

WARRANT

For

Annual Town Meeting

May 4, 2009

7:30 p.m.

Hamilton Wenham Regional High School
Auditorium

Annual Town Election

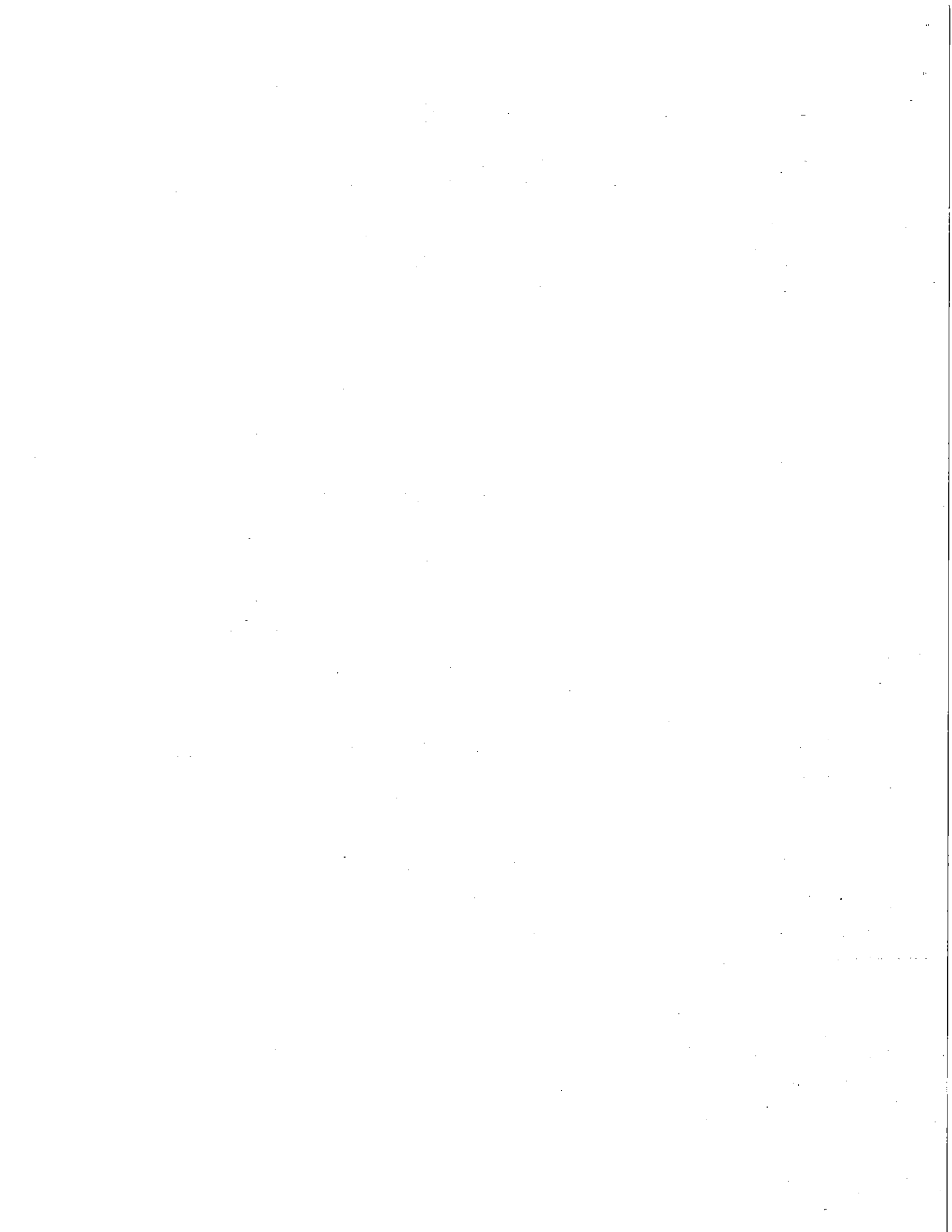
May 14, 2009

7:00 a.m. – 8:00 p.m.

Winthrop School
Cafeteria

Please note: *The appendices are available at the Town Hall, Public Safety Building, on-line @ www.hamiltonma.gov and at the meeting. They were omitted from the warrant mailing to save in printing and postage costs.*

Please recycle this warrant after the Town meeting.



Town By-Laws

CHAPTER II

RULES AND PROCEDURE OF TOWN MEETINGS

SECTION 1. All articles in the warrant shall be taken up in the order of their arrangement, unless otherwise decided by a two-thirds vote.

SECTION 2. In case of motions to amend, or to fill out blanks, the one expressing the largest sum of the longest time shall be put first, and an affirmative vote thereon shall be a negative vote on any smaller sum or shorter time.

SECTION 3. The report of a committee shall be deemed properly before a meeting if a request for its acceptance is included in an article of the warrant and a copy is published in the Annual Report or is filed with the Town Clerk fifteen days prior to the meeting. A vote to accept a final report shall discharge the committee but shall not be equivalent to a vote to carry out its recommendations. A vote on recommendations included in a committee report shall only be in order under an article to that effect in the warrant. A vote to accept a report of progress shall continue the committee under its original authority unless otherwise specified.

SECTION 4. If an article of the Warrant has once been acted upon and disposed of, it shall not be again considered at the meeting except by a two-thirds vote.

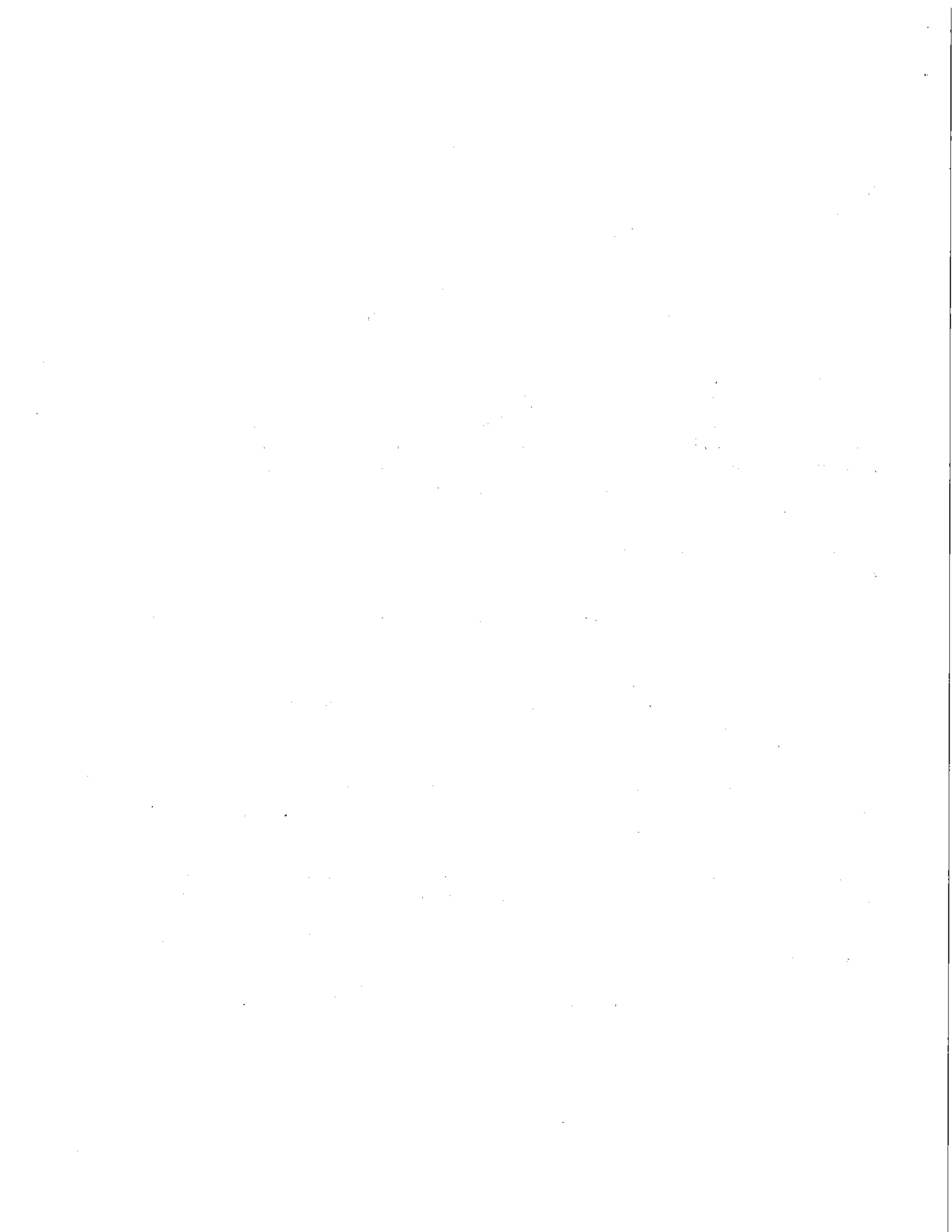
SECTION 5. No money shall be appropriated from the Stabilization Fund except by a 2/3 vote at a Town Meeting.

SECTION 6. Only registered voters of the Town shall be admitted and entitled to vote at any annual or special meeting provided that upon prior request the Moderator may admit to the meeting persons who are not registered voters and in his discretion may permit them to speak on a subject. Any person so permitted to speak at a meeting shall announce his full name and address to the meeting.

SECTION 7. Motions at Town Meeting shall be made orally, but the Moderator may require any motion also to be submitted in writing. Unless otherwise directed thereby the Moderator shall appoint all committees created by the vote of the Town.

SECTION 8. The conduct of all Town Meetings not prescribed by law or by the foregoing rules shall be determined by the rules of practice contained in Town Meeting Time, A Handbook of Parliamentary Law, Second Edition.

SECTION 9. On matters requiring a two-thirds vote, either by statute or these By-Laws, a count need not be taken and the vote need not be recorded unless the vote declared is immediately questioned by seven or more voters as provided in General Laws, Chapter 39, Section 15.



ANNUAL TOWN MEETING
MAY 4, 2009
ANNUAL TOWN ELECTION
MAY 14, 2009

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Please note: *The appendices are available at the Town Hall, Public Safety Building, on-line @ www.hamiltonma.gov and at the meeting. They were omitted from the warrant mailing to save in printing and postage costs.*

Annual Town Meeting – May 4, 2009



ANNUAL TOWN MEETING

May 4, 2009

ESSEX, SS

TO THE CONSTABLE OF THE TOWN OF HAMILTON:

GREETINGS:

In the name of the Commonwealth of Massachusetts, you are hereby directed to notify and warn the inhabitants of the Town of Hamilton qualified to vote in election and town affairs, to meet at the Hamilton-Wenham Regional High School in said town, on Monday, the fourth day of May, in the year Two Thousand Nine (May 4, 2009) at seven thirty o'clock in the evening (7:30 p.m.), then and there to act on the following articles, and to elect Town Officers and vote on ballot questions at the Annual Town Election on Thursday, May 14, 2009 at the Winthrop School in said town between the hours of 7:00 a.m. and 8:00 p.m.

SECTION 1: ELECTIONS, REPORTS, PROCEDURES

<p>ARTICLE 2009/5 1-1 <i>Election of Officers and Ballot Questions</i></p>	<p>To elect the following Town Officers and to vote for the ballot questions shown as Appendix A of the 2009 Appendix Book at the Annual Town Election on Thursday, May 14, 2009 from 7:00 a.m. to 8:00 p.m. at the Winthrop School.</p> <ul style="list-style-type: none"> • Town Moderator for one year • One Selectman for three years • One Assessor for three years • Two members of the Planning Board for five years • One member of the Hamilton Housing Authority for five years • Two members of Hamilton-Wenham Public Library Trustees for three years • Three members of the Hamilton-Wenham School Committee for three years • One member of the Hamilton-Wenham School Committee for two years <p><u>Moderator:</u> The vote on Article 1-1 is by ballot on Thursday, the 14th of May, 2009 at the Winthrop School. The polls will be opened at 7:00 a.m. and will close at 8:00 p.m.</p>
<p>ARTICLE 2009/5 1-2 <i>Reports</i></p>	<p>To hear reports of Town Officers and selected committees and to take action thereon or relative thereto. Reports will appear in the Calendar Year 2008 Town Report.</p>

Annual Town Meeting – May 4, 2009

SECTION 2: FINANCIAL ACTIONS

<p>ARTICLE 2009/5 2-1 <i>FY 09 Free Cash Application</i></p>	<p>To see if the Town will authorize the transfer of a sum of money from certified Free Cash to be used as another financing source in the General Fund for Fiscal Year 2009, or take any other action thereon or relative thereto. (Expected request \$120,000)</p> <p>The Board of Selectmen and the Finance and Advisory Committee recommend favorable action</p>								
<p>ARTICLE 2009/5 2-2 <i>FY 09 Insurance Fund Transfer to General Fund</i></p>	<p>To see if the Town will authorize the transfer of a sum of money from the FY09 Police/Fire Insurance Fund to be used as another financing source in the General Fund for Fiscal Year 2009, or take any other action thereon or relative thereto. (Expected request of \$ 40,000).</p> <p>The Board of Selectmen and the Finance and Advisory Committee recommend favorable action</p>								
<p>ARTICLE 2009/5 2-3 <i>FY 09 Waste Enterprise Fund Transfer to General Fund</i></p>	<p>To see if the Town will authorize the reduction and transfer of a sum of money from the FY09 ATM Article 2009/5 2-5 for the Waste Reduction Enterprise Fund to be used as another financing source in the General Fund for Fiscal Year 2009, or take any other action thereon or relative thereto. (Expected request of \$ 20,000).</p> <p>The Board of Selectmen and the Finance and Advisory Committee recommend favorable action</p>								
<p>ARTICLE 2009/5 2-4 <i>FY 09 Appropriation for ECO Union Contract</i></p>	<p>To see if the Town will raise and appropriate money or transfer from available funds for FY09 ECO Salaries and determine the manner of expending same, or take any action thereon, or relative thereto. (Expected request of \$ 7,700).</p> <p>The Board of Selectmen and the Finance and Advisory Committee recommend favorable action</p>								
<p>ARTICLE 2009/5 2-5 <i>FY 09 Budgeted Appropriation Transfers to Town Counsel Expenses</i></p>	<p>To see if the Town will authorize the following transfers of money from the FY09 appropriations to the Town Counsel – Expenses or take any other action thereon or relative thereto.</p> <table border="0" data-bbox="431 1325 1052 1457"> <tr> <td>A) From Employee Group Insurance</td> <td>\$23,000</td> </tr> <tr> <td>B) From Ambulance Service Expense</td> <td>\$18,000</td> </tr> <tr> <td>C) From Highway Expense</td> <td>\$37,000</td> </tr> <tr> <td>D) From Planning Board Master Plan</td> <td>\$ 6,200</td> </tr> </table> <p>The Board of Selectmen and the Finance and Advisory Committee recommend favorable action</p>	A) From Employee Group Insurance	\$23,000	B) From Ambulance Service Expense	\$18,000	C) From Highway Expense	\$37,000	D) From Planning Board Master Plan	\$ 6,200
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C) From Highway Expense	\$37,000								
D) From Planning Board Master Plan	\$ 6,200								
<p>ARTICLE 2009/5 2-6 <i>FY 09 Appropriation Transfer to the Selectmen Expenses</i></p>	<p>To see if the Town will authorize the following transfers of money from the FY09 appropriations to the Selectmen – Expenses or take any other action thereon or relative thereto.</p> <table border="0" data-bbox="431 1667 987 1734"> <tr> <td>A) From Planning Board Salaries</td> <td>\$15,290</td> </tr> <tr> <td>B) From Employee Group Insurance</td> <td>\$22,000</td> </tr> </table> <p>The Board of Selectmen and the Finance and Advisory Committee recommend favorable action</p>	A) From Planning Board Salaries	\$15,290	B) From Employee Group Insurance	\$22,000				
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Annual Town Meeting – May 4, 2009

