APPENDIX A
COMPENSATION / CLASSIFICATION TABLE
FISCAL YEAR 2017

2.00% P.B. Cola (+plus)

Salary and Wage Positions

(#) = See footnote - end of Comp. Table

Salaried Positions

	Steps	I Start	II 6 months	III 18 months	IV 30 months	V 42 months	VI 54 months	VII 66 months
	Chief Appraiser	81,264.48	84,515.06	87,895.66	91,411.49	95,067.95	98,870.67	102,825.50
	Chief of Fire	81,264.48	84,515.06	87,895.66	91,411.49	95,067.95	98,870.67	102,825.50
2	Chief of Police	81,264.48	84,515.06	87,895.66	91,411.49	95,067.95	98,870.67	102,825.50
	Director of Finance/Accountant	81,264.48	84,515.06	87,895.66	91,411.49	95,067.95	98,870.67	102,825.50
	Director of Planning & Development	81,264.48	84,515.06	87,895.66	91,411.49	95,067.95	98,870.67	102,825.50
	Director of Public Works	81,264.48	84,515.06	87,895.66	91,411.49	95,067.95	98,870.67	102,825.50
1	Director of Assessors	59,221.44	61,590.30	64,053.91	66,616.07	69,280.71	72,051.94	74,934.02
2	Health Agent	59,221.44	61,590.30	64,053.91	66,616.07	69,280.71	72,051.94	74,934.02
	Health Inspector	59,221.44	61,590.30	64,053.91	66,616.07	69,280.71	72,051.94	74,934.02
	Public Health Nurse	59,221.44	61,590.30	64,053.91	66,616.07	69,280.71	72,051.94	74,934.02
1	Treasurer-Collector	59,221.44	61,590.30	64,053.91	66,616.07	69,280.71	72,051.94	74,934.02
	Council on Aging Director	50,183.48	52,190.82	54,278.45	56,449.59	58,707.57	61,055.87	63,498.10
	Emergency Center Supervisor	50,183.48	52,190.82	54,278.45	56,449.59	58,707.57	61,055.87	63,498.10
	Recreation Director	50,183.48	52,190.82	54,278.45	56,449.59	58,707.57	61,055.87	63,498.10
	Town Accountant (vacant)	50,183.48	52,190.82	54,278.45	56,449.59	58,707.57	61,055.87	63,498.10
	Town Clerk *(Elected)*	50,183.48	52,190.82	54,278.45	56,449.59	58,707.57	61,055.87	63,498.10
2	Building/Zoning Inspector	42,542.93	44,244.64	46,014.43	47,855.01	49,769.21	51,759.98	53,830.38
	Conservation Coordinator	42,542.93	44,244.64	46,014.43	47,855.01	49,769.21	51,759.98	53,830.38
8	Community Project Coordinator	42,542.93	44,244.64	46,014.43	47,855.01	49,769.21	51,759.98	53,830.38

Hourly Positions

	Steps (4% each)	I Start	II 6 months	III 18 months	IV 30 months	V 42 months	VI 54 months	VII 66 months
	Asst. to the Town Manager	21.36	22.21	23.10	24.02	24.98	25.98	27.02
	Assistant Town Accountant	23.03	23.95	24.91	25.91	26.95	28.03	29.15
	Assistant Treasurer/Collector	23.03	23.95	24.91	25.91	26.95	28.03	29.15
	Facilities Maintenance Technician	21.22	22.06	22.94	23.86	24.81	25.80	26.83
	Social Services Specialists	18.27	19.00	19.76	20.55	21.37	22.22	23.11
6	Animal Control Officer	16.22	16.87	17.54	18.24			
	Clerk/Typist	16.42	17.08	17.76	18.47			
	Custodian	17.17	17.85	18.56	19.30			
	Emergency Center Dispatcher *(P/T)*	17.17	18.20	19.29	20.45			
	Fire Equipment Mechanic	25.21	26.22	27.27	28.36			
	Matron	18.63	19.74	20.92	22.18			
	Reserve Patrolman	18.63	19.74	20.92	22.18			

APPENDIX A
COMPENSATION / CLASSIFICATION TABLE
FISCAL YEAR 2017

2.00% P.B. Cola (+plus)

Call Firefighters

Rank	Hourly Wage	Certified 5%
Deputy Chief	27.56	28.94
Captain	25.53	26.81
Lieutenant	23.47	24.64
Inspector, Electrical/Building	23.47	n/a
Firefighter w/ CPR 1st. Responder	20.40	21.42
Probationary Firefighter	17.35	n/a

Collective Bargaining Unions

Administrative Assistant Union - Hourly Compensation table established by Union Contract.

7/1/15 - In Negotiation

Steps	I	II	III	IV	V	VI	VII
	Start	6 mos.	18 mos.	30 mos.	42 mos.	54 mos.	66 mos.
Administrative Assts. - Grade II	19.49	20.27	21.08	21.93	22.80	23.72	24.66

DPW Union - Hourly Compensation table established by Union Contract.

7/1/16 (existing agreement expires 6/30/17)

Steps	I	II	III	IV	V	VI	VII	VIII	IX	X
Upon completion of service timeframe	0	9 mos.	18 mos.	36 mos.	48 mos.	60 mos.	72 mos.	84 mos.	120 mos.	240 mos.
Foreman	23.26	23.89	24.54	25.20	25.88	26.58	27.30	27.79	27.96	28.46
Mechanic	23.26	23.89	24.54	25.20	25.88	26.58	27.30	27.79	27.96	28.46
Plant Operator-Primary	23.26	23.89	24.54	25.20	25.88	26.58	27.30	27.79	27.96	28.46
Foreman 2	21.24	21.81	22.40	23.00	23.62	24.26	24.92	25.37	25.52	25.98
Plant Operator-Secondary	20.86	21.42	22.00	22.59	23.20	23.83	24.47	24.91	25.06	25.51
Heavy Equipment Operator	20.18	20.72	21.28	21.85	22.44	23.05	23.67	24.10	24.24	24.68
Truck Driver Labor	18.78	19.29	19.81	20.34	20.89	21.45	22.03	22.43	22.56	22.97

Firefighter Union - Hourly Compensation table established by Union Contract.

7/1/15 (existing agreement expires 6/30/16)

Steps	I	II	III	IV	V	VI	VII
	0	1 yrs.	2 yrs.	3 yrs.	4 yrs.	5 yrs.	6 yrs.
Firefighter/EMT	21.00	21.84	22.71	23.62	24.56	25.54	26.56
FF/EMT/Inspector	24.57	25.55	26.57	27.63	28.74	29.89	31.09
EMT Certification Stipend *(Weekly)*	50.00						

APPENDIX A
COMPENSATION / CLASSIFICATION TABLE
FISCAL YEAR 2017

2.00% P.B. Cola (+plus)

