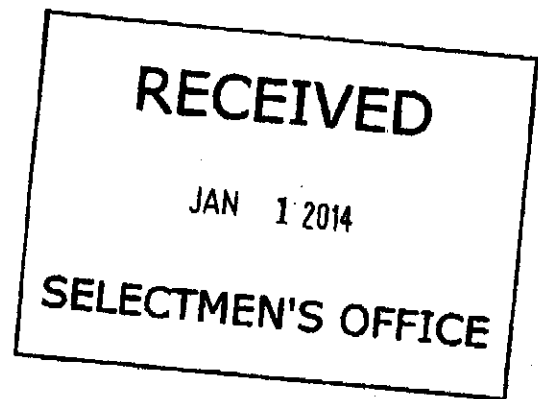
Dave Brouillette
 Fire Chief Town of Dracut, MA
 978-454-2113

James Lovenstein
 Lieutenant, USCG
 603-320-9987

Steve Gregorczyk
 Petty Officer, USCG and MA State Police
 508-450-2601

January 2, 2014

Timothy P. Johnston
6 Wachusett Avenue, West
Ayer, MA 01432



Fire-EMS Chief Search Committee
C/O Andrew J. Sheehan
Town Administrator
272 Main Street
Townsend, MA 01469

Dear Search Committee:

I am submitting my resume in response to your advertisement for the position of Fire-EMS Chief for the Town of Townsend.

In support of your requested qualifications, I am providing the following details of my professional background. I have my Bachelors degree in Fire Science, and 31 years of experience in the fire service. I am currently a Captain on the Ayer Fire Department, serving as shift commander for the past 12 years.

In addition to meeting the qualifications requested, I am a member on the Fire Science Advisory Board at Mount Wachusett Community College. I worked on the support staff at the Massachusetts Fire Academy. Was an active participant in the planning/construction process for the new Ayer Fire Station. Served on the Ayer/Middle School Council, as well as the Ayer/Middle School Accreditation Team.

Most recently, I have applied to the Massachusetts Fire Service Commission to become a Credentialed Massachusetts Fire Chief.

I would appreciate the opportunity to meet with you to discuss how my qualifications for the position may be beneficial to the Town of Townsend. I can be reached at 978-772-5566 or by email at tjoh1964@aol.com.

Thank you for your consideration. I look forward to hearing from you.

Sincerely,

A handwritten signature in black ink, appearing to read "Timothy P. Johnston". The signature is fluid and cursive.

Timothy P. Johnston

Timothy P. Johnston
6 Wachusett Avenue, West
Ayer, MA 01432
(978) 772-5566
TJOH1964@aol.com

Highlights of Qualifications

Captain, Ayer Fire Department
Emergency Medical Technician
Fire Officer II
Fire Inspector II
Firefighter I/II
B.S. Fire Science, Anna Maria College

Work Experience:

Ayer Fire Department, Ayer MA
Captain/E.M.T. (Basic)

July 2001-Present

Ayer Fire Department, located in North Central Massachusetts, serves over 7,200 residents. The fire department is served by 13 full time members and a 25-member call department. The department provides fire and ambulance service, including advanced life support to the Town of Ayer and surrounding communities.

- Shift Commander – direct and supervise two firefighter/E.M.T.'s.
- Assist the Fire Chief with the operation of the department.
- Responsible for maintaining discipline and efficiency of the officers and personnel of the department.
- Conduct fire drills and perform inspections.
- Coordinate fire department training.
- Act as Commanding Officer in the absence of the Chief.
- Assist in the development and dissemination of department policies, rules and regulations, practices and procedures.
- Investigate violations of department policies, rules and regulations, practices and procedures.
- Investigate meritorious acts of service.
- Responsible for public education.
- Supervise equipment and building maintenance.
- Compile data for use in preparation of budgets and reports.
- Assist in department capital planning.
- Member, apparatus purchasing committee.
- Lecturer/Instructor, Student Awareness of Fire Education (SAFE).
- Perform special assignments and other duties as directed.

Lieutenant/E.M.T.

October 1994-July 2001

- Promoted to Lieutenant October 1994.
- Shift Supervisor of one firefighter/E.M.T.
- Responsible for shift incident reports.
- Conduct fire drills and perform inspections.
- Served as a department training officer.
- Conduct training for call firefighters.

Firefighter/E.M.T.

August 1985-October 1994

- Full time firefighter/E.M.T.
- Respond to fire and emergency medical service calls.
- Promoted to Driver/Shift supervisor 1987.

Call Firefighter

March 1982-August 1985

- Probationary call firefighter, March 1982.
- On-call firefighter, March 1983.
- Emergency Medical Technician Certification.

**Fort Devens Fire Department, Fort Devens, MA
Firefighter/E.M.T.**

July 1985-August 1985

- Full time firefighter/E.M.T.

**Massachusetts Firefighting Academy, Stow, MA
Support Staff Member**

October 2005-March 2008

- Support instructors conducting training classes.
- Apparatus operator.

Education:

Anna Maria College, Paxton MA
Bachelor of Science Degree in Fire Science, Magna Cum Laude

May 2008

Mount Wachusett Community College, Gardner, MA
Associate of Science, Fire Science Technology

May 2000

Massachusetts Firefighting Academy Certifications:

Fire Prevention Officer, Basic – Credentialed
Fire Officer II
Fire Inspector II
Fire Instructor I
Fire Inspector I
Fire Officer I
Firefighter I/II

January 2013
November 2000
September 2000
November 1999
March 1998
July 1996
November 1995

Community Service:

Mount Wachusett Community College Fire Science Advisory Board

November 2010 – Present

Ayer High/Middle School Accreditation Team

May 2008 – February 2009

Road Race Committee, A.F.D. 5K

2005 - Present

School Council, Ayer High/Middle School
Parent Representative

September 2003-2010

Page – Hilltop School Parent Teacher Organization
Parent Volunteer

June 1993-September 1999

Professional Training:

Massachusetts Firefighting Academy Certification Training

- Fire Prevention Officer, Basic – Credentialed January 2013
- Fire Officer II November 2000
- Fire Inspector II September 2000
- Fire Instructor I November 1999
- Fire Inspector I March 1998
- Fire Officer I July 1996
- Firefighter I/II November 1995

Emergency Medical Technician Certification Training

- Heartsaver First Aid Instructor June 2004
- Paramedic Assistant Training February 2004
- American Heart Association/BLS Instructor January 1995
- Central Massachusetts EMS Epinephrine Auto Injection June 1990
- Central Massachusetts EMS Corp/EMT Defibrillation June 1990
- Massachusetts E.M.T. #806762 October 1983

Senior Fire Officer Seminars

- American Public Safety – Risk Management December 2010
- Canton Rail Incident, Lessons Learned April 2009
- Super Sofa Furniture Fire, Charleston, SC March 2009
- Big Box/Commercial Building Fires February 2009
- Courage to be Safe December 2008
- Everyone Goes Home November 2008
- How to Read Smoke October 2008
- Life and Death in the Fast Lane January 2008

Massachusetts Firefighting Academy Courses

- Fire in 2.5 Story Buildings February 2013
- Fireground Accountability January 2013
- HCN (Hydrogen Cyanide) December 2012
- Ethanol Training February 2011
- Statewide R.I.T. Training September 2010
- Lightweight Building Construction February 2009
- Firefighting Foam April 2007
- Carbon Monoxide Training March 2006
- Fire and Life Safety September 2006
- Night Club Fire Safety/Chapter #304 January 2005
- Live Burn Qualification December 2005
- Fire and Building Code Ticketing November 2005
- Common Emergencies April 2004
- Fire Attack April 2004
- Flashover Simulator March 2003
- Statewide Mass De-Con unit September 2002
- Suspicious Envelope Procedures November 2001

• Firefighter Rescue & Survival	November 2000
• Hazardous Materials Decontamination	November 2000
• Explosive Recognition & Bomb Threat Program	November 1998
• Flammable Liquids Firefighting	November 1997
• Air Medical Protocols	September 1997
• Aerial Ladders	November 1996
• Protective Breathing/Search & Rescue	September 1995
• Basic Rope Rescue	May 1995
• Basic Confined Space Rescue	March 1995
• Waterous Mobile Training Unit	June 1994
• LNG/LPG Gas Firefighting School	May 1994
• Rail Transportation Emergencies	April 1993
• Vehicle Extrication	March 1993
• Structural Firefighting Practices	January 1993
• Incident Command System	November 1992
• Large Diameter Hose	April 1992
• Firefighter I/Entry	March 1991
• Hazardous Materials/Operational	October 1990
• Search and Rescue	May 1990
• Hazardous Materials/Pesticides	March 1989
• Vehicle Extrication	November 1987
• Electricity	October 1987
• Protective Breathing	November 1986
• Aerial Ladders	May 1986
• Pumps/Hydrants	April 1985

Other Training

• NIMS – IS 701, 702, 703	December 2010
• Highway Safety	March 2009
• Railroad Safety	February 2009
• NIMS – IS200	December 2007
• NIMS – IS300	May 2007
• Emergency Driver Training (MILA)	December 2005
• NIMS – IS700	December 2004
• Radioactive Material Training (MEMA)	September 2004
• Confined Space Operation Level	October 2003
• Operations Level Trench Rescue, NFPA 1670	October 2003
• Terrorism and its Impact on Municipal Response Systems	November 2001
• Hazardous Materials Training – Advanced Tech Level, NFPA 472	September 1991
• Hazardous Materials Training – Operational and Basic Tech Level, NFPA 472	September 1990

AYER FIRE DEPARTMENT

Robert J. Pedrazzi
Chief

1 West Main Street
Ayer, Massachusetts 01432
Tel. (978) 772-8231
Fax (978) 772-8230



To whom it may concern:

I am writing to you today in reference to Ayer Fire Captain Timothy Johnston. Captain Johnston is applying for the position of Fire Chief in the Town of Townsend. I have known Captain Johnston personally since our time together in Boy Scouts and professionally from August of 1985 when we were both hired into fulltime positions at the Ayer Fire Department on the same night.

Captain Johnston has worked his way up through the ranks in the Ayer Fire Department starting out as a Call Firefighter, and progressing through the ranks to the position he holds today as Senior Captain. The Ayer Fire Department rank structure does not have a Deputy Chief position; Captain Johnston is second in command and as such is in command of the department in the absence of the Chief. Captain Johnston has extensive knowledge in the areas of fire and emergency medical services. The Town of Ayer is licensed to the Paramedic level ambulance service; with that said Captain Johnston knows what is required to run a Paramedic level service. Ayer is a combination department with 12 fulltime members and 30 call members. Captain Johnston has worked in this combination environment of fulltime union and call firefighters and knows what it takes to keep a harmonious relationship between the two groups.

I would hate to lose Captain Johnston's experience and his hardworking demeanor to another department; however with his commitment to his education and training I can understand that he would naturally want to be at the top spot in the Townsend Fire Department.

I am available to discuss this reference letter at any time at 978-772-8231.

Robert J. Pedrazzi


Fire Chief/ EMD
Ayer Fire Department



Board of Selectmen

MEETING TUESDAYS AT 7:00 P.M. • UPPER TOWN HALL • 1 MAIN STREET • AYER, MASSACHUSETTS 01432



Tel. (978) 772-8220
Fax. (978) 772-3017

Town Administrator
(978) 772-8210

December 30, 2013

Mr. Andrew J. Sheehan
Town Administrator
Town of Townsend
272 Main Street
Townsend, MA 01469

SUBJECT: Recommendation for Ayer Fire Captain Timothy Johnston for the position of Fire Chief of the Town of Townsend

Dear Mr. Sheehan,

I am enthusiastically writing this letter of recommendation and support for Ayer Fire Captain Timothy Johnston's application for the position of Fire Chief of the Town of Townsend. I have had the honor and pleasure of working with Captain Johnston for over three years in my capacity as the Town Administrator for the Town of Ayer. Captain Johnston is one of our finest firefighters and proven leader. With thirty-one (31) distinguished years of service as a firefighter in the Town of Ayer, Captain Johnston currently serves as the second in command of the Ayer Fire Department in the absence of Chief Pedrazzi.

I have worked with Captain Johnston in the following capacities: regarding Fire related issues in Ayer when he was in charge of the Department in Chief Pedrazzi's absence; in Contract Negotiations where he has been a Union Representative; and at various community events in Ayer including our annual 4th of July Celebration and other public festivals. In all instances (and many more) Captain Johnston has always performed at the highest professional level and has been an invaluable asset to not only the Fire Department but the Town of Ayer.

In speaking with Chief Pedrazzi, neither the Chief nor I have any reservations or concerns in recommending Captain Johnston to the position of Fire Chief. Though I would hate to lose Captain Johnston in Ayer, I understand that he would naturally want to be a Fire Chief and I cannot think of a better community for him to serve than the Town of Townsend. Captain Johnston's extensive experience as a Firefighter coupled with his experience as a Fire Captain since 2001 make him an ideal candidate for the position of Fire Chief. I respectfully urge you to act favorably on Captain Johnston's application for the position of Townsend Fire Chief.

If you have any further questions, please do not hesitate to contact me directly at (978) 7723-8210 or at ta@ayer.ma.us.

Thank you for your time and consideration.

Sincerely,

Robert A. Pontbriand
Ayer Town Administrator

Alfred E. LeBlanc
87 Regina Drive
Leominster, MA 01453
December 28, 2013

Fire Chief Selection Committee
Town Manager
Town of Townsend
272 Main Street
Townsend, MA 01469

Dear Fire Chief Selection Committee:

I am pleased to send a letter of reference on behalf of Timothy Johnston who has applied for the Fire Chief position in your community. My fire service background is as a retired Fire Chief with the City of Leominster, a Program Coordinator/Instructor at the Massachusetts Firefighting Academy, and Coordinator of the Fire Science Program at Mt. Wachusett Community College. In all of these capacities I have had the pleasure of working with Tim.

As a fire service officer I can attest to Tim's dedication and commitment to learning as many aspects of the fire service as possible. His attainment of several national professional qualifications such as Fire Officer, Fire Instructor, Fire Inspector, and Firefighter is testament to his dedication. Recently, Tim has qualified for Fire Chief credentialing through the Department of Fire Services. Over the years I have had the opportunity to work with Tim at various emergencies and he clearly demonstrates sound knowledge and skills to mitigate the situation at hand.

Working alongside Tim at the Massachusetts Firefighting Academy, I have witnessed his technical knowledge and his ability to share his knowledge with others. In his capacity as a support personnel he always understood the learning objectives and the method to effect maximum learning.

Along with training, Tim has spent several years acquiring advanced education by earning both an Associate's Degree and Bachelor's Degree. No easy task while balancing work, family, and training. His education is a benefit to Mt. Wachusett Community College where Tim was asked to sit on the Fire Science Advisory Board. His tenure on the board over the last 3 years has helped to shape a new program that has positively changed our enrollment and method of course delivery.

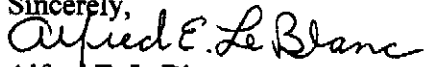
Fire Chief Selection Committee

Page 2

Tim's rise through the ranks of his department shows a career development path that is multi-dimensional. From call firefighter to career firefighter and then on to company officer and shift commander he has a full grasp of what it takes to get the job done.

As an administrator, the qualities that Tim possesses are the ones I always looked for in candidates applying for advancement. As a growing community, I am sure these are the qualities you are searching for as well. He brings an enthusiasm to the table that generates positive outcomes. He ultimately understands the dynamics of working with all aspects of the community. So, it is not difficult to support and endorse Timothy Johnston, it is more of a privilege.

Sincerely,



Alfred E. LeBlanc

Fire Chief (retired)

FIRE AND EMS CHIEF

Position Purpose:

Responsible for overseeing the administration and all functions related to Fire and EMS services provided by the Town of Townsend through the combination of full-time, part-time and paid on-call staff. Responsible for supervision, evaluation, discipline and recommendations for hiring or discharging of all subordinate staff of the department. Represents the department at various meetings including Board meetings; local, county, and state committees; community groups and others. Assures the highest levels of training and safety within the Department and is responsible for all applicable standards and codes. Performs all other related duties as required.

Supervision:

Supervision Scope: Performs highly responsible duties requiring independent judgment and initiative in planning, organizing and directing the work of the fire department and in the enforcement of federal, state and local laws, and town and departmental bylaws.

Supervision Received: Works under the policy direction of the Town Administrator, and in accordance with the applicable provisions of the Massachusetts General Laws.

Supervision Given: Responsible for the supervision and performance of all people within the operating units under his/her direction and control; approximately 3 full-time employees, 3 part-time, and more than 50 call employees.

Job Environment:

Work is performed primarily in offices, vehicles, and outdoor settings; is performed under variable weather conditions, including temperature extremes; incumbent is exposed to alarms and hazards associated with fighting fires, rescue, hazardous materials, and rendering emergency assistance, including smoke, noxious odors, fumes, chemicals, liquid chemicals, solvents and oils. Some work is performed in emergency and stressful situations. The Fire Chief is on call at all times to respond to major fires and other emergencies.

Regularly operates motor vehicle; when in the office, operates computer and standard office equipment such as telephone, copier, and facsimile machine; when at a fire or emergency, may be required to operate some or all of the following equipment: light trucks, various power tools, and hand tools, fire and emergency apparatus, radio, and all standard firefighting and rescue equipment and tools.

Has frequent contacts with town, state, and federal officials, other fire departments, the media, insurance companies, and other town departments, requiring excellent customer service and communication skills.

Townsend, MA
Fire-EMS Chief
FLSA: Exempt

Has access to an extensive amount of highly confidential information such as personnel records, criminal investigations and records, litigation, personal information about citizens, and homeland security information.

Errors can be costly in terms of decreased or less efficient protection to persons and property, confusion and delay, and result in direct financial and legal repercussions to the Town and individuals.

Essential Functions:

(The essential functions, or duties listed below are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position.)

Plans, develops and oversees administrative direction of the Department to ensure safe and efficient operations in carrying out of services. Establishes standards for performance and safety; ensures that an adequate number of qualified personnel are available, trained and properly supervised to fulfill overall responsibilities of the Department.

Oversees and administers Department activities and functions including recruiting full-time, part-time and paid-on-call firefighters and EMS responders to ensure the availability of appropriate trained and qualified staff. Provide staff with the appropriate equipment, supervision, and support to serve the Town at the highest possible level.

Prepares and administers the Department annual budget; monitors budget to ensure adherence to budgetary control; oversees personnel administration function within Department including reviewing time sheets/run sheet, preparation of payroll and auditing payments.

The Fire Chief administers all Fire Department programs including fire prevention, fire suppression, hazardous materials operations, rescue operations, emergency preparedness and management, communications, staff training, and equipment maintenance. Directs the firefighting and emergency operations at all major Town fires and emergency incidents.