<p>ARTICLE 2009/5 2-7 <i>FY09 Wind Turbine Study Grant</i></p>	<p>To see if the town will raise and appropriate or transfer a sum of money from available funds to support the Mass Technology Collaborative Wind Turbine Study FY09 Grant at Sagamore Hill, or otherwise, or take any other action thereon, or relative thereto. (Expected request of \$8,000)</p> <p>The Board of Selectmen and the Finance and Advisory Committee will make a recommendation at the Town Meeting</p>
<p>ARTICLE 2009/5 2-8 <i>FY09 Appropriation Increase</i></p>	<p>To see if the town will raise and appropriate or transfer a sum of money from available funds to increase the FY 09 Police Salaries, or otherwise, or take any other action thereon, or relative thereto (Expected request of \$47,000)</p> <p>The Board of Selectmen and the Finance and Advisory Committee will make a recommendation at the Town Meeting</p>
<p>ARTICLE 2009/5 2-9 <i>Compensation/ Classification Table</i></p>	<p>To see if the Town will amend the Personnel By-law, as recommended by the Personnel Board, by adopting changes to the classification and compensation table, or take any other action thereon, or relative thereto. [The Proposed Compensation/Classification Table appears as Appendix B to the 2009 Appendix Book.]</p> <p>The Board of Selectmen and the Finance and Advisory Committee will make a recommendation at the Town Meeting</p>
<p>ARTICLE 2009/5 2-10 <i>General Town Appropriations</i></p>	<p>To see if the Town will raise and appropriate money for schools and all other Town expenses and determine the manner of expending same, or take any action thereon or relative thereto. [The proposed budget appears as Appendix C to the 2009 Appendix Book.] [The approved school budget appears as Appendix D to the 2009 Appendix Book.]</p> <p>The Board of Selectmen and the Finance and Advisory Committee recommend favorable action</p>

Annual Town Meeting – May 4, 2009

<p>ARTICLE 2009/5 2-11</p> <p><i>Hamilton-Wenham School District Debt Authorization: Referendum Vote for Debt Service Exclusion</i></p>	<p>To see if the Town will vote to approve the \$1,241,000 debt authorized by vote of the Hamilton-Wenham Regional School District on March 31, 2009 to pay costs of purchasing various pieces of capital equipment and costs of other improvements to the facilities of the District, including the payment of all other costs incidental and related thereto, provided that such approval shall be contingent upon the Town voting to exempt the principal of and interest on the amount of such borrowing from the provisions of Proposition 2 1/2 so called, by the passage of a referendum question under paragraph (k) of MGL Chapter 59, Section 21C, or to take any other action relative thereto. The ballot vote on approval of this borrowing will take place on Thursday, May 14, 2009, at the Winthrop School from 7:00 am to 8:00 pm on the following question: “Shall the Town of Hamilton be allowed to exempt from the provisions of proposition two and one-half, so-called, the amounts required to pay its share of the bond issued by the Hamilton-Wenham Regional School District for the purpose of paying costs of purchasing various pieces of capital equipment and costs of other improvements to the facilities of the District, including the payment of all other costs incidental and related thereto?”</p> <p>The Board of Selectmen and the Finance and Advisory Committee will make a recommendation at the Town Meeting</p>
<p>ARTICLE 2009/5 2-12</p> <p><i>Water Enterprise Budget</i></p>	<p>To see if the Town will approve the FY 10 Water Enterprise Budget or take any other action thereon, or relative thereto. [The proposed budget appears as Appendix E to the 2009 Appendix Book.]</p> <p>The Board of Selectmen and the Finance and Advisory Committee recommend favorable action</p>
<p>ARTICLE 2009/5 2-13</p> <p><i>Waste Reduction Enterprise Budget</i></p>	<p>To see if the Town will approve the FY 10 Waste Reduction Enterprise Budget or take any other action thereon, or relative thereto. [The proposed budget appears as Appendix F to the 2009 Appendix Book.]</p> <p>The Board of Selectmen and the Finance and Advisory Committee recommend favorable action</p>
<p>ARTICLE 2009/5 2-14</p> <p><i>Waste Reduction Retained Earnings for Expenses</i></p>	<p>To see if the Town will authorize the transfer of a sum of money from retained earnings of the Waste Enterprise Fund for FY10 waste reduction expenses, or take any other action thereon or relative thereto. (Expected request of \$15,000)</p> <p>The Board of Selectmen and the Finance and Advisory Committee recommend favorable action</p>
<p>ARTICLE 2009/5 2-15</p> <p><i>North Shore Technical High School Budget</i></p>	<p>To see if the Town will approve the FY 10 gross operating and maintenance budget of the North Shore Technical High School and raise and appropriate a sum of money for the Town’s assessed portion thereof, or take any other action thereon, or relative thereto. (Expected request of \$ 118,700)</p> <p>The Board of Selectmen and the Finance and Advisory Committee recommend favorable action</p>

Annual Town Meeting – May 4, 2009

<p>ARTICLE 2009/5 2-16 <i>Community Preservation Committee Budget</i></p>	<p>To see if the Town will act on the Report of the Community Preservation Committee on the Fiscal Year 2010 Community Preservation Budget and specified other projects and appropriate or reserve for later appropriation monies from community preservation fund annual revenues, specific reserves or other available funds for the administrative expenses of the Community Preservation Committee, the payment of debt service, the undertaking of community preservation projects and all other necessary and proper expenses for the year, or take other action thereon or relative thereto. [The Budget appears as Appendix G of the 2009 Appendix Book.]</p> <p>The Board of Selectmen and the Finance and Advisory Committee will make a recommendation at the Town Meeting</p>
<p>ARTICLE 2009/5 2-17 <i>Annual Financial Actions</i></p>	<p>To see if the Town will authorize the following financial actions, or take any other action thereon, or relative thereto.</p> <ul style="list-style-type: none"> A. To transfer a sum of money from the Cemetery Sale of Lots and Graves Fund to be used for cemetery purposes (expected request \$2,000); B. To transfer a sum of money from the Cemetery Perpetual Care Fund to be used for cemetery purposes (expected request \$10,000); C. To transfer a sum of money from the Clark Property Fund to the Conservation Fund (expected request \$ 3,722.04); D. To transfer of a sum of money from the Water Enterprise Fund to the General Fund to be used for indirect expenses (expected request \$194,000); E. To transfer of a sum of money from the General Fund to the Waste Reduction Enterprise Fund to be used for solid waste expenses (expected request \$276,870) <p>The Board of Selectmen and the Finance and Advisory Committee recommend favorable action</p>
<p>ARTICLE 2009/5 2-18 <i>Written Demand Fees</i></p>	<p>To see if the Town will increase the charge for each written demand issued by the Town Collector from Five Dollars (\$5.00) to Ten Dollars (\$10.00) to be added and collected as part of the tax as authorized by Massachusetts General Law Chapter 60 Section 15, or take any action thereon or relative thereto.</p> <p>The Board of Selectmen and the Finance and Advisory Committee recommend favorable action</p>
<p>ARTICLE 2009/5 2-19 <i>Winthrop Street Bridge</i></p>	<p>To see if the Town will raise and appropriate or transfer from available funds sums necessary to pay for repairs to the Winthrop Street Bridge, or take any other action thereon or relative thereto. (Expected request of \$19,500)</p> <p>The Board of Selectmen and the Finance and Advisory Committee will make a recommendation at the Town Meeting</p>
<p>ARTICLE 2009/5 2-20 <i>Reauthorization of Recreation and Parks Revolving Account</i></p>	<p>To see if the Town, pursuant to G.L. c. 44, § 53E ½, will authorize the recreation revolving fund for FY10, specifying programs for expenditures, receipts to be credited, board / officer authorized to expend and limit on total expenditure for the year or otherwise, or take any other action thereon, or relative thereto. (Expected request of \$218,890) [The proposed budget appears as Appendix H to the 2009 Appendix Book.]</p> <p>The Board of Selectmen and the Finance and Advisory Committee recommend favorable action</p>

Annual Town Meeting – May 4, 2009

SECTION 3: PLANNING /ZONING ACTIONS

<p>ARTICLE 2009/5 3-1</p> <p><i>Overlay District for Landfill</i></p>	<p>To see if the Town will amend the Zoning By-law, by adding a new Section V.G., to establish a new Commercial Overlay District, or take any other action thereon or relative thereto. [The proposed language appears as Appendix I of the 2009 Appendix Book.]</p> <p>The Board of Selectmen and the Finance and Advisory Committee will make a recommendation at the Town Meeting</p>
<p>ARTICLE 2009/5 3-2</p> <p><i>Conforming Amendments to Zoning By-Law</i></p>	<p>To see if the Town will amend other sections of the Zoning By-Law, as amendments in conformity with the adoption of the new Section V.G. of the Zoning By-Law, or take any other action thereon or relative thereto. [The proposed language appears as Appendix J to the 2009 Appendix Book.]</p> <p>The Board of Selectmen and the Finance and Advisory Committee will make a recommendation at the Town Meeting</p>

SECTION 4: TOWN BY-LAW AMENDMENTS

<p>ARTICLE 2009/5 4-1</p> <p><i>Citizen Petition to Change Town Meeting Dates and Time</i></p>	<p>To see if the Town will amend the General By-laws, Ch. I, , Sec. 2 “Time of Meetings”, to change all regular and special town meetings henceforth to be held on Saturday. The meeting time will be established during daytime hours so as to conclude business before the start of nightfall.</p> <p>The Board of Selectmen and the Finance and Advisory Committee will make a recommendation at Town Meeting</p>
<p>ARTICLE 2009/5 4-2</p> <p><i>Lower age threshold for Existing Elder Exemption</i></p>	<p>To see if the Town will accept the provisions of G.L. c. 59, § 5 cl. 41D to lower the eligibility age from 70 to 65 or take any action thereon or relative thereto.</p> <p>The Board of Selectmen and the Finance and Advisory Committee recommend favorable action</p>
<p>ARTICLE 2009/5 4-3</p> <p><i>Simplify Excavation of Public Ways By-law by Removing Provisions to Be Contained in Regulations</i></p>	<p>To see if the Town will amend the General By-laws, Ch. X, , Sec. 11 “Excavation and Back-filling on Public Ways and Sidewalks” by deleting matters appropriate for regulations adopted under the by-law, and to or take any other action thereon or relative thereto.</p> <p>The Board of Selectmen and the Finance and Advisory Committee recommend favorable action</p>
<p>ARTICLE 2009/5 4-4</p> <p><i>Incorporate the Historic District By-Law in the Town General By-law</i></p>	<p>To see if the Town will amend the Town General By-laws to assign as Ch. XXXI “Historic District”, the Historic District By-law adopted by the 1972 Annual Town Meeting, or take any other action thereon or relative thereto.</p> <p>The Board of Selectmen and the Finance and Advisory Committee recommend favorable action</p>
<p>ARTICLE 2009/5 4-5</p> <p><i>Revoke Acceptance of M.G.L. 48 Section 57G</i></p>	<p>To see if the Town will revoke acceptance of M.G.L. 48 Section 57G relative to mandatory compensation of certain heads of Fire and Police Departments and amend the General By-laws by removing the reference thereto in the Town By-laws Chapter III, Section 10, or take any other action thereon or relative thereto.</p> <p>The Board of Selectmen and the Finance and Advisory Committee recommend favorable action</p>

Annual Town Meeting – May 4, 2009

<p>ARTICLE 2009/5 4-6 <i>Sealer of Weights and Measures Fee Schedule</i></p>	<p>To see if the Town will amend the General By-laws, Section XXI Schedule of Fees by adding thereto the Sealer of Weights and Measures Fee Schedule, or take any other action thereon or relative thereto. [The proposed fee schedule appears as Appendix K to the 2009 Appendix Book.]</p> <p>The Board of Selectmen and the Finance and Advisory Committee recommend favorable action</p>
<p>ARTICLE 2009/5 4-7 <i>Increase # of Members - Board of Selectmen</i></p>	<p>To see if the Town will amend the General By-laws, Ch. III by adding a new first sentence to Section 1, reading, "The Board of Selectmen shall consist of five (5) members, each to serve a three year term" such increase to be accomplished accordance with G.L. c. 41, § 2 or take any other action thereon or relative thereto.</p> <p>The Board of Selectmen and the Finance and Advisory Committee will make a recommendation at the Town Meeting</p>

SECTION 5: OTHER ACTIONS

<p>ARTICLE 2009/5 5-1 <i>Town Manager Petition to the Legislature</i></p>	<p>To see if the Town will approve, and authorize the Selectmen to petition the Legislature to enact, "An Act Establishing a Town Manager in the Town of Hamilton" in the form attached to this warrant as APPENDIX L, provided that the Legislature may reasonably vary the form and substance of the requested legislation within the scope of the general public objective of this petition, or take any other action thereon or relative thereto.</p> <p>The Board of Selectmen and the Finance and Advisory Committee will make a recommendation at the Town Meeting</p>
<p>ARTICLE 2009/5 5-2 <i>Property Tax Exemption Petition to the Legislature</i></p>	<p>To see if the Town will authorize the Selectmen to petition the Legislature to allow the Town, upon the affirmative vote at a regular or special Town Meeting to adopt a property tax exemption for certain qualifying parcels of owner-occupied real estate classified as Class One, residential, on substantially the terms and conditions set forth in APPENDIX M to this warrant; provided that the Legislature may reasonably vary the form and substance of the requested legislation within the scope of the general public objective of this petition, or take any action thereon or relative thereto.</p> <p>The Board of Selectmen and the Finance and Advisory Committee recommend favorable action</p>
<p>ARTICLE 2009/5 5-3 <i>Solid Waste Contract</i></p>	<p>To see if the Town will authorize the Selectmen to enter into a solid waste disposal contract for a term of 6 YEARS, upon such further terms and conditions acceptable to the Selectmen, or take any action thereon or relative thereto.</p> <p>The Board of Selectmen and the Finance and Advisory Committee recommend favorable action</p>