	Police Union - Hourly Compensation table established by Union Contract.							
	7/1/15 (existing agreement expires 6/30/16)							
	Steps	**I**	**II**	**III**	**IV**	**V**	**VI**	**VII**
	Upon completion of years of service	**0**	**1 yrs.**	**5 yrs.**	**10 yrs.**	**15 yrs.**	**20 yrs.**	**25 yrs.**
	Employees Hired Prior to 7/1/2010	**val of step incr >**	**22%**	**3%**	**2%**	**2%**	**2%**	**1%**
1, 4, 5	W/O College Degree	20.90	25.58	26.22	26.85	27.49	28.12	28.51
1, 4, 5	BA/BS	25.09	30.71	31.48	32.24	33.01	33.77	34.24
1, 4, 5	MA/MS	26.13	31.98	32.78	33.57	34.38	35.17	35.66
	Employees Hired After 7/1/2010							
1, 4, 5	W/O College Degree	20.90	25.58	26.22	26.85	27.49	28.12	28.51
1, 4, 5	BA/BS	22.99	28.14	28.84	29.53	30.24	30.94	31.37
1, 4, 5	MA/MS	23.52	28.79	29.51	30.22	30.95	31.66	32.10

	Police & Fire Signal Operator Union - *Hourly Compensation table established by Union Contract.*								
	7/1/16 (existing agreement expires 6/30/17)	*Six percent (6%) step increments*				*Four percent (4%) step increments*			
	Steps	**I**	**II**	**III**	**IV**	**V**	**VI**	**VII**	**VIII**
	Upon completion of Service Timeframe	**0**	**6 mos.**	**18 mos.**	**36 mos.**	**48 mos.**	**60 mos.**	**72 mos.**	**120 mos.**
	Dispatcher *(weekly rates)*	722.89	762.80	808.40	856.80	891.20	926.80	950.00	969.20
4	Dispatcher *(hourly rates)*	18.07	19.07	20.21	21.42	22.28	23.17	23.75	24.23

APPENDIX A
COMPENSATION / CLASSIFICATION TABLE
FISCAL YEAR 2017

2.00% P.B. Cola (+plus)

Other Municipal Positions

Elected/Appointed Positions (MGL 41 s.108 & 108A)	Annual Salary	
Town Manager	140,080.26	
Chief of Police	126,072.22	
Selectmen/Chairman	3,225	
Board of Assessors/Chairman	2,878	
Selectmen/Members	2,852	
Board of Assessors/Members	2,150	
Board of Appeals/Chairman	1,648	1
Board of Health/Chairman	856	
Board of Health/Members	485	

Inspectional Services	Hourly Rate	
Building/Zoning Inspector	28.90	
Plumbing/Gas Inspector	28.90	9
Electrical Inspector	28.90	10
Sealer of Weights & Measures	28.90	
Asst. Plumbing/Gas Inspector	28.31	
Asst. Electrical Inspector	28.31	
Asst. Building Inspector	28.31	

Professional Stipends	Annual Rate
7 Animal Control Officer/Inspector	24,000
Animal Pick-Up (Deceased)	2,400
Wildlife Officer	2,400
Call Fire Deputy Chief	1,500
EMT Certification (Police Officers)	1,500
Harbormaster	1,200
Professional Certifications	1,000
1 Call Fire Captain	750
Call Fire Training Officer	500
Accreditation Stipend (Police)	250

Pay Rates - Part-time	Contract Rate	
MIS Systems Analyst (vendor cost included in Finance budget)		
9 Energy Manager	*(hourly)*	32.64
10 Finance/Acct Operations Spec.(new)	*(hourly tbd)*	27.00
Health Agent	*(hourly)*	46.30
Information/Social Media Specialist	*(hourly)*	20.40

Occasional Help		Range of Compensation	
Registrar of Voters	*(annually)*	400.00	
Recreation Instructor	*(hrly./per class)*	10.00	100.00
Seasonal Employee	*(hourly)*	10.00	20.00
Senior Work-Off Prog.	*(hourly)*	10.00	
		Jul/Dec 2016	Jan/Jun 2017
Poll Worker	*(hourly)*	10.00	11.00
Warden (Elections/Registration Dept)		11.00	12.00

*The minimum wage will increase to $11 per hour in Jan. 2017.

Legend Notes*	
1	Position also receives either a "Professional Stipend" or additional compensation for certification. See M.G.L. Ch. 41, Sec. 19K & 108P.
2	Differs from Wage and Salary table; see "OTHER" section at the end of Compensation Table.
3	Less than full-time. Hourly wage is based on annual salary from table calculated on a 37.5 hr. work week.
4	Shift differential is 5% for Evening and 7% for Midnight shift.
5	Lieutenants shall receive 25% more than the corresponding patrolman's rate. Sergeants and Inspectors shall receive 15% more than the corresponding patrolman's rate.
6	Compensation paid by stipend. See Professional Stipend position list.
7	Position is shared with the Town of Manchester-by-the-Sea funding 1/2 of the costs.
8	Position funded through the Community Preservation Act fund.
9	Position was grant funded. Starting FY17, position will be fundedd by the Town with a potential of sharing the position and costs with HWRSD and the Town of Wenham.
10	New position for FY17. Title may change. Hourly rate to be paid will not exceed the amount listed. Work week: 19 hours per week.

***The legend notes are specific to a position. Any unassigned note is simply being retained here future use.**

	FY13 Actual*	FY14 Actual*	FY15 Actual*	FY16 Budget*	FY17 Request	% change: FY16 to FY17
122 BOARD OF SELECTMEN						
Salary and Personnel Costs	$21,083	$19,775	$25,952	$36,092	$36,637	1.5%
Other Operating Costs	$8,288	$5,750	$5,063	$12,050	$10,850	-10.0%
122 BOARD OF SELECTMEN Total	**$29,371**	**$25,525**	**$31,014**	**$48,142**	**$47,487**	**-1.4%**
123 TOWN MANAGER						
Salary and Personnel Costs	$174,791	$183,399	$187,277	$191,208	$194,772	1.9%
Other Operating Costs	$59,769	$66,984	$92,209	$80,919	$87,869	8.6%
Capital Costs	$3,207	$4,416	$5,503	$10,000	$0	-100.0%
123 TOWN MANAGER Total	**$237,768**	**$254,799**	**$284,990**	**$282,127**	**$282,641**	**0.2%**
131 FINANCE COMMITTEE						
Other Operating Costs	$234	$21	$226	$250	$250	
Reserve Fund	$0	$0	$0	$100,000	$100,000	
131 FINANCE COMMITTEE Total	**$234**	**$21**	**$226**	**$100,250**	**$100,250**	
135 FINANCE DIRECTOR						
Salary and Personnel Costs	$159,014	$149,915	$152,358	$156,775	$187,323	19.5%
Other Operating Costs	$111,283	$141,520	$131,795	$245,714	$182,235	-25.8%
Capital Costs	$20,776	$28,588	$76,368	$74,000	$0	-100.0%
135 FIN. DIR.Total	**$291,073**	**$320,024**	**$360,522**	**$476,489**	**$369,558**	**-22.4%**
141 ASSESSORS						
Salary and Personnel Costs	$140,204	$140,584	$147,072	$151,413	$155,860	2.9%
Other Operating Costs	$14,325	$11,250	$12,008	$18,235	$20,320	11.4%
141 ASSESSORS Total	**$154,529**	**$151,833**	**$159,081**	**$169,648**	**$176,180**	**3.9%**
145 TREASURER/COLLECTOR						
Salary and Personnel Costs	$152,075	$162,582	$168,694	$175,768	$180,297	2.6%
Other Operating Costs	$38,268	$27,224	$30,240	$45,150	$48,750	8.0%
145 TREASURER/COLLECTOR Total	**$190,343**	**$189,805**	**$198,934**	**$220,918**	**$229,047**	**3.7%**
148 PER/CONTRACT RESERVE *(an estimated amount for union and non-union salary adjustments not yet settled)						
Salary and Personnel Costs					$176,000	new group
148 PER/CONTRACT RESERVE Total	**$0**	**$0**	**$0**	**$0**	**$176,000**	
149 CAPITAL SPENDING *(replaces traditional capital article; see list at end of appendix for details)						
Capital Costs					$232,265	new group
149 CAPITAL SPENDING Total	**$0**	**$0**	**$0**	**$0**	**$232,265**	
151 TOWN COUNSEL						
Legal Retainer	$21,000	$21,000	$27,825	$27,000	$30,000	11.1%
Litigation Services	$98,933	$77,396	$119,064	$90,000	$90,000	
151 TOWN COUNSEL Total	**$119,933**	**$98,396**	**$146,889**	**$117,000**	**$120,000**	**2.6%**
161 TOWN CLERK						
Salary and Personnel Costs	$93,846	$96,104	$81,051	$92,583	$93,529	1.0%
Other Operating Costs	$13,556	$15,302	$25,502	$21,450	$21,450	
161 TOWN CLERK Total	**$107,401**	**$111,405**	**$106,553**	**$114,033**	**$114,979**	**0.8%**
162 ELECTION & REGISTRATION						
Salary and Personnel Costs	$17,728	$8,112	$11,249	$20,695	$18,664	-9.8%
Other Operating Costs	$20,693	$12,929	$13,392	$23,450	$29,050	23.9%
162 ELECTION & REG. Total	**$38,422**	**$21,040**	**$24,641**	**$44,145**	**$47,714**	**8.1%**