Serves as the Assistant Emergency Management Director, Hazardous Waste Coordinator, and Right-to-Know Coordinator.

Pursues and manages grant funds for training, personnel, equipment and vehicles through various donation and grant sources including but not limited to the Federal Department of Homeland Security, State of Massachusetts, NERAC and other state and private agencies.

Supervises, trains and evaluates subordinates; oversees the assignment of members of the force to shifts and daily routines; determines disciplinary action as required; interviews and recommends appointment or promotion of all applications for positions within the fire

*Townsend, MA
Fire-EMS Chief
FLSA: Exempt*

department; participates in the collective bargaining process as a management representative. Institutes and revises policies and procedures for the department.

Formulates and reviews policies to ensure that the needs of the community are met. Promulgates and issues general and special orders covering every function of the department. Researches and plans the development of long and short range goals for the department in all areas.

Oversees building(s) and vehicle maintenance; plans and implements vehicle upgrade schedule.

Conducts investigations on the causes of fires in conjunction with local and state law enforcement officers in cases of fire-related criminal activity, such as arson; administers the enforcement of all codes, bylaws, and laws relating to fire prevention and suppression.

Acts as representative of the Fire Department before Board of Selectmen, MEMA, FEMA, and citizen groups; represents the fire department at community, civil, and social events.

Attends professional meetings and conferences for purposes of emergency management planning/homeland security issues, regional discussions, and information gathering and exchange; several of the organizations/agencies involved include: the Massachusetts Association of Fire Chiefs, the International Association of Fire Chiefs, the New England Fire Chiefs Association; Massachusetts Emergency Management Agency; Federal Emergency Management Agency.

Participates in mutual aid with other area municipalities.

Oversees the maintenance of all Department records and statistics.

Oversees the Town's emergency medical services; the Chief ensures adherence to the contract and coordinates emergency medical services with the private provider.

Keeps abreast of developments in the field and technology of firefighting equipment, procedures and emergency preparedness.

Plans, implements and promotes public information programs in fire prevention, emergency preparedness, and safety including speaking at public events, civic groups, and schools.

Reviews and recommends the implementation of new and innovative technology.

Plans for and reviews specifications for new or replacement equipment.

Plans and prepares short and long term Capital Needs Plan for the Fire and EMS department.

*Townsend, MA
Fire-EMS Chief
FLSA: Exempt*

Responds to alarms, administers initial emergency response and or service when necessary and directs activities at the scene of emergencies as required.

Responsible for the inspection of buildings and other properties for the fire hazards and enforces local fire prevention ordinances as well as the State Fire code.

Controls the expenditures of departmental appropriations.

Prepares and submits monthly reports to the Board of Selectmen regarding the Department's activities and prepares a variety of other reports as appropriate including the annual report of activities.

Plans departmental operations with respect to equipment, apparatus, and personnel and further supervises the implementation of such plans in accordance with established policies.

Evaluates the need for and recommends the purchase of new equipment and supplies.

Meets with elected or appointed officials, other Fire/EMS officials, community and business representatives and the public on all aspects of the Department's activities.

Researches and presents to the Board of Selectmen possible grant opportunities as they become available to offset costs to the taxpayers and improve departmental operations.

Performs similar or related work as required.

Recommended Minimum Qualifications:

Education, Training and Experience:

Bachelor's degree from an accredited four-year college in fire protection technology, engineering, business, public administration, or a closely related field; supplemented by completion of Massachusetts Firefighters Academy courses; ten (10) years of experience in Fire and Emergency Medical Service work and five (5) years in a supervisory capacity; or any equivalent combination of education and experience.

Special Requirements:

Massachusetts driver's license

EMT Certification preferred

Firefighter II, Fire Officer II, and Fire Inspector I preferred

Massachusetts Fire Chiefs Accreditation preferred

Knowledge, Ability and Skill:

Knowledge: Thorough knowledge of modern firefighting principles, equipment and techniques; thorough knowledge of the Town, fire and emergency risks and other potential emergency exposures; knowledge of various fire department maps. Working knowledge of Massachusetts state laws and regulations pertaining to Fire services. Comprehensive knowledge of the State fire

Townsend, MA

Fire-EMS Chief

FLSA: Exempt

laws, Town bylaws, building codes, and hazardous materials. Knowledge of Federal and State laws related to homeland security. Knowledge of computer systems and communications equipment applicable to fire departments. Good knowledge of the principles and practices of planning, budgeting, administration, supervision, and coordination of a fire department.

Ability: Ability to quickly and prudently exercise command authority in life-threatening situations, taking into account a wide variety of factors and concerns. A demonstrated ability to formulate goals and objectives and to establish and maintain effective contacts with a variety of groups and organizations in and outside the government. Ability to remain calm, concentrate and perform all responsibilities in a competent manner at all times. Ability to communicate effectively and efficiently verbally and in writing at all times. Ability to delegate responsibility and work well with subordinates. Ability to plan, prepare, and manage a budget and capital expenditure program.

Skill: Imagination, innovation and judgment relating to planning and achieving department goals. Financial management skills. Skill in operating above mentioned equipment.

Physical Requirements:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. Performance of work may involve standing, walking and sitting for long periods of time. Physical ability required to operate ladder trucks, pumpers, and other emergency vehicles. Ability to use hoses, forcible entry tools, and other equipment. Physical agility is required to access all areas at the scene of the fire. Work involves pushing, climbing, stooping, kneeling, crawling, reaching with hands and arms. May be required to lift/carry equipment or persons weighing more than 100 pounds. May be required to wear protective equipment which weighs up to 50 pounds while climbing a ladder. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.

(This job description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change.)

Townsend, MA
Fire-EMS Chief
FLSA: Exempt

2.3

Article

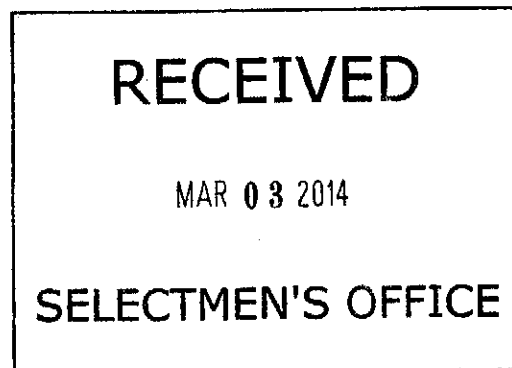
To see if the Town will vote to raise and appropriate, borrow or transfer from available funds in the treasury, the sum of \$22,000 for the purpose of funding The Receptions FY14 Budget, or take any action in relation thereto.

Submitted by: Townsend Recreation

Motion

I move that the Town vote to raise and appropriate, borrow or transfer from available funds in the treasury, the sum of \$22,000 for the purpose of funding The Recreation FY14 Budget, or take any action in relation thereto.

Submitted by: Townsend Recreation



Budget Worksheet

Department:	Fiscal Year:	Account #:
Townsend Recreation	2014	

Description	Current FY Approp	Proposed	% Differential	Fincom Recommend
Salaries/Wages	55,000	77,000.00		
Total Training	0			
Out of State Travel	0			
Total Expenses	0			
Total Proposed Budget	55,000	77,000.00		

Budget Detail	Current FY Approp	Proposed	% Differential	Fincom Recommend
Base Wages (annual)	55,000	77,000		
Overtime/Shift Differential				
Training				
Clothing Allowance				
Special Stipend				
Other				
Other				
TOTAL LABOR		77,000		

Submitted by: Sharon L. Whittier

Date: 1/27/2014

The salary numbers are based on what was paid last year to our summer recreation staff, this number does not include our Director's yearly salary.

We are looking to get back our funding of \$22,000/yr. from town budget

Filter by: Segment 1: 203
Segment 2: 655

Parameters: Fiscal Year: 2014 Start Date: 7/1/2013 end: 01/31/2014

Ledger History - Allocated Trial Balance - General Ledger

Account Number	Allocated	Debits	Credits	Ending
203-655-1040-0000-034	0.00	129,909.90	55,414.64	74,495.26
203-655-1850-0000-034	0.00	2,933.30	2,933.30	0.00
203-655-2010-0000-034	0.00	4,345.11	4,345.11	0.00
203-655-3560-0000-034	0.00	0.00	75,820.09	-75,820.09
203-655-3910-0000-034	0.00	1,035.00	49,744.70	-48,709.70
203-655-3930-0000-034	0.00	50,034.53	0.00	50,034.53
6 Account(s) totaling:				0.00
	0.00	188,257.84	188,257.84	0.00

SCHEDULE OF ACTIVITY IN SPECIAL REVENUE REVOLVING FUNDS

FOR: **RECREATION** MGL CH44 SEC 53E1/2

DATE: **30-Jun-13**

AUTHORIZED EXPENDITURES: **\$ 52,000.00**

ADD'L AUTHORIZED EXPENDITURES: **\$ 20,000.00**

GENERAL LEDGER ACCOUNT 23-655-3560-034

MONTH	RECEIPTS	PAYROLL EXPENDED	OTHER EXPENDED	NET ACTIVITY	BALANCE
BEGINNING					89,905.19
JULY	19,917.60	-16,833.82	-409.12	2,674.66	92,579.85
AUGUST	5,863.00	-18,892.47	-9,429.33	-22,458.80	70,121.05
SEPTEMBER	950.00	-579.60	-1,361.23	-990.83	69,130.22
OCTOBER	2,725.00	-1,159.20	750.00	2,315.80	71,446.02
NOVEMBER	565.00	-1,449.00	-982.90	-1,866.90	69,579.12
DECEMBER	9,943.00	-1,159.20	-100.20	8,683.60	78,262.72
JANUARY	2,593.00	-1,449.00	-2,399.49	-1,255.49	77,007.23
FEBRUARY	1,404.50	-1,159.20	-3,540.00	-3,294.70	73,712.53
MARCH	1,493.00	-1,159.20	-2,134.00	-1,800.20	71,912.33
APRIL	1,315.73	-1,159.20	-1,205.00	-1,048.47	70,863.86
MAY	2,576.00	-1,635.00	0.00	941.00	71,804.86
JUNE	7,595.00	-2,768.09	-811.68	4,015.23	75,820.09
TOTALS	56,940.83	-49,402.98	-21,622.95	-14,085.10	
TOTAL EXPENDED			-71,025.93		

UPDATED AS OF 06/30/13

SCHEDULE OF ACTIVITY IN SPECIAL REVENUE REVOLVING FUNDS

FOR: **RECREATION** MGL CH44 SEC 53E1/2

DATE: **30-Jun-12**

AUTHORIZED EXPENDITURES: **\$ 52,000.00**

ADD'L AUTHORIZED EXPENDITURES: **\$ -**

GENERAL LEDGER ACCOUNT 24-655-3001-000

MONTH	RECEIPTS	PAYROLL EXPENDED	OTHER EXPENDED	NET ACTIVITY	BALANCE
BEGINNING					97,752.07
JULY	8,686.25	-13,246.30	-139.00	-4,699.05	93,053.02
AUGUST	1,513.00	-9,413.29	-6,122.65	-14,022.94	79,030.08
SEPTEMBER	205.00	-1,154.25	-1,757.95	-2,707.20	76,322.88
OCTOBER	2,223.00	-856.80	0.00	1,366.20	77,689.08
NOVEMBER	109.00	-856.80	-992.60	-1,740.40	75,948.68
DECEMBER	1,674.00	-1,071.00	-2,468.40	-1,865.40	74,083.28
JANUARY	2,547.00	-856.80	-278.96	1,411.24	75,494.52
FEBRUARY	388.00	-856.80	-145.60	-614.40	74,880.12
MARCH	945.00	-1,071.00	-375.00	-501.00	74,379.12
APRIL	1,172.00	-887.80	-600.00	-315.80	74,063.32
MAY	5,105.61	-856.80	-476.92	3,771.89	77,835.21
JUNE	16,709.00	-2,227.80	-2,411.22	12,069.98	89,905.19
TOTALS	41,276.86	-33,355.44	-15,768.30	-7,846.88	
TOTAL EXPENDED			-49,123.74		

UPDATED AS OF 06/30/12

SCHEDULE OF ACTIVITY IN SPECIAL REVENUE REVOLVING FUNDS

FOR: **RECREATION** MGL CH44 SEC 53E1/2

DATE: **30-Jun-11**

AUTHORIZED EXPENDITURES: **\$ 52,000.00**

ADD'L AUTHORIZED EXPENDITURES: **\$ -**

GENERAL LEDGER ACCOUNT 24-655-3001-000

MONTH	RECEIPTS	PAYROLL EXPENDED	OTHER EXPENDED	NET ACTIVITY	BALANCE
BEGINNING					96,701.30
JULY	10,426.00	-12,654.91	-1,891.14	-4,120.05	92,581.25
AUGUST	3,003.87	-8,401.98	-4,802.20	-10,200.31	82,380.94
SEPTEMBER	2,502.75	-1,071.00	0.00	1,431.75	83,812.69
OCTOBER	560.00	-856.80	-2,073.77	-2,370.57	81,442.12
NOVEMBER	1,234.00	-481.95	-400.48	351.57	81,793.69
DECEMBER	661.75	-904.35	-883.50	-1,126.10	80,667.59
JANUARY	2,828.25	-856.80	-387.98	1,583.47	82,251.06
FEBRUARY	870.00	-856.80	-1,600.32	-1,587.12	80,663.94
MARCH	838.00	-1,090.38	-140.06	-392.44	80,271.50
APRIL	1,861.00	-856.80	-883.08	121.12	80,392.62
MAY	3,452.00	-856.80	-513.46	2,081.74	82,474.36
JUNE	23,312.75	-5,174.10	-2,860.94	15,277.71	97,752.07
TOTALS	51,550.37	-34,062.67	-16,436.93	1,050.77	
TOTAL EXPENDED			-50,499.60		

UPDATED AS OF 06/30/11

SCHEDULE OF ACTIVITY IN SPECIAL REVENUE REVOLVING FUNDS

FOR: **RECREATION** MGL CH44 SEC 53E1/2

DATE: **30-Jun-10**

AUTHORIZED EXPENDITURES: **\$ 52,000.00**

ADD'L AUTHORIZED EXPENDITURES: **\$ 10,000.00**

GENERAL LEDGER ACCOUNT 24-655-3001-000

MONTH	RECEIPTS	PAYROLL EXPENDED	OTHER EXPENDED	NET ACTIVITY	BALANCE
BEGINNING					90,002.48
JULY	8,492.25	-11,374.80	-1,886.58	-4,769.13	85,233.35
AUGUST	3,530.60	-11,326.68	-4,676.19	-12,472.27	72,761.08
SEPTEMBER	1,642.88	-1,056.00	0.00	586.88	73,347.96
OCTOBER	1,008.00	-633.60	-535.12	-160.72	73,187.24
NOVEMBER	1,947.00	-1,056.00	-842.36	48.64	73,235.88
DECEMBER	200.00	-950.40	-472.00	-1,222.40	72,013.48
JANUARY	10,233.25	-739.20	-215.64	9,278.41	81,291.89
FEBRUARY	672.51	-633.60	-3,543.77	-3,504.86	77,787.03
MARCH	546.00	-1,056.00	-2,510.08	-3,020.08	74,766.95
APRIL	3,607.25	-844.80	-824.10	1,938.35	76,705.30
MAY	6,059.16	-844.80	-2,847.18	2,367.18	79,072.48
JUNE	22,905.75	-3,669.95	-1,606.98	17,628.82	96,701.30
TOTALS	60,844.65	-34,185.83	-19,960.00	6,698.82	
TOTAL EXPENDED			-54,145.83		

UPDATED AS OF 06/30/10

SCHEDULE OF ACTIVITY IN SPECIAL REVENUE REVOLVING FUNDS

FOR: **RECREATION** MGL CH44 SEC 53E1/2

DATE: **30-Jun-09**

AUTHORIZED EXPENDITURES: **\$ 40,000.00**

ADD'L AUTHORIZED EXPENDITURES: **\$ -**

GENERAL LEDGER ACCOUNT 24-655-3001-000

MONTH	RECEIPTS	PAYROLL EXPENDED	OTHER EXPENDED	NET ACTIVITY	BALANCE
BEGINNING					77,767.74
JULY	12,134.35	-1,596.81	-4,217.06	6,320.48	84,088.22
AUGUST	414.15	-2,152.94	-4,250.19	-5,988.98	78,099.24
SEPTEMBER	2,280.00	-1,030.20	-632.04	617.76	78,717.00
OCTOBER	1,382.00	-824.16	-765.76	-207.92	78,509.08
NOVEMBER	50.00	-824.16	-547.84	-1,322.00	77,187.08
DECEMBER	200.00	-872.45	-505.60	-1,178.05	76,009.03
JANUARY	7,076.02	-1,056.00	-1,099.76	4,920.26	80,929.29
FEBRUARY	337.00	-844.80	-4,876.40	-5,384.20	75,545.09
MARCH	3,735.00	-1,737.00	-1,494.88	503.12	76,048.21
APRIL	1,337.00	-844.80	-1,120.00	-627.80	75,420.41
MAY	3,776.00	-844.80	-832.56	2,098.64	77,519.05
JUNE	16,172.00	-1,141.00	-2,547.57	12,483.43	90,002.48
TOTALS	48,893.52	-13,769.12	-22,889.66	12,234.74	
TOTAL EXPENDED			-36,658.78		

UPDATED AS OF 09/03/09

2.A

**TOWNSEND
CAPITAL PLANNING
COMMITTEE**

**PROPOSED FISCAL 2015
PROJECTS AND 5 YEAR
PLAN**

MARCH 5, 2014

COMMITTEE MEMBERS

**LORNA FREDD
CAROLYN SMART
ANDREA WOOD
COLIN MCNABB
RICHARD OAKLEY
ROGER RAPOZA**

Attached for your review is the 2015 Capital Improvement Program [CIP], which is comprised of two parts—capital budget and capital program. The capital budget is the upcoming year's recommended spending plan for capital items (tangible assets or projects that cost at least \$10,000 and have a useful life of at least five years). The capital program is a plan for projected capital needs that extends four years beyond FY 2015, based on department requests that have been submitted to the Capital Planning Committee.

With the inclusion of a new central fire station, the proposed capital budget for FY15 is \$11,698,135, as presented on the attached FY 15 Capital Improvement Plan. As recommended by the MA Department of Revenue, the Committee has prepared two articles for Town Meeting: one for the fire station and a separate article that includes everything else. We are pleased to provide detailed descriptions of the non-construction capital requests, and the Committee requests that this information be distributed along with the pertinent article at Town Meeting.

Please note that the draft article relating to the fire station is subject to change. The Building Committee is considering a design/build option but has not communicated a decision to the Capital Planning Committee as of this writing.