Annual Town Meeting – May 4, 2009

<p>ARTICLE 2009/5 5-4 <i>Regional Emergency Communications Center</i></p>	<p>To see if the Town will vote to enter into an intergovernmental agreement for a period of ten years to provide emergency and non-emergency police, fire and emergency medical services dispatch with other municipalities in Essex County based on a per capita chargeback through the cherry sheet, or take any other action thereon.</p> <p>The Board of Selectmen and the Finance and Advisory Committee will make a recommendation at the Town Meeting</p>
<p>ARTICLE 2009/5-5 <i>Citizen Petition to Amend Hamilton-Wenham Regional School District Agreement</i></p>	<p>To see if the Town will vote to amend the agreement relating to the Hamilton -Wenham Regional School District, as last amended effective July 1, 2000, in the manner that may be noticed to the Board of Selectmen in accordance with the terms of Section VI prior to the Annual Meeting to be held in May 2009.</p> <p>The Board of Selectmen and the Finance and Advisory Committee will make a recommendation at Town Meeting</p>

SECTION 6: CLOSING FINANCIAL ACTIONS

<p>ARTICLE 2008/5 6-1 <i>Free Cash Application</i></p>	<p>To see if the Town will reserve, appropriate and authorize the Assessors to use available certified free cash to reduce the tax rate for the Fiscal Year beginning July 1, 2009, or take any action thereon, or relative thereto.</p> <p>The Board of Selectmen and the Finance and Advisory Committee will make a recommendation at the Town Meeting</p>
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Annual Town Meeting – May 4, 2009

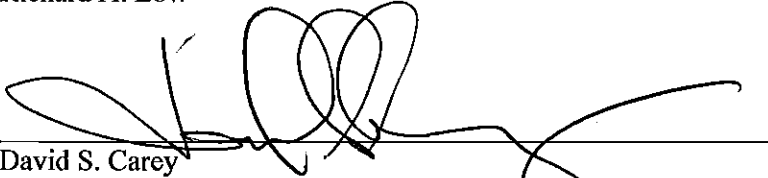
ADJOURNMENT

Given under our hands April 3, 2009

HAMILTON BOARD OF SELECTMEN



Richard A. Low



David S. Carey



William F. Bowler

Hamilton, Massachusetts
April 3, 2009

I have this day served this warrant as directed by Chapter 1, Section 1b of the Town By-laws.

Constable

BULK RATE
U.S. POSTAGE PAID
PERMIT #24
HAMILTON, MA 01936

POSTAL PATRON

**The Town has a new website – Please log on to
www.hamiltonma.gov and take a look!**

Please join us

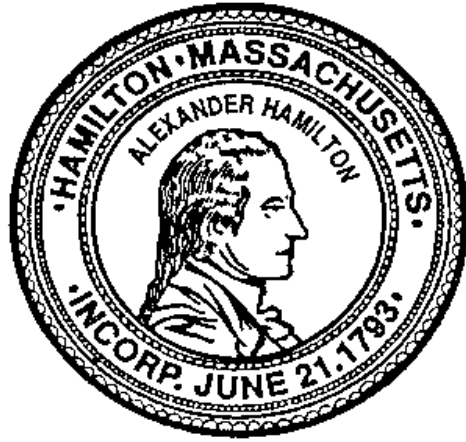
Monday, May 4, 2009

ANNUAL TOWN MEETING

**Hamilton Wenham Regional High School
Auditorium
7:30 p.m.**

DEMOCRACY IS NOT A SPECTATOR'S SPORT

Please bring this warrant with you to the Town Meeting. Thank you.



APPENDICES

For

Annual Town Meeting Warrant

May 4, 2009

7:30 p.m.

Hamilton Wenham Regional High School
Auditorium

Annual Town Election

May 14, 2009

ANNUAL TOWN MEETING
MAY 4, 2009
ANNUAL TOWN ELECTION
MAY 14, 2009

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Please note: *The warrant is available at the Town Hall, Public Safety Building, on-line @ www.hamiltonma.gov and at the meeting. The appendices were omitted from the warrant mailing to save in printing and postage costs.*

APPENDIX A

BALLOT QUESTION FOR HAMILTON ELECTION

May 14, 2009

Question 1:

Shall the Town of Hamilton be allowed to exempt from the provisions of proposition two and one-half, so-called, the amounts required to pay its share of the bond issued by the Hamilton-Wenham Regional School District for the purpose of paying costs of purchasing various pieces of capital equipment and costs of other improvements to the facilities of the District, including the payment of all other costs incidental and related thereto?"

APPENDIX B
COMPENSATION / CLASSIFICATION TABLE
FISCAL YEAR 2010

GENERAL GOVERNMENT

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

Salaried Positions - 52.2 weeks

	Steps	I	II	III	IV	V	VI	VII
		Start	6 months	18 months	30 months	42 months	54 months	66 months
	Town Administrator	72,516	75,416	78,433	81,570	84,833	88,226	91,755
	Director of Finance/Accountant	72,516	75,416	78,433	81,570	84,833	88,226	91,755
(1)	Treasurer-Collector	52,846	54,960	57,158	59,444	61,822	64,295	66,867
	Director of Assessors	52,846	54,960	57,158	59,444	61,822	64,295	66,867
	Town Accountant (vacant)	44,781	46,572	48,435	50,373	52,388	54,483	56,663
	Recreation Director	44,781	46,572	48,435	50,373	52,388	54,483	56,663
(14)	Building/Zoning Inspector	37,963	39,481	41,061	42,703	44,411	46,188	48,035
(3)	Conservation Coordinator	37,963	39,481	41,061	42,703	44,411	46,188	48,035
(3/11)	CPA/Planning Coordinator	37,963	39,481	41,061	42,703	44,411	46,188	48,035
(3)	Planning Coordinator	37,963	39,481	41,061	42,703	44,411	46,188	48,035

Hourly Positions

	Steps	I	II	III	IV	V	VI	VII
		Start	6 months	18 months	30 months	42 months	54 months	66 months
	Asst. to the Town Administrator	19.07	19.83	20.62	21.44	22.30	23.19	24.12
	Assistant Town Accountant	20.56	21.38	22.24	23.13	24.06	25.02	26.03
	Assistant Treasurer/Collector	20.56	21.38	22.24	23.13	24.06	25.02	26.03
	Facilities Repair & Maintenance	18.09	18.81	19.56	20.34	21.15	22.00	22.88
	Administrative Assistant	15.69	16.32	16.97	17.65			
	Custodian	15.32	15.93	16.57	17.23			
	Clerk/Typist	14.66	15.25	15.86	16.49			

Town Hall Union - Hourly Compensation table established by Union Contract. Negotiations in progress.

	Steps	I	II	III	IV	V	VI	VII
		Start	6 months	18 months	30 months	42 months	54 months	66 months
	Admin. Assistants - Grade I	16.74	17.41	18.11	18.83	19.58	20.36	21.17
	Admin. Assistants - Grade II	17.91	18.63	19.38	20.16	20.97	21.81	22.68

PUBLIC WORKS

Salaried Positions - 52.2 weeks

(1)	Steps	I	II	III	IV	V	VI	VII
		Start	6 months	18 months	30 months	42 months	54 months	66 months
	Director of Public Works	72,516	75,416	78,433	81,570	84,833	88,226	91,755

DPW Union - Hourly Compensation table established by Union Contract. Negotiations in progress.

	Steps	I	II	III	IV	V		
		Start	9 months	21 months	33 months	45 months		
	Foreman	20.65	21.47	22.33	23.22	24.15		
	Mechanic	20.65	21.47	22.33	23.22	24.15		
	Plant Operator - Primary	20.65	21.47	22.33	23.22	24.15		
	Foreman 2	18.85	19.61	20.39	21.21	22.05		
	Plant Operator - Secondary	18.53	19.28	20.05	20.85	21.68		
	Heavy Equipment Operator	17.91	18.62	19.37	20.14	20.95		
	Truck Driver/Laborer	16.68	17.34	18.05	18.77	19.52		

APPENDIX B
COMPENSATION / CLASSIFICATION TABLE
FISCAL YEAR 2010

PUBLIC SAFETY

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

Salaried Positions - 52.2 weeks

	Steps	I	II	III	IV	V	VI	VII
		Start	6 months	18 months	30 months	42 months	54 months	66 months
(9)	Chief of Police	72,516	75,416	78,433	81,570	84,833	88,226	91,755
	Chief of Fire	72,516	75,416	78,433	81,570	84,833	88,226	91,755
(2)	Health Agent	52,846	54,960	57,158	59,444	61,822	64,295	66,867
(1)	Emergency Center Supervisor	44,781	46,572	48,435	50,373	52,388	54,483	56,663
	Fire Inspector	44,781	46,572	48,435	50,373	52,388	54,483	56,663

Police Union - Weekly Compensation table established by Union Contract. Rates shown for informational purposes only.

	Base Wage Steps	I	II	III				
		Start	12 months	24 months				
(7)	Patrolman (weekly rates)	728.68	817.31	905.15				
	Sergeant (weekly rates)	837.98	939.91	1,040.92				
	Lieutenant (weekly rates)	910.85	1,021.64	1,131.44				
	EMT Stipend (weekly rates)	65.75						

Emergency Center Union - Wkly. Comp. table established by Union Contract. Rates shown for informational purposes only.

	Steps	I	II	III	IV	V	VI	VII
		Start	6 months	18 months	36 months	48 months	60 months	72 months
(6)	Dispatcher (weekly rates)	613.14	649.93	688.93	730.26	759.47	789.85	821.45
(4)	EMD Stipend (weekly rate)	30.00						

Hourly Positions

	Steps	I	II	III	IV	V	VI	VII
		Start	6 months	18 months	30 months	42 months	54 months	66 months
(5)	Asst. Fire Inspector/Firefighter	16.70	17.37	18.06	18.78	19.53	20.31	21.12
	Firefighter/Operator	16.70	17.37	18.06	18.78	19.53	20.31	21.12

	Steps	I	II	III	IV			
		Start	6 months	18 months	36 months			
(7)	Fire Equipment Mechanic	19.17	19.94	20.74	21.57			
	Reserve Patrolman	16.63	17.63	18.68	19.81			
	Matron	16.63	17.62	18.68	19.81			
(6)	Emergency Center Dispatcher (P/T)	15.33	16.25	17.23	18.27			
(10)	Animal Control Officer	14.47	15.05	15.65	16.27			
	Fire EMT Stipend (weekly rate)	50.00						

Call Firefighters

	Rank	Hourly Wage						
	Deputy Chief	24.59						
	Captain	22.78						
	Lieutenant	20.95						
	Inspector; Electrical/Building	20.95						
(8)	State Cert. Firefighter - Level I	19.13						
	Firefighter w/ CPR 1st. Responder	18.21						
	Probationary Firefighter	15.48						

APPENDIX B
COMPENSATION / CLASSIFICATION TABLE
FISCAL YEAR 2010

OTHER

Elected/Appointed Positions (MGL 41 s.108 & 108A)	Annual Pay
Town Clerk	56,663
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
Board of Health/Chairman	856
Board of Health/Members	485

Professional Stipends	Annual Rate
Animal Pick-Up (Deceased)	2,400
Animal Control Officer/Wildlife	2,400
Dog Officer	2,400
Deputy Fire Chief	1,500
Certification EMD	1,300
Harbormaster	1,200
Certification Treasurer/Collector	1,000
Fire Dept. Captains	750
Fire Dept. Training Officer	500

Inspectional Services	Annual Pay
Building/Zoning Inspector	26,000
Plumbing/Gas Inspector	13,147
Electrical Inspector	13,147
Animal Inspector	3,999
Sealer of Weights & Measures	1,845
Asst. Plumbing/Gas Inspector	809
Asst. Electrical Inspector	809
Asst. Building Inspector	809

Contract Rates - Part-time	Contract Rate
MIS Systems Analyst <i>(annually)</i>	30,013
Valuation Consultant <i>(annually)</i>	24,735
Food Service Inspec.	41.00
Health Agent <i>(hourly)</i>	56.01
Website Manager <i>(hourly)</i>	18.45
Senior Coordinator <i>(hourly)</i>	17.65

(12)

Occasional Help	Range of Compensation	
Registrar of Voters <i>(annually)</i>	298	
Poll Worker <i>(hourly)</i>	8.00	10.00
General Clerical <i>(hourly)</i>	7.39	10.88
Laborer: Light Work <i>(hourly)</i>	7.39	11.96
Seasonal Recreation Help <i>(hourly)</i>	7.12	16.31
Senior Work-Off Program	8.00	

(13)

Legend:

- (1) Position also receives "Professional Stipends."
- (2) Currently under a contract which differs from the salary table. See Contract Rate Section.
- (3) Less than full-time. Hourly wage is based on annual salary from table calculated on a 37.5 hr. work week.
- (4) Dispatchers who hold Emergency Medical Dispatch Certification.
- (5) Firefighter/Operator holding officer position in Call Force will receive 5% differential.
- (6) The base pay differential for evening (3p.m. to 11p.m.) is 3% and nights (11p.m. to 7a.m.) is 5%.
- (7) The base pay differential for evening (4p.m. to 12a.m.) is 5% and nights (12a.m. to 8a.m.) is 7%.
- (8) State Certified Firefighters receive an additional 5% at any rank.
- (9) Contract includes additional compensation as of a regular police officer of senior rank.
- (10) Compensation paid by stipend. See Stipend Table.
- (11) Funded by Community Preservation Act -Administration.
- (12) Funded through Elder Affairs Grant. Annual salary based upon Grant Award.
- (13) Annual Abatement not to exceed \$750.00 per household. Hourly rate based on minimum wage.
- (14) Full-time position vacant. Position paid as contracted services - see "Other."