	FY13 Actual*	FY14 Actual*	FY15 Actual*	FY16 Budget*	FY17 Request	% change: FY16 to FY17
171 CONSERVATION COMMISSION						
Salary and Personnel Costs	$26,523	$27,054	$27,805	$28,147	$28,710	2.0%
Other Operating Costs	$1,339	$834	$845	$2,205	$2,205	
171 CONS. COMMISSION Total	**$27,861**	**$27,888**	**$28,650**	**$30,352**	**$30,915**	**1.9%**
172 PLANNING DEPARTMENT						
Salary and Personnel Costs	$25,369	$29,317	$70,011	$103,792	$106,201	2.3%
Other Operating Costs	$782	$36	$3,412	$2,500	$3,000	20.0%
Consultant review of by-laws				$50,000		-100.0%
172 PLANNING DEPARTMENT Total	**$26,151**	**$29,353**	**$73,423**	**$156,292**	**$109,201**	**-30.1%**
174 CHEBACCO WOODS						
Other Operating Costs	$1,478	$1,591	$1,705	$2,500	$2,500	
174 CHEBACCO WOODS Total	**$1,478**	**$1,591**	**$1,705**	**$2,500**	**$2,500**	
192 PUBLIC BUILDING & MAINT.						
Salary and Personnel Costs	$38,530	$38,799	$26,460	$83,130	$84,649	1.8%
Other Operating Costs	$197,110	$176,902	$201,948	$251,748	$265,504	5.5%
Capital Costs	$15,063	$0	$30,000	$10,000	$0	-100.0%
192 PUBLIC BLDGS & MAINT Total	**$250,702**	**$215,700**	**$258,407**	**$344,878**	**$350,153**	**1.5%**
100 GENERAL TOWN GOVT Total	**$1,475,267**	**$1,447,382**	**$1,675,034**	**$2,106,775**	**$2,388,889**	**13.4%**
200 PUBLIC SAFETY						
210 POLICE						
Salary and Personnel Costs	$1,195,927	$1,254,378	$1,309,823	$1,372,237	$1,377,687	0.4%
Other Operating Costs	$96,363	$85,312	$112,077	$112,211	$109,625	-2.3%
Capital Costs	$96,035	$36,875	$36,654	$49,750	$0	-100.0%
210 POLICE Total	**$1,388,324**	**$1,376,566**	**$1,458,554**	**$1,534,198**	**$1,487,312**	**-3.1%**
220 FIRE DEPARTMENT						
Salary and Personnel Costs	$439,409	$516,078	$534,346	$565,861	$606,983	7.3%
Other Operating Costs	$55,201	$62,666	$64,837	$73,396	$91,253	24.3%
Capital Costs	$23,792	$15,837	$52,632	$28,250	$0	-100.0%
220 FIRE DEPARTMENT Total	**$518,403**	**$594,581**	**$651,814**	**$667,508**	**$698,236**	**4.6%**
233 EMERGENCY REPORT CENTER						
Salary and Personnel Costs	$161,856	$239,067	$245,503	$258,261	$267,910	3.7%
Other Operating Costs	$22,824	$29,395	$22,109	$42,300	$45,075	6.6%
233 EMER. REPORT CENTER Total	**$184,680**	**$268,462**	**$267,612**	**$300,561**	**$312,985**	**4.1%**
241 INSPECTIONAL SERVICES						
Salary and Personnel Costs	$104,116	$103,679	$111,545	$106,849	$81,116	-24.1%
Other Operating Costs	$2,413	$2,049	$3,546	$8,650	$8,650	
241 INSPECTIONAL SERVICES Total	**$106,529**	**$105,728**	**$115,091**	**$115,499**	**$89,766**	**-22.3%**
291 EMERGENCY MANAGEMENT						
Other Operating Costs	$246	$0	$699	$1,300	$1,300	
291 EMERGENCY Mgt Total	**$246**	**$0**	**$699**	**$1,300**	**$1,300**	
292 ANIMAL CONTROL						
Salary and Personnel Costs	$7,200	$7,200	$5,467	$14,400	$17,600	22.2%
Other Operating Costs	$502	$0	$75	$2,230	$2,230	
292 ANIMAL CONTROL Total	**$7,702**	**$7,200**	**$5,542**	**$16,630**	**$19,830**	**19.2%**