It would not have been possible for the CPC to develop project priorities or a meaningful capital budget without significant input from each of the department managers who requested funds, and we thank them for their responsiveness to our numerous requests for information and meeting time. The Fire Station Building Committee is to be commended for the amount of time and effort they have invested in the project and their generosity in meeting with the CPC on so many occasions.

Attachments

Capital Projects FY 2015 – FY 2019

FY 15 Capital Improvement Plan

FY 15 Capital Improvement Plan – Article

Detailed description of FY 2015 Capital Improvement Plan

FY 15 Capital Improvement Plan – Fire Station Article

TOWN OF TOWNSEND
 CAPITAL IMPROVEMENT PLAN
 CAPITAL PROJECTS FY 2016-FY 2019

Police													
	HVAC (carried over from FY13; not on FY 15 summary)	0	16,500										16,500
	Replace Carpeting	16,000	16,000										32,000
	Solar Panel Installation	0	393,000										393,000
	Computer upgrades	15,000	15,000										30,000
	Brookline Road radio tower replacement		100,000										100,000
	Lunenburg Road radio tower replacement				100,000								100,000
	Cruisers [2] - from operating budget	68,000	70,000		72,000		74,000						360,000
	Install Tank Mixing Sys. Fitchburg Rd. Storage Tank	50,000											50,000
	Complete water main loop, Emery Rd. to South Harbor Rd				1,500,000								1,500,000
	Replace supervisor's truck - 1/2-ton pickup				40,000								40,000
	Replace '02 F450 1-ton dump truck				50,000								50,000
	Replace Main St. Well field & Modifications to Main St. Sta.						1,000,000						1,000,000
	Total, All Departments	11,698,135	1,530,000		2,587,000		1,454,000		286,000				17,555,135

Recap by department	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	TOTAL
Board of Selectment/Admin./Facil. Maint.	15,000	98,500	0	0	0	113,500
Fire-EMS	11,374,135	171,000	550,000	200,000	130,000	12,425,135
Highway	180,000	650,000	275,000	180,000	80,000	1,345,000
Police	99,000	610,600	172,000	74,000	76,000	1,031,500
Water	50,000	0	1,590,000	1,000,000	0	2,640,000
Total	11,698,135	1,530,000	2,587,000	1,454,000	286,000	17,555,135

FY 15 CAPITAL IMPROVEMENT PLAN

DEPARTMENT	DESCRIPTION OF CAPITAL REQUEST	Funding Capital Stabilization	Funding Other	TOTAL
BOARD OF SELECTMEN	Town Hall Access Control	15,000		15,000
HIGHWAY DEPT	Used 6-wheel dump w plow & sander (replace #12)	65,000		65,000
	F450 4x4 one-ton dump truck w/plow (replace truck #30)	65,000		65,000
	Fuel pumps (2)	30,000		30,000
POLICE DEPT	To replace two (2) vehicles		68,000	68,000
	Computer Upgrade as proposed	15,000		15,000
	Carpet Replacement	16,000		16,000
FIRE-EMS DEPT	New central fire station		11,313,000	11,313,000
	Lease/purchase 4th year (final) payment		31,095	31,095
	Power cots to replace current cots		30,040	30,040
WATER DEPARTMENT	Install Tank Mixing Sys. Fitchburg Rd. Storage Tank		50,000	50,000
TOTAL ALL DEPARTMENTS		206,000	11,492,135	11,698,135

*** OTHER FUNDING SOURCES**
 \$61,135 Ambulance Receipts Reserved for Appropriation
 \$68,000 Raise & Appropriate from Tax Levy
 \$50,000 Water Department Enterprise Fund Retained Earnings
 \$11,313,000 contingent upon passage of prop 2.5 debt exclusion

FY 15 CAPITAL IMPROVEMENT PLAN - ARTICLE

DEPARTMENT	DESCRIPTION OF CAPITAL REQUEST	Funding Capital Stabilization	Funding Other	TOTAL
* BOARD OF SELECTMEN	Town Hall Access Control	15,000		15,000
HIGHWAY DEPT	Used 6-wheel dump w plow & sander (replace #12)	65,000		65,000
	F450 4x4 one-ton dump truck w/plow (replace truck #30)	65,000		65,000
	Fuel pumps (2)	30,000		30,000
POLICE DEPT	To replace two (2) vehicles		68,000	68,000
	Computer Upgrade as proposed	15,000		15,000
	Carpet Replacement	16,000		16,000
FIRE-EMS DEPT	Lease/purchase 3rd year payment		31,095	31,095
	Power cots to replace current cots		30,040	30,040
WATER DEPARTMENT	Install Tank Mixing Sys. Fitchburg Rd. Storage Tank		50,000	50,000
* Fitchburg Road Tank Mixing System				
TOTAL ALL DEPARTMENTS		206,000	179,135	385,135

*** OTHER FUNDING SOURCES**

- \$61,135 Ambulance Receipts Reserved for Appropriation
- \$68,000 Raise & Appropriate from Tax Levy
- \$50,000 Water Department Enterprise Fund Retained Earnings

Detailed description of FY 2015 Capital Improvement Plan

BOARD OF SELECTMEN – Town Hall Access Control \$15,000

Access control – a swipe card, key fob or similar electronic “key” to be installed on the exterior doors of Town Hall and on the office doors of the Town Administrator and Executive Assistant. This system will provide a record of access as well as better control over who can access the building.

HIGH WAY DEPARTMENT

Used 6-wheel dump truck with plow and sander \$65,000

Replaces 1986 Ford L8000 dump truck (#12)

F450 4x4 one-ton dump truck with plow \$65,000

Replaces 2002 F350 vehicle. This vehicle is used year-round; wear is caused by plowing and should be rotated out of service every ten years.

Fuel pumps (2) \$30,000

Dresser Wayne mechanical registration, full cabinet, commercial, suction gasoline pumps to replace existing pumps which are over 30 years old. Parts are no longer available for the old pumps.

POLICE DEPARTMENT

Two cruisers \$68,000

Marked – Ford Explorer

Unmarked – will downgrade to Ford Fusion for fuel economy

Computer upgrades \$15,000

4 HP 800 G1 Towers @\$1,236; Windows 7 Pro 64-bit w/22” monitor and MS Office Pro 2013
8 HP EliteDesk 800 G1 SFF @ \$1,205; Windows 7 Pro 64-bit w/22: monitor and MS Office Pro 2013

Carpet replacement \$16,000

This will fund replacement of downstairs carpeting

FIRE DEPARTMENT

Final (4th) lease payment on ambulance \$31,095

Power cots (2) \$30,040

Equipped with power assist to raise cot from low up to mid-waist position to reduce back strain and potential injury to EMTs

WATER DEPARTMENT

Installation of tank mixing system, Fitchburg Rd. Storage tank \$50,000

This will provide effective turnover of water in the tank, thereby eliminating or significantly reducing Total Coliform detections

FY 15 CAPITAL IMPROVEMENT PLAN FOR FIRE STATION - ARTICLE

DEPARTMENT	DESCRIPTION OF CAPITAL REQUEST	Funding Capital Stabilization	Funding Other	TOTAL
FIRE-EMS DEPARTMENT				
PHASE 1	Purchase of Scales Lane property contingent upon favorable report from Town Properties Committee and passing of 21E Study if applicable. Cost of associated testing and design/building plans.	1,200,000		1,200,000
PHASE 2	Site preparation for building and building construction		10,113,000	10,113,000
TOTAL			11,313,000	11,313,000

*** OTHER FUNDING SOURCES**

Phase 1 contingent upon passage of a prop 2.5 debt exclusion
 Phase 2 contingent upon passage of a prop 2.5 debt exclusion

COMMONWEALTH OF MASSACHUSETTS

3.1

Middlesex ss.

To either of the constables of the Town of Townsend in the County of Middlesex.

Greetings:

IN THE NAME OF THE COMMONWEALTH OF MASSACHUSETTS, you are hereby directed to Notify and warn the inhabitants of said Town, qualified to vote in elections and in Town affairs, to vote at

Precincts I, II, and III at the Memorial Hall Auditorium, 272 Main Street

Monday, April 28, 2014

From 7:00 in the morning to 8:00 in the evening

for the Annual Town Election in said Townsend for the following purpose:

To cast their votes to elect the following by ballot:

Board of Selectmen	Vote for One	Three Year
Board of Assessors	Vote for One	Three Year
Cemetery and Parks Commissioner	Vote for One	Three Year
Board of Health	Vote for One	Three Year
Townsend Housing Authority	Vote for One	Three Year
Townsend Housing Authority	Vote for One	Five Year
Library Trustee	Vote for One	Three Year
Planning Board	Vote for One	Three Year
Planning Board	Vote for One	Four Year
Planning Board	Vote for One	Five Year
Recreation Commissioner	Vote for Two	Three Year
Town Clerk	Vote for One	Three Year
Trustees of Soldier's Memorials (Veteran)	Vote for One	Three Year
Trustees of Soldier's Memorials (Non-Veteran)	Vote for One	Three Year
Trust Fund Commission	Vote for One	Two Year
Trust Fund Commission	Vote for One	Three Year
Amanda E. Dwight Entertainment Fund	Vote for One	Three Year
North Middlesex Regional School District Committee (at-large)	Vote for Three	Three Year
Board of Water Commissioners	Vote for One	One Year
Board of Water Commissioners	Vote for One	Three Year

Question:

"Shall the Town of Townsend be allowed to exempt from the provisions of proposition two and one half, so-called, its allocable share of the amounts required to pay for the bond issued by the North Middlesex Regional School District (the "District") in order to pay costs of constructing a new District High School, to be located at 19 Main Street, in Townsend, and for the payment of all other costs incidental and related thereto?"

Yes No

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

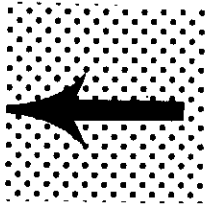
HEREOF FAIL NOT, and make due return of this Warrant, with your doings thereon, to the Town Clerk, at the time and place of election, as aforesaid.

Given under our hands this ____ day of _____ in the year Two Thousand Fourteen.

SELECTMEN OF TOWNSEND

Sue Lisio, Chairman

Colin McNabb, Clerk



On the date above written, I have served this warrant by posting attested printed copies thereof at the MEMORIAL HALL, 272 MAIN STREET at the Center, THE WEST TOWNSEND FIRE STATION, 460 MAIN STREET in West Townsend, THE NORTH MIDDLESEX REGIONAL HIGH SCHOOL, 19 MAIN STREET, in the harbor and THE POLICE/COMMUNICATIONS CENTER, 70 BROOKLINE ROAD and the HARBOR CHURCH, 80 MAIN STREET in said Townsend.

A true copy. ATTEST:

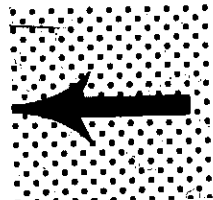
CONSTABLE

3.2

APPROVAL BY BOARD OF SELECTMEN

On this ____ day of March, 2014, the Town of Townsend, acting by and through its Board of Selectmen, pursuant to the vote taken under Article 33 of the May 7, 2013 Annual Town Meeting, a certified copy of which is attached hereto, hereby approves the acceptance by the Townsend Conservation Commission of the foregoing deed from Richard B. Bullock, et al., said property to be under the care, custody, management and control of the Townsend Conservation Commission, under the provisions of G.L. c. 40, §8C.

TOWN OF TOWNSEND,
By its Board of Selectmen



Sue Lisio, Chair

Colin McNabb, Vice Chair

COMMONWEALTH OF MASSACHUSETTS

Middlesex, ss.

On this ____ day of March, 2014, before me, the undersigned Notary Public, personally appeared _____, member of the Townsend Board of Selectmen, as aforesaid, who proved to me through satisfactory evidence of identification, which was _____, to be the person whose name is signed on the preceding or attached document, and acknowledged to me that he/she signed it voluntarily for its stated purpose on behalf of the Town of Townsend.

Notary Public
My Commission Expires:

ACCEPTANCE BY CONSERVATION COMMISSION

The Town of Townsend, acting by and through its Conservation Commission pursuant to the authority granted by G.L. c. 40, §8C and the vote taken under Article 33 of the May 7, 2013 Annual Town Meeting, hereby accepts the care, custody, management and control of the foregoing property from Richard B. Bullock, et al., on this 12th day of March, 2014.

TOWN OF TOWNSEND,
By its Conservation Commission

Karen Chapman
Karen Chapman, Chair

Mary Small, Vice Chair

James Deroian
James Deroian, Clerk

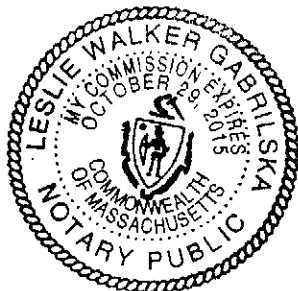
Jennifer Pettit
Jennifer Pettit

COMMONWEALTH OF MASSACHUSETTS

Middlesex, ss.

On this 12th day of March, 2014, before me, the undersigned Notary Public, personally appeared Karen Chapman, James Deroian, Jennifer Pettit, member of the Townsend Conservation Commission, who proved to me through satisfactory evidence of identification, which was known to me personally, to be the person whose name is signed on the preceding or attached document, and acknowledged to me that he/she signed it voluntarily for its stated purpose as a member of the Conservation Commission of the Town of Townsend.

Leslie Walker Gabrielska
Notary Public
My Commission Expires:



3.5

**TOWN OF TOWNSEND
272 MAIN STREET, TOWNSEND, MA 01469**

NOTICE OF APPROVAL OF SPECIAL PERMIT

This is to certify that:

~~TERRI ROY~~

V.F.W. Post #6538

491 A Main Street

West Townsend, MA

**THE ABOVE NAMED NON PROFIT ORGANIZATION IS HEREBY
GRANTED A SPECIAL LICENSE FOR THE SALE OF ALL
ALCOHOLIC BEVERAGES, TO BE DRUNK ON THE PREMISES**
Under Chapter 138, Section 14, of the Liquor Control Act.

In conjunction with a "Jack and Jill Party" to be held on April 5, 2014, with
sale hours from 7:00P.M. to 11:00P.M.

The license is granted in conformity with the Statutes and ordinances relating
thereto, and expires April 5, 2014 unless sooner suspended or revoked.

Date: 03/18/14

THE LOCAL LICENSING AUTHORITIES

SEE ATTACHED CONDITIONS OF LICENSE

8
HERE



yn

The Commonwealth of Massachusetts
The Alcoholic Beverages Control Commission
238 Causeway Street, Suite 200
Boston, MA 02114

Telephone (617) 727-3040
Fax (617) 727-1258

NOTICE OF APPROVAL OF SPECIAL LICENSE

The Local Licensing Authorities of the within named City or Town have approved, pursuant to the provisions of Chapter 138 Section 14, issuance of a Special License as described herein.

City/Town: Townsend
Date of Local Authority Approval: March 18, 2014
Name of Licensee: Terri Roy
Address of Licensee: 491A Main Street, Townsend, MA
Effective Date or Dates of License: April 5, 2014
Authorized Hours of Sales: 7:00P.M. to 11:00P.M.
Description of the Licensed Premises: VFW Post 6538, 491A Main Street, West Townsend MA in conjunction with a "Jack and Jill Party."

License is for sale of:
All Alcoholic Beverages: X
Wines and Malt Beverages Only:
Wines Only:
Malt Beverages Only:

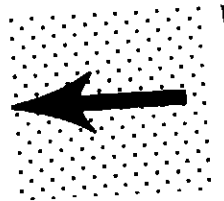
The Licensed Activity or Enterprise is:
For profit:
Non-profit: X

Is the license for a dining hall maintained by an incorporated educational institution authorized to grant degrees? _____

Restrictions attached to the license by the local authority: SEE ATTACHED

THE LOCAL LICENSING AUTHORITY

By: _____





TOWN OF TOWNSEND
One-day Special License Application Form
(M.G.L. Chapter 138, Section 1)

Terri Roy
Name of Responsible Person/License Holder

Townsend VFW Post 6538 491 A Main St. West Townsend
Name/ Address of Event Premise

4-5-14 7-11pm 4. hours
Date of Event Hours of Event

Jack + Jill
Type of Event/Sponsors

Number of people expected at event: 60-70

Police Detail Required: YES [] NO (Please consult with Licensing Agent)

Type of Beverages to be served: All Alcoholic Wine & Malt only []

United Liquors
Name of licensed wholesaler

Servers trained in serving and handling alcohol: YES NO []

By signing below I certify that I am in receipt of the Town of Townsend Alcohol Beverages Policy Guidelines and agree to the terms and conditions set forth under section V. - One-day Special Licenses.

Terri Roy
Signature of License Holder

3-8-14
Date

Date Application Received: 3/13/14

Date sent to licensing Agent for review: 3/18/14

ONE-DAY LIQUOR LICENSE CONDITIONS

**TERRI ROY
VFW POST 6538
491A MAIN STREET, WEST TOWNSEND, MA**

1. One license has been issued for use at the Pavilion/Function Hall area and is to be secured so that alcohol is confined to licensed area.
2. Licensee must stock alcoholic beverages in separate storage area within licensed area.
3. Licensee must purchase alcohol stock separately for each license issued and from a wholesaler/importer, manufacturer, etc. Licensee can not purchase from a package store under a Section 14 license.
4. Licensee can not use any alcohol stock from existing licensed premises known as the VFW Post #6538 Club.
5. Attendees can not travel with alcoholic beverages outside the licensed secured area.
6. The Licensee is responsible, whether present or not, for ensuring that no disorder, disturbance, or illegality takes place in or on a licensed premises.
7. The Licensee is responsible, whether present or not, for enforcing the serving capacity of 100 guests for the licensed premises to include the "bar area".

3.6

**TOWN OF TOWNSEND
272 MAIN STREET, TOWNSEND, MA 01469**

NOTICE OF APPROVAL OF SPECIAL PERMIT

This is to certify that:

TERRI ROY

V.F.W. Post #6538 491A Main Street West Townsend, MA

**THE ABOVE NAMED NON PROFIT ORGANIZATION IS HEREBY
GRANTED A SPECIAL LICENSE FOR THE SALE OF ALL
ALCOHOLIC BEVERAGES, TO BE DRUNK ON THE PREMISES**
Under Chapter 138, Section 14, of the Liquor Control Act.

In conjunction with a "Wedding Reception" to be held on May 17, 2014, with
sale hours from 6:00P.M. to 10:00P.M.

The license is granted in conformity with the Statutes and ordinances relating
thereto, and expires May 17, 2014 unless sooner suspended or revoked.

Date: 03/18/14

THE LOCAL LICENSING AUTHORITIES

SEE ATTACHED CONDITIONS OF LICENSE



yn

The Commonwealth of Massachusetts
The Alcoholic Beverages Control Commission
238 Causeway Street, Suite 200
Boston, MA 02114

Telephone (617) 727-3040
Fax (617) 727-1258

NOTICE OF APPROVAL OF SPECIAL LICENSE

The Local Licensing Authorities of the within named City or Town have approved, pursuant to the provisions of Chapter 138 Section 14, issuance of a Special License as described herein.