APPENDIX C

GENERAL TOWN APPROPRIATION

	FY2007 Actual		FY2008 Actual		FY2009 Budgeted		FY2009 Projected		FY2010 Budgeted	
<u>GENERAL GOVERNMENT</u>										
<u>SELECTMEN</u>										
Salaries	\$	20,075	\$	19,221	\$	20,974	\$	20,974	\$	20,983
Expenses	\$	14,304	\$	13,635	\$	11,250	\$	72,395	\$	13,500
Total	\$	34,379	\$	32,856	\$	32,224	\$	93,369	\$	34,483
<u>TOWN ADMINISTRATOR</u>										
Salaries	\$	119,435	\$	128,006	\$	132,519	\$	132,519	\$	135,842
Expenses	\$	13,003	\$	14,270	\$	9,270	\$	9,270	\$	60,960
Total	\$	132,438	\$	142,276	\$	141,789	\$	141,789	\$	196,802
<u>FINANCE & ADVISORY COMMITTEE</u>										
Expenses	\$	165	\$	224	\$	250	\$	240	\$	250
Reserve Fund- <i>Actual are in Department Totals</i>	\$	105,966	\$	93,338	\$	120,000			\$	121,000
Total	\$	106,131	\$	93,562	\$	120,250	\$	240	\$	121,250
<u>FINANCE</u>										
Salaries	\$	83,119	\$	109,350	\$	114,798	\$	119,798	\$	119,652
Expenses	\$	12,554	\$	7,331	\$	9,000	\$	7,000	\$	3,000
Computer Expense	\$	59,025	\$	63,848	\$	76,300	\$	72,300	\$	72,780
Total	\$	154,698	\$	180,529	\$	200,098	\$	199,098	\$	195,432
<u>ASSESSORS</u>										
Salaries	\$	130,071	\$	131,315	\$	136,852	\$	136,852	\$	141,198
Expenses	\$	7,352	\$	14,569	\$	13,750	\$	13,750	\$	13,623
Capital	\$	8,000								
Total	\$	145,423	\$	145,884	\$	150,602	\$	150,602	\$	154,821
<u>TREASURER & COLLECTOR</u>										
Salaries	\$	134,203	\$	131,977	\$	140,727	\$	135,727	\$	144,177
Expenses	\$	58,359	\$	47,683	\$	52,000	\$	44,000	\$	44,700
Total	\$	192,562	\$	179,660	\$	192,727	\$	179,727	\$	188,877
<u>TOWN COUNSEL</u>										
Salaries	\$	20,250	\$	20,250	\$	21,000	\$	21,000	\$	21,000
Expenses	\$	51,674	\$	77,252	\$	50,000	\$	155,000	\$	100,000
Total	\$	71,924	\$	97,502	\$	71,000	\$	176,000	\$	121,000
<u>FACILITY MANAGEMENT</u>										
Salaries	\$	31,928	\$	33,459	\$	33,228	\$	33,228	\$	75,542
Expenses	\$	71,708	\$	75,822	\$	79,000	\$	84,000	\$	168,414
Total	\$	103,636	\$	109,281	\$	112,228	\$	117,228	\$	243,956
<u>TOWN CLERK</u>										
Salaries	\$	88,173	\$	81,881	\$	93,700	\$	92,513	\$	93,714
Expenses	\$	4,484	\$	4,330	\$	4,500	\$	2,900	\$	9,741
Total	\$	92,657	\$	86,211	\$	98,200	\$	95,413	\$	103,455
<u>ELECTIONS & REGISTRATION</u>										
Salaries			\$	1,195	\$	2,262	\$	1,662	\$	2,507
Expenses	\$	16,312	\$	19,702	\$	29,234	\$	22,234	\$	6,233
Total	\$	16,312	\$	20,897	\$	31,496	\$	23,896	\$	8,740

APPENDIX C

GENERAL TOWN APPROPRIATION

	FY2007 Actual		FY2008 Actual		FY2009 Budgeted		FY2009 Projected		FY2010 Budgeted
<u>PLANNING BOARD</u>									
Salaries	\$ 32,995	\$	\$ 35,182	\$	\$ 35,218	\$	\$ 19,928	\$	\$ 31,330
Expenses	\$ 2,782	\$	\$ 5,925	\$	\$ 2,400	\$	\$ 2,400	\$	\$ 2,000
Total	\$ 35,777	\$	\$ 41,107	\$	\$ 37,618	\$	\$ 22,328	\$	\$ 33,330
<u>CONSERVATION COMMISSION</u>									
Salaries	\$ 24,170	\$	\$ 25,053	\$	\$ 25,620	\$	\$ 25,620	\$	\$ 25,620
Expenses	\$ 1,754	\$	\$ 1,170	\$	\$ 1,400	\$	\$ 1,400	\$	\$ 910
Total	\$ 25,924	\$	\$ 26,223	\$	\$ 27,020	\$	\$ 27,020	\$	\$ 26,530
<u>CHEBACCO WOODS</u>									
Expenses	\$ 1,600	\$	\$ 1,571	\$	\$ 1,600	\$	\$ 1,600	\$	\$ 1,600
Total	\$ 1,600	\$	\$ 1,571	\$	\$ 1,600	\$	\$ 1,600	\$	\$ 1,600
<u>PERSONNEL BOARD</u>									
Expenses	\$ 120	\$	\$ 120	\$	\$ 350	\$	\$ 200	\$	\$ 350
TOTAL GENERAL GOVERNMENT	\$ 1,007,615	\$	\$ 1,064,341	\$	\$ 1,217,202	\$	\$ 1,228,510	\$	\$ 1,430,626
<u>PROTECTION OF PERSONS & PROPERTY</u>									
<u>POLICE</u>									
Salaries	\$ 1,238,125	\$	\$ 1,314,165	\$	\$ 1,319,457	\$	\$ 1,366,457	\$	\$ 1,206,432
Expenses	\$ 64,837	\$	\$ 62,933	\$	\$ 68,517	\$	\$ 68,517	\$	\$ 63,354
Capital/Shared Lease	\$ -	\$		\$	\$ 9,667	\$	\$ 8,300	\$	\$ 15,260
Total	\$ 1,302,962	\$	\$ 1,377,098	\$	\$ 1,397,641	\$	\$ 1,443,274	\$	\$ 1,285,046
<u>AMBULANCE SERVICE</u>									
Expenses	\$ 45,451	\$	\$ 46,082	\$	\$ 35,000	\$	\$ 15,000	\$	\$ -
Capital		\$	\$ 134,270						
Total	\$ 45,451	\$	\$ 180,352	\$	\$ 35,000	\$	\$ 15,000	\$	\$ -
<u>PUBLIC SAFETY BUILDING</u>									
Salaries		\$	\$ 12,653	\$	\$ 14,390	\$	\$ 14,390	Moved to	
Expenses	\$ 46,336	\$	\$ 68,238	\$	\$ 70,000	\$	\$ 80,000	Facility	
Total	\$ 46,336	\$	\$ 80,891	\$	\$ 84,390	\$	\$ 94,390	Management	
<u>EMERGENCY MANAGEMENT</u>									
Expenses	\$ 2,973	\$	\$ 1,380	\$	\$ 3,250	\$	\$ 3,250	\$	\$ 1,850
<u>ANIMAL CONTROL</u>									
Salaries				\$	\$ 8,400	\$	\$ 7,200	\$	\$ 7,200
Expenses	\$ 1,189	\$	\$ 1,130	\$	\$ 3,000	\$	\$ 2,100	\$	\$ 3,000
Total	\$ 1,189	\$	\$ 1,130	\$	\$ 11,400	\$	\$ 9,300	\$	\$ 10,200
<u>FIRE</u>									
Salaries	\$ 406,343	\$	\$ 429,822	\$	\$ 459,063	\$	\$ 459,063	\$	\$ 470,367
Expenses	\$ 51,993	\$	\$ 49,948	\$	\$ 50,000	\$	\$ 55,000	\$	\$ 40,350
Capital & Shared Lease	\$ 40,000	\$	\$ 39,943	\$	\$ 49,667	\$	\$ 49,667	\$	\$ 60,667
Total	\$ 498,336	\$	\$ 519,713	\$	\$ 558,730	\$	\$ 563,730	\$	\$ 571,384

APPENDIX C

GENERAL TOWN APPROPRIATION

	FY2007 Actual		FY2008 Actual		FY2009 Budgeted		FY2009 Projected		FY2010 Budgeted
<u>INSPECTIONAL SERVICES</u>									
Salaries	\$ 93,520	\$	\$ 98,106	\$	\$ 101,810	\$	\$ 101,810	\$	\$ 103,513
Expenses	\$ 9,963	\$	\$ 10,648	\$	\$ 10,000	\$	\$ 10,000	\$	\$ 8,650
Total	\$ 103,483	\$	\$ 108,754	\$	\$ 111,810	\$	\$ 111,810	\$	\$ 112,163
<u>EMERGENCY CENTER OPERATIONS</u>									
Salaries	\$ 292,165	\$	\$ 292,926	\$	\$ 301,773	\$	\$ 301,773	\$	\$ 302,779
Expenses	\$ 29,317	\$	\$ 29,606	\$	\$ 32,722	\$	\$ 37,722	\$	\$ 39,522
Capital	\$ -								
Total	\$ 321,482	\$	\$ 322,532	\$	\$ 334,495	\$	\$ 339,495	\$	\$ 342,301
TOTAL PROTECTION OF PERSONS	\$ 2,322,212	\$	\$ 2,591,850	\$	\$ 2,536,716	\$	\$ 2,580,249	\$	\$ 2,322,944
<u>SCHOOLS</u>									
<u>HW REGIONAL SCHOOL DISTRICT</u>	\$ 12,992,660	\$	\$ 13,699,601	\$	\$ 15,116,019	\$	\$ 15,116,019	\$	\$ 15,323,686
<u>NORTH SHORE TECHNICAL HIGH SCHOOL</u>	\$ 197,204	\$	\$ 139,803	\$	\$ 145,850	\$	\$ 145,281	\$	\$ 118,700
TOTAL SCHOOLS	\$ 13,189,864	\$	\$ 13,839,404	\$	\$ 15,261,869	\$	\$ 15,261,300	\$	\$ 15,442,386
<u>DEPARTMENT OF PUBLIC WORKS</u>									
<u>HIGHWAY/DPW</u>									
Salaries	\$ 413,811	\$	\$ 377,657	\$	\$ 460,374	\$	\$ 460,374	\$	\$ 436,275
Expenses Highway	\$ 106,059	\$	\$ 159,242	\$	\$ 160,000	\$	\$ 150,000	\$	\$ 160,000
Expenses DPW	\$ 69,759	\$	\$ 101,753	\$	\$ 110,450	\$	\$ 77,450	\$	\$ 96,750
Capital/Shared Lease	\$ -	\$	\$ 53,849	\$	\$ 9,666	\$	\$ 9,275	\$	\$ 9,540
Total	\$ 589,629	\$	\$ 692,501	\$	\$ 740,490	\$	\$ 697,099	\$	\$ 702,565
<u>SNOW REMOVAL</u>									
Salaries	\$ 25,000	\$	\$ 76,825	\$	\$ 46,600	\$	\$ 90,766	\$	\$ 58,620
Expenses	\$ 63,500	\$	\$ 163,166	\$	\$ 62,500	\$	\$ 195,068	\$	\$ 75,000
Total	\$ 88,500	\$	\$ 239,991	\$	\$ 109,100	\$	\$ 285,834	\$	\$ 133,620
<u>PARK DEPARTMENT</u>									
Salaries	\$ 54,121	\$	\$ 67,668	\$	\$ 53,930	\$	\$ 53,930	\$	\$ 43,700
Expenses	\$ 111,703	\$	\$ 13,151	\$	\$ 14,000	\$	\$ 14,000	\$	\$ 14,000
Capital									
Total	\$ 165,824	\$	\$ 80,819	\$	\$ 67,930	\$	\$ 67,930	\$	\$ 57,700
TOTAL DEPARTMENT OF PUBLIC WORKS	\$ 843,953	\$	\$ 1,013,311	\$	\$ 917,520	\$	\$ 1,050,863	\$	\$ 893,885
<u>HEALTH & HUMAN SERVICES</u>									
<u>RECYCLING AND LANDFILL</u>									
Expenses-Collection & Hauling in FY07 & FY 08	\$ 460,791	\$	\$ 446,935	\$	\$ 96,550	\$	\$ 89,650	\$	\$ 131,550
<u>CEMETERY</u>									
Salaries	\$ 54,665	\$	\$ 55,891	\$	\$ 56,030	\$	\$ 56,030	\$	\$ 56,030
Expenses	\$ 9,991	\$	\$ 8,925	\$	\$ 9,100	\$	\$ 9,100	\$	\$ 9,100
Total	\$ 64,656	\$	\$ 64,816	\$	\$ 65,130	\$	\$ 65,130	\$	\$ 65,130

APPENDIX C

GENERAL TOWN APPROPRIATION

	FY2007 Actual		FY2008 Actual		FY2009 Budgeted		FY2009 Projected		FY2010 Budgeted
<u>BOARD OF HEALTH</u>									
Salaries	\$ 51,274	\$	\$ 77,398	\$	\$ 88,491	\$	\$ 85,991	\$	\$ 87,069
Expenses	\$ 45,241	\$	\$ 8,731	\$	\$ 8,700	\$	\$ 8,700	\$	\$ 7,347
Total	\$ 96,515	\$	\$ 86,129	\$	\$ 97,191	\$	\$ 94,691	\$	\$ 94,416
<u>COUNCIL ON AGING</u>									
Expenses	\$ 10,374	\$	\$ 9,964	\$	\$ 10,380	\$	\$ 10,380	\$	\$ 9,200
<u>VETERAN BENEFITS</u>									
Expenses	\$ 24,846	\$	\$ 25,862	\$	\$ 27,156	\$	\$ 27,156	\$	\$ 27,156
Regional District Assessment	\$ 6,265	\$	\$ 635	\$	\$ 1,000	\$	\$ 13,750	\$	\$ 1,000
Total	\$ 31,111	\$	\$ 26,497	\$	\$ 28,156	\$	\$ 40,906	\$	\$ 28,156
TOTAL HEALTH & HUMAN SERVICES	\$ 663,447	\$	\$ 634,341	\$	\$ 297,407	\$	\$ 300,757	\$	\$ 328,452
<u>JOINT PROGRAMS</u>									
<u>LIBRARY</u>									
Joint Expenses	\$ 481,357	\$	\$ 531,401	\$	\$ 542,360	\$	\$ 521,866	\$	\$ 533,068
Joint Admin Fees	\$ 44,755	\$	\$ 49,019	\$	\$ 50,425	\$	\$ 50,425	\$	\$ 49,392
TOTAL LIBRARY	\$ 526,112	\$	\$ 580,420	\$	\$ 592,785	\$	\$ 572,291	\$	\$ 582,460
<u>ELDER VAN PROGRAM</u>									
Joint Elder Van Admin Fees	\$ 3,524	\$	\$ 3,208	\$	\$ 3,300	\$	\$ 3,300	\$	\$ 2,616
Joint Elder Van Expense	\$ 36,076	\$	\$ 32,836	\$	\$ 33,000	\$	\$ 26,553	\$	\$ 26,747
Capital									
TOTAL ELDER VAN	\$ 39,600	\$	\$ 36,044	\$	\$ 36,300	\$	\$ 29,853	\$	\$ 29,363
<u>RECREATION</u>									
Salaries	\$ 84,035	\$	\$ 88,479	\$	\$ 83,196	\$	\$ 83,196	\$	\$ 74,313
Expenses	\$ 19,568	\$	\$ 19,374	\$		\$	\$ 3,257	\$	
TOTAL RECREATION	\$ 103,603	\$	\$ 107,853	\$	\$ 83,196	\$	\$ 86,453	\$	\$ 74,313
<u>UNCLASSIFIED</u>									
<u>MEMORIAL DAY CELEBRATIONS</u>									
Expenses	\$ 2,000	\$	\$ 1,203	\$	\$ 2,000	\$	\$ 2,000	\$	\$ 2,000
<u>ESSEX COUNTY RETIREMENT</u>									
General Pensions	\$ 458,124	\$	\$ 487,990	\$	\$ 505,612	\$	\$ 495,197	\$	\$ 536,500
<u>EMPLOYEE GROUP INSURANCE</u>									
Expenses	\$ 604,392	\$	\$ 623,291	\$	\$ 697,229	\$	\$ 632,229	\$	\$ 637,950
<u>FICA/MEDICARE/UNEMPLOYMENT</u>									
Expenses	\$ 62,666	\$	\$ 67,693	\$	\$ 44,100	\$	\$ 44,100	\$	\$ 53,050
<u>GENERAL INSURANCE</u>									
Expenses	\$ 138,693	\$	\$ 155,108	\$	\$ 162,325	\$	\$ 149,325	\$	\$ 144,200