	FY13 Actual*	FY14 Actual*	FY15 Actual*	FY16 Budget*	FY17 Request	% change: FY16 to FY17
919 STREET LIGHTING						
Other Operating Costs	$52,841	$53,888	$57,770	$56,000	$40,000	-28.6%
919 STREET LIGHTING Total	**$52,841**	**$53,888**	**$57,770**	**$56,000**	**$40,000**	**-28.6%**
200 PUBLIC SAFETY Total	**$2,258,725**	**$2,406,424**	**$2,557,083**	**$2,691,696**	**$2,649,428**	**-1.6%**
300 EDUCATION						
HW REGIONAL SCHOOL DISTRICT	$15,139,497	$14,705,190	$16,302,008	$16,417,016	$16,837,972	2.6%
ESSEX NS AGRIC. & TECH SD	$143,126	$89,064	$163,748	$198,056	$236,766	19.5%
300 EDUCATION Total	**$15,282,623**	**$14,794,254**	**$16,465,756**	**$16,615,072**	**$17,074,738**	**2.8%**
400 PUBLIC WORKS						
421 DEPT OF PUBLIC WORKS						
Salary and Personnel Costs	$190,749	$175,319	$177,696	$147,214	$153,128	4.0%
Other Operating Costs	$91,221	$80,620	$82,179	$88,245	$80,423	-8.9%
421 DEPT OF PUBLIC WORKS Total	**$281,970**	**$255,939**	**$259,875**	**$235,460**	**$233,551**	**-0.8%**
422 HIGHWAY						
Salary and Personnel Costs	$224,058	$211,723	$248,555	$312,280	$311,863	-0.1%
Other Operating Costs	$87,342	$135,525	$189,485	$216,906	$221,052	1.9%
Capital Costs	$141,260	$140,386	$329,194	$84,730	$0	-100.0%
422 HIGHWAY Total	**$452,660**	**$487,633**	**$767,234**	**$613,916**	**$532,915**	**-13.2%**
423 SNOW REMOVAL						
Salary and Personnel Costs	$79,710	$89,701	$112,789	$81,620	$84,700	3.8%
Other Operating Costs	$149,110	$210,995	$367,926	$172,538	$177,450	2.8%
423 SNOW REMOVAL Total	**$228,821**	**$300,696**	**$480,715**	**$254,158**	**$262,150**	**3.1%**
429 CEMETERY						
Salary and Personnel Costs	$69,501	$80,078	$75,860	$74,551	$72,409	-2.9%
Other Operating Costs	$18,704	$8,418	$6,845	$9,800	$9,800	
429 CEMETERY Total	**$88,205**	**$88,496**	**$82,705**	**$84,351**	**$82,209**	**-2.5%**
433 SANITATION						
Other Operating Costs	$17,532	$8,040	$0	$20,000	$20,000	
Fund Transfer - Waste Ent.	$334,270	$334,270	$304,080	$321,070	$329,302	2.6%
433 SANITATION Total	**$351,802**	**$342,310**	**$304,080**	**$341,070**	**$349,302**	**2.4%**
650 PARK/FIELDS/GROUNDS						
Salary and Personnel Costs	$72,030	$37,093	$41,519	$76,695	$78,631	2.5%
Other Operating Costs	$9,008	$43,914	$8,706	$7,152	$13,400	87.4%
Capital Costs	$16,129	$10,843	$0	$60,965	$0	-100.0%
650 PARK/FIELDS/GROUNDS Total	**$97,168**	**$91,850**	**$50,225**	**$144,812**	**$92,031**	**-36.4%**
400 PUBLIC WORKS Total	**$1,500,625**	**$1,566,924**	**$1,944,834**	**$1,673,767**	**$1,552,158**	**-7.3%**
500 HUMAN SERVICES						
511 BOARD OF HEALTH						
Salary and Personnel Costs	$96,232	$97,994	$110,321	$106,398	$109,994	3.4%
Other Operating Costs	$1,592	$1,270	$2,156	$3,400	$3,900	14.7%
511 BOARD OF HEALTH Total	**$97,824**	**$99,263**	**$112,477**	**$109,798**	**$113,894**	**3.7%**

	FY13 Actual*	FY14 Actual*	FY15 Actual*	FY16 Budget*	FY17 Request	% change: FY16 to FY17
541 COUNCIL ON AGING						
Salary and Personnel Costs	$6,872	$54,101	$58,178	$62,950	$67,454	7.2%
Other Operating Costs	$14,983	$21,673	$27,036	$26,534	$26,851	1.2%
541 COUNCIL ON AGING Total	**$21,855**	**$75,775**	**$85,214**	**$89,484**	**$94,305**	**5.4%**
543 VETERANS BENEFITS						
Other Operating Costs	$43,603	$48,522	$39,977	$49,063	$49,063	
543 VETERANS BENEFITS Total	**$43,603**	**$48,522**	**$39,977**	**$49,063**	**$49,063**	
500 HUMAN SERVICES Total	**$163,282**	**$223,560**	**$237,668**	**$248,345**	**$257,262**	**3.6%**
JOINT PROGRAMS						
610 LIBRARY						
Joint Dept-Operating Costs	$559,571	$587,657	$667,478	$679,055	$697,272	2.7%
Joint Dept-Admin Fees	$12,515	$16,657	$19,293	$21,072	$22,538	7.0%
610 LIBRARY Total	**$572,085**	**$604,314**	**$686,771**	**$700,127**	**$719,810**	**2.8%**
620 ELDER VAN						
Other Operating Costs	$32,231	$0	$0	$0	$0	
620 ELDER VAN Total	**$32,231**	**$0**	**$0**	**$0**	**$0**	
630 RECREATION						
Salary and Personnel Costs	$70,948	$70,461	$82,937	$83,117	$85,233	2.5%
Joint Dept-Recreation*	$24,493	$20,053	$21,132	$22,115	$26,660	20.6%
630 RECREATION Total	**$95,440**	**$90,513**	**$104,069**	**$105,232**	**$111,893**	**6.3%**
*Fees received from Wenham help offset costs.						
JOINT PROGRAMS Total	**$699,756**	**$694,828**	**$790,840**	**$805,359**	**$831,703**	**3.3%**
UNCLASSIFIED						
911 RETIREMENT FUND						
Retirement	$614,464	$671,950	$704,356	$735,886	$821,236	11.6%
914 HEALTH LIFE INSURANCE						
Heallth & Life Insurance	$681,043	$704,493	$729,545	$777,888	$897,737	15.4%
Medicare/Unemployment						
Unemployment	$13,352	$0	$5,710	$16,000	$16,432	2.7%
Medicare	$45,631	$48,916	$52,229	$55,000	$56,485	2.7%
Medicare/Unemployment Total	**$58,983**	**$48,916**	**$57,939**	**$71,000**	**$72,917**	**2.7%**
P & C INSURANCE						
Prop/Casualty Insurance	$186,220	$179,820	$182,823	$205,000	$190,000	-7.3%
P & C INSURANCE Total	**$186,220**	**$179,820**	**$182,823**	**$205,000**	**$190,000**	**-7.3%**
UNCLASSIFIED Total	**$1,540,710**	**$1,605,180**	**$1,674,662**	**$1,789,774**	**$1,981,890**	**10.7%**

General Town Departmental Appropriation Report

Appendix B

	FY13 Actual*	FY14 Actual*	FY15 Actual*	FY16 Budget*	FY17 Request	% change: FY16 to FY17
DEBT SERVICE						
Interest						
Public Safety Bldg	$161,158	$147,858	$134,558	$121,258	$108,483	-10.5%
ESCO	$5,700	$5,100	$4,500	$3,900	$3,300	-15.4%
Library	$22,725	$20,225	$17,725	$15,325	$12,925	-15.7%
Water (town)	$34,375	$30,475	$26,675	$22,975	$19,375	-15.7%
Ladder/Pumper Truck		$0	$0	$24,780	$23,800	-4.0%
Landfill		$0	$0	$37,463	$36,258	-3.2%
Short-term Interest (bond anticipation notes)	$17,974	$1,269	$19,102	$20,000	$0	-100.0%
Total	**$241,932**	**$204,927**	**$202,560**	**$245,700**	**$204,140**	**-16.9%**
Principal						
Public Safety Bldg	$325,000	$325,000	$325,000	$325,000	$325,000	
ESCO	$30,000	$30,000	$30,000	$30,000	$30,000	
Library	$125,000	$125,000	$120,000	$120,000	$115,000	-4.2%
Water (town)	$195,000	$190,000	$185,000	$180,000	$175,000	-2.8%
Ladder/Pumper Truck	$0	$0	$0	$72,000	$70,000	-2.8%
Landfill	$0	$0	$0	$92,000	$90,000	-2.2%
Total	**$675,000**	**$670,000**	**$660,000**	**$819,000**	**$805,000**	**-1.7%**
School Debt (Prin & Int)						
Middle/High School	$471,356	$476,674	$479,893	$470,145	$467,915	-0.5%
Cutler Roof/Other	$0	$0	$85,983	$84,424	$84,965	0.6%
Boilers & Windows (BANS)	$0	$0	$0	$20,388	$103,897	409.6%
ENSATSD	$0	$5,155	$19,031	$30,536	$29,243	-4.2%
Total	**$471,356**	**$481,829**	**$584,907**	**$605,493**	**$686,020**	**13.3%**
DEBT SERVICE Total	**$1,388,288**	**$1,356,756**	**$1,447,467**	**$1,670,193**	**$1,695,160**	**1.5%**
TOTAL GENERAL FUND	**$24,309,276**	**$24,095,306**	**$26,793,344**	**$27,600,980**	**$28,431,229**	**3.0%**