City/Town: Townsend
Date of Local Authority Approval: March 18, 2014
Name of Licensee: Terri Roy
Address of Licensee: 491A Main Street, Townsend, MA
Effective Date or Dates of License: May 17, 2014
Authorized Hours of Sales: 6:00P.M. to 10:00P.M.
Description of the Licensed Premises: VFW Post 6538, 491A Main Street, West Townsend MA in conjunction with a "Wedding Reception."

License is for sale of:
All Alcoholic Beverages: X
Wines and Malt Beverages Only:
Wines Only:
Malt Beverages Only:

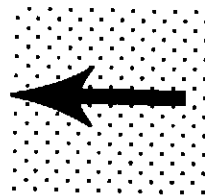
The Licensed Activity or Enterprise is:
For profit:
Non-profit: X

Is the license for a dining hall maintained by an incorporated educational institution authorized to grant degrees? _____

Restrictions attached to the license by the local authority: SEE ATTACHED

THE LOCAL LICENSING AUTHORITY

By: _____





TOWN OF TOWNSEND
One-day Special License Application Form
(M.G.L. Chapter 138, Section 1)

Terri Roy

Name of Responsible Person/License Holder

Townsend VFW Post 6538 491A Main St West Townsend
Name/Address of Event Premise

5-17-14

Date of Event

6-10pm 4 hours

Hours of Event

Wedding Reception

Type of Event/Sponsors

Number of people expected at event: 80

Police Detail Required: YES [] NO (Please consult with Licensing Agent)

Type of Beverages to be served: All Alcoholic Wine & Malt only []

United Liquors

Name of licensed wholesaler

Servers trained in serving and handling alcohol: YES NO []

By signing below I certify that I am in receipt of the Town of Townsend Alcohol Beverages Policy Guidelines and agree to the terms and conditions set forth under section V. - One-day Special Licenses.

Terri Roy
Signature of License Holder

3-9-14
Date

Date Application Received: 3/13/14

Date sent to licensing Agent for review: 3/18/14

ONE-DAY LIQUOR LICENSE CONDITIONS

**TERRI ROY
VFW POST 6538
491A MAIN STREET, WEST TOWNSEND, MA**

1. One license has been issued for use at the Pavilion/Function Hall area and is to be secured so that alcohol is confined to licensed area.
2. Licensee must stock alcoholic beverages in separate storage area within licensed area.
3. Licensee must purchase alcohol stock separately for each license issued and from a wholesaler/importer, manufacturer, etc. Licensee can not purchase from a package store under a Section 14 license.
4. Licensee can not use any alcohol stock from existing licensed premises known as the VFW Post #6538 Club.
5. Attendees can not travel with alcoholic beverages outside the licensed secured area.
6. The Licensee is responsible, whether present or not, for ensuring that no disorder, disturbance, or illegality takes place in or on a licensed premises.
7. The Licensee is responsible, whether present or not, for enforcing the serving capacity of 100 guests for the licensed premises to include the "bar area".

Andy Sheehan

3.7

From: rrapoza <cemetery@townsend.ma.us>
Sent: Friday, March 14, 2014 10:07 AM
To: 'Andy Sheehan'
Cc: 'John Barrett'
Subject: Support letter

Mr. Sheehan, The Townsend Cemetery and Parks department would like to request a letter of support from the Town of Townsend to restore the Bernie Blood Monument on the common. This letter will be used to apply for a grant for matching funds from the Massachusetts Sesquicentennial Commission of the American Civil War. Thank you for your time and consideration in this matter.

DARTMOUTH MASSACHUSETTS



3.8

Office of the Select Board

Shawn D. McDonald, Chair

Michael P. Watson, Vice-Chair

William J. Trimble

Lara H. Stone

John George Jr.



400 Slocum Road
Dartmouth, MA 02747-0985
Telephone: (508) 910-1813
Fax: (508) 910-1839
www.town.dartmouth.ma.us

David G. Cressman
Town Administrator

Email: cressmandg@town.dartmouth.ma.us

DATE _____ AGENDA: [] Yes [] No
Chair _____ V. Chair _____ Ck: CM
COMMENTS:

DATE _____ AGENDA: [] Yes [] No
Chair _____ V. Chair _____ Ck: _____
COMMENTS:
February 26, 2014

Dear Chief Municipal Official,

Small businesses represent the backbone and catalyst of economic stability and growth both locally and nationally. As the economic challenges of the last decade drag on, municipal governments share a common purpose in seeking reform within our Commonwealth's Commercial and Industrial business tax classification.

In Dartmouth, as I am certain in your community, we value both the small and larger businesses. Both play a vital economic role within our community; therefore we want both to flourish. Our economy depends on having competition within our business sectors competing for every citizen dollar. Society cannot afford smaller businesses closing their doors because they cannot economically compete with their larger counterparts.

Currently, communities in the Commonwealth have very little room to provide relief to small businesses, who often lack the financial resources to effectively compete. The current small business exemption allows for companies with valuations less than \$1 million dollars and who have less than 10 employees to be eligible for a 10% tax credit. The credit is then pushed within the CIP to larger companies in the communities.

The Dartmouth Select Board has asked our legislative delegation to support a modification within the current state tax classification. The proposed modification seeks to allow municipalities to expand the small business tax exemption. We have asked our delegation to support legislation which provides municipalities the options of:

- Expanding the current tax exemption from 10% to 20% of their respective tax bill
- Allowing communities to expand the assessed value exemption from \$1 million to \$2.0 million dollars
- Increasing the number of employees a small business can have to qualify for the exemption from 10 employees to 20 employees



Office of the Select Board

Shawn D. McDonald, Chair

Michael P. Watson, Vice-Chair

William J. Trimble

Lara H. Stone

John George Jr.



400 Slocum Road
Dartmouth, MA 02747-0985
Telephone: (508) 910-1813
Fax: (508) 910-1839
www.town.dartmouth.ma.us

David G. Cressman
Town Administrator

Email: cressmandg@town.dartmouth.ma.us

Business plays a vital role within our communities. Fair and vibrant competition within the business community has propelled economic progress in our municipalities for much of our history. It's time to ask our legislative delegations to provide flexibility to each municipality within its tax classification hearings to do what is best for business in our towns and cities. We respectfully request your support and ask you to forward a letter of support to your legislative delegation on Beacon Hill. The time to modify this state law is now. Let's do right by our small businesses, encourage competition in our business communities, and make our future stronger.

Dartmouth Select Board,

Shawn McDonald, Chairman

Michael Watson, Vice-Chairman

William J. Trimble

Lara H. Stone

John George Jr.



Office of the
BOARD OF SELECTMEN
272 Main Street
Townsend, Massachusetts 01469

3.9

Sue Lisio, *Chairman*
Andrew J. Sheehan,
Town Administrator


Robert Plamondon, *Vice-Chairman*

Colin McNabb, *Clerk*

Office (978) 597-1701
Fax (978) 597-1719

MEMORANDUM

TO: Board of Selectmen
Finance Committee
Residents and Taxpayers

FROM: Andrew J. Sheehan, Town Administrator 

DATE: March 13, 2014

RE: **FY 2015 BUDGET NARRATIVE**

Consistent with the budget timeline the departments, boards, and committees have submitted their budget requests for the FY2015 budget which runs from July 1, 2014 to June 30, 2015. Since that time the Town Accountant, Kim Fales, and I have compiled those requests and have developed this first budget draft. As will be noted, there remain some unknowns on both the revenue and expenditure side. For this reason, the budget will change and evolve as we approach Town Meeting on May 6, 2014.

As I wrote in my budget message in December, the outlook for FY15 contains substantial uncertainty. Care must be taken to ensure we continue to live within our means while providing the necessary services. As has been noted in prior years, Town departments have largely been living with level funded budgets for several years. This is an unsustainable practice as costs continue to rise and departments, though level-funded, fall further behind due to normal inflationary pressures. Unfortunately, with few exceptions this will continue in FY15.

Budgeting requires that we make certain assumptions with respect to revenues and expenditures. This is an inexact science, but conservative and reasonable assumptions minimize surprises. Several of the assumptions that we must make can fluctuate from year to year. On the revenue side the most unpredictable is State aid to cities and towns (local aid). On the expense side the largest cost centers are regional school assessments and employee benefits, specifically health insurance and retirement.

In simplest terms, Townsend has a revenue problem. As will be detailed below, local aid is at FY2006 levels and is well below the peaks we saw prior to the Great Recession. We would have

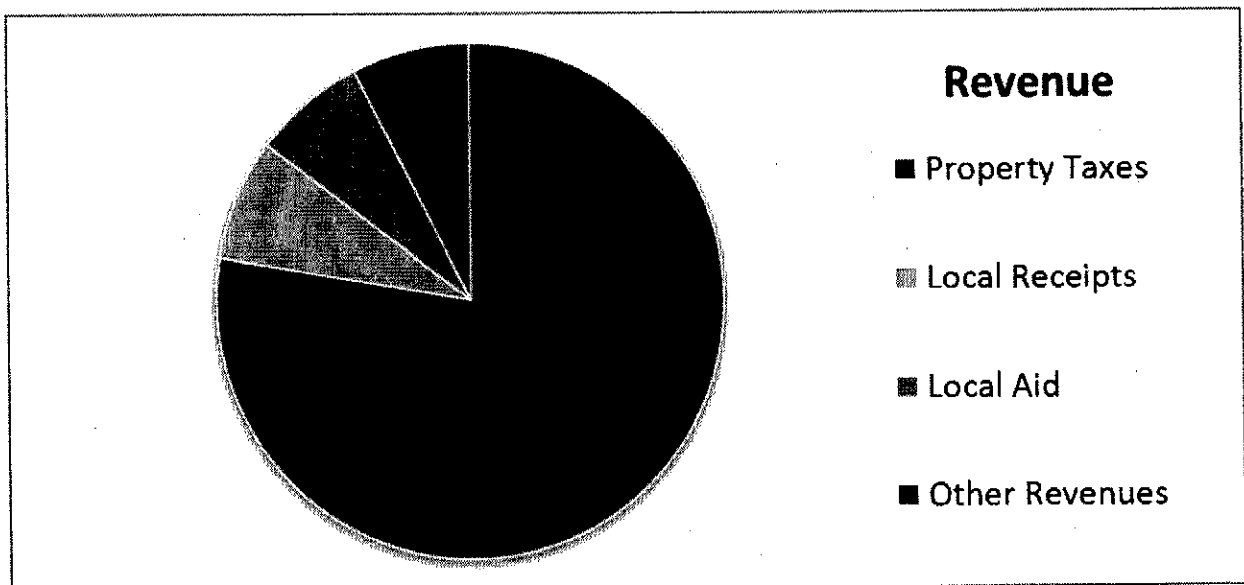
much greater flexibility in both the operating and capital budgets if we were receiving the local aid we received in FY08 or FY09. However, we must play the hand we are dealt and the draft budget I am putting forth does that.

Revenues

There are four revenue categories. The property tax levy is the largest portion of revenue. The levy consists of last year's levy, the allowed annual 2 ½% increase, and new growth. It also includes amounts approved by Proposition 2 ½ overrides and debt exclusions. The tax levy is proposed to increase by the statutory 2 ½ percent. The 2 ½% increase for FY15 is \$351,429. As will be shown below, this increase is more than taken up by the regional school assessments. In FY15 the levy limit will be \$14,977,307.

Local receipts, which include things such as license fees, permit fees, and excise taxes, are estimated at \$1,475,000. Local receipts trailed off during the recent economic downturn and are only now approaching pre-recession levels. We are continuing our conservative approach with local receipts in FY15.

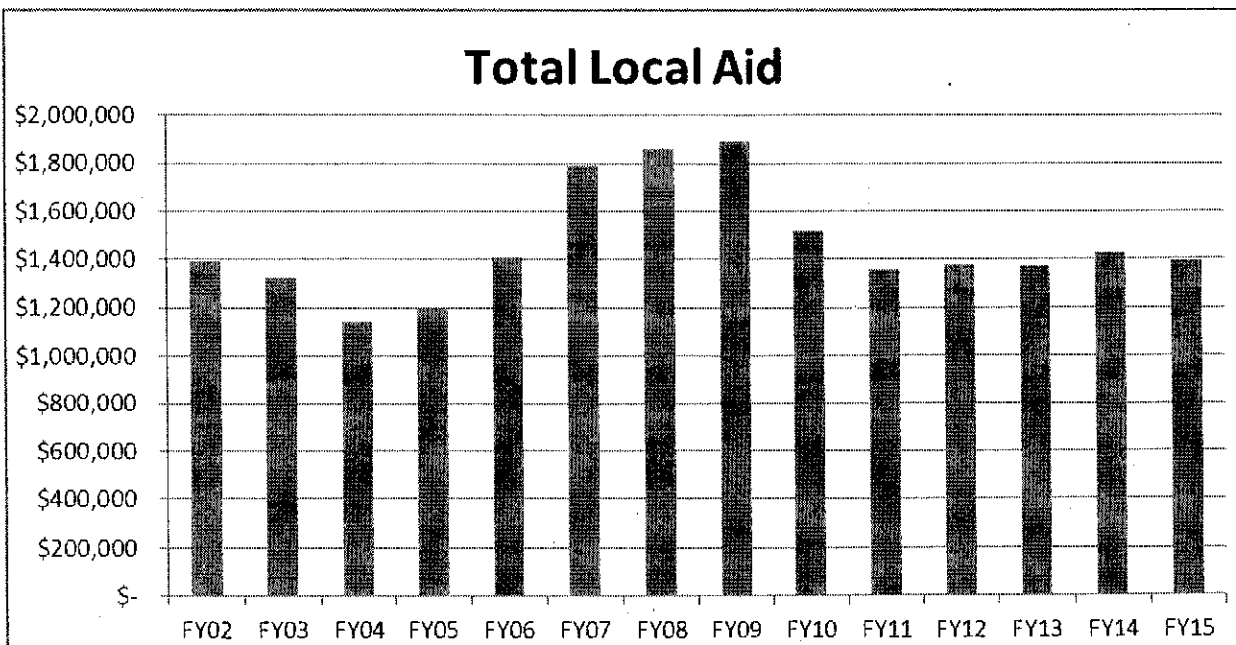
Another revenue category is other revenues. This category includes transfers from other departments (Ambulance, Water, cable franchise, etc.), overlay surplus, and transfers from stabilization or free cash to cover debt service. This category totals \$1,432,159.



Local aid from the State is the final revenue category. We are assuming local aid will be level funded at FY14 amounts. Our largest source of local aid is Unrestricted General Government Aid (UGGA). UGGA topped out at \$1,454,476 in FY08. In FY15 we are assuming UGGA at \$1,137,900. This is equal to what we received in FY14. Other local aid accounts, including State Owned Land, Quinn Bill, Public Libraries, Veterans' Benefits, and Elderly and Veterans Exemptions, remain uncertain. In FY14, these other accounts totaled \$285,671. In FY15 we are using the Governor's numbers, which are slightly lower than FY14. For the purposes of this budget draft, total local aid is estimated at \$1,395,947. However, comments from the State House lead us to remain hopeful that the Legislature will provide local aid higher than the Governor's

budget. If local aid changes to the positive prior to Town Meeting we may amend the budget and restore some items that are currently not included.

As I mentioned in the introduction, Townsend has a revenue problem more than a spending problem. The primary culprit is local aid. As shown in the table below, total local aid from the State peaked in FY09 at \$1,892,874. We project total local aid in FY15 to be just \$1,395,947, a drop of \$496,927. It is easy to imagine how much different our fiscal picture would be with an additional half-million dollars.



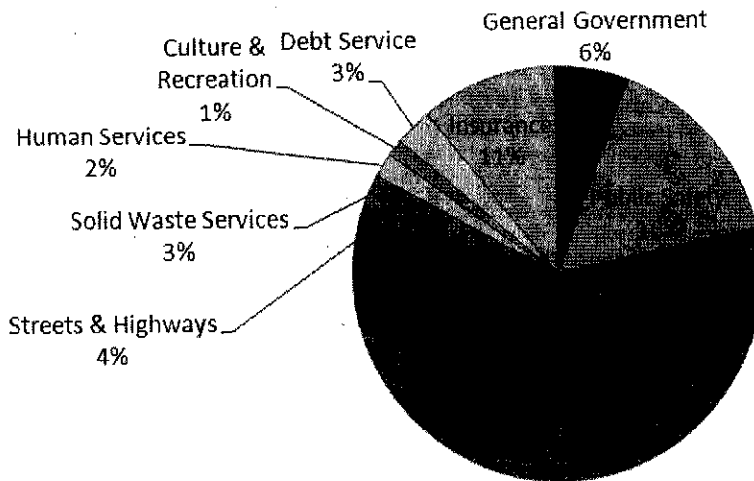
Expenditures

Expenditures are the other piece of the budget puzzle. The following are some expenditure highlights:

Education: Public education is our largest expenditure at 54% of the General Fund budget. The Nashoba Valley Technical High School (NVTHS) approved a budget that was 5% higher than FY14. Townsend's assessment is \$1,034,072, an increase of \$61,549 over FY14. The North Middlesex Regional School District (NMRSD) certified its budget with a 2% increase. This resulted in an assessment of \$8,989,357, an increase of \$406,235. As noted above, the school assessments more than exhaust our allowable 2 ½% increase under Proposition 2 ½. This makes funding non-school budgets challenging. We must remember that school budgets are heavily dependent on State mandates. Decisions made at the State level will almost certainly alter our position. As we remain hopeful for additional local aid we also remain hopeful that the Legislature will increase school aid and regional transportation aid which will help the overall budget.

Municipal Spending: Forty-six percent (46%) of the budget belongs to non-school or municipal functions. The largest of these is public safety at 16%, insurance at 11%, and general government at 6%. The remaining 13% of expenditures is shared among streets and highways, solid waste, human services, culture and recreation, and debt.

Expenditures by Functional Area



County Retirement Assessment: Last year saw a 36% increase in our Middlesex County Retirement assessment. This was necessary for the system to fully fund its obligations by 2040 and bring average annual growth assumptions in line with market performance for the years prior to FY14. Our FY15 assessment is \$673,724, a 4.4% increase. Recent years have seen strong performance in equity markets and we hope this will bode well for our assessments in future years.

Health Insurance: Employee health insurance is another significant cost center. At this time we are budgeting a 7% increase over FY14. We continue to work with our insurance pool, the Massachusetts Interlocal Insurance Association (MIIA), and our benefits advisors, Cook & Co., to find savings in our employee health insurance budget. We are hopeful we will identify further cost savings in health insurance.