APPENDIX C

GENERAL TOWN APPROPRIATION

	FY2007 Actual		FY2008 Actual		FY2009 Budgeted		FY2009 Projected		FY2010 Budgeted
<u>STREET LIGHTING</u>									
Expenses	\$ 35,925	\$	\$ 45,705	\$	\$ 46,000	\$	\$ 53,000	\$	\$ 60,000
<u>MUNICIPAL AUDIT</u>									
Expenses	\$ 21,500	\$	\$ 25,000	\$	\$ 26,500	\$	\$ 26,500	\$	\$ 28,000
TOTAL UNCLASSIFIED	\$ 1,323,300	\$	\$ 1,405,990	\$	\$ 1,483,766	\$	\$ 1,402,351	\$	\$ 1,461,700
<u>DEBT - PRINCIPAL & INTEREST</u>									
<u>INTEREST</u>									
Interest - Joint Library	\$ 73,598	\$	\$ 68,798	\$	\$ 63,998	\$	\$ 63,998	\$	\$ 59,283
Interest - Water Filtration	\$ 69,986	\$	\$ 65,125	\$	\$ 60,265	\$	\$ 60,265	\$	\$ 55,541
Interest - Police Fire Station	\$ 231,258	\$	\$ 230,658	\$	\$ 217,358	\$	\$ 217,358	\$	\$ 204,058
Interest- Temporary Borrowing			\$ 58,298				\$ 18,500		\$ 10,000
Total	\$ 374,842	\$	\$ 422,879	\$	\$ 341,621	\$	\$ 360,121	\$	\$ 328,882
<u>PRINCIPAL</u>									
Principal - Joint Library	\$ 120,000	\$	\$ 120,000	\$	\$ 115,000	\$	\$ 115,000	\$	\$ 115,000
Principal - Water Filtration	\$ 90,000	\$	\$ 90,000	\$	\$ 87,500	\$	\$ 87,500	\$	\$ 87,500
Principal - Police Fire Station	\$ 304,000	\$	\$ 325,000	\$	\$ 325,000	\$	\$ 325,000	\$	\$ 325,000
Total	\$ 514,000	\$	\$ 535,000	\$	\$ 527,500	\$	\$ 527,500	\$	\$ 527,500
<u>SCHOOL DEBT</u>									
Principal & Interest - 1988 School Add/Repr	\$ 127,840	\$	\$ 131,618	\$	\$ 128,942	\$	\$ 128,942	\$	\$ 106,026
Principal & Interest - 1997 Middle School	\$ 421,792	\$	\$ 514,130	\$	\$ 513,952	\$	\$ 513,952	\$	\$ 513,359
Principal & Interest - 2002 Boiler	\$ 108,647	\$	\$ 105,415	\$	\$ 101,708	\$	\$ 101,708	\$	\$ 97,998
Total	\$ 658,279	\$	\$ 751,163	\$	\$ 744,602	\$	\$ 744,602	\$	\$ 717,383
TOTAL DEBT - PRINCIPAL & INTEREST	\$ 1,547,121	\$	\$ 1,709,042	\$	\$ 1,613,723	\$	\$ 1,632,223	\$	\$ 1,573,765
TOTAL GENERAL FUND	\$ 21,566,827	\$	\$ 22,982,596	\$	\$ 24,040,484	\$	\$ 24,144,850	\$	\$ 24,139,894

Hamilton-Wenham Regional School District
School Committee FY10 Budget
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Category	09 Appvd Bdgt	Change	% Chng	09-10 Base	Change	% Chng
Admin. Salaries/Expenses	\$1,255,371	-\$30,025	-2.3%	\$1,179,365	-\$76,006	-6.1%
Clerical Salaries	\$723,367	\$67,213	10.2%	\$733,265	\$9,898	1.4%
Instructional Salaries	\$9,905,464	\$462,411	4.9%	\$10,113,262	\$207,798	2.1%
Intramural/Ath/X-Curr Salaries	\$148,896	-\$1,506	-1.0%	\$145,390	-\$3,506	-2.4%
Custodial & Maintenance Salaries	\$639,054	\$35,307	5.8%	\$663,800	\$24,746	3.9%
Health Services	\$188,799	\$17,655	10.3%	\$244,240	\$55,441	29.4%
Instructional Expenses	\$601,735	\$43,923	7.9%	\$584,718	-\$17,017	-2.8%
Maintenance Expense	\$595,013	\$135,989	29.6%	\$592,010	-\$3,003	-0.5%
SPED Instructional Salaries	\$4,521,671	\$1,114,109	32.7%	\$4,757,990	\$236,319	5.2%
SPED Contracted Services	\$341,487	-\$54,089	-13.7%	\$455,833	\$114,346	33.5%
SPED Transportation	\$376,630	-\$1,462	-0.4%	\$388,822	\$12,192	3.2%
SPED Tuition Out	\$1,579,840	\$251,163	18.9%	\$1,039,731	-\$540,109	-34.2%
Utility Expense	\$930,574	\$321,601	52.8%	\$997,586	\$67,012	7.2%
Legal Expense	\$122,100	\$12,490	11.4%	\$133,000	\$10,900	8.9%
School Committee Expenses	\$35,766	\$7,831	28.0%	\$37,015	\$1,249	3.5%
Central Office Expenses	\$165,174	\$17,021	11.5%	\$212,121	\$46,947	28.4%
Technology Expenses	\$349,208	\$154,051	78.9%	\$317,090	-\$32,118	-9.2%
Staff Professional Development	\$163,202	\$46,786	40.2%	\$240,415	\$77,213	47.3%
Insurance Expense	\$2,851,484	\$669,911	30.7%	\$2,986,191	\$134,707	4.7%
Pension & Taxes	\$800,947	\$68,348	9.3%	\$848,170	\$47,223	5.9%
Transportation-Regular Education	\$628,832	\$13,056	2.1%	\$645,764	\$16,932	2.7%
Salaries Other	\$106,953	\$7,649	7.7%	\$108,023	\$1,070	1.0%
Total Gross Budget	\$27,031,567	\$3,359,433	14.2%	\$27,423,801	\$392,234	1.5%
Revenue Source	08-09 Budget	Change	% Chng	09-10 Proj'td	Change	% Chng
State Aid: Chapter 70	\$3,506,180	\$135,787	4.0%	\$3,506,180	\$0	0.0%
State Aid: Transportation	\$400,943	\$69,659	21.0%	\$490,586	\$89,643	22.4%
School Choice	\$581,566	\$1,566	0.3%	\$557,740	-\$23,826	-4.1%
Early Childhood Tuition	\$40,000	-\$18,647	-31.8%	\$0	-\$40,000	-100.0%
Special Needs Tuition	\$28,000	\$0	0.0%	\$54,600	\$26,600	95.0%
Circuit Breaker	\$220,000	\$0	0.0%	\$132,000	-\$88,000	-40.0%
Medicaid	\$40,000	-\$20,300	-33.7%	\$40,000	\$0	0.0%
Interest Income	\$40,000	\$0	0.0%	\$30,000	-\$10,000	-25.0%
Parking Fees	\$30,000	\$0	0.0%	\$25,000	-\$5,000	-16.7%
Rental Income	\$4,000	\$0	0.0%	\$4,000	\$0	0.0%
Total Revenues	\$4,890,689	\$168,065	3.6%	\$4,840,106	-\$50,583	-1.0%
Net Budget Total	\$22,140,878	\$ 3,191,368	16.8%	\$22,583,695	\$442,817	2.0%
Town Appropriations	08-09 Budget	\$\$ Change	% Chng	09-10 Proj'td	\$\$ Change	% Chng
Hamilton Operational Share (by enrollment .6776/Fy10)	\$15,095,651	\$1,418,318	10.37%	\$15,302,712	\$207,061	1.37%
Wenham Operational Share (by enrollment .3224/Fy10)	\$7,045,227	\$819,573	13.16%	\$7,280,983	\$235,756	3.35%
Hamilton Debt Offset	\$20,368			\$20,974		
Wenham Debt Offset	-\$20,368			-\$20,974		
Hamilton Total Assessment	\$15,116,018	\$1,416,418	10.34%	\$15,323,686	\$207,668	1.37%
Wenham Total Assessment	\$7,024,859	\$821,474	13.24%	\$7,260,009	\$235,150	3.35%

Hamilton-Wenham Regional School District
SCHOOL COMMITTEE FY10 BUDGET
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BUKER SCHOOL	08-09 Adpt'd	09-10 Bud.		\$\$ Change	% Change
ADMINISTRATORS SALARIES/EXPENSES	\$ 101,684	\$ 103,305		\$ 1,621	1.6%
CLERICAL SALARIES	\$ 37,007	\$ 40,141		\$ 3,134	8.5%
INSTRUCTIONAL SALARIES	\$ 969,964	\$ 1,050,424		\$ 80,460	8.3%
CUSTODIAL & MAINTENANCE SALARIES	\$ 87,810	\$ 83,311		\$ (4,499)	-5.1%
HEALTH SERVICES	\$ 29,569	\$ 47,929		\$ 18,360	62.1%
INSTRUCTIONAL EXPENSE	\$ 50,296	\$ 54,280		\$ 3,984	7.9%
MAINTENANCE EXPENSE	\$ 56,130	\$ 39,660		\$ (16,470)	-29.3%
SPED INSTRUCTIONAL SALARIES	\$ 502,022	\$ 595,428		\$ 93,407	18.6%
UTILITY EXPENSE	\$ 108,516	\$ 116,746		\$ 8,230	7.6%
TECHNOLOGY EXPENSES	\$ 8,800	\$ 8,000		\$ (800)	-9.1%
STAFF PROFESSIONAL DEVELOPMENT	\$ 1,184	\$ 1,800		\$ 616	52.0%
SALARIES OTHER	\$ 0	\$ 7,940		\$ 7,940	100.0%
BUKER SCHOOL SUBTOTAL	\$ 1,952,982	\$ 2,148,963		\$ 195,981	10.0%

CUTLER SCHOOL	08-09 Adpt'd	09-10 Bud.		\$\$ Change	% Change
ADMINISTRATORS SALARIES/EXPENSES	\$ 100,629	\$ 102,217		\$ 1,588	1.6%
CLERICAL SALARIES	\$ 39,007	\$ 42,266		\$ 3,259	8.4%
INSTRUCTIONAL SALARIES	\$ 1,374,924	\$ 1,365,311		\$ (9,613)	-0.7%
CUSTODIAL & MAINTENANCE SALARIES	\$ 84,471	\$ 83,311		\$ (1,160)	-1.4%
HEALTH SERVICES	\$ 30,199	\$ 31,023		\$ 824	2.7%
INSTRUCTIONAL EXPENSE	\$ 50,239	\$ 58,243		\$ 8,004	15.9%
MAINTENANCE EXPENSE	\$ 64,760	\$ 58,525		\$ (6,235)	-9.6%
SPED INSTRUCTIONAL SALARIES	\$ 510,433	\$ 515,738		\$ 5,305	1.0%
UTILITY EXPENSE	\$ 99,063	\$ 108,440		\$ 9,377	9.5%
TECHNOLOGY EXPENSES	\$ 9,605	\$ 7,505		\$ (2,100)	-21.9%
STAFF PROFESSIONAL DEVELOPMENT	\$ 1,184	\$ 1,800		\$ 616	52.0%
SALARIES OTHER	\$ 0	\$ 11,590		\$ 11,590	100.0%
CUTLER SCHOOL SUBTOTAL	\$ 2,364,514	\$ 2,385,968		\$ 21,454	0.9%

WINTHROP SCHOOL	08-09 Adpt'd	09-10 Bud.		\$\$ Change	% Change
ADMINISTRATORS SALARIES/EXPENSES	\$ 97,178	\$ 98,185		\$ 1,007	1.0%
CLERICAL SALARIES	\$ 38,757	\$ 42,016		\$ 3,259	8.4%
INSTRUCTIONAL SALARIES	\$ 1,230,947	\$ 1,385,192		\$ 154,245	12.5%
CUSTODIAL & MAINTENANCE SALARIES	\$ 81,181	\$ 83,311		\$ 2,130	2.6%
HEALTH SERVICES	\$ 32,919	\$ 51,220		\$ 18,301	55.6%
INSTRUCTIONAL EXPENSE	\$ 44,338	\$ 62,702		\$ 18,364	41.4%
MAINTENANCE EXPENSE	\$ 72,936	\$ 45,565		\$ (27,371)	-37.5%
SPED INSTRUCTIONAL SALARIES	\$ 876,585	\$ 1,286,581		\$ 409,996	46.8%
UTILITY EXPENSE	\$ 134,735	\$ 145,015		\$ 10,280	7.6%
TECHNOLOGY EXPENSES	\$ 7,850	\$ 7,100		\$ (750)	-9.6%
STAFF PROFESSIONAL DEVELOPMENT	\$ 1,184	\$ 1,804		\$ 620	52.4%
SALARIES OTHER	\$ 0	\$ 7,620		\$ 7,620	100.0%
WINTHROP SCHOOL SUBTOTAL	\$ 2,618,611	\$ 3,216,310		\$ 597,699	22.8%