General Town Departmental Appropriation Report

Appendix B

	FY13 Actual*	FY14 Actual*	FY15 Actual*	FY16 Budget*	FY17 Request	% change: FY16 to FY17
SUMMARY						
GENERAL GOVT (less Capital & Contract Reserve)	$1,475,267	$1,447,382	$1,675,034	$2,106,775	$1,980,624	-6.0%
PERSONNEL/CONTRACT RESERVE	$0	$0	$0	$0	$176,000	new group
CAPITAL SPENDING	$0	$0	$0	$0	$232,265	new group
PROTECTION OF PERSONS	$2,258,725	$2,406,424	$2,557,083	$2,691,696	$2,649,428	-1.6%
DEPARTMENT OF PUBLIC WORKS	$1,500,625	$1,566,924	$1,944,834	$1,673,767	$1,552,158	-7.3%
HEALTH & HUMAN SERVICES	$163,282	$223,560	$237,668	$248,345	$257,262	3.6%
LIBRARY	$572,085	$604,314	$686,771	$700,127	$719,810	2.8%
ELDER VAN	$32,231	$0	$0	$0	$0	0.0%
RECREATION	$95,440	$90,513	$104,069	$105,232	$111,893	6.3%
UNCLASSIFIED	$1,540,710	$1,605,180	$1,674,662	$1,789,774	$1,981,890	10.7%
TOTAL TOWN SERVICES	**$7,638,365**	**$7,944,297**	**$8,880,121**	**$9,315,715**	**$9,661,331**	**3.7%**
DEBT: PRINCIPAL & INTEREST	$1,388,288	$1,356,756	$1,447,467	$1,670,193	$1,695,160	1.5%
HW REGIONAL SCHOOL DISTRICT	$15,139,497	$14,705,190	$16,302,008	$16,417,016	$16,837,972	2.6%
ESSEX NS AGRI. & TECHNICAL SD	$143,126	$89,064	$163,748	$198,056	$236,766	19.5%
TOTAL TOWN APPROPRIATIONS	**$24,309,276**	**$24,095,306**	**$26,793,344**	**$27,600,980**	**$28,431,229**	**3.0%**

* The figures presented come from a combination of data gleaned directly from the Town financial system and calculations performed using Town data. The figures are not meant to be interpreted as having been reviewed or approved by Town auditors.

APPENDIX B

Town Capital Improvement for Fiscal 2017

Department	Year	Model/Items	Replacement Cost (est)	Trade in Value(est)	Mileage /hours	Maint. Cost (est)	Planned Usage	Notes
Police	2011	Patrol Vehicle	$ 38,000	$ 1,000	108,000	$ 4,014	Line Operation cruiser	Rotation replacement
Highway	2001	John Deer Loader	$ 140,000					
Highway	2008	GMC Truck w/plow	$ 42,365	$ 6,000			Front line road maintenance/plow truck	
Park, Fields & Grounds	2008	Fastcat Mower	$ 5,800		1,400		2 mowers for routine field maintenance	Support the joint mowing for school fields
Park, Fields & Grounds	2008	Prowler Mower	$ 6,100		1,100			
Total			$ 232,265					

APPENDIX C
Hamilton Wenham Regional School District FY17 Budget
Revenue/Assessment Summary

Total Expenses	FY14 BUD	FY14 ACT	FY15 BUD	FY15 ACT	FY16 BUD	FY17 BUD	Difference	
General Operating Expense (Before Offsets)	$ 28,293,786	$ 27,311,370	$ 28,420,061	$ 28,481,864	$ 29,343,112	$ 30,166,532	$ 823,420	2.81%
Expense Offsets	$ 1,171,200	$ 1,264,538	$ 987,200	$ 1,061,192	$ 1,013,510	$ 1,016,500	$ 2,990	0.30%
General Operating Expenses (After Offsets)	$ 27,122,586	$ 26,046,832	$ 27,432,861	$ 27,420,672	$ 28,329,602	$ 29,150,032	$ 820,430	2.90%
Debt Service Expense	$ 1,841,735	$ 1,841,735	$ 1,970,392	$ 1,970,392	$ 1,993,488	$ 2,129,250	$ 135,763	6.81%
TOTAL EXPENDITURES	**$ 28,964,321**	**$ 27,888,567**	**$ 29,403,253**	**$ 29,391,064**	**$ 30,323,089**	**$ 31,279,282**	**$ 956,193**	**3.15%**

Total Funding Sources	FY 14 BUD	FY 14 ACT	FY15 BUD	FY15 ACT	FY16 BUD	FY17 BUD	Difference	
Revenues								
Chapter 70-Base Aid	$ 3,370,416	$ 3,370,416	$ 3,413,341	$ 3,413,341	$ 3,413,341	$ 3,457,966	$ 44,625	1.3%
MSBA Debt Service Reimbursement	$ 1,132,065	$ 1,132,065	$ 1,132,065	$ 1,132,065	$ 1,132,065	$ 1,132,065	$ -	0.0%
State Transportation Reimbursement	$ 251,000	$ 318,440	$ 290,000	$ 290,000	$ 290,000	$ 331,304	$ 41,304	14.2%
Medicaid Reimbursement	$ 85,000	$ 118,945	$ 85,000	$ 82,767	$ 85,000	$ 85,000	$ -	0.0%
Interest Income	$ 4,000	$ 3,438	$ 4,000	$ 2,880	$ 4,000	$ 4,000	$ -	0.0%
Prior Year Unexpended Encumbrances	$ -	$ 25,395	$ -	$ 13,217	$ -	$ -	$ -	
Other Non-recurring Income	$ -	$ 73,928	$ -	$ 7,502	$ -	$ -	$ -	
Total Revenues	$ 4,842,481	$ 5,042,627	$ 4,924,406	$ 4,941,772	$ 4,924,406	$ 5,010,335	$ 85,929	1.7%
Transfers In From Other Funds								
Excess and Deficiency	$ 2,115,920	$ 2,115,920	$ -	$ -	$ 395,781	$ 555	$ (395,226)	-99.9%
Total Transfers	$ 2,115,920	$ 2,115,920	$ -	$ -	$ 395,781	$ 555	$ (395,226)	-99.9%
Total Funding Sources	**$ 6,958,401**	**$ 7,158,547**	**$ 4,924,406**	**$ 4,941,772**	**$ 5,320,187**	**$ 5,010,890**	**$ (309,297)**	**-5.8%**
Total Expenditures	$ 28,964,321	$ 27,888,567	$ 29,403,253	$ 29,391,064	$ 30,323,089	$ 31,279,282	$ 956,193	3.2%
Less Total Funding Sources	$ 6,958,401	$ 7,158,547	$ 4,924,406	$ 4,941,772	$ 5,320,187	$ 5,010,890	$ (309,297)	-5.8%
NET ASSESSMENT Including Debt Service	**$ 22,005,920**	**$ 20,738,020**	**$ 24,478,847**	**$ 24,449,292**	**$ 25,002,902**	**$ 26,268,391**	**$ 1,265,490**	**5.1%**