Curbside Trash Collection: The Town's curbside trash collection program is a large cost center and one over which we have some control. Due to restrictions on the number of bags or barrels residents can put out for collection we have seen reductions in tonnage. In FY15 each household will be able to place two 35 gallon bags or barrels out for pick up, down from three in FY14. This is expected to result in further tonnage reductions, saving us tipping changes.

Personnel Costs: Personnel costs are a large piece of our budget. I am not proposing any reductions to current employees for FY15. There may be opportunities to reduce costs as positions become vacant and we will continue to explore options while maintaining services. The Board of Selectmen made a commitment to employees with the compensation and classification plan. Increases of 2 ½% for non-union personnel are factored in. Most collective bargaining units are scheduled for 2% increases.

Other Post-Employment Benefits: Funding of other post-employment benefits (OPEB) is a huge nationwide problem. Cities and towns are scrambling to fund their OPEB liabilities. Among area communities the lowest OPEB liability is \$5.5M and the largest is \$168M. As noted previously, Townsend does not provide retiree health insurance and therefore does not have an OPEB

liability that needs to be funded. We are fortunate to be in this position. However, we are carefully watching the Legislature as a bill currently under consideration could dramatically alter this landscape.

The current general fund budget is projected to be \$18,495,248, 4.6% above FY14. As noted above, this number is certain to change as we are still early in the budget cycle. As the remaining revenue and expenditure numbers become clearer the budget will evolve and be finalized for the May 6, 2014 Annual Town Meeting.

GENERAL FUND ANNUAL EXPENDITURES BY DEPARTMENT

3/13/2014

FY 2015
TOWN ADMIN.
RECOMMENDED

FY 2015
DEPT. REQUEST

FY 2014
APPROPRIATED

FY 2013
EXPENDED

FY 2012
EXPENDED

FY 2011
EXPENDED

ACCOUNT NUMBER	ACCOUNT NAME	FY 2011 EXPENDED	FY 2012 EXPENDED	FY 2013 EXPENDED	FY 2014 APPROPRIATED	FY 2015 DEPT. REQUEST	FY 2015 TOWN ADMIN. RECOMMENDED
* Department 119							
CHARTER COMMISSION							
01-119-5400-000	PROF & TECH-LEGAL/CONSULT REVIEW	-	90.81	-	-	-	-
* Total Department 119	* CHARTER COMMISSION 119	-	90.81	-	-	-	-
* Department 122							
SELECTMEN							
01-122-5100-000	SALARY & WAGES - TOWN ADMINISTRAT	81,464.13	80,000.14	80,000.00	95,000.00	97,850.00	97,850.00
01-122-5112-000	SALARY & WAGES - SUPPORT STAFF	30,182.71	25,481.44	19,201.00	22,826.00	30,797.00	30,797.00
01-122-5190-000	OTHER - STIPENDS LONGEVITY	300.00	600.00	-	-	-	-
01-122-5191-000	OTHER - STIPENDS	-	-	-	-	-	-
01-122-5192-000	OTHER - WAGES (T/A VAC BUY BACK)	-	3,065.14	3,065.14	4,640.00	4,779.00	4,779.00
01-122-5300-000	PROF SERVICES	580.00	68.02	2,248.79	1,300.00	1,300.00	1,300.00
01-122-5340-000	COMMUNICATIONS	52.40	20.15	2.46	150.00	150.00	150.00
01-122-5420-000	OFFICE SUPPLIES	917.54	1,721.85	1,762.66	1,150.00	1,150.00	1,150.00
01-122-5580-000	OTHER SUPPLIES	-	-	90.06	300.00	300.00	300.00
01-122-5710-000	TRAVEL/MILEAGE-IN STATE	179.62	27.32	241.01	200.00	200.00	200.00
01-122-5730-000	DUES & MEMBERSHIPS	2,540.50	2,019.00	4,819.83	5,000.00	5,000.00	5,000.00
01-122-5780-000	OTHER CHARGES	3,205.50	3,876.81	200.00	3,100.00	3,100.00	3,100.00
* Total Department 122	* SELECTMEN 122	119,422.40	116,879.87	111,630.95	133,666.00	144,626.00	144,626.00
FIN COM EXPENSES							
01-131-5##-000	FIN COM RESERVE	-	-	173.00	500.00	500.00	500.00
01-132-5000-000	FIN COM RESERVE	-	-	-	29,500.00	29,500.00	29,500.00
* Department 135							
ACCOUNTING							
01-135-5100-000	SALARY & WAGES - TOWN ACCOUNTANT	31,236.00	31,420.25	32,396.00	50,003.00	51,334.00	51,334.00
01-135-5112-000	SALARY & WAGES-SUPPORT STAFF	3,011.33	3,373.27	4,585.19	4,327.00	4,330.00	4,330.00
01-135-5190-000	ADDITIONAL GROSS - LONGEVITY	-	-	-	300.00	600.00	600.00
01-135-5191-000	OTHER - CERTIFICATION	-	-	-	-	-	-
01-135-5245-000	REPAIR & MAINT EQUIPMENT	1,950.00	1,950.00	1,950.00	500.00	500.00	500.00
01-135-5300-000	PROF & TECH SERVICES	389.64	548.65	380.00	500.00	500.00	500.00
01-135-5420-000	OFFICE SUPPLIES	166.42	133.00	196.33	250.00	750.00	750.00
01-135-5710-000	TRAVEL/MILEAGE IN-STATE	333.30	347.07	590.67	337.00	350.00	350.00
01-135-5730-000	DUES & MEMBERSHIPS	255.00	386.00	270.00	300.00	300.00	300.00
01-135-5900-000	AUDIT OF BOOKS	3,250.00	-	-	15,000.00	15,000.00	15,000.00
* Total Department 135	* ACCOUNTING 135	40,591.69	38,158.24	40,368.19	71,017.00	73,164.00	73,164.00
* Department 141							
ASSESSING DEPARTMENT							
01-141-5100-000	SALARY & WAGES-PRINCIPAL ASSESSOF	45,902.00	46,315.40	47,904.00	49,102.00	50,426.00	50,426.00
01-141-5110-000	SALARY & WAGES - OPER STAFF	5,069.23	7,285.45	7,293.75	8,000.00	8,240.00	8,240.00
01-141-5112-000	SALARY & WAGES-SUPPORT STAFF	19,169.40	20,714.10	22,472.70	23,138.00	23,738.00	23,738.00
01-141-5130-000	ADDITIONAL GROSS - LONGEVITY	300.00	600.00	600.00	600.00	600.00	600.00
01-141-5190-000	OTHER - STIPENDS	-	-	-	3.00	3.00	3.00
01-141-5245-000	REPAIR & MAINT EQUIPMENT	8,250.00	8,450.00	8,700.00	9,050.00	11,625.00	11,625.00
01-141-5300-000	PROF SERVICES	50.00	3,039.90	3,042.40	3,500.00	3,500.00	3,500.00
01-141-5420-000	OFFICE SUPPLIES	1,042.58	829.86	841.76	800.00	800.00	800.00
01-141-5710-000	TRAVEL/MILEAGE-IN STATE	324.93	291.16	161.86	500.00	500.00	500.00
01-141-5730-000	DUES & MEMBERSHIPS	245.00	185.00	185.00	275.00	275.00	275.00
* Total Department 141	* ASSESSING DEPARTMENT 141	80,353.14	87,710.87	91,201.47	94,988.00	99,707.00	99,707.00

GENERAL FUND ANNUAL EXPENDITURES BY DEPARTMENT

3/7/3/2014

FY 2015
TOWN ADMIN.

FY 2014

APPROPRIATED

DEPT. REQUEST

FY 2013
EXPENDED

FY 2012
EXPENDED

FY 2011
EXPENDED

ACCOUNT NUMBER	ACCOUNT NAME	FY 2011 EXPENDED	FY 2012 EXPENDED	FY 2013 EXPENDED	FY 2014 APPROPRIATED	FY 2015 DEPT. REQUEST	FY 2015 TOWN ADMIN.
* Department 142 ASSESSORS SPECIAL ARTICLES							
01-142-5902-000	ASSESSORS DATA VERIFICATION						
* Total Department 142 * ASSESSORS SPECIAL ARTICLES 142							
* Department 145 TREASURY							
01-145-5100-000	SALARY & WAGES-TREASURER	9,909.00	11,313.00	12,717.00	23,035.00	27,583.00	27,583.00
01-145-5112-000	SALARY & WAGES-SUPPORT STAFF	6,191.50	6,685.48	7,890.25	8,091.00	8,294.00	8,294.00
01-145-5191-000	OTHER - CERTIFICATION						
01-145-5300-000	PROF SERVICES	1,045.00	1,332.95	1,500.00	1,500.00	15,000.00	15,000.00
01-145-5380-000	OTHER SERVICES	8,077.55	8,072.50	9,915.55	4,000.00	10,000.00	10,000.00
01-145-5420-000	OFFICE SUPPLIES	19.96	222.93	196.14	864.00	800.00	800.00
01-145-5710-000	TRAVEL/MILEAGE - IN STATE	3.00		106.58	225.00	150.00	150.00
01-145-5730-000	DUES & MEMBERSHIPS	30.00	30.00	90.00	350.00	350.00	350.00
01-145-5780-000	OTHER CHARGES - BANK FEES	1.22	26.34				
* Total Department 145 * TREASURY 145							
* Department 146 COLLECTION DEPARTMENT							
01-146-5100-000	SALARY & WAGES-TAX COLLECTOR	49,575.00	50,744.00	53,519.00	54,857.00	27,583.00	27,583.00
01-146-5110-000	SALARY & WAGES - OPER STAFF	28,543.70	29,839.08	33,701.51	34,712.00	35,580.00	35,580.00
01-146-5112-000	SALARY & WAGES-SUPPORT STAFF				1,937.00	1,937.00	1,937.00
01-146-5130-000	ADDITIONAL GROSS - LONGEVITY	1,200.00	900.00	900.00	900.00		
01-146-5131-000	ADDITIONAL GROSS - OVERTIME		73.88				
01-146-5191-000	OTHER - CERTIFICATION						
01-146-5245-000	REPAIR & MAINT EQUIPMENT	7,503.89	7,617.96	12,275.00		1,000.00	1,000.00
01-146-5270-000	EQUIPMENT RENTAL	1,052.42	982.44	1,229.40	80.00	1,200.00	1,200.00
01-146-5300-000	PROF & TECH SVS TAX TITLE	8,395.30	5,759.44	3,923.16	13,500.00		
01-146-5340-000	COMMUNICATION	14,747.53	18,150.10	16,571.59	10,250.00	17,000.00	17,000.00
01-146-5420-000	OFFICE SUPPLIES	1,553.84	2,013.85	1,304.94	774.00	2,000.00	2,000.00
01-146-5730-000	DUES & MEMBERSHIPS	100.00	60.00				
* Total Department 146 * COLLECTION DEPARTMENT 146							
* Department 151 TOWN COUNSEL							
01-151-5300-000	PROF & TECH - GENERAL LEGAL SVS	14,082.64	17,119.78	17,917.47	38,500.00	38,500.00	38,500.00
01-151-5301-000	PROF & TECH - LABOR & LITIGATION	11,539.64	13,568.55	19,196.29	0	0	0
* Total Department 151 * TOWN COUNSEL 151							
* Department 155 MANAGEMENT INFO SYSTEMS							
01-155-5110-000	SALARY & WAGES - GIS ADMINISTRATOR						
01-155-5245-000	REPAIR & MAINT EQUIPMENT	173.94		133.12			
01-155-5300-000	PROFESSIONAL SERVICES	40,000.00	42,000.00	44,088.00	44,000.00	46,000.00	46,000.00
01-155-5340-000	COMMUNICATION			218.47	0	1200	1200
01-155-5380-000	OTHER PURCHASED SERVICES		6,786.50	3,500.00	11800	13,000.00	13,000.00
01-155-5420-000	OFFICE SUPPLIES						
01-155-5600-000	PRIOR YEAR ENCUMBRANCE						
01-155-5870-000	REPLACEMENT EQUIPMENT	3,526.76	4,325.85	959.96	6,000.00	8,000.00	8,000.00
* Total Department 155 * MANAGEMENT INFO SYSTEMS 155							

GENERAL FUND ANNUAL EXPENDITURES BY DEPARTMENT

3/13/2014
FY 2015
TOWN ADMIN.

ACCOUNT NUMBER	ACCOUNT NAME	FY 2011 EXPENDED	FY 2012 EXPENDED	FY 2013 EXPENDED	FY 2014 APPROPRIATED	DEPT. REQUEST	FY 2015
* Department 160	TOWN CLERK						
01-160-5100-000	SALARY & WAGES-TOWN CLERK	53,851.00	55,601.00	57,351.00	58,785.00	60,256.00	58,785.00
01-160-5110-000	SALARY & WAGES - OPER STAFF	29,029.24	30,067.54	33,735.09	34,712.00	35,607.00	35,607.00
01-160-5112-000	SALARY & WAGES-SUPPORT STAFF						
01-160-5130-000	ADDITIONAL GROSS - LONGEVITY	900.00	1,020.27	900.00	900.00	1,200.00	1,200.00
01-160-5131-000	ADDITIONAL GROSS - OVERTIME	-	16.60	-	-	-	-
01-160-5191-000	OTHER - CERTIFICATION	-	-	-	-	-	-
01-160-5245-000	REPAIR & MAINT EQUIPMENT	-	-	-	250.00	1,600.00	1,600.00
01-160-5300-000	PROF SERVICES	5,408.00	4,993.30	4,022.09	6,000.00	6,000.00	6,000.00
01-160-5340-000	COMMUNICATION			15.61			
01-160-5420-000	OFFICE SUPPLIES	526.22	506.41	460.65	650.00	650.00	650.00
01-160-5710-000	TRAVEL/MILEAGE-IN STATE	520.81	435.16	419.09	450.00	450.00	450.00
01-160-5730-000	DUES & MEMBERSHIPS	340.00	410.00	485.00	550.00	550.00	550.00
* Total Department 160	* TOWN CLERK 160	90,575.27	93,050.28	97,388.53	102,297.00	106,313.00	104,842.00
* Department 162	ELECTIONS & REGISTRATIONS						
01-162-5110-000	SALARY & WAGES - OPER STAFF	823.36	583.76	7,835.55	4,000.00	12,000.00	12,000.00
01-162-5130-000	ADDITIONAL GROSS - OVERTIME			309.25			
01-162-5245-000	REPAIR & MAINT EQUIPMENT	600.00	600.00	600.00	1,200.00	1,200.00	1,200.00
01-162-5300-000	PROF SERVICES	10,758.50	8,285.00	13,033.74	2,100.00	6,000.00	6,000.00
01-162-5580-000	OTHER SUPPLIES	3,285.16	4,295.81	7,820.27	3,560.00	3,560.00	3,560.00
01-162-5710-000	TRAVEL/MILEAGE IN-STATE	62.16	20.47	145.90	70.00	125.00	125.00
* Total Department 162	* ELECTIONS & REGISTRATIONS 162	15,529.18	13,785.04	29,744.71	10,920.00	22,875.00	22,875.00
01-163-5190-000	OTHER - STIPENDS - REGISTRARS	2,108.00	2,108.00	2,043.00	2,208.00	2,263.00	2,208.00
* Department 164	STREET LISTINGS						
01-164-5300-000	PROFESSIONAL SERVICES	2,885.30	3,056.81	2,806.60	2,750.00	2,850.00	2,850.00
* Total Department 164	* STREET LISTINGS 164	2,885.30	3,056.81	2,806.60	2,750.00	2,850.00	2,850.00
* Department 171	CONSERVATION COMMISSION						
01-171-5100-000	SALARY & WAGES-CONSERVAGENT	33,814.53	34,694.19	37,926.90	37,088.00	38,075.00	38,075.00
01-171-5112-000	SALARY & WAGES-SUPPORT STAFF	2,781.91	2,491.58				
01-171-5190-000	STIPEND - LONGEVITY	300.00	600.00	600.00	600.00	600.00	600.00
01-171-5300-000	PROF SERVICES	62.90		166.27	554.00	500.00	500.00
01-171-5710-000	TRAVEL/MILEAGE IN-STATE	156.86		97.82	400.00	450.00	450.00
01-171-5730-000	DUES & MEMBERSHIPS	368.00	374.00	391.00			
01-171-5780-000	OTHER CHARGES	346.19	27.63	298.91			
* Total Department 171	* CONSERVATION COMMISSION 171	37,830.39	38,187.40	39,480.90	38,642.00	39,625.00	39,625.00
01-172-5900-000	TRANSFER TO CONSERV LAND TRUST	27,500.00	-	20,000.00	-	-	-
01-174-5730-000	DUES & MEMBERSHIPS - MRPC	2,659.95	2,726.45	2,629.71	2,700.00	2,763.00	2,763.00
* Department 175	COMMUNITY PLANNING						
01-175-5112-000	SALARY & WAGES-SUPPORT STAFF	18,189.00	18,871.09	20,891.81	21,624.00	22,185.00	22,185.00
01-175-5190-000	STIPENDS - LONGEVITY	300.00	300.00	600.00	600.00	600.00	600.00
01-175-5300-000	PROF SERVICES	-	-	36.00	100.00	100.00	100.00
01-175-5340-000	COMMUNICATION	-	-	-	200.00	200.00	200.00
01-175-5710-000	TRAVEL/MILEAGE-IN STATE	19.63	66.03	42.78	50.00	100.00	100.00
01-175-5730-000	DUES & MEMBERSHIPS	-	-	-	150.00	100.00	100.00
* Total Department 175	* COMMUNITY PLANNING 175	18,508.63	19,237.12	21,569.59	22,724.00	23,285.00	23,285.00