Hamilton-Wenham Regional School District
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MIDDLE SCHOOL	08-09 Adpt'd	09-10 Bud.		\$\$ Change	% Change
ADMINISTRATORS SALARIES/EXPENSES	\$ 187,952	\$ 195,859		\$ 7,907	4.2%
CLERICAL SALARIES	\$ 72,803	\$ 46,705		\$ (26,098)	-35.8%
INSTRUCTIONAL SALARIES	\$ 2,083,572	\$ 2,111,569		\$ 27,997	1.3%
INTRAMURAL/ATH/X-CURR SALARIES	\$ 8,028	\$ 8,118		\$ 90	1.1%
CUSTODIAL & MAINTENANCE SALARIES	\$ 120,081	\$ 123,484		\$ 3,403	2.8%
HEALTH SERVICES	\$ 47,639	\$ 50,464		\$ 2,825	5.9%
INSTRUCTIONAL EXPENSE	\$ 115,817	\$ 82,718		\$ (33,099)	-28.6%
MAINTENANCE EXPENSE	\$ 60,210	\$ 55,735		\$ (4,475)	-7.4%
SPED INSTRUCTIONAL SALARIES	\$ 941,097	\$ 958,373		\$ 17,276	1.8%
UTILITY EXPENSE	\$ 217,690	\$ 235,514		\$ 17,824	8.2%
TECHNOLOGY EXPENSES	\$ 67,100	\$ 12,500		\$ (54,600)	-81.4%
STAFF PROFESSIONAL DEVELOPMENT	\$ 4,650	\$ 7,786		\$ 3,136	67.4%
MIDDLE SCHOOL SUBTOTAL	\$ 3,926,640	\$ 3,888,824		\$ (37,816)	-1.0%

HIGH SCHOOL	08-09 Adpt'd	09-10 Bud.		\$\$ Change	% Change
ADMINISTRATORS SALARIES/EXPENSES	\$ 207,910	\$ 111,529		\$ (96,381)	-46.4%
CLERICAL SALARIES	\$ 148,460	\$ 156,054		\$ 7,594	5.1%
INSTRUCTIONAL SALARIES	\$ 4,117,370	\$ 4,057,196		\$ (60,174)	-1.5%
INTRAMURAL/ATH/X-CURR SALARIES	\$ 140,868	\$ 137,272		\$ (3,596)	-2.6%
CUSTODIAL & MAINTENANCE SALARIES	\$ 160,024	\$ 183,202		\$ 23,178	14.5%
HEALTH SERVICES	\$ 46,223	\$ 61,356		\$ 15,133	32.7%
INSTRUCTIONAL EXPENSE	\$ 257,716	\$ 256,967		\$ (749)	-0.3%
MAINTENANCE EXPENSE	\$ 101,660	\$ 150,305		\$ 48,645	47.9%
SPED INSTRUCTIONAL SALARIES	\$ 1,007,558	\$ 1,104,993		\$ 97,435	9.7%
UTILITY EXPENSE	\$ 321,940	\$ 347,906		\$ 25,966	8.1%
TECHNOLOGY EXPENSES	\$ 5,600	\$ 24,386		\$ 18,786	335.5%
STAFF PROFESSIONAL DEVELOPMENT	\$ 16,472	\$ 17,635		\$ 1,163	7.1%
HIGH SCHOOL SUBTOTAL	\$ 6,531,802	\$ 6,608,800		\$ 76,998	1.2%

ADMINISTRATIVE OFFICES	08-09 Adpt'd	09-10 Bud.		\$\$ Change	% Change
ADMINISTRATORS SALARIES/EXPENSES	\$ 420,159	\$ 463,825		\$ 43,666	10.4%
CLERICAL SALARIES	\$ 285,420	\$ 302,905		\$ 17,485	6.1%
INSTRUCTIONAL SALARIES	\$ 128,687	\$ 143,571		\$ 14,884	11.6%
CUSTODIAL & MAINTENANCE SALARIES	\$ 105,486	\$ 107,180		\$ 1,694	1.6%
HEALTH SERVICES	\$ 2,250	\$ 2,250		\$ -	0.0%
INSTRUCTIONAL EXPENSE	\$ 38,178	\$ 53,683		\$ 15,505	40.6%
MAINTENANCE EXPENSE	\$ 228,090	\$ 230,600		\$ 2,510	1.1%
UTILITY EXPENSE	\$ 33,680	\$ 28,465		\$ (5,215)	-15.5%
LEGAL EXPENSE	\$ 62,100	\$ 64,000		\$ 1,900	3.1%
SCHOOL COMMITTEE EXPENSES	\$ 35,766	\$ 37,015		\$ 1,249	3.5%
CENTRAL OFFICE EXPENSES	\$ 165,174	\$ 212,122		\$ 46,948	28.4%
TECHNOLOGY EXPENSES	\$ 225,453	\$ 231,549		\$ 6,096	2.7%
STAFF PROFESSIONAL DEVELOPMENT	\$ 118,208	\$ 201,240		\$ 83,032	70.2%
INSURANCE EXPENSE	\$ 2,851,484	\$ 2,986,191		\$ 134,707	4.7%
PENSION & TAXES	\$ 800,947	\$ 848,170		\$ 47,223	5.9%
TRANSPORTATION-REGULAR EDUCATION	\$ 628,832	\$ 645,764		\$ 16,932	2.7%
SALARIES OTHER	\$ 57,785	\$ 22,957		\$ (34,828)	-60.3%
ADMINISTRATIVE OFFICES SUBTOTAL	\$ 6,187,698	\$ 6,581,487		\$ 393,789	6.4%

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SPECIAL NEEDS	08-09 Adpt'd	09-10 Bud.		\$\$ Change	% Change
ADMINISTRATORS SALARIES/EXPENSES	\$ 139,859	\$ 104,445		\$ (35,414)	-25.3%
CLERICAL SALARIES	\$ 101,912	\$ 103,179		\$ 1,267	1.2%
INSTRUCTIONAL SALARIES	\$ 45,151	\$ 16,125		\$ (29,026)	-64.3%
MAINTENANCE EXPENSE	\$ 11,227	\$ 11,620		\$ 393	3.5%
SPED INSTRUCTIONAL SALARIES	\$ 683,975	\$ 296,877		\$ (387,098)	-56.6%
SPED CONTRACTED SERVICES	\$ 341,487	\$ 455,833		\$ 114,346	33.5%
SPED TRANSPORTATION	\$ 376,630	\$ 388,822		\$ 12,192	3.2%
SPED TUITION OUT	\$ 1,579,840	\$ 1,039,731		\$ (540,109)	-34.2%
UTILITY EXPENSE	\$ 14,950	\$ 15,500		\$ 550	3.7%
LEGAL EXPENSE	\$ 60,000	\$ 69,000		\$ 9,000	15.0%
TECHNOLOGY EXPENSES	\$ 24,800	\$ 26,050		\$ 1,250	5.0%
STAFF PROFESSIONAL DEVELOPMENT	\$ 20,320	\$ 8,350		\$ (11,970)	-58.9%
SALARIES OTHER	\$ 49,168	\$ 57,915		\$ 8,747	17.8%
SPECIAL NEEDS SUBTOTAL	\$ 3,449,319	\$ 2,593,447		\$ (855,872)	-24.8%
DISTRICT GRAND TOTAL	\$ 27,031,567	\$ 27,423,801		\$ 392,234	1.5%

APPENDIX E

WATER ENTERPRISE APPROPRIATION

	FY2007 Actual	FY2008 Actual	FY2009 Budgeted	FY2009 Projected	FY2010 Budgeted
<u>REVENUE</u>					
User Charges	813571	\$ 778,513	\$ 825,526	\$ 877,489	\$ 994,005
Water Lien	26349	\$ 25,286	\$ 20,000	\$ 20,819	\$ 21,000
Miscellaneous	26566	\$ 15,616	\$ 14,816	\$ 9,100	\$ 12,000
Penalty & Interest	325	\$ 422	\$ 373	\$ 314	\$ 500
Other Financing Source			\$ 6,000	\$ 43,390	
TOTAL REVENUE	\$ 866,811	\$ 819,837	\$ 866,715	\$ 951,112	\$ 1,027,505
<u>PERSONNEL EXPENSE</u>					
Salaries and Wages	\$ 213,870	\$ 203,933	\$ 194,220	\$ 194,220	\$ 206,641
Overtime Wages	\$ 35,117	\$ 47,607	\$ 35,935	\$ 45,935	\$ 35,935
Total	\$ 248,987	\$ 251,540	\$ 230,155	\$ 240,155	\$ 242,576
<u>OPERATING EXPENSE</u>					
General Fund Expense	\$ 119,335	\$ 140,000	\$ 153,198	\$ 153,198	\$ 194,000
Contract Services-Eng, Billing	\$ 14,476	\$ 12,830	\$ 20,000	\$ 20,000	\$ 23,000
Contract Services-Legal	\$ 50,643	\$ 56,709	\$ 39,000	\$ 33,646	\$ 30,000
Utilities	\$ 50,000	\$ 65,115	\$ 62,000	\$ 62,000	\$ 62,000
Fuel/Vehicle R& M	\$ 8,652	\$ 9,782	\$ 13,000	\$ 13,000	\$ 13,000
Well Maintenance	\$ 14,433	\$ 12,877	\$ 15,000	\$ 15,000	\$ 15,000
Water Plant- R&M	\$ 48,303	\$ 66,131	\$ 60,000	\$ 60,000	\$ 40,200
FEMA	\$ 5,156				
Emergency Reserve Fund			\$ 47,000		\$ 47,000
Water Supplies	\$ 17,854	\$ 17,050	\$ 18,000	\$ 18,000	\$ 15,000
Water System R&M	\$ 32,747	\$ 34,348	\$ 35,000	\$ 35,000	\$ 35,000
Prior Year Encumbrance		\$ 1,697			
Total	\$ 361,599	\$ 416,539	\$ 462,198	\$ 409,844	\$ 474,200
<u>CAPITAL EXPENSE</u>					
Meter R & M			\$ 3,600	\$ 3,600	\$ 3,600
Meter Replacement	\$ 90,000		\$ 22,200	\$ 22,200	
Plant Upgrade					\$ 162,000
Debt Service	\$ 159,986	\$ 155,126	\$ 148,000	\$ 148,000	\$ 142,952
Articles for Meters				\$ 37,390	
Total	\$ 249,986	\$ 155,126	\$ 173,800	\$ 211,190	\$ 308,552
TOTAL EXPENSE	\$ 860,572	\$ 823,205	\$ 866,153	\$ 861,189	\$ 1,025,328
NET OPERATING	\$ 6,239	\$ (3,368)	\$ 562	\$ 89,923	\$ 2,177
RETAINED EARNINGS	\$ 36,221	\$ 31,416	\$31,978	\$121,901	

APPENDIX F

WASTE ENTERPRISE APPROPRIATION

	FY2008 Actual	FY2009 Budgeted	FY2009 Projected	FY2010 Budgeted
<u>REVENUE</u>				
User Charges	\$ 16,600	\$ 42,500	\$ 39,050	\$ 39,050
Other Funds	\$ 10,520			
Other Financing Source		\$ 285,300	\$ 265,300	\$ 276,870
TOTAL REVENUE	\$ 27,120	\$ 327,800	\$ 304,350	\$ 315,920
<u>OPERATING EXPENSE</u>				
Contract Supplier-Bags	\$ 9,310		\$ 11,619	\$ 10,000
Supplies	\$ 1,253			
Advertising	\$ 780			
Hauling & Collection		\$ 163,500	\$ 168,500	\$ 171,870
Tipping & Disposal		\$ 160,000	\$ 146,226	\$ 128,000
Fuel Adjustment		\$ 4,300	\$ 2,000	
TOTAL EXPENSE	\$ 11,343	\$ 327,800	\$ 328,345	\$ 309,870
NET OPERATING	\$ 15,777	\$ -	\$ (23,995)	\$ 6,050
RETAINED EARNINGS	\$ 15,777	\$15,777	-\$8,218	

APPENDIX G

COMMUNITY PRESERVATION COMMITTEE OTHER APPROVED PROJECTS

No.	PURPOSE
	<u>Historic Preservation - Projects</u>
1.	To appropriate \$1,200 from Historic Preservation Reserves to fund the Town Hall Energy Audit Project, to be spent in FY'09.
2.	To appropriate \$25,500 from Historic Preservation Reserves to partially fund the lead removal associated with the Portico Restoration Project at the Community House of Hamilton and Wenham, to be spent in FY'09.

COMMUNITY PRESERVATION COMMITTEE BUDGET FY 10

No.	PURPOSE
	<u>Historic Preservation - Projects</u>
1.	To appropriate \$26,000 from FY 10 Community Preservation Fund Revenues to provide partial funding for the restoration of the 114-year old historic tabernacle located at Asbury Grove, contingent upon the execution of a public benefit agreement upon such terms as are acceptable to the Board of Selectmen.
2.	To appropriate \$7,444 from FY 10 Community Preservation Fund Revenues to restore the historic fence and improve landscaping of Hamilton Town Cemetery which was established in 1705.
3.	To appropriate \$1,000 from FY 10 Community Preservation Fund Revenues to develop and construct new, weatherproof, protective coverings for the Liberty Road Markers at Patton Park.
	<u>Historic Preservation - Reserve</u>
4.	To reserve \$15,556 of FY 10 Community Preservation Funds revenues to the Community Preservation Fund Historic Preservation Reserve.
	<u>Community Housing - Projects</u>
5.	To appropriate \$10,000 from FY 10 Community Preservation Fund Revenues to complete renovation of 50% of the kitchenettes in the Hamilton Housing Authority Apartments.
6.	To appropriate \$88,870 from Community Housing Reserves and \$91,130 from FY10 Community Preservation Fund Revenues to create four affordable housing units at the site of the Acord Food Pantry in partnership with Harborlight Community Partners.
	<u>Open Space - Reserve</u>
7.	To reserve \$50,000 of FY 10 Community Preservation Fund Revenues to the Community Preservation Fund Open Space Reserve.
	<u>Administration - Expense</u>
8.	To appropriate \$25,000 of FY 10 Community Preservation Fund Revenues for administration costs including, but not limited to, Annual Community Preservation Coalition membership Fees and salary for part-time Community Preservation Committee Coordinator position.