Total Town Assessments	FY 14 BUD	FY 14 ACT	FY15 BUD	FY15 ACT	FY16 BUD	FY17 BUD	Difference	
Hamilton	$ 15,181,864	$ 15,181,864	$ 16,867,884	$ 16,867,884	$ 16,991,972	$ 17,494,749	$ 502,777	3.0%
Wenham	$ 6,824,056	$ 6,824,056	$ 7,610,963	$ 7,610,963	$ 8,010,930	$ 8,773,643	$ 762,713	9.5%
NET ASSESSMENT Including Debt Service	**$ 22,005,920**	**$ 22,005,920**	**$ 24,478,847**	**$ 24,478,847**	**$ 25,002,902**	**$ 26,268,391**	**$ 1,265,490**	**5.1%**

APPENDIX C
HAMILTON WENHAM REGIONAL SCHOOL DISTRICT
3 Year Summary of Assessments to the Towns

	FY15 BUD	FY16 BUD (1)	FY17 BUD (2)
Operations *			
Hamilton	$16,302,008	$16,417,016	$16,837,974
Wenham	$7,338,512	$7,724,443	$8,433,233
SubTotal	$23,640,520	$24,141,459	$25,271,207
Debt			
Hamilton	$565,876	$574,956	$656,775
Wenham	$272,451	$286,487	$340,410
SubTotal	$838,327	$861,443	$997,185
Total			
Hamilton	$16,867,884	$16,991,972	$17,494,749
Wenham	$7,610,963	$8,010,930	$8,773,643
Total	$24,478,847	$25,002,902	$26,268,392
* Includes Debt Offsets			
Hamilton	$11,799	$10,467	$7,350
Wenham	($11,799)	($10,467)	($7,350)

(1) FY16 Assessments reduced by $395,781 (return of Certified E&D) per School Committee Policy D4021.
(2) FY17 Assessments reduced by $555 (return of Certified E&D) per School Committee Policy D4021.

APPENDIX D

WATER ENTERPRISE	Fiscal Year Actuals			2016	2017	Variance	
	2013	2014	2015	Budget	Request	$	%
REVENUES							
PENALTY & INTEREST WATER	$ 3,008	$ 2,854	$ 3,101	$ 2,945	$ 3,033	$ 88	2.99%
INCOME (usage & service charges)	$ 945,055	$ 981,476	$ 1,097,448	$ 1,759,519	$ 1,734,621	$ (24,898)	-1.42%
WATER LIEN REVENUE	$ 29,720	$ 26,917	$ 28,309	$ 30,636	$ 33,000	$ 2,364	7.72%
EARNINGS ON INVESTMENTS	$ 186	$ 1,347	$ 2,366				
BOND/BAN PREMIUM	$ 14,993	$ -	$ 168,236				
MISCELLANEOUS INCOME	$ 7,625	$ 19,195	$ 9,113	$ 12,000	$ 12,000	$ -	0.00%
TOTAL REVENUE	**$ 1,000,588**	**$ 1,031,788**	**$ 1,308,573**	**$ 1,805,100**	**$ 1,782,654**	**$ (22,446)**	**-1.24%**
EXPENDITURES							
Personnel							
TEMPORARY WAGES	$ -	$ 1,500	$ -				
SEASONAL WAGES	$ -	$ -	$ 80	$ 1,756	$ 1,760	$ 4	0.23%
PERMANENT WAGES	$ 211,797	$ 179,253	$ 200,804	$ 228,775	$ 229,103	$ 328	0.14%
PERSONNEL/CONTRACT RESERVE				$ -	$ 6,000	$ 6,000	100%
OVERTIME WAGES	$ 46,455	$ 43,201	$ 40,056	$ 55,162	$ 70,213	$ 15,051	27.29%
LONGEVITY/STIPEND/DIFFRENTIAL	$ 3,600	$ 2,700	$ 900	$ 900	$ 900	$ -	0.00%
MEDICARE	$ 3,782	$ 3,320	$ 3,533	$ 4,004	$ 4,084	$ 80	2.00%
MEAL/UNIFORM/CLEAN ALLOWANCE	$ 2,387	$ 2,329	$ 2,258	$ 2,220	$ 2,220	$ -	0.00%
Total Personnel	**$ 268,022**	**$ 232,303**	**$ 247,631**	**$ 292,817**	**$ 314,280**	**$ 21,463**	**7.33%**
Expenses							
UTILITIES/FUEL CHARGES	$ 74,515	$ 81,982	$ 96,848	$ 93,000	$ 102,500	$ 9,500	10.22%
REPAIR & MTC VEHICLES	$ -	$ -	$ 264	$ 2,000	$ 2,000	$ -	0.00%
REPAIR & MTC PLANT	$ 28,508	$ 86,681	$ 51,789	$ 69,000	$ 80,988	$ 11,988	17.37%
REPAIR & MTC DISTRIBUTION SYST	$ 22,969	$ 19,305	$ 30,818	$ 25,000	$ 28,500	$ 3,500	14.00%
RENTAL/LEASE UNIFORMS	$ 1,708	$ 1,199	$ 1,431	$ 1,100	$ 1,128	$ 28	2.50%
PROFESSIONAL EMPLOY TRAINING	$ 1,280	$ 490	$ 1,650	$ 2,000	$ 2,000	$ -	0.00%
LITIGATION SERVICES	$ 3,130	$ 2,625	$ 1,621	$ 15,000	$ 15,000	$ -	0.00%
BILL COLLECT & DATA SERVICES	$ 8,501	$ 8,444	$ 8,793	$ 9,000	$ 9,000	$ -	0.00%
CONSULTATIVE SERVICES	$ 4,332	$ 1,872	$ 1,455	$ 15,000	$ 20,000	$ 5,000	33.33%
INSPECTIONAL SERVICES	$ 16,412	$ 15,660	$ 13,132	$ 26,016	$ 26,500	$ 484	1.86%
MIS & SOFTWARE SERVICES					$ 15,900	$ 15,900	100.00%
VOICE DATA & VIDEO SERVICES	$ 9,766	$ 10,126	$ 9,757	$ 11,000	$ 11,000	$ -	0.00%
ADVERTISING & PRINTING SERVICE	$ 3,363	$ 1,822	$ 6,554	$ 2,000	$ 2,030	$ 30	1.50%
POSTAGE AND SHIPPING	$ 1,252	$ 641	$ 601	$ 1,500	$ 1,530	$ 30	2.00%
PUBLIC SAFTEY DETAIL SERV	$ 666	$ 3,248	$ 2,229	$ 4,500	$ 4,635	$ 135	3.00%
HVAC/ELECT/PLUMB SUPPLIES	$ 5,149	$ 9,014	$ 1,702	$ 2,000	$ 2,030	$ 30	1.50%
CUSTODIAL SUPPLIES	$ 166	$ 372	$ 342	$ 500	$ 500	$ -	0.00%