GENERAL FUND ANNUAL EXPENDITURES BY DEPARTMENT

3/13/2014

ACCOUNT NUMBER	ACCOUNT NAME	FY 2011 EXPENDED	FY 2012 EXPENDED	FY 2013 EXPENDED	FY 2014 APPROPRIATED	FY 2015 DEPT. REQUEST	FY 2015 TOWN ADMIN.
* Department 176 BOARD OF APPEALS							
01-176-5110-000	SALARY & WAGES - OPER STAFF	3,367.49	4,293.52	4,568.02	6,055.00	6,212.00	6,212.00
01-176-5300-000	PROFESSIONAL SERVICES - LEGAL FEES	-	-	-	-	-	-
* Total Department 176	* BOARD OF APPEALS 176	3,367.49	4,293.52	4,568.02	6,055.00	6,212.00	6,212.00
* Department 179 LAND USE							
01-179-5100-000	SALARY & WAGES-LAND USE ADMIN.	21,318.96	21,862.55	22,581.90	24,373.00	25,021.00	25,021.00
01-179-5190-000	STIPENDS - LONGEVITY	-	-	-	-	300.00	300.00
01-179-5300-000	PROF & TECH SERVICES	1,262.10	2,324.80	1,325.23	2,500.00	2,500.00	2,500.00
01-179-5420-000	OFFICE SUPPLIES	2,244.03	1,735.63	633.84	600.00	600.00	600.00
01-179-5580-000	OTHER SUPPLIES	-	-	56.24	-	-	-
01-179-5710-000	TRAVEL/MILEAGE-IN STATE	-	142.59	13.00	100.00	100.00	100.00
01-179-5730-000	DUES & MEMBERSHIPS	-	-	-	100.00	100.00	100.00
01-179-5780-000	OTHER CHARGES	-	-	180.00	-	-	-
* Total Department 179	* LAND USE 179	24,825.09	26,065.57	24,790.21	27,673.00	28,621.00	28,621.00
01-183-5400-000 HOUSING AUTHORITY							
* Department 191 FACILITIES MAINTENANCE							
01-191-5100-000	SALARY & WAGES - DEPT HEAD FAC MAIL	25,822.24	28,790.03	36,362.70	37,089.00	38,202.00	38,202.00
01-191-5110-000	SALARY & WAGES - OPERATING STAFF	-	-	-	-	-	-
01-191-5120-000	SALARY & WAGES - TEMP HELP	3,659.22	5,778.50	4,936.80	5,638.00	5,638.00	5,638.00
01-191-5130-000	ADDITIONAL GROSS - OVERTIME	72.99	260.82	29.70	-	-	-
01-191-5190-000	STIPENDS - LONGEVITY	300.00	300.00	300.00	300.00	300.00	300.00
01-191-5210-000	ENERGY	65,481.21	68,676.23	67,176.46	75,000.00	90,000.00	90,000.00
01-191-5240-000	REPAIR & MAINTAIN - BUILDING	28,575.12	38,197.02	34,322.27	25,000.00	30,000.00	30,000.00
01-191-5245-000	REPAIR & MAINTAIN - EQUIPMENT	4,033.58	2,568.75	3,606.22	4,000.00	4,000.00	4,000.00
01-191-5270-000	LEASES & RENTALS	220.00	-	-	-	-	-
01-191-5300-000	PROFESSIONAL SERVICES	34,722.97	34,255.59	32,902.25	40,000.00	40,025.00	40,025.00
01-191-5320-000	WATER	5,253.50	4,259.00	2,972.00	3,700.00	3,700.00	3,700.00
01-191-5340-000	COMMUNICATIONS	364.93	1,414.85	1,414.06	1,000.00	1,500.00	1,500.00
01-191-5430-000	BUILDING SUPPLIES	8,779.06	8,765.93	3,514.50	1,850.00	5,000.00	5,000.00
01-191-5460-000	GROUNDKEEPING SUPPLIES	-	854.12	1,184.30	-	1,000.00	1,000.00
01-191-5580-000	OTHER SUPPLIES	-	-	2,169.63	-	-	-
01-191-5710-000	TRAVEL - IN STATE MILEAGE	262.62	722.58	638.93	1,200.00	1,200.00	1,200.00
* Total Department 191	* FACILITIES MAINTENANCE 191	177,547.44	194,900.42	191,529.82	194,777.00	220,565.00	220,565.00
* Department 192 MEMORIAL HALL							
01-192-5245-000	REPAIRS & MAINTENANCE EQUIPMENT	2,588.05	3,131.65	4,129.24	2,500.00	5,000.00	5,000.00
01-192-5300-000	PROF SERVICE	-	125.00	500.00	200.00	200.00	200.00
01-192-5320-000	WATER	-	-	-	-	-	-
01-192-5340-000	COMMUNICATION	5,249.92	4,776.48	5,075.67	5,800.00	5,800.00	5,800.00
01-192-5420-000	OFFICE SUPPLIES	3,075.10	3,380.98	2,209.66	4,000.00	4,000.00	4,000.00
* Total Department 192	* MEMORIAL HALL 192	10,913.07	11,414.11	11,914.57	12,500.00	15,000.00	15,000.00

GENERAL FUND ANNUAL EXPENDITURES BY DEPARTMENT

3/19/2014

FY 2015
TOWN ADMIN.

FY 2014

DEPT. REQUEST

FY 2013
EXPENDED

FY 2012
EXPENDED

FY 2011
EXPENDED

ACCOUNT NUMBER ACCOUNT NAME

ACCOUNT NUMBER	ACCOUNT NAME	FY 2011 EXPENDED	FY 2012 EXPENDED	FY 2013 EXPENDED	APPROPRIATED	DEPT. REQUEST	FY 2015 TOWN ADMIN.
WEST TOWNSEND READING ROOM							
01-193-5210-000	ENERGY	3,507.46	1,345.31	1,770.58	3,869.00	1,869.00	1,869.00
01-193-5240-000	REPAIR & MAINT BUILDING	235.00	193.00	-	350.00	350.00	350.00
01-193-5300-000	PROFESSIONAL SERVICES	45.00	-	-	-	-	-
01-193-5320-000	WATER	208.50	124.50	208.50	150.00	150.00	150.00
01-193-5340-000	COMMUNICATION	-	80.00	-	100.00	100.00	100.00
01-193-5380-000	OTHER SERVICES	24.98	-	165.00	125.00	125.00	125.00
01-193-5420-000	OFFICE SUPPLIES	184.13	300.17	320.96	206.00	206.00	206.00
01-193-5430-000	BUILDING SUPPLIES	-	-	-	100.00	100.00	100.00
01-193-5460-000	GROUNDKEEPING SUPPLIES	4,205.07	2,042.98	2,483.93	4,900.00	2,900.00	2,900.00
* WEST TOWNSEND READING ROOM 193							
* Total Department 193		8,668,269.80	863,487.31	937,789.31	1,015,172.00	1,077,846.00	1,076,420.00
GENERAL GOVERNMENT							
SUBTOTAL							
01-195-5300-000		2,175.80	2,241.00	1,612.68	2,000.00	2,000.00	2,000.00
PROF & TECH - TOWN REPORTS							
* Total Department 210		1,406,376.56	1,325,080.18	1,382,768.65	1,490,642.00	1,506,353.00	1,506,353.00

ACCOUNT NUMBER	ACCOUNT NAME	FY 2011 EXPENDED	FY 2012 EXPENDED	FY 2013 EXPENDED	APPROPRIATED	DEPT. REQUEST	FY 2015 TOWN ADMIN.
POLICE DEPARTMENT							
01-210-5100-000	SALARY & WAGES-POLICE CHIEF	95,529.06	96,517.92	99,036.96	101,406.00	103,434.00	103,434.00
01-210-5110-000	SALARY & WAGES-OPER STAFF	695,365.48	651,580.56	708,176.17	752,256.00	768,856.00	768,856.00
01-210-5112-000	SALARY & WAGES-SUPPORT STAFF	70,845.84	71,823.44	74,339.20	76,200.00	78,467.00	78,467.00
01-210-5120-000	SALARY & WAGES-RESERVE OFFICERS	39,102.71	36,999.57	11,468.73	9,865.00	10,112.00	10,112.00
01-210-5130-000	ADDITIONAL GROSS - OVERTIME	107,336.68	92,926.27	91,467.15	107,066.00	109,207.00	109,207.00
01-210-5131-000	ADDITIONAL GROSS - HOLIDAY	37,136.44	33,730.32	37,899.88	44,338.00	45,315.00	45,315.00
01-210-5132-000	ADDITIONAL GROSS - LONGEVITY	14,050.00	13,300.00	14,300.00	14,300.00	14,300.00	14,300.00
01-210-5190-000	OTHER - STIPENDS COL/QUINN	147,989.52	120,158.40	132,791.12	157,198.00	160,149.00	160,149.00
01-210-5195-000	OTHER - UNIFORM ALLOWANCE	14,510.97	16,809.31	19,530.72	21,900.00	20,400.00	20,400.00
01-210-5196-000	OTHER - TRAINING	4,834.74	7,443.32	11,003.77	11,838.00	11,838.00	11,838.00
01-210-5197-000	OTHER - SPECIAL INVESTIGATIONS	1,515.21	-	-	-	-	-
01-210-5198-000	OTHER - WAGES, GROUNDKEEPING MA	23,863.80	21,808.86	23,608.38	19,500.00	19,500.00	19,500.00
01-210-5210-000	ENERGY	6,564.22	7,574.71	829.17	5,000.00	5,000.00	5,000.00
01-210-5240-000	REPAIR & MAINT BUILDING	29,024.91	28,742.18	26,000.14	42,750.00	35,750.00	35,750.00
01-210-5245-000	REPAIR & MAINT EQUIPMENT	44.00	-	55.56	375.00	375.00	375.00
01-210-5300-000	EQUIPMENT RENTAL	1,827.97	5,361.46	1,933.62	1,000.00	1,000.00	1,000.00
01-210-5320-000	PROF SERVICES	1,836.50	1,457.00	1,302.00	1,090.00	1,090.00	1,090.00
01-210-5340-000	WATER	4,601.18	4,995.92	5,337.22	6,000.00	3,000.00	3,000.00
01-210-5380-000	COMMUNICATION	4,883.17	556.00	1,014.10	1,000.00	1,000.00	1,000.00
01-210-5380-000	OTHER SERVICES	3,624.25	3,268.62	4,102.68	3,549.00	3,549.00	3,549.00
01-210-5420-000	OFFICE SUPPLIES	636.10	210.95	56.01	-	-	-
01-210-5430-000	BUILDING MAINTENANCE SUPPLIES	35,027.68	41,634.88	39,803.91	26,935.00	26,935.00	26,935.00
01-210-5480-000	VEHICULAR SUPPLIES	4,576.79	2,048.52	3,985.15	4,809.00	4,809.00	4,809.00
01-210-5580-000	OTHER SUPPLIES	468.54	461.95	492.33	231.00	231.00	231.00
01-210-5710-000	TRAVEL/LEASE-IN STATE	-	-	1,964.73	-	-	-
01-210-5720-000	TRAVEL-OUT OF STATE	9,565.00	8,575.50	9,384.60	8,500.00	8,500.00	8,500.00
01-210-5730-000	DUES & MEMBERSHIPS	3,683.80	4,900.52	12,042.35	13,536.00	13,536.00	13,536.00
01-210-5780-000	OTHER CHARGES - TRAINING	47,924.00	52,060.00	51,843.00	60,000.00	60,000.00	60,000.00
01-210-5850-000	NEW EQUIPMENT	-	134.00	-	-	-	-
01-210-5870-000	REPLACE EQUIPMENT	-	-	-	-	-	-
* Total Department 210		1,406,376.56	1,325,080.18	1,382,768.65	1,490,642.00	1,506,353.00	1,506,353.00

GENERAL FUND ANNUAL EXPENDITURES BY DEPARTMENT

3/13/2014

ACCOUNT NUMBER	ACCOUNT NAME	FY 2011 EXPENDED	FY 2012 EXPENDED	FY 2013 EXPENDED	FY 2014 APPROPRIATED	FY 2015 DEPT. REQUEST	FY 2015 TOWN ADMIN.
* Department 220	FIRE DEPARTMENT						
01-220-5100-000	SALARY & WAGES-FIRE CHIEF/EMS DIR	76,118.00	76,913.64	79,352.00	81,328.00	83,367.00	83,367.00
01-220-5110-000	SALARY & WAGES - OPER STAFF FULL TII	37,187.48	38,994.16	41,124.60	46,544.00	54,186.00	54,186.00
01-220-5111-000	SALARIES & WAGES - OPER STAFF FT FIF	64,068.24	67,466.78	68,878.02	89,019.00	92,514.00	92,514.00
01-220-5110-230	SALARY & WAGES- OPER STIF FULL TIME		5,979.60				
01-220-5111-230	SALARY & WAGES-OPER STIF PER DIEM A	289,095.87	286,397.40	300,297.82	285,000.00	292,125.00	292,125.00
01-220-5112-000	SALARY & WAGES-SUPPORT STAFF						
01-220-5120-000	SALARY & WAGES - ON CALL FIREFIGHTE	54,240.46	52,877.74	70,114.32	72,404.00	74,214.00	74,214.00
01-220-5120-230	SALARY & WAGES-ON CALL BLS EMT	34,789.39	48,997.70	27,803.81	48,614.00	49,830.00	49,830.00
01-220-5130-000	ADDITIONAL GROSS-LONGEVITY	900.00	900.00	900.00	2,250.00	2,250.00	2,250.00
01-220-5131-000	ADDITIONAL GROSS- OVERTIME OPER S	22,968.24	26,604.30	14,179.13	19,800.00	25,800.00	25,800.00
01-220-5131-230	ADDITIONAL GROSS-OVERTIME EMS OPE	8,408.88	8,712.45	9,049.03	6,000.00	8,000.00	8,000.00
01-220-5132-000	ADDITIONAL GROSS - OVERTIME ON-CALI	1,517.73	2,886.52	1,022.79	2,000.00	2,050.00	2,050.00
01-220-5132-230	ADDITIONAL GROSS-OVERTIME ON CALL	1,292.83	2,130.05	2,304.56	1,000.00	1,025.00	1,025.00
01-220-5190-000	OTHER - STIPENDS						
01-220-5190-230	OTHER - STIPENDS - ON CALL EMS	4,165.00	4,267.00	1,260.00		15,000.00	15,000.00
01-220-5195-000	OTHER - UNIFORM ALLOWANCE	2,400.00	2,036.06	2,800.26	4,100.00	4,100.00	4,100.00
01-220-5195-230	OTHER - UNIFORM ALLOWANCE EMS	2,714.01	2,737.95	2,700.00	2,700.00	2,700.00	2,700.00
01-220-5210-000	ENERGY	25,317.23	21,603.55	22,741.65	24,000.00	24,000.00	24,000.00
01-220-5240-000	REPAIR & MAINT BUILDING	5,744.63	6,331.50	10,869.84	11,000.00	14,000.00	14,000.00
01-220-5245-000	REPAIR & MAINT EQUIPMENT	27,890.38	20,541.18	34,474.08	29,000.00	29,000.00	29,000.00
01-220-5300-000	REPAIR & MAINT - EMS EQUIP. VEHICLES	15,053.76	12,620.50	10,284.23	11,000.00	11,000.00	11,000.00
01-220-5300-230	PROF SERVICES	4,669.35	3,148.30	3,250.82	15,260.00	6,776.00	6,776.00
01-220-5300-000	PROFESSIONAL & TECHNICAL - EMS BILLI	16,538.28	19,177.78	15,927.88	16,200.00	14,684.00	14,684.00
01-220-5310-000	PROF & TECH SVCS - TRAINING	373.45	230.00	400.00	500.00	2,000.00	2,000.00
01-220-5320-000	WATER	1,012.50	1,125.00	1,341.00	1,250.00	1,250.00	1,250.00
01-220-5340-000	COMMUNICATION	7,914.43	10,180.49	6,255.66	10,000.00	10,000.00	10,000.00
01-220-5380-000	OTHER SERVICES	466.93	427.46	436.44	500.00	500.00	500.00
01-220-5380-230	OTHER PURCHASED SERVICES - EMS	609.91	2,116.49	1,757.98	2,500.00	2,500.00	2,500.00
01-220-5420-000	OFFICE SUPPLIES	1,569.97	1,813.32	1,185.26	1,700.00	1,700.00	1,700.00
01-220-5430-000	BUILDING SUPPLIES	578.93	366.71	1,354.83	800.00	800.00	800.00
01-220-5435-230	EQUIPMENT MAINTENANCE SUPPLIES EN	7.25	178.85		100.00	100.00	100.00
01-220-5450-000	CUSTODIAL/HOUSEKEEPING SUPPLIES	785.85	480.74	842.72	700.00	700.00	700.00
01-220-5480-000	VEHICULAR SUPPLIES	18,777.10	19,427.88	15,851.04	18,000.00	20,000.00	20,000.00
01-220-5500-230	MEDICAL SUPPLIES	22,094.70	22,272.35	22,810.55	20,000.00	22,000.00	22,000.00
01-220-5580-000	OTHER SUPPLIES	1,799.47	1,534.38	3,538.67	3,000.00	3,000.00	3,000.00
01-220-5585-000	TRAINING					800.00	800.00
01-220-5710-000	TRAVEL/MILEAGE - IN-STATE						
01-220-5720-000	TRAVEL-OUT OF STATE						
01-220-5730-000	DUES & MEMBERSHIPS	1,063.28	1,195.00	465.00	1,000.00	1,000.00	1,000.00
01-220-5730-230	DUES & MEMBERSHIPS EMS	1,200.00	2,100.00	1,800.00	2,000.00	2,000.00	2,000.00
01-220-5780-000	OTHER CHARGES	548.37	1,442.55	834.84	1,000.00	1,000.00	1,000.00
01-220-5850-000	NEW EQUIPMENT	3,268.37	9,503.86	17,616.33	9,500.00	9,500.00	9,500.00
01-220-5870-000	REPLACE EQUIPMENT	2,545.88	6,115.61	8,790.51	6,000.00	6,000.00	6,000.00
01-220-5890-000	TRUCK LEASE PURCHASE		10,100.00				
01-220-5900-000	HAZARDOUS WASTE COLLECTION			4,457.00	4,457.00	4,457.00	4,457.00
* Total Department 220	* FIRE DEPARTMENT 220	759,696.15	802,034.85	799,072.67	850,226.00	895,928.00	895,928.00