COMMUNITY PRESERVATION COMMITTEE

<u>Summary of recommendations by Category</u>		
<u>FY10 Revenues</u>		
Historic Preservation Projects	\$ 34,444	6.89 %
Historic Preservation Reserve	\$ 15,556	3.11 %
Community Housing Projects	\$ 101,130	20.23 %
Open Space Reserve	\$ 50,000	10.00 %
Administration Expense	\$ 25,000	5.00 %
Not Appropriated	<u>\$ 273,870</u>	<u>54.77%</u>
Total FY10 Revenues	\$ 500,000	100.00 %
<u>Reserves</u>		
Community Housing Reserves	\$ 88,870	100.00%
Historic Preservation Reserves	\$ 26,700	87.5%

Anticipated FY10 CPA Revenues will be \$500,000 (including estimated state match of \$175,000). FY 10 Community Preservation Revenues that are not appropriated or reserved, estimated at \$273,870, will at year end be added to the Fund Balance.

APPENDIX H

RECREATION AND PARKS REVOLVING ACCOUNT

	FY2008 Actual	FY2009 Projected	FY2010 Budgeted
<u>GENERAL REVENUE</u>			
Concessions	\$ 1,453	\$ 1,500	\$ 1,500
Fields	\$ 24,750	\$ 25,500	\$ 26,000
Park	\$ 2,025	\$ -	\$ -
Facilities	\$ 15,740	\$ 16,000	\$ 17,500
Total	\$ 43,968	\$ 43,000	\$ 45,000
<u>PROGRAM REVENUE</u>			
Adult	\$ 11,412	\$ 12,000	\$ 13,000
Youth	\$ 51,607	\$ 52,500	\$ 75,210
Patton Park	\$ 56,695	\$ 58,000	\$ 67,500
Pool	\$ 15,283	\$ 16,000	\$ 17,000
Special Events	\$ -	\$ -	\$ -
SIPP	\$ 1,795		
Total	\$ 136,791	\$ 138,500	\$ 172,710
<u>OTHER REVENUE SOURCES</u>			
TOTAL REVENUE	\$ 180,759	\$ 181,500	\$ 217,710
<u>GENERAL EXPENSE</u>			
Concessions	\$ 2,000	\$ 1,440	\$ 2,060
Fields	\$ 14,753	\$ 15,000	\$ 14,500
Park	\$ 17,644	\$ 6,000	\$ 14,810
Facilities	\$ 3,238	\$ 19,090	\$ 17,117
Utilities	\$ 18,489	\$ 19,950	\$ 19,870
Office	\$ 3,743	\$ 6,395	\$ 11,070
Total	\$ 59,867	\$ 67,875	\$ 79,427
<u>PROGRAM EXPENSE</u>			
Adult	\$ 10,444	\$ 11,000	\$ 12,000
Youth	\$ 40,768	\$ 38,000	\$ 56,893
Patton Park	\$ 29,559	\$ 33,032	\$ 38,542
Pool	\$ 22,056	\$ 29,593	\$ 29,698
Special Events	\$ 3,017	\$ 2,000	\$ 1,150
SIPP	\$ 120	\$ -	\$ -
Refunds	\$ 4,177	\$ -	\$ -
Total	\$ 110,140	\$ 113,625	\$ 138,283
TOTAL EXPENSE	\$ 170,006	\$ 181,500	\$ 217,710

APPENDIX H

RECREATION AND PARKS REVOLVING ACCOUNT

	FY2008 Actual	FY2009 Projected	FY2010 Budgeted
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Total Revenue	\$ 180,759	\$ 181,500	\$ 217,710
Total Expense	\$ 170,006	\$ 181,500	\$ 217,710
Fund Balance	\$ 10,753	\$ 10,753	\$ 10,753

APPENDIX I

COMMERCIAL OVERLAY DISTRICT IN HAMILTON, MASSACHUSETTS

G. Commercial Overlay District

1.0 Purpose and Intent

The purposes of the Commercial Overlay District (COD) are to encourage planned and orderly development of land within the boundaries of the COD. These areas are designated for special land use, planning, environmental, and access considerations that warrant careful control of development under a special permit procedure using appropriate standards. The specific purposes of the COD are the following:

- a. To support land uses and activities that will promote economic development in Hamilton, thereby generating non-residential tax revenue from new business growth and additional local jobs.
- b. To allow for the phased development of new uses and activities that are appropriate and desirable for the COD, based on planning and market opportunities identified in the Hamilton Master Plan, and consistent with the goals and objectives in the Hamilton Open Space Plan.
- c. To provide for mitigation of any negative impacts caused by new development, including but not limited to transportation and environmental impacts.
- d. To incorporate into the design review and permitting process input from Hamilton's land use boards, nearby residential abutters and citizens.
- e. To incorporate into the design review and permitting process the special provisions necessary to ensure that redevelopment of a former landfill site will not degrade important regional water resources.

2.0 Applicability and Location

The Commercial Overlay District shall consist of the area designated as such on the Hamilton Zoning Map dated 2001 and amended by approval of Town Meeting in May 2009, and incorporated by reference herein.

In the Commercial Overlay District, all requirements of the underlying district shall remain in effect except where this COD bylaw provides an alternative to such requirements, in which case these regulations shall supersede. In the event that an applicant wishes to develop in accordance with this COD bylaw hereunder, the rules and regulations of the Commercial Overlay District shall apply, and by filing an application for a Special Permit under this Section V.G. the owner shall be deemed to accept and agree to them. In such event, where the provisions of the Commercial Overlay District are silent on a zoning regulation that applies in the underlying district, the requirements of the underlying district shall apply.

If the proponent elects to proceed under the zoning provisions of the underlying district, the zoning bylaws applicable in the underlying district shall control and the provisions of the Commercial Overlay District shall not apply.

COMMERCIAL OVERLAY DISTRICT

3.0 Permitted Uses

The following uses shall be permitted in the COD:

- Research and development
- Light manufacturing and assembly
- Office
- Medical
- Life Sciences
- Biotechnology
- Ancillary retail and commercial services that serve the primary uses
- Public Spaces
- Athletic facilities
- Accessory infrastructure facilities.
- Wind Energy Conversion Systems (This COD bylaw shall supersede Section VI.I of the Zoning By-law)
- Communication Towers and Telecommunications Antenna Facilities (This COD bylaw shall supersede Section VI.J of the Zoning By-law)

4. Administration

The Planning Board shall be the Special Permit Granting Authority in the COD. An applicant may file an application with the Planning Board in conformance with M.G.L. Chapter 40A, (the Zoning Act) Sections 9 and 11, this Bylaw section, and Planning Board COD Rules and Regulations.

5. Planning Board Rules & Regulations

The Planning Board shall adopt and from time to time may amend Commercial Overlay District Rules and Regulations to implement this Bylaw section. Such regulations shall include but will not be limited to Submission Requirements, Plan Requirements, such as size, form, number and contents; Development Standards, Site Standards, and Standards for Building Placement and Design. Such rules and regulations are required and authorized under M.G.L. Ch. 40A, s. 9, and shall be adopted after proper notice, posting, public hearing and vote by the Planning Board.

6. Pre-Application Conference

The applicant shall request and attend a pre-application review at a regular business meeting of the Planning Board. The Planning Board shall invite the Board of Health, Board of Selectmen, Building Inspector, Conservation Commission and Open Space Committee, Department of Public Works, Fire Chief, Police Chief, Zoning Board of Appeals, Economic Development Committee and Landfill Steering Committee to attend. The primary purpose of the pre-application conference is to provide an information exchange and feedback regarding how the applicant intends to use the site. The secondary purposes of a pre-application review are to minimize the applicant's cost of engineering and other technical experts, to commence discussions with the Planning Board at the earliest possible stage of development, and to set a timetable for submittal of a formal application. Meetings may be held by mutual agreement of the Planning Board and the applicant.

COMMERCIAL OVERLAY DISTRICT

7. Review Procedures for COD Special Permit

- a. The applicant shall furnish a copy of the application to the Town Clerk.
- b. The applicant shall furnish sufficient copies of the special permit application to the Planning Board to distribute for review to the Board of Health, Board of Selectmen, Building Inspector, Conservation Commission and Open Space Committee, Department of Public Works, Fire Chief, Police Chief, Zoning Board of Appeals, Economic Development Committee, and Landfill Steering Committee.
- c. Reports from the above-named boards and officials shall be submitted to the Planning Board within thirty (30) days of receipt by the reviewing party. In the event that the public hearing by the Planning Board is held prior to the expiration of the 30-day period, the Planning Board shall continue the public hearing to permit the formal submission of reports and recommendations within that 30-day period. Public hearing procedures shall comply with the requirements of M.G.L. Ch. 40A, Sections 9 and 11.
- d. Planning Board members shall conduct a site visit with the applicant prior to or during the public hearing.
- e. A COD Special Permit may be issued only following a public hearing held within 65 days after filing an application with the Planning Board.
- f. Once a COD Special Permit application has been submitted, no tree removal, no utility installation, no ditching, grading or construction of roads, no grading of land or lots, no excavation, except for purposes of soil testing, dredging or filling and no construction of buildings or structures shall be done on any part of the site until the application has been reviewed and decided as provided by these regulations.
- g. In the event of any conflicts with this section 7 then M.G.L. Ch. 40A procedures shall apply.

8. General Requirements

- a. **General Compliance.** A proposal must comply with all other applicable Town Bylaws, and the applicable rules, regulations, and requirements of all departments, boards, and commissions.
- b. **Low Impact Development.** The use of low-impact development techniques is required, where applicable. The Applicant shall employ meaningful low impact techniques which will result in less impervious area, direction of roof runoff toward rain gardens and swales, and plantings not limited to but including those indigenous to the area. The use of recycled or recaptured rainwater is encouraged.
- c. **Minimizing Disturbance.** The Applicant is encouraged to maintain as much of the site as possible in its natural state. The Applicant is urged to incorporate horticultural and landscape design that reduces the need for supplemental irrigation and chemical fertilization, e.g. minimizing lawn area. Streets within the site shall be designed and located in such a manner as to maintain and preserve natural topography, significant landmarks and trees; to minimize cut and fill; Building shall be designed to relate harmoniously to the terrain.
- d. **Location of Wastewater Treatment.** All wastewater shall be treated and discharged on-site. Off-site wastewater treatment may be allowed if a suitable tie in can occur with an available sewer system.
- e. **Paths and Trails.** Shall be connected, preserved, and increased when possible.
- f. **Visual Appearance From Offsite.** The orientation of individual buildings and structures shall be designed to preserve and enhance views and vistas on or off the subject property.

COMMERCIAL OVERLAY DISTRICT

9. Building and Design Standards

a. Setbacks.

- i. All structures shall be so located as to be at least 25 feet from the perimeter of the COD.
- ii. Internal Building Separation: the minimum distance between all freestanding buildings in the COD shall be at least 20 feet, free of any obstruction which would interfere with the passage of a fire-safety vehicle.

b. Height.

- i. Buildings located in the COD shall not exceed fifty (50') feet in height, except that spires, water tanks, communication towers, chimneys, exhaust stacks, flagpoles, mechanical penthouses and other structures normally built above the roof and not devoted to human occupancy may be erected to such heights as are necessary to accomplish the purpose they are normally intended to serve. The height of a building shall be the vertical distance measured from the mean finished grade of the ground adjoining the front of the building, as determined by the Building Inspector, to the top of the structure of the highest occupied floor in the case of a flat roof, to the deck line of a mansard roof, and to the top of the plate of a gable, hip or gambrel roof.
- ii. Buildings located in excess of 200' from the lot lines of the COD may at the Planning Board's discretion be up to sixty (60') feet in height, as measured in 9.b.i above.

c. Parking. Within the COD District off-street parking shall be provided sufficient to serve the needs of the various uses, based upon the nature of the use and the number of persons occupying and using the facilities.

- i. With respect to parking for all uses, with particular attention for the office, research, development and manufacturing, medical, life sciences, and biotechnology uses parking shall be required in amounts that conform with the latest use-specific parking recommendations published by the Institute of Traffic Engineers (ITE).
- ii. Parking areas shall be located so as to serve the uses to which they are related, and may be designed to serve more than one use or facility; shall be located and laid out so as to provide turning radii, sight lines, and separation from through traffic, consistent with public safety; shall be paved or, if approved by the Planning Board, surfaced with other non-dusting material; and shall, unless otherwise approved by the Planning Board, be striped with spaces of at least 8½ feet width and 19 feet length.

d. Lighting. All lighting fixtures shall be integrated into the architectural style of the development. All exterior structural and site lighting (not including access road lighting) shall be localized and of full cut-off design, with light which shall be retained on site and shall not create a nuisance to abutting properties and streets. All exterior light sources shall be appropriately shielded from off-premise viewing. Access road lighting shall be designed to prevent nuisance to abutting properties by reason of light and glare.

e. Signs.

- i. The Business District provisions of Section VI.E shall apply for all building specific signage (tenant's identification, directory, parking, etc) within the Commercial Overlay District.
- ii. Site Signage for the Commercial Overlay District
 1. Site Signage at the main entrance to the entire project for identification of the Project is permitted, to be located on free standing structure. Such sign shall not exceed 36 square feet in size and shall be mounted a maximum of 2 feet to the underside of the sign and a maximum of 10 feet to the top of the sign measured from the average grade of the locus of the sign.

COMMERCIAL OVERLAY DISTRICT

2. A single project tenant Directory Sign is permitted, to be located on a free standing structure. Such Directory Sign shall for each of the COD's commercial buildings' main tenants not exceed 36 square feet in size and shall be mounted a maximum of 2 feet to the underside of the sign and a maximum of 10 feet to the top of the sign measured from the average grade of the locus of the sign.
 3. Site directional signage is allowed provided each such sign may be no larger than 3 square foot in size; such signs may be posted not closer than 25 feet on center.
 4. No other additional signs or increases in sign dimensions are allowed except by Special Permit from the Zoning Board of Appeals.
- f. **Water Supply.** The project shall use either Town of Hamilton and/or Town of Manchester (if available and acceptable to the Town of Manchester) water supply and shall comply with any inter-town agreements that govern water access rights.
- g. **Buffer Areas.**
- i. A vegetated buffer area of 25' minimum may be required at the following locations:
 1. perimeter of the property where it abuts a lot in residential use.
 2. certain resource areas on or adjacent to the tract such as rock outcrops, ledge, agricultural or recreational fields, and land held for conservation purposes.
 - ii. A landscape plan will be required and shall address buffers to ensure screening from abutting properties. Additions to existing plantings may be required by the Planning Board.
 - iii. The Planning Board may waive the buffer requirement when it determines that a small buffer (or no buffer) will suffice to accomplish the objective set forth herein.