APPENDIX D

WATER ENTERPRISE	Fiscal Year Actuals			2016	2017	Variance	
	2013	2014	2015	Budget	Request	$	%
VEHICLE & EQUIP SUPPLIES	$ 1,485	$ 3,490	$ 1,381	$ 2,800	$ 2,800	$ -	0.00%
VEHICLE & EQUIP FUEL	$ 12,638	$ 7,962	$ 7,652	$ 10,000	$ 9,900	$ (100)	-1.00%
SMALL EQUIP SUPPLIES	$ 1,547	$ 2,703	$ 590	$ 2,000	$ 2,000	$ -	0.00%
FOOD SUPPLIES	$ 714	$ 628	$ 591	$ 700	$ 700	$ -	0.00%
MEDICAL & EQUIP SUPPLIES	$ -	$ 230	$ -	$ 400	$ 400	$ -	0.00%
WATER TREATMENT SUPPLIES	$ 38,506	$ 47,505	$ 60,439	$ 60,189	$ 62,500	$ 2,311	3.84%
UNIFORMS AND GEAR	$ 209	$ -	$ 477	$ 300	$ 300	$ -	0.00%
GOVERNMENTAL FEES	$ 2,393	$ 2,529	$ 2,590	$ 3,000	$ 3,000	$ -	0.00%
IN STATE TRAVEL	$ -	$ -	$ -	$ 200	$ 400	$ 200	100.00%
OUT 0F STATE TRAVEL	$ -	$ -	$ -	$ 200	$ -	$ (200)	-100.00%
WATER EMERGENCY FUND	$ -	$ -	$ -	$ 15,000	$ 15,000	$ -	0.00%
DUES MEMBERSHIP ETC	$ 961	$ 454	$ 829	$ 829	$ 850	$ 21	2.53%
OFU - TRANSFER TO GENERAL FUND	$ 334,307	$ 334,307	$ 328,982	$ 334,307	$ 414,489	$ 80,182	23.98%
Total Expenses	**$ 574,477**	**$ 643,289**	**$ 632,516**	**$ 708,541**	**$ 837,580**	**$ 129,039**	**18.21%**
Debt							
DEBT SERVICE INTEREST (O)	$ 5,925	$ 5,025	$ 4,125	$ 148,682.12	$ 145,048.00	$ (3,634)	-2.44%
DEBT SVC PRINCIPAL (O)	$ 45,000	$ 45,000	$ 45,000	$ 305,000	$ 300,000.00	$ (5,000)	-1.64%
BORROWING DISCLOSURE	$ -	$ 1,195					
Total Debt	**$ 50,925**	**$ 51,220**	**$ 49,125**	**$ 453,682**	**$ 445,048**	**$ (8,634)**	**-1.90%**
Capital							
CAPITAL PLANT 580030	$ 14,072	$ -	$ 10,195	$ 10,000	$ 10,000	$ -	0.00%
CAPITAL DISTRIBUTION SYSTEM 580031	$ 7,994	$ 5,579	$ 24,894	$ 60,000	$ 60,000	$ -	0.00%
CAPTIAL WATER METERS 580032	$ 8,263	$ 12,575	$ 9,509	$ 10,000	$ 15,000	$ 5,000	50.00%
NEW SOFTWARE 580042					$ 14,850	$ 14,850	100.00%
REPLACEMENT EQUIPMENT -VEHICLE	$ -	$ -	$ 77,500	$ 42,365		$ (42,365)	-100.00%
ART 2012/5 2-13 VEHICLES	$ 135,313	$ -	$ -				
INTEREST ON TEMPORARY LOANS			$ 35,618		$ 30,000	$ 30,000	100.00%
Total Capital	**$ 165,642**	**$ 18,155**	**$ 157,716**	**$ 122,365**	**$ 129,850**	**$ 7,485**	**6.12%**
PRIOR YEAR ENCUMBRANCE	$ 6,787	$ 15,935	$ -	$ 8,864		$ (8,864)	-100.00%
TOTAL OPERATING EXPENDITURES	**$ 1,065,853**	**$ 960,902**	**$ 1,086,988**	**$ 1,586,269**	**$ 1,726,758**	**$ 140,488**	**8.86%**
FUND BALANCE UNRESERVED	**$ 258,100**	**$ 203,130**	**$ 566,030**				
FUND BALANCE RESERVED		**$ 150,000**	**$ 8,685**	**$ 8,685**			
FUND BALANCE APPROPRIATED	**$ 4,450**	**$ 4,450**	**$ 4,450**				
RETAINED EARNINGS	**$ 258,100**	**$ 203,140**	**$ 566,030**				

APPENDIX D							
WATER ENTERPRISE	Fiscal Year Actuals			2016	2017	Variance	
	2013	2014	2015	Budget	Request	$	%

Water Enterprise Capital Improvement for Fiscal 2017

Water Department	Original Purchase Price	Usage	Notes
Well Redevelopment	$ 45,000		To provide for VFD flow control and well redeveloopment
Hydrant & Gate Valve Replacement Program	$ 15,000	Fire Hydrants for fire suppression	Hydrant Replacement Program
Upgrade Chemical Feed System	$ 10,000	Water Plant	Improved chemical management system
MUNIS software module	$ 14,850	Billing and operations	Purchase of new software module
Meter Replacement Program	$ 15,000	Distribution System	Annual meter replacement program
Total	$ 99,850		

APPENDIX E

WASTE REDUCTION ENTERPRISE	Fiscal Year Actuals			2016	2017	Variance	
	2013	2014	2015	Budget	Request	$	%
REVENUES							
INCOME (USAGE CHARGES)	$ 8,940	$ 10,245	$ 9,596	$ 9,517	$ 9,803	$ 286	3.00%
INCOME (SERVICES)	$ 67,450	$ 69,500	$ 77,200	$ 68,000	$ 69,360	$ 1,360	2.00%
REVENUE - STATE GRANT FUNDS	$ 58,177	$ 436	$ -				
MUNICIPAL RECEIPTS-INTERGOV	$ 57,546	$ 27,732	$ 25				
EARNINGS ON INVESTMENTS	$ 2	$ 202	$ 206	$ 150	$ 150	$ -	0.00%
BEQUEST/CONTRIBUTION REVENU	$ 2,397	$ -	$ 16,800				
OFS TRANSFER FROM GENERAL FUND	$ 334,270	$ 334,270	$ 304,080	$ 321,270	$ 329,302	$ 8,032	2.50%
OFS TRANSFER FROM SPECIAL REVENUE	$ -	$ -					
TOTAL REVENUE	**$ 528,782**	**$ 442,385**	**$ 407,907**	**$ 398,937**	**$ 408,614**	**$ 9,677**	**2.43%**
OPERATING EXPENDITURES							
Personnel							
PERMANENT WAGES	$ 655	$ 643	$ -				
OVERTIME WAGES	$ 764	$ 2,468	$ 3,443	$ 3,443	$ 5,040	$ 1,597	46.38%
MEAL/UNIFORM/CLEAN ALLOWANCE	$ -	$ 70	$ 130	$ 130	$ 130	$ -	0.00%
Total Personnel	**$ 1,419**	**$ 3,181**	**$ 3,573**	**$ 3,573**	**$ 5,170**	**$ 1,597**	**44.70%**
Expenses							
FUEL CHARGES	$ 408	$ -	$ -				
CONTRACT SERVICES (520008)	$ 11,094	$ 11,487	$ 17,580	$ 17,580	$ 17,580	$ -	0.00%
RENTAL & LEASE EQUIPMENT	$ 80,451	$ 80,451	$ -				
COLLECTION & HAULING SERVICE	$ 258,816	$ 264,970	$ 278,426	$ 278,427	$ 278,427	$ 0	0.00%
SOLID WASTE DISPOSAL SERVICE	$ 84,803	$ 91,643	$ 81,900	$ 81,900	$ 81,900	$ -	0.00%
HAZARDOUS WASTE CONTRACTS	$ 3,420	$ 4,635	$ 4,500	$ 4,500	$ 5,019	$ 519	11.53%
LITIGATION SERVICES	$ -	$ -	$ -				
CONSULTATIVE SERVICES	$ 14,981	$ 1,669	$ -				
ADVERTISING & PRINTING SERVICE	$ 276	$ -	$ 550	$ 550	$ 550	$ -	0.00%
POSTAGE AND SHIPPING	$ -	$ -	$ -				
SMALL EQUIP SUPPLIES	$ -	$ 3,534	$ -				
RECYCLING SUPPLIES	$ 1,893	$ 1,865	$ 525	$ 525	$ 525	$ -	0.00%
Total Expense	**$ 456,142**	**$ 460,254**	**$ 383,481**	**$ 383,482**	**$ 384,001**	**$ 519**	**0.14%**
TOTAL OPERATING EXPENDITURES	**$ 457,561**	**$ 463,435**	**$ 387,054**	**$ 387,055**	**$ 389,171**	**$ 2,116**	**0.55%**