GENERAL FUND ANNUAL EXPENDITURES BY DEPARTMENT

3/13/2014

ACCOUNT NUMBER	ACCOUNT NAME	FY 2011 EXPENDED	FY 2012 EXPENDED	FY 2013 EXPENDED	FY 2014 APPROPRIATED	FY 2015 REQUEST	TOWN ADMIN
* Department 225 COMMUNICATIONS CENTER							
01-225-5100-000	SALARY & WAGES - DIRECTOR	155,967.16	142,941.50	165,108.07	222,960.00	232,769.00	1.00
01-225-5110-000	SALARY & WAGES - OPER STAFF	25,234.87	40,011.32	23,150.24	18,775.00	19,245.00	232,769.00
01-225-5120-000	SALARIES & WAGES - TEMP HELP	23,567.11	16,084.17	26,127.20	33,847.00	34,543.00	19,245.00
01-225-5130-000	ADDITIONAL GROSS	3,750.00	475.49	3,100.00	3,100.00	2,650.00	34,543.00
01-225-5132-000	ADDITIONAL GROSS - LONGEVITY						2,650.00
01-225-5190-000	OTHER - STIPENDS						2,000.00
01-225-5191-000	OTHER STIPENDS	1,452.86	1,228.63	1,070.82	2,350.00	2,600.00	2,000.00
01-225-5195-000	OTHER - UNIFORM ALLOWANCE	379.80					2,600.00
01-225-5240-000	REPAIR & MAINT BUILDING	1,807.95	1,849.50	5,395.71	4,350.00	39,400.00	39,400.00
01-225-5245-000	REPAIR & MAINT EQUIPMENT	1,494.24	662.96	852.05	750.00	750.00	750.00
01-225-5300-000	PROF & TECH SERVICES	6,678.78	6,398.66	6,390.54	7,400.00	7,400.00	7,400.00
01-225-5340-000	COMMUNICATION	443.00			1,000.00	1,000.00	1,000.00
01-225-5380-000	OTHER SERVICES	192.89	433.39	158.26	500.00	500.00	500.00
01-225-5420-000	OFFICE SUPPLIES	313.95			100.00	100.00	100.00
01-225-5680-000	OTHER SUPPLIES	161.91	151.80	159.80	300.00	300.00	300.00
01-225-5710-000	TRAVEL, MILEAGE - IN STATE	221,444.52	210,237.42	231,512.69	295,433.00	343,258.00	343,258.00
* Total Department 225							
* Department 241 BUILDING INSPECTOR							
01-241-5100-000	SALARY & WAGES-BLDG COMMISSIONER	60,450.00	61,178.00	63,455.00	65,043.00	66,670.00	66,670.00
01-241-5110-000	SALARY & WAGES - OPER (ALT BLDG INS	15,601.13	15,998.90	23,632.45	26.00	600.00	600.00
01-241-5112-000	SALARY & WAGES-SUPPORT STAFF	1,281.28			25,956.00	23,955.00	23,955.00
01-241-5120-000	SALARY & WAGES - TEMP HELP	900.00	900.00	1,200.00	1,200.00	1,500.00	1,500.00
01-241-5130-000	ADDITIONAL GROSS - LONGEVITY	500.00	500.00	500.00	500.00	500.00	500.00
01-241-5190-000	OTHER - STIPEND CERTIFICATION				4,500.00	4,500.00	4,500.00
01-241-5191-000	OTHER - STIPEND TRAVEL	485.00	485.00	485.00	485.00	485.00	485.00
01-241-5195-000	OTHER - UNIFORM ALLOWANCE	1,295.20	1,937.01	842.38			
01-241-5245-000	REPAIRS AND MAINTENANCE - EQUIPMEI	1,184.39	1,540.00	1,570.00	1,500.00	1,500.00	1,500.00
01-241-5300-000	PROFESSIONAL SERVICES	365.11	367.39	419.66	400.00	400.00	400.00
01-241-5340-000	COMMUNICATIONS	132.13	163.40	1,450.19	300.00	300.00	300.00
01-241-5420-000	OFFICE SUPPLIES	2,571.15	2,385.88	2,074.94			
01-241-5480-000	VEHICULAR SUPPLIES		16.99				
01-241-5710-000	TRAVEL, MILEAGE IN-STATE	134.95	210.85	286.90	250.00	250.00	250.00
01-241-5730-000	DUES & MEMBERSHIPS	84,900.34	85,583.42	95,918.52	100,160.00	100,660.00	100,660.00
* Total Department 241							
* Department 242 GAS INSPECTOR							
01-242-5100-000	GAS INSPECTOR SALARY	4,913.00	4,913.00	4,913.00	5,038.00	5,038.00	5,038.00
01-242-5110-000	SALARY & WAGES - OPER (ALT INSP)	104.00	104.00	104.00	104.00	104.00	104.00
01-242-5400-000	GAS INSP EXPENSE						
* Total Department 242							
* Department 243 PLUMBING INSPECTOR							
01-243-5100-000	PLUMBING INSP SALARY	6,976.00	6,976.00	6,976.00	7,153.00	7,153.00	7,153.00
01-243-5110-000	SALARY & WAGES - OPER (ALT INSP)	104.00	104.00	104.00	104.00	104.00	104.00
01-243-5300-000	PROFESSIONAL & TECHNICAL		200.00	100.00	150.00	230.00	230.00
01-243-5400-000	PLUMBING INSP EXPENSE				34.55	150.00	150.00
01-243-5710-000	TRAVEL, MILEAGE IN-STATE	483.23	444.77	688.45	498.00	1,000.00	1,000.00
* Total Department 243							
* Department 244 PLUMBING INSPECTOR 244							
01-244-5100-000	PLUMBING INSP SALARY	7,563.23	7,724.77	7,903.00	8,280.00	8,637.00	8,637.00

GENERAL FUND ANNUAL EXPENDITURES BY DEPARTMENT

3/13/2014

FY 2015
TOWN ADMIN.

FY 2014
DEPT. REQUEST

FY 2014
APPROPRIATED

FY 2013
EXPENDED

FY 2012
EXPENDED

FY 2011
EXPENDED

ACCOUNT NUMBER	ACCOUNT NAME	FY 2011 EXPENDED	FY 2012 EXPENDED	FY 2013 EXPENDED	FY 2014 APPROPRIATED	FY 2014 DEPT. REQUEST	FY 2015 TOWN ADMIN.
* Department 244	SEALER of WEIGHTS & MEASURES						
01-244-5100-000	SEALER OF WEIGHTS & MEASURERS	3,766.00	3,766.00	3,766.00	3,925.00	3,925.00	3,925.00
01-244-5110-000	SALARY & WAGES - OPER (ALT INSP)	-	-	-	-	-	-
01-244-5195-000	STIPENDS - CLOTHING ALLOWANCE	15.00	74.99	144.82	100.00	100.00	100.00
01-244-5400-000	WEIGHTS & MEASURER EXPENSE	-	-	-	50.00	50.00	50.00
01-244-5420-000	OFFICE SUPPLIES	11.13	10.93	25.93	50.00	50.00	50.00
01-244-5710-000	TRAVEL, MILEAGE IN-STATE	3,792.13	3,851.92	3,936.75	4,125.00	4,125.00	4,125.00
* Total Department 244	* SEALER of WEIGHTS & MEASURES 244						
* Department 245	ELECTRICAL INSPECTOR						
01-245-5100-000	WIRE INSP SALARY	11,480.00	11,480.00	11,480.00	11,769.00	11,769.00	11,769.00
01-245-5110-000	SALARY & WAGES - OPER (ALT INSPCT)	167.00	167.00	167.00	167.00	167.00	167.00
01-245-5300-000	PROFESSIONAL & TECHNICAL	349.00	480.70	-	650.00	150.00	150.00
01-245-5400-000	WIRE INSPECTOR EXPENSE	-	-	24.00	-	-	-
01-245-5580-000	OTHER SUPPLIES	-	542.43	255.92	100.00	280.00	280.00
01-245-5710-000	TRAVEL, MILEAGE IN-STATE	-	12,670.13	570.08	600.00	1,000.00	1,000.00
* Total Department 245	* ELECTRICAL INSPECTOR 245	11,996.00	12,670.13	12,497.00	13,286.00	13,366.00	13,366.00
01-246-5400-000	ANIMAL INSPECTOR	500.00	500.00	500.00	513.00	513.00	513.00
* Department 291	T.E.M.A.						
01-291-5245-000	REPAIR & MAINT - EQUIPMENT	105.70	491.82	110.00	691.00	691.00	691.00
01-291-5340-000	COMMUNICATION	-	-	-	-	-	-
01-291-5380-000	OTHER SERVICE	388.96	-	90.00	109.00	109.00	109.00
01-291-5420-000	OFFICE SUPPLIES	338.74	-	459.34	200.00	200.00	200.00
01-291-5580-000	OTHER SUPPLIES	67.30	193.79	277.42	-	-	-
01-291-5710-000	TRAVEL IN STATE - MILEAGE	-	3,487.61	-	-	-	-
01-291-5901-000	EMER MGMT GRANT MATCH ATM 5/11	900.70	4,173.22	936.76	1,000.00	1,000.00	1,000.00
* Total Department 291	* T.E.M.A. 291						
* Department 292	DOG OFFICER						
01-292-5100-000	SALARY & WAGES - ANIMAL CONTROL OF	15,996.00	16,000.00	16,000.00	16,400.00	16,400.00	16,400.00
01-292-5300-000	ANIMAL CONTROL PROFESSIONAL SERVI	5,208.06	1,578.62	275.00	3,500.00	4,000.00	4,000.00
01-292-5420-000	OFFICE SUPPLIES	77.47	-	45.97	-	-	-
01-292-5580-000	OTHER SUPPLIES	606.43	509.98	1,388.31	-	-	-
01-292-5600-000	PRIOR YEAR ENCUMBRANCE	-	-	-	-	-	-
01-292-5710-000	TRAVEL, MILEAGE - IN STATE	932.62	1,337.49	1,308.79	-	-	-
* Total Department 292	* DOG OFFICER 292	22,820.58	19,426.09	19,018.07	19,900.00	20,000.00	20,400.00
* Department 294	TREE WARDEN						
01-294-5100-000	TREE WARDEN SALARY	9,666.00	9,666.00	9,666.00	9,908.00	9,908.00	9,908.00
01-294-5270-000	EQUIPMENT RENTAL	9,900.00	10,700.00	10,400.00	9,374.00	9,374.00	9,374.00
01-294-5380-000	OTHER PURCHASED SERVICES	221.64	-	169.40	1,200.00	1,200.00	1,200.00
01-294-5710-000	TRAVEL, MILEAGE - IN STATE	333.21	365.02	340.44	300.00	300.00	300.00
01-294-5730-000	DUES AND MEMBERSHIPS	105.00	170.00	115.00	450.00	450.00	450.00
* Total Department 294	* TREE WARDEN 294	20,225.85	20,901.02	20,690.84	21,232.00	21,232.00	21,232.00
01-297-5100-000	BURIEL AGENT	136.00	136.00	136.00	136.00	136.00	136.00
01-298-5100-000	PARKING CLERK	59.00	59.00	59.00	59.00	59.00	59.00

SUBTOTAL PUBLIC SAFETY 2,545,430.06 2,497,395.02 2,579,966.95 2,610,134.00 2,920,409.00 2,920,609.00

GENERAL FUND ANNUAL EXPENDITURES BY DEPARTMENT

3/13/2014
FY 2015
TOWN ADMIN.

ACCOUNT NUMBER	ACCOUNT NAME	FY 2011 EXPENDED	FY 2012 EXPENDED	FY 2013 EXPENDED	FY 2014 APPROPRIATED	FY 2015 DEPT. REQUEST	FY 2015 TOWN ADMIN.
01-300-5400-000	N.M.R.S.D. ASSESSMENT	7,967,836.00	7,907,428.00	8,522,842.00	8,580,425.00	8,989,357.00	8,989,357.00
01-301-5400-000	N.V.T.H.S. ASSESSMENT	905,793.00	951,200.00	922,086.00	963,831.00	1,034,072.00	1,034,072.00

SUBTOTAL EDUCATION 8,873,619.00 8,858,628.00 9,444,928.00 9,544,256.00 10,023,429.00 10,023,429.00

* Department 421	HIGHWAY DEPT - WAGES	74,708.64	74,708.00	74,709.00	76,577.00	78,491.00	78,491.00
01-421-5100-000	SALARY & WAGES-HIGHWAY SUPERINTE	249,620.40	209,450.00	206,359.06	269,037.00	274,113.00	274,113.00
01-421-5110-000	SALARY & WAGES-OPER STAFF	39,631.03	25,852.79	2,159.97	7,448.00	7,546.00	7,546.00
01-421-5130-000	ADDITIONAL GROSS - OT & DIFFRL	3,600.00	4,300.00	3,900.00	4,800.00	4,800.00	4,800.00
01-421-5132-000	ADDITIONAL GROSS - LONGEVITY	500.00	500.00	500.00	500.00	3,500.00	3,500.00
01-421-5191-000	OTHER STIPEND - CERTIFICATION						
01-421-5192-000	OTHER STIPEND - TUITION REIMBURSEM						
01-421-5195-000	OTHER - UNIFORM ALLOWANCE	5,167.70	5,554.41	6,379.49	6,900.00	6,900.00	6,900.00
* Total Department 421	* HIGHWAY DEPT - WAGES 421	373,227.77	320,365.20	294,007.52	365,262.00	375,350.00	375,350.00

* Department 422	HIGHWAY EXPENSES	11,720.02	10,485.90	10,849.21	13,680.00	13,680.00	13,680.00
01-422-5210-000	ENERGY	2,022.48	1,142.08	2,255.00	1,000.00	1,000.00	1,000.00
01-422-5240-000	REPAIR & MAINT BUILDING	24,950.09	17,473.38	17,195.81	4,500.00	4,500.00	4,500.00
01-422-5245-000	REPAIR & MAINT EQUIPMENT	2,999.01	2,589.00	2,589.00	1,500.00	1,500.00	1,500.00
01-422-5270-000	EQUIPMENT RENTAL	1,719.14	312.10	2,147.76	1,500.00	1,500.00	1,500.00
01-422-5300-000	PROFESSIONAL SERVICES	452.50	287.50	388.00	200.00	200.00	200.00
01-422-5320-000	WATER	2,582.19	2,577.25	3,021.89	3,000.00	3,000.00	3,000.00
01-422-5340-000	COMMUNICATION	9,325.58	16,313.56	8,297.58	1,000.00	1,000.00	1,000.00
01-422-5380-000	OTHER SERVICES	1,001.21	3,665.93	896.95	1,000.00	1,000.00	1,000.00
01-422-5420-000	OFFICE SUPPLIES	2,399.37	333.56	69.95	2,000.00	2,000.00	2,000.00
01-422-5430-000	BUILDING SUPPLIES	25,623.51	18,035.48	27,362.37	41,000.00	41,000.00	41,000.00
01-422-5480-000	VEHICULAR SUPPLIES	30,431.61	28,504.44	32,618.47	30,000.00	30,000.00	30,000.00
01-422-5530-000	PUBLIC WORKS SUPPLIES	415.68	409.05	91.15	3,000.00	3,000.00	3,000.00
01-422-5580-000	OTHER SUPPLIES		9.50				
01-422-5710-000	TRAVEL	755.55	606.95	573.12	300.00	300.00	300.00
01-422-5730-000	DUES & MEMBERSHIPS	389.39	3,586.00	-	2,000.00	2,000.00	2,000.00
01-422-5850-000	NEW EQUIPMENT	492.94	3,407.10	-	1,500.00	1,500.00	1,500.00
01-422-5870-000	REPLACE EQUIPMENT	117,280.27	109,738.78	106,481.14	107,180.00	107,180.00	107,180.00
* Total Department 422	* HIGHWAY EXPENSES 422						

* Department 423	SNOW & ICE REMOVAL	7,946.33	4,634.55	16,039.93	2,000.00	2,000.00	2,000.00
01-423-5120-000	SALARY & WAGES-TEMPORARY HELP			32,491.77	25,000.00	25,000.00	25,000.00
01-423-5130-000	WAGES - OVERTIME	1,691.90	3,817.50	2,965.44	25,000.00	25,000.00	25,000.00
01-423-5245-000	REPAIR & MAINTAIN EQUIPMENT	55,394.00	25,575.00	52,694.00	29,000.00	29,000.00	29,000.00
01-423-5270-000	EQUIPMENT RENTAL	54,977.41	44,015.61	34,605.16	70,000.00	70,000.00	70,000.00
01-423-5480-000	VEHICULAR SUPPLIES	119,774.22	75,180.09	117,554.03	22,000.00	22,000.00	22,000.00
01-423-5512-000	SALT	39,118.32	22,784.84	43,155.84	2,000.00	2,000.00	2,000.00
01-423-5513-000	SAND	4,489.00	1,314.22	1,845.50	2,000.00	2,000.00	2,000.00
01-423-5870-000	REPLACEMENT EQUIPMENT	283,391.18	177,321.81	301,351.67	175,000.00	175,000.00	175,000.00
* Total Department 423	* SNOW & ICE REMOVAL 423						

GENERAL FUND ANNUAL EXPENDITURES BY DEPARTMENT

3/13/2012
FY 2015

ACCOUNT NUMBER	ACCOUNT NAME	FY 2011 EXPENDED	FY 2012 EXPENDED	FY 2013 EXPENDED	FY 2014 APPROPRIATED	DEPT. REQUEST	TOWN ADMIN.
* Department 424	STREET LIGHTING						
01-424-5210-000	ENERGY - HWY STREET LIGHTS	15,308.00	16,924.58	16,825.45	17,500.00	17,500.00	17,500.00
* Total Department 424	* STREET LIGHTING 424	15,308.00	16,924.58	16,825.45	17,500.00	17,500.00	17,500.00
SUBTOTAL	STREETS & HIGHWAYS	789,187.22	624,350.37	718,665.78	864,942.00	675,030.00	675,030.00
* Department 430	LANDFILL OPERATIONS						
01-430-5210-000	ENERGY	1,458.73	1,429.34	1,615.10	2,500.00	2,500.00	2,500.00
01-430-5240-000	REPAIR & MAINT LANDFILL BUILDING	161.94	42.88	424.18	2,500.00	2,500.00	2,500.00
01-430-5245-000	REPAIR & MAINT EQUIPMENT		1,105.61	963.20	0		
01-430-5300-000	PROFESSIONAL SERVICES	5,371.80	5,870.00	12,812.50	9,100.00	9,100.00	9,100.00
01-430-5340-000	COMMUNICATIONS	301.32	369.93	400.74	300.00	300.00	300.00
01-430-5580-000	OTHER SUPPLIES	93.61	233.46	67.99			
* Total Department 430	* LANDFILL OPERATIONS 430	7,387.40	9,051.22	16,283.71	14,400.00	14,400.00	14,400.00
01-433-5301-000	CURBSIDE PICKUP & TRANS.	572,058.48	654,091.24	610,262.27	625,000.00	629,000.00	629,000.00
* Department 435	SOLID WASTE						
01-435-5300-000	PROF SVS - NORTH CENT REG SOLID WA	5,198.00	5,198.00	5,198.00	5,198.00	5,198.00	5,198.00
01-435-5305-100	DEVENS HAZARD PROG CAP FEE STM 11	12,816.00					
01-435-5310-100	DEVENS HAZARD PROG OPER FEE	3,095.00	4,457.00				
* Total Department 435	* HOUSEHOLD HAZARDOUS WASTE 435	21,109.00	9,655.00	5,198.00	5,198.00	5,198.00	5,198.00
SUBTOTAL	SOLID WASTE SERVICES	600,554.88	672,797.46	631,743.96	644,598.00	646,598.00	646,598.00
* Department 491	CEMETERY/PARKS DEPARTMENT						
01-491-5100-000	SALARY & WAGES-CEMETERY SUPER	39,814.62	42,513.48	46,832.75	48,110.00	49,507.00	49,507.00
01-491-5110-000	SALARY & WAGES - OPER STAFF		6,916.98	18,639.65	18,742.00	32,349.00	32,349.00
01-491-5112-000	SALARIES & WAGES - SUPPORT STAFF	1,304.28	1,216.02	1,708.91	7,765.00	7,949.00	7,949.00
01-491-5120-000	SALARIES & WAGES - TEMP HELP	19,945.26	20,901.30	21,816.30	20,832.00	21,353.00	21,353.00
01-491-5130-000	ADDITIONAL GROSS - OVERTIME	2,714.11	1,308.87	1,302.39			
01-491-5135-000	ADDITIONAL GROSS - LONGEVITY	300.00	300.00	300.00	300.00	300.00	300.00
01-491-5195-000	OTHER - UNIFORM ALLOWANCE				40.00	40.00	40.00
01-491-5210-000	ENERGY	3,114.85	3,829.72	3,214.71	3,525.00	3,525.00	3,525.00
01-491-5240-000	REPAIR & MAINTAIN BUILDING	857.03		274.66	500.00	500.00	500.00
01-491-5245-000	REPAIR & MAINTENANCE EQUIPMENT	1,232.10	706.58	691.23	350.00	350.00	350.00
01-491-5270-000	EQUIPMENT RENTAL		823.75	635.00	1,000.00	1,000.00	1,000.00
01-491-5320-000	WATER	239.10	267.00	35.00	300.00	300.00	300.00
01-491-5340-000	COMMUNICATION		595.98	409.08	300.00	300.00	300.00
01-491-5380-000	OTHER PURCHASED SERVICES	245.00		210.00			
01-491-5420-000	OFFICE SUPPLIES	133.97	72.00	167.48	46.00	46.00	46.00
01-491-5430-000	BUILDING MAINTENANCE SUPPLIES	322.98	248.79	325.49	100.00	100.00	100.00
01-491-5460-000	GROUNDKEEPING SUPPLIES	621.86	965.50	1,298.47	1,100.00	1,100.00	1,100.00
01-491-5480-000	VEHICULAR SUPPLIES	1,155.02	1,447.40	2,001.83	1,700.00	1,700.00	1,700.00
01-491-5580-000	OTHER SUPPLIES	225.00	450.82	149.85	500.00	500.00	500.00
* Total Department 491	* CEMETERY/PARKS DEPARTMENT 491	72,225.18	82,584.19	100,012.80	105,200.00	120,919.00	120,919.00