10. Site Access, Roadway Design and Management

- a. All structures located within the Commercial Overlay District development shall be accessed by the project's proposed private access road. No access to or from the site will be permitted to the abutting residential area to the north along Chebacco Road.
- b. All access roadways and associated infrastructure improvements shall be private and shall not be owned or maintained by the Town of Hamilton.
- c. A traffic study shall be provided by the applicant to ensure public safety on and around Chebacco Road and to address the adequacy of the internal road and parking infrastructure.

11. Stormwater Management & Erosion Control

- a. The peak rate of storm water runoff from the Commercial Overlay District shall comply with Department of Environmental Protection's Stormwater Management Handbook, and the provisions General Bylaw XXIX, Stormwater Management Bylaw.
- b. General soil erosion of the proposed development site shall be minimized by integrating the development into the existing terrain and by reasonably retaining natural grades and soil cover. During grading and construction of all improvements, including all structures and infrastructure improvements, erosion of soil shall be minimized using best management practices.

12. Open Space and Natural Resources

A Commercial Overlay District development which includes any open space components must provide that land area as permanently protected, usable, common open space that is functional for purposes intended by this Bylaw section. The common open space shall have no structures, parking, private yards, patios, or gardens that are restricted for the exclusive or principal use by the tenants or users of the commercial properties.

COMMERCIAL OVERLAY DISTRICT

13. Conditions of Approval

The Planning Board may impose conditions, safeguards, requirements, and other standards as part of its approval.

14. Findings and Decision of the Planning Board for COD Special Permit

The Planning Board may grant a special permit after conducting a public hearing only where such grant would not be detrimental to the public health, safety, welfare, comfort or convenience of the community, would not be adverse to the Town's economy and environment, and is in harmony with the intent and purpose of this bylaw, and where the proposed development includes satisfactory provisions to:

- a. Mitigate impact to abutting land and natural resources by reason of air or water pollution, noise, dust, vibration, or stormwater runoff.
- b. Provide safe and convenient access to the site from existing or proposed roads, and to proposed structures thereon, with particular reference to pedestrian and vehicular safety, traffic flow and control, and access in case of fire or emergency.
- c. Provide for adequate capacity for public services, facilities, and utilities to service the proposed development such as water pressure and septic/sewer capacity.
- d. Provide for visual and noise buffering of the development to minimize impact to abutting properties.
- e. Provide for the perpetual preservation and maintenance of any open space and recreation areas.

The Planning Board shall take one of the following actions within 90 days following the date of the public hearing unless extended by written agreement between the Planning Board and the applicant in accordance with M.G.L. c.40A, Section 9, and Section VIII.C of this Bylaw:

- f. The Planning Board may grant a COD Special Permit with any conditions, safeguards, and limitations, considering each of the following:
 - i. The degree to which the conceptual design and layout of the proposed COD is projected to attain the purpose of generating positive net tax revenue and local employment,
 - ii. The degree to which the proposed COD protects the local neighborhood and regional water resources,
 - iii. The degree to which the COD promotes permanent preservation of open space, agricultural land, forestry land, existing and proposed trails, other natural resources including water bodies and wetlands,
 - iv. The degree to which the COD furthers the goals and policies of the Master Plan; and the purposes of this Bylaw section.,
- g. The Planning Board may deny a special permit upon finding that the application does not comply with the provisions of this Bylaw section.

15. Duration of Special Permit

A Commercial Overlay District Special Permit is granted for a period of two years from the date of its approval and shall lapse if at least one building permit has not been issued by such date, except for good cause shown.

APPENDIX J

CONFORMITY AMENDMENTS TO ZONING BY-LAW

- (1) Adopt the designation of the Commercial Overlay District on the Town of Hamilton Zoning Map.
- (2) Amend Section II. Establishment of Districts, A. Classes of Districts and Zoning Map to include the following:

“, and further amended May 4th-5th, 2009, “

“COD Commercial Overlay District Sec. V-G”

APPENDIX K

FY 10 Sealer Of Weights and Measures Fees

Fees and Adjusting Charges authorized by Section 56, G.L., Chapter 98 as amended

	Type of Device	Unit	Number of Devices	Fee Charged per Device
Balances & Scales	Scales, 0 - 10	lbs		
	RX Balance	lbs		\$20
	Scales, 11-100	lbs		\$20
	Scales, 100 – 1000	lbs		\$25
	Scales, 1,000 - 5,000	lbs		\$35
	Scales, 5,000 - 10,000	lbs		\$50
	Scales, Over 10,000	lbs		\$100
Weights	Avoirdupois	each		
	Metric	each		\$10
	Apothecary	each		\$10
	Troy	each		
Liquid Measuring Meters	Inlet 1/2" or less Oil, grease			
	Inlet 1/2" to 1" Gasoline			\$20
	Inlet more than 1" Vehicle Tank Pump			\$50
	Vehicle Tank Gravity			
	Bulk Storage			\$100
	Company Supplies Provider			
Pumps	Each Stop on Pump			
Other Devices	Scanners			\$250
	Taxi Meters			
	Odometer - Hubodometer			
	Fabric Measuring			
	Wire - Rope - Cordage			
Linear Measure	Yard Sticks			
	Tapes			
Misc.	Propane meters			
	Milk tanks			
	Coin operated amusement devices			
	Reverse vending machines used for recycling soft drink containers			
	Price scanning systems			

* List is not all inclusive

APPENDIX L

AN ACT ESTABLISHING A TOWN MANAGER IN THE TOWN OF HAMILTON

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

SECTION 1. There shall be a town manager in the town of Hamilton. Notwithstanding any general or special law to the contrary, the town manager, reporting to and accountable to the board of selectmen, shall be the chief administrative and operating officer of the town of Hamilton. The town manager shall not set town policy but shall ensure appropriate coordination in the implementation of town policy, working with the board of selectmen and all elected and appointed officers, boards and commissions. The town manager shall supervise and manage the day-to-day activities of all town departments and employees under the jurisdiction of the board of selectmen and shall coordinate their activities with those of all other departments and employees.

SECTION 2. The town manager shall appoint and may remove all department heads and officers, subordinates, and employees under the jurisdiction of the board of selectmen. Appointments and removals of department heads by the town manager shall be subject to confirmation by the board of selectmen. All other appointments shall be made in consultation with the respective department head, board, commission, or committee.

SECTION 3. The town manager shall be appointed by the board of selectmen on the basis of executive and administrative qualifications and experience. The town manager shall be a person especially suited by education, training and professional experience to perform the duties of the office. The position of town manager is a fulltime commitment, and the town manager shall not engage in any other business or occupation without the prior approval of the board of selectmen. The town manager shall be appointed for a term of three or less years, and shall be evaluated annually by the board of selectmen. The board of selectmen shall enter into an employment contract with the town manager.

SECTION 4. In addition, the town manager shall be responsible and accountable to the board of selectmen, for the proper execution of the following powers and duties:

1. General Town Administration.
 - a. Implement all policies of the board of selectmen.
 - b. Attend annual and special town meetings and respond to questions concerning all warrant articles.
 - c. Implement and report progress on implementing actions taken by the town meeting.
 - d. Oversee preparation of all town reports including the annual report.
2. Board of Selectmen Administration.
 - a. Attend meetings of the board of selectmen and have the right to address all matters coming before the board.
 - b. Prepare agendas and research, collect, and disseminate information to enable the board of selectmen to make policy decisions.
 - c. Inform the board of selectmen on implementation of policy decisions through regular reporting.
 - d. Inform the board of selectmen of important developments in the operation of town departments, fiscal affairs, personnel matters, procurement, and town compliance with federal, state, and local laws, rules, and regulations.

AN ACT ESTABLISHING A TOWN MANAGER IN THE TOWN OF HAMILTON

3. Fiscal Administration.

- a. Oversee administration and implementation of all town fiscal actions.
- b. Oversee all town actions in connection with municipal borrowing.
- c. Prepare and present detailed annual and interim operating and capital budgets to the board of selectmen, finance committee, and town meeting.
- d. Provide regular, current analysis of performance relative to budget.
- e. Develop, present, and implement a long-range capital plan.
- f. Approve and execute all warrants for the payment of town funds.
- g. Prepare and prosecute all grant applications.

4. Personnel Administration.

- a. Serve as the town's personnel director.
- b. Administer the town's personnel policies, compensation plans, and employee benefit programs.
- c. Serve as the town's pension administrator.
- d. Serve as the town's coordinator for compliance with the Americans with Disabilities Act.
- e. Serve as the town's affirmative action officer.
- f. Prepare and implement job descriptions for town department heads and employees.
- g. Review personnel performance at least annually and recommend salary and benefit adjustments.
- h. Negotiate all collective bargaining agreements on behalf of the town.
The town manager may seek the assistance of labor counsel as deemed necessary. All final agreements must be approved by the board of selectmen.
- i. Establish compensation agreements for all town employees not subject to a collective bargaining agreement. All final agreements must be approved by the board of selectmen.

5. Procurement and Construction.

- a. Serve as the town's chief procurement officer for the purchase and sale of equipment, materials, supplies, and services of all town departments.
- b. Supervise and coordinate all town construction projects and activities including design, construction, and construction management.
- c. Coordinate preparation of information for bidders and proposers and all design and construction documentation.
- e. Review bids, award contracts and manage all claims activity.
- f. Oversee and report on construction progress and contractual compliance.
- g. Review and act upon all bills and payment requests.
- h. Maintain all procurement and construction records.

6. Insurance.

- a. Contract for and administer the town's insurance policies and programs.
- b. File, prosecute, and settle all insurance claims.

AN ACT ESTABLISHING A TOWN MANAGER IN THE TOWN OF HAMILTON

7. Asset Management.
 - a. Manage and oversee maintenance of all town property, real and personal.
 - b. Act upon all requests for rental and use of town property.
 - c. Make recommendations regarding all requests for licenses and permits made to the board of selectmen.

8. Legal Affairs.
 - a. Coordinate with Town Counsel on all legal matters affecting town government, compliance, claims, litigation and administrative proceedings.
 - b. Oversee prosecution, defense, and settlement of all claims and actions.

9. Computers and IT.
 - a. Oversee and coordinate computer operations of town departments to ensure efficiency, economy, and currency.
 - b. Serve as procurement officer for purchase of hardware and software and maintenance and repair services
 - c. Oversee training of personnel.
 - d. Implement and oversee maintenance of the town website.

10. General.
 - a. Serve as the town's liaison with residents, the media, and the general public.
 - b. Cultivate and maintain effective relations with the citizens of the town.
 - c. Maintain cordial and effective relationships with governmental officials at all levels including those of neighboring towns.

SECTION 5. During a temporary absence the town manager shall designate by letter filed with the board of selectmen, a qualified administrative employee or officer to exercise the powers and perform the duties of town manager. If the town manager fails to do so or if the person so designated fails to serve to the satisfaction of the board of selectmen, the board may appoint a qualified employee or officer to serve. In the event of suspension of the town manger, the board of selectmen shall appoint an acting town manager.

SECTION 6. This act shall take effect upon its passage. Implementation of the changes so enacted shall begin immediately thereafter and be completed promptly but consistent with the need for a comprehensive qualification process.

APPENDIX M

PROPOSED ACT FOR THE ABATEMENT OF CERTAIN QUALIFYING REAL ESTATE FROM PROPERTY TAXES IN THE TOWN OF HAMILTON

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

SECTION 1. With respect to each qualifying parcel of real property classified as Class One, residential, and as established more specifically by the Town of Hamilton Board of Selectmen annually pursuant to Section 2, there shall be a cap on property taxes equal to 10% of the Total Annual Household Income, except that in no event shall property taxes be reduced by more than 50% of the tax due, including all tax abatements and exemptions, but excluding state “circuit breakers”. Such exemption shall be applied only to the principal residence of a taxpayer as used by the taxpayer for income tax purposes.

SECTION 2. Real property shall qualify for the exemption set forth in Section 1 if all of the following criteria, are met:

- a. The domicile of the qualifying real estate is owned and occupied by a person or family where the Total Annual Household Income may not exceed the following ranges: single applicant \$33,000 to \$49,499, married applicant filing jointly \$49,500 to \$74,250;
- b. the domicile of the qualifying real estate is owned and occupied by at least one person having reached age 65 or 70 at the close of the prior tax year, as established annually by the Board of Selectmen for such fiscal year;
- c. the domicile of the qualifying real estate is owned and occupied by the applicant for at least six months plus one day each year;
- d. the applicant has resided in the town of Hamilton for at least ten consecutive years prior to filing an application for the exemption; and
- e. the maximum assessed value of the applicant’s primary residence is no greater than the Median assessed value of a single family residence in the town of Hamilton plus 10%, as measured for the tax year immediately prior to the tax year for which the application for exemption is filed.

SECTION 3. This exemption shall be in addition to any exemption allowable under any General Law of the Commonwealth, except that there shall be a dollar cap of \$175,000 for all tax abatements, excluding circuit breakers. After the first year of enactment, the total cap of all real estate abatements, excluding circuit breakers, may be set annually by the Board of Selectmen within a range of \$175,000 to \$350,000.

SECTION 4. Persons who seek to qualify for this abatement must file with the Board of Assessors an application for abatement on a form to be adopted by the Board of Selectmen and available at the Assessors’ Office with the supporting documentation as described in the application. The application must be filed by January 31 each year for which the applicant seeks computation of the abatement for the Fiscal Year commencing the following July 1.

SECTION 5. For the purposes of this act, “parcel” shall mean a unit of real property as defined by the assessors in accordance with the deed for such property and shall include a condominium unit.

SECTION 6. For purposes of the exemption, "Total Annual Household Income" is the sum of the applicant's "Total Taxable 5.3% Income" on Massachusetts Form 1 and those same incomes for other income-producing members of the household. Such income will be increased by amounts that may have been excluded or subtracted from calculation, such as income from Social Security benefits, cash public assistance, tax-exempt interest and dividends, capital gains, income from a partnership or trust, returns on capital reported on Schedule C and excluded income from any other source.

SECTION 7. Acceptance of this act by the Town of Hamilton shall be by an affirmative vote of a majority of the voters at any regular or special election at which the question of acceptance was placed on the ballot and, if necessary, by approval of the appropriate override. This act shall become effective on the thirtieth day following said affirmative vote.

SECTION 8. The acceptance of this act may be revoked by an affirmative vote of a majority of the voters at any regular or special town election at which the question of revocation has been placed on the ballot by a two-thirds vote of then sitting members of the Board of Selectmen. Revocation of the act shall become effective on the thirtieth day following said affirmative vote.

SECTION 9. After one full year of implementation, the Board of Selectmen of the Town of Hamilton, after a public hearing, may vote to suspend implementation of this act for any year. Acceptance of this act by the Town of Hamilton shall automatically expire after three full years of implementation, unless reaffirmed by affirmative vote of a majority of the voters at a Town Meeting, with no further action of the General Court being necessary.