APPENDIX F
COMMUNITY PRESERVATION COMMITTEE BUDGET

1) **Open Space and Recreation – Project**

To appropriate $44,647 ($39,247.00 from the Community Preservation Fund Balance, $4688.00 from FY17 Community Preservation Fund Revenues, and $712.00 from the Open Space Recreation Reserve) for the design of the field renovation at Hamilton Wenham Regional High School, conditioned upon commencement of the project by June 30, 2018.
Note: The vote of the Community Preservation Committee was unanimously in favor.

2) **Open Space and Recreation - Project**

To appropriate $25,000.00 from the Community Preservation Fund Balance for the construction of a playground at the Winthrop School, conditioned upon commencement of construction by June 30, 2018.
Note: The vote of the Community Preservation Committee was 5 votes in favor and two in opposition.

3) **Open Space and Recreation – Project**

To appropriate $44,600.00 of FY17 Community Preservation Fund Revenues to fund the debt service for the Donovan Acquisition ($40,000.00 in principal and $4,600.00 in interest).

4) **Open Space and Recreation – Project**

To appropriate $110,000.00 from the Community Preservation Fund Balance to fund the debt service related to the Sagamore Hill conservation project.

5) **Historic Preservation - Reserve**

To reserve $49,288.00 of FY17 Community Preservation Fund Revenues to the Historic Resources Reserve.
Note: The vote of the Community Preservation Committee was unanimously in favor.

6) **Community Housing - Project**

To appropriate $250,000 ($194,935 from the Community Housing Reserves, $49,288 from the FY17 Community Preservation Fund Revenues, and $5,767.00 from the Community Preservation Fund Balance) to the Affordable Housing Trust, conditioned upon expenditure for affordable housing purposes by June 30, 2018.
Note: The vote of the Community Preservation Committee was unanimously in favor.

7) **Administration - Expense**

To appropriate $24,644.00 of FY17 Community Preservation Fund Revenues for administration costs including, but not limited to, annual Community Preservation Coalition membership fees and salary for part-time Community Projects Coordinator position.

APPENDIX G

DEPARTMENTAL REVOLVING FUNDS

Revolving Fund	Authorized to Spend Fund	Revenue Source	Use of Fund	FY17 Spending Limit	Disposition of FY16 Fund Balance
Recreation and Parks (*reauthorization*)	Town Manager	Recreation program fees	Salaries, expenses, supplies, and contractual services to operate recreational programs	$223,739	Balance available for expenditure
Pool Fund (*reauthorization*)	Town Manager	Receipts from pool passes and pool programs	Salaries, expenses, supplies, contractual services, and related capital expenses to operate and maintain the pool	$223,739	Balance available for expenditure
Council on Aging *(reauthorization)*	Town Manager	Receipts and fees from COA programs, activities and trips	Salaries, expenses, supplies, and contractual services to operate COA programs, activities and trips	$20,000	Balance available for expenditure
Emergency Dispensing Services and Clinics (*reauthorization*)	Town Manager	Receipts from insurance reimbursement, bequest and contributions	Expenses, supplies, and contractual services to operate EDS and clinics	$10,000	Balance available for expenditure

Notes:

- The FY17 Spending Limit is the maximum amount authorized that can be spent from the particular fund. The figures above do not equate to a department budget.

- The Recreation and Parks Fund and the Pool Fund are separate funds with distinct revenue sources and expense limitations.

- The Pool Fund was specifically created to allow for the collection of Pool Registration fees that in turn will be utilized to offset costs related to the construction of the pool and ongoing operations.

- The Recreation and Parks Fund allows for the collection of fees and payment of expenses related to programs operated by the Recreationim Department.

Appendix I

Hamilton Council on Aging

By-Laws

*Article 1.-**Name**-The Organization shall be known as the Hamilton Council on Aging, hereinafter called the **"Council".***

*Article 2.-**Definition**-An elderly person shall be defined as being aged 60 and older*

*Article 3.-**Purposes**-The basic purposes of the Council on Aging are:*

a. *To act as a unified body for services to the elderly of Hamilton;*
b. *To advance, improve and enhance programs for the elderly of Hamilton;*
c. *To service all senior residents of Hamilton in as many ways as possible.*

*Article 4.-**Officers and Elections**-The officers of the **Council** shall:*

a. *Be a Chairman, Vice-Chairman and Secretary*
b. *Shall be elected each year by a majority of Council members present and voting at the regular monthly meeting in July*

*Article 5.-**Membership**-*

a. *The **Council** shall consist of seven members who are residents of Hamilton;*
b. *Membership on the Council shall be for a 3 year term;*
c. *A candidate for **Council** membership shall submit a letter of intent to the Chairman and be voted on by the **Council** before presenting the name to the Board of Selectmen for appointment;*
d. *If a resignation or incapacity of any officer or member occurs, the **Council** shall recommend to the Selectmen a successor whom a majority of the Board of Selectmen shall appoint to serve out the term;*
e. *A quorum shall be 4 members;*
f. *All members shall be sworn in by the Town Clerk within 10 days of their appointment;*
g. *All members shall serve without compensation.*

*Article 6.-**Meetings:***

a. *The **Council** shall meet monthly on the first Wednesday of the month, or on such other date as set by the Council Chairman, at a time set by the Council Chairman and at the Hamilton Senior Center, 299 Bay Road.*
b. *Special meetings may be called at the request of the Chairman or any four members*

*Article 7.-**Amendments**-Amendments to these By-Laws must be submitted to the **Council** and mailed to each member at least seven days prior to the meeting when the amendments are to be considered. If approved, the Board of Selectmen will vote whether to include the amendments in a Warrant article for consideration at an annual or special Town Meeting.*

*Article 8.-**Annual Report**-An Annual Report shall be submitted to the Town to be included in the Town's Annual Report, and also to the Executive Office of Elder Affairs in Boston.*

Revised: February, 2016