GENERAL FUND ANNUAL EXPENDITURES BY DEPARTMENT

3/13/2014

ACCOUNT NUMBER	ACCOUNT NAME	FY 2011 EXPENDED	FY 2012 EXPENDED	FY 2013 EXPENDED	FY 2014 APPROPRIATED	FY 2015 DEPT. REQUEST	FY 2015 TOWN ADMIN.
* Department 520	BOARD OF HEALTH						
01-520-5112-000	SALARY & WAGES-SUPPORT STAFF	26,690.07	29,316.76	32,433.45	34,057.00	34,746.00	34,746.00
01-520-5120-000	SALARY & WAGES - TEMPORARY HELP	-	-	-	-	-	-
01-520-5130-000	ADDITIONAL GROSS	-	279.56	398.54	300.00	300.00	300.00
01-520-5190-000	ADDITIONAL GROSS - LONGEVITY	170.40	433.10	49.10	800.00	800.00	800.00
01-520-5300-000	PROF SERVICES	-	189.84	200.24	70.00	70.00	70.00
01-520-5340-000	COMMUNICATION	348.38	26.00	138.99	275.00	275.00	275.00
01-520-5420-000	OFFICE SUPPLIES	-	452.31	396.84	430.00	305.00	305.00
01-520-5580-000	OTHER SUPPLIES	360.43	155.00	514.00	125.00	250.00	250.00
01-520-5710-000	TRAVEL/MILEAGE IN-STATE	190.00	30,852.57	34,132.16	36,057.00	36,746.00	36,746.00
01-520-5730-000	DUES & MEMBERSHIPS	27,759.28	-	-	-	-	-
* Total Department 520	* BOARD OF HEALTH 520						
* Department 522	NASHOBA ASSESSMENTS						
01-522-5300-000	NURSING CONTRACT	6,166.00	6,166.00	8,702.88	7,059.00	7,059.00	7,059.00
01-522-5301-000	NASHOBA ASSESSMENT	21,085.00	21,085.00	19,440.84	21,085.00	21,085.00	21,085.00
* Total Department 522	* NASHOBA ASSESSMENTS 522	27,251.00	27,251.00	28,143.72	28,144.00	28,144.00	28,144.00
01-524-5300-000	LANDFILL ENGINEERING SERVICES	19,790.00	17,270.00	17,500.00	20,400.00	20,400.00	20,400.00
* Department 541	COUNCIL ON AGING						
01-541-5100-000	SALARY & WAGES-C.O.A DIRECTOR	35,046.21	34,588.77	35,788.50	37,089.00	37,929.00	37,929.00
01-541-5110-000	SALARY & WAGES - OPER STAFF	13,464.64	19,315.00	21,292.00	27,631.00	36,505.00	36,505.00
01-541-5120-000	SALARY & WAGES - TEMPORARY HELP	-	-	-	0	580.00	580.00
01-541-5130-000	ADDITIONAL GROSS - LONGEVITY	900.00	900.00	900.00	900.00	900.00	900.00
01-541-5245-000	REPAIR & MAINT EQUIPMENT	423.49	510.00	490.00	695.00	695.00	695.00
01-541-5270-000	RENTAL - BUILDING	-	793.17	1,750.00	1,600.00	1,600.00	1,600.00
01-541-5300-000	PROFESSIONAL SERVICES	1,070.10	1,341.92	901.49	1,300.00	1,300.00	1,300.00
01-541-5340-000	COMMUNICATIONS	1,098.80	277.78	109.00	1,000.00	1,000.00	1,000.00
01-541-5380-000	OTHER SERVICES	-	989.34	1,218.13	1,000.00	1,000.00	1,000.00
01-541-5420-000	OFFICE SUPPLIES	1,098.54	597.90	632.19	1,525.00	1,525.00	1,525.00
01-541-5580-000	OTHER SUPPLIES	658.37	185.00	-	500.00	500.00	500.00
01-541-5730-000	DUES & MEMBERSHIPS	165.00	-	-	72,240.00	82,534.00	82,534.00
* Total Department 541	* COUNCIL ON AGING 541	53,924.95	59,498.88	63,041.31	72,240.00	82,534.00	82,534.00
* Department 543	VETERAN AGENT						
01-543-5100-000	VETERANS AGENT SALARY	4,886.00	4,886.00	4,886.00	5,009.00	5,234.00	5,009.00
01-543-5340-000	COMMUNICATION	-	-	-	100.00	100.00	100.00
01-543-5420-000	OFFICE SUPPLIES	-	-	-	-	-	-
01-543-5730-000	DUES	-	-	-	-	-	-
* Total Department 543	* VETERAN AGENT 543	4,886.00	4,886.00	4,886.00	5,109.00	5,334.00	5,109.00
* Department 544	VETERANS BENEFITS						
01-544-5300-000	PROFESSIONAL SERVICES	-	23,949.20	-	50,000.00	55,000.00	55,000.00
01-544-5380-000	OTHER SERVICES - VET BENEFITS	37,804.45	23,949.20	38,725.82	50,000.00	55,000.00	55,000.00
* Total Department 544	* VETERANS BENEFITS 544	37,804.45	23,949.20	38,725.82	50,000.00	55,000.00	55,000.00

SUBTOTAL HUMAN SERVICES 243,640.46 246,271.34 286,441.81 317,150.00 349,077.00 346,852.00

GENERAL FUND ANNUAL EXPENDITURES BY DEPARTMENT

3/13/2014

ACCOUNT NUMBER	ACCOUNT NAME	FY 2011 EXPENDED	FY 2012 EXPENDED	FY 2013 EXPENDED	FY 2014 APPROPRIATED	FY 2015 DEPT. REQUEST	FY 2015 TOWN ADMIN.
* Department 610	LIBRARY						
01-610-5100-000	SALARIES & WAGES-LIBRARY DIRECTOR	39,046.71	40,261.68	42,814.73	44,089.00	45,234.00	45,234.00
01-610-5110-000	SALARY & WAGES - OPER STAFF	5,894.68	5,717.85	43,500.07	44,439.00	49,799.00	49,799.00
01-610-5110-101	WAGES - CHILDREN'S LIBRARIAN	11,275.64	24,950.72	28,857.10	29,745.00	30,474.00	30,474.00
01-610-5110-102	WAGES - CHILDREN'S SENIOR TECH	18,015.93	18,659.54	22,758.15	23,173.00	23,738.00	23,738.00
01-610-5110-201	WAGES - SENIOR LIBRARY TECH	26,616.80	27,256.20	30,586.40	31,489.00	32,284.00	32,284.00
01-610-5110-202	WAGES - LIBRARY TECH 19 HR	8,092.09	10,125.28	-	-	-	-
01-610-5110-203	WAGES - LIBRARY TECH 11 HR	5,100.48	6,732.01	-	-	-	-
01-610-5110-204	WAGES - LIBRARY TECH 4 HR	5,980.14	9,411.79	-	-	-	-
01-610-5120-000	WAGES - SUNDAY STAFFING	-	-	3,602.92	1,500.00	-	-
01-610-5130-000	ADDITIONAL GROSS - LONGEVITY	900.00	1,200.00	1,500.00	1,500.00	1,500.00	1,500.00
01-610-5210-000	ENERGY	-	-	-	-	-	-
01-610-5240-000	REPAIR & MAINT BUILDING	-	-	-	-	-	-
01-610-5240-000	REPAIR & MAINT - EQUIPMENT	327.50	-	-	-	-	-
01-610-5270-000	EQUIPMENT RENTAL	-	-	-	-	-	-
01-610-5300-000	PROFESSIONAL & TECHNICAL SERVICES	-	282.00	200.00	-	-	-
01-610-5320-000	WATER	-	-	-	-	-	-
01-610-5340-000	COMMUNICATION	997.68	559.85	726.22	1,050.00	1,050.00	1,050.00
01-610-5380-000	OTHER PURCHASED SERVICES	6,940.36	8,571.98	9,014.00	10,980.00	11,683.00	11,683.00
01-610-5420-000	OFFICE SUPPLIES	2,620.77	2,959.49	1,600.53	1,525.00	2,000.00	2,000.00
01-610-5450-000	CUSTODIAL SUPPLIES	46.06	-	-	100.00	100.00	100.00
01-610-5580-000	OTHER SUPPLIES - BOOKS, DVD, CD	32,230.19	32,703.18	28,925.80	31,307.00	34,533.00	34,533.00
01-610-5581-000	OTHER SUPPLIES - MISCELLANEOUS	-	-	-	-	-	-
01-610-5730-000	DUES & MEMBERSHIPS	65.00	285.00	145.00	1,752.00	1,752.00	1,752.00
01-610-5780-000	OTHER CHARGES	1,091.12	929.10	1,188.31	-	-	-
* Total Department 610	* LIBRARY 610	165,221.15	190,605.67	215,419.23	221,149.00	234,147.00	234,147.00
* Department 630	RECREATION DEPARTMENT						
01-630-5100-000	SALARY & WAGES-REC. DIRECTOR	-	-	-	-	-	-
01-630-5110-000	SALARY & WAGES - OPER STAFF	-	-	-	-	-	-
01-630-5580-000	OTHER SUPPLIES	-	-	-	-	-	-
* Total Department 630	* RECREATION DEPARTMENT 630	-	-	-	-	-	-
* Department 660	MEMORIAL DAY COMMITTEE						
01-660-5120-000	SALARY & WAGES TEMPORARY HELD	1,451.97	1,284.08	1,188.56	1,500.00	1,500.00	1,500.00
01-660-5300-000	PROFESSIONAL SERVICES	1,770.00	1,817.00	1,646.00	2,225.00	2,225.00	2,225.00
01-660-5350-000	BAND SERVICES	830.78	731.15	754.64	833.00	833.00	833.00
01-660-5580-000	OTHER SUPPLIES	4,052.75	3,832.23	3,589.20	4,558.00	4,558.00	4,558.00
* Total Department 660	* MEMORIAL DAY COMMITTEE 660	7,905.50	7,264.46	6,978.40	9,116.00	9,116.00	9,116.00
* Department 692	BAND CONCERTS						
01-692-5120-000	SALARY & WAGES TEMPORARY HELP	-	-	-	-	-	-
01-692-5350-000	BAND SERVICES	7,669.00	7,712.00	7,848.00	7,829.00	8,100.00	8,100.00
01-692-5580-000	OTHER SUPPLIES	260.00	216.86	281.00	300.00	300.00	300.00
* Total Department 692	* BAND CONCERTS 692	7,929.00	7,928.86	8,129.00	8,129.00	8,400.00	8,400.00

SUBTOTAL CULTURE & RECREATION 177,202.90 202,366.76 227,137.43 233,836.00 247,105.00

3/13/2014

WATER ENTERPRISE FUND ANNUAL EXPENDITURES

FY 2015
TOWN ADMIN.
RECOMMENDED

FY 2014
EXPENDED APPROPRIATED

FY 2013
EXPENDED

FY 2011
EXPENDED

ACCOUNT NUMBER	ACCOUNT NAME	FY 2011 EXPENDED	FY 2013 EXPENDED	FY 2014 EXPENDED APPROPRIATED	FY 2015 TOWN ADMIN. RECOMMENDED
61-000-5100-000	SALARY & WAGES - WATER SUPERINTENDENT	65,082.96	68,078.40	70,055.00	71,915.00
61-000-5110-000	SALARY & WAGES - OPERATING STAFF	84,062.88	90,937.61	98,154.00	97,784.00
61-000-5112-000	SALARY & WAGES - SUPPORT STAFF	47,473.04	52,460.44	55,017.00	55,312.00
61-000-5120-000	SALARY & WAGES - TEMPORARY HELP	-	-	-	-
61-000-5130-000	ADDITIONAL GROSS	1,011.88	1,517.20	11,060.00	8,300.00
61-000-5131-000	ADDITIONAL GROSS - OVERTIME	2,700.00	3,300.00	3,600.00	3,900.00
61-000-5132-000	ADDITIONAL GROSS - LONGEVITY	15,817.04	15,498.39	13,825.00	13,325.00
61-000-5135-000	ADDITIONAL GROSS - REG & SPEC ON CALL	-	-	3.00	3.00
61-000-5190-000	OTHER - STIPENDS WATER COMMISSIONERS	-	-	2,000.00	2,000.00
61-000-5191-000	OTHER - RETIREMENT BENEFIT	2,088.14	1,686.48	2,550.00	3,800.00
61-000-5195-000	OTHER - CLOTHING ALLOWANCE	84,695.91	75,528.98	82,000.00	82,000.00
61-000-5210-000	ENERGY	906.86	733.20	5,000.00	5,000.00
61-000-5240-000	REPAIR & MAINT BUILDING	21,514.86	33,357.83	20,000.00	20,000.00
61-000-5245-000	REPAIR & MAINT EQUIPMENT	-	-	1.00	1.00
61-000-5245-100	REPAIR & MAINT - SCADA SYSTEM	315.00	1,075.00	1,000.00	1,000.00
61-000-5270-000	RENTALS	24,365.57	34,769.12	20,000.00	20,000.00
61-000-5300-000	PROFESSIONAL SERVICES	-	6,900.00	6,000.00	6,000.00
61-000-5300-100	PROF SVS - BACKFLOW TESTING	14,610.77	17,428.54	17,600.00	17,600.00
61-000-5340-000	COMMUNICATION	1,475.82	400.00	2,600.00	2,600.00
61-000-5380-000	OTHER SERVICES	3,836.10	2,264.43	5,000.00	5,000.00
61-000-5420-000	OFFICE SUPPLIES	838.20	337.56	1,500.00	1,500.00
61-000-5430-000	BUILDING SUPPLIES	-	547.31	1,500.00	1,500.00
61-000-5435-000	EQUIPMENT MAINT SUPPLIES	612.45	1,303.67	500.00	500.00
61-000-5460-000	GROUNDKEEPING SUPPLIES	13,243.04	9,791.34	8,000.00	8,000.00
61-000-5480-000	VEHICULAR SUPPLIES	31,728.24	33,546.66	35,000.00	35,000.00
61-000-5530-000	PUBLIC WORKS SUPPLIES	12,762.71	13,902.79	23,000.00	23,000.00
61-000-5531-000	CHEMICALS	19.52	28.50	1,000.00	1,000.00
61-000-5580-000	OTHER SUPPLIES	861.20	687.58	1,100.00	1,100.00
61-000-5710-000	TRAVEL/MILEAGE-IN STATE	-	-	100.00	100.00
61-000-5720-000	OUT OF STATE TRAVEL	1,435.00	1,426.25	1,500.00	2,000.00
61-000-5730-000	DUES & MEMBERSHIPS	65.00	-	500.00	500.00
61-000-5780-000	OTHER CHARGES	1,827.73	1,982.52	2,000.00	2,000.00
61-000-5785-000	WATER ASSESSMENT D.E.P.	3,063.93	9,162.36	10,000.00	10,000.00
61-000-5850-000	NEW EQUIPMENT	4,902.63	-	1.00	1.00
61-000-5870-000	REPLACEMENT EQUIPMENT	-	-	-	-
61-000-5890-000	HYDRANTS	42,373.64	42,374.19	42,380.00	42,380.00
61-000-5900-000	DEBT SERVICE - MW PAT EAST SIDE IMPROV	61,583.08	61,583.27	63,000.00	63,000.00
61-000-5901-000	DEBT SERVICE - MW PAT EAST SIDE PHASE II	5,654.25	-	-	-
61-000-5902-000	DEBT SERVICE - WITCH'S BROOK BORROWING	550,927.45	583,277.72	606,546.00	607,121.00
	* WATER ENTERPRISE OPERATING				

* Total Department

4.3

Date received

SEP 21
TOWN OF T
TOWN CLERK



VOLUNTEER RESPONSE FORM

Town government needs citizens who are willing to give time in the service of their community. The Talent Bank is a means of compiling names of interested citizens to serve on a voluntary basis on boards and committees. This file is available for use by the public as well as the Moderator and the Selectmen.

Talent Bank files are being updated to include categories consistent with the changing needs of the town.

Indicate your order of preference and return the form below to:

Talent Bank c/o Board of Selectmen
272 Main Street
Townsend, MA 01469

Name: John F Hussey

Phone (978) 597-6891

email DJ Hussey@comcast.net

Address: 20 Burgess Rd

Occupation: Mach. wright - Farmer

Amount of time available (per week/per month): 10 Hours

Background/Experience

REFER TO THE LIST OF BOARDS AND COMMITTEES ON THE BACK OF THIS FORM AND LIST THOSE YOU ARE INTERESTED IN SERVING ON IN ORDER OF PREFERENCE

1. Conservation Commission
2. _____
3. _____