



Annual Town Meeting

April 6, 2019

At the close of registration on March 15, 2019 there were 5766 registered voters.

Precinct 1 – 70
Precinct 2 – 67
Precinct 3 – 45

Assistant Moderator & Overflow: William Bowler 328 Essex Street

Appointed Tellers:

Left	Jeffrey Hubbard	85 Miles River Road
	Mary Beth Lawton	104 Gregory Island Road

Center	Allison Jenkins	75 Plum Street
	Forrester Tim Clark	308 Sagamore Street

Right & Front	Bruce Ramsey	28 Goodhue Street
	Marc Johnson	6 Patton Drive

The Moderator declared a quorum present (75) and the Warrant returned showing it had been properly served, opened the Annual Town Meeting at 9:00 A.M. with 182 voters checked and present.

Pledge of Allegiance

Mr. Melick stated: "Good morning, my name is Jeff Melick and I'm the Town Moderator. Welcome to the April 6, 2019 Annual Town Meeting, and thank you for coming. We will start as we always do by saying the Pledge of Allegiance." Mr. Melick thanked the video crew for their work.

Town Moderator recognized Steve Ozohowski.

Steve Ozohowski (Willow St.) thanked Buddy Campbell for his 18 years of service with the Assessor's Department.

Mr. Melick announced the bake sale in the lobby. The sale was to fund a safe place for after the prom.

Mr. Melick stated: "I'd like to start with four general reminders. First, if you are a registered voter in Hamilton you should have picked up a voter card at the table in the foyer. If you haven't and wish to vote, then I ask you to get one now. You will need to raise the card to cast your vote on the issues we decide here today. Second, please turn your cell phone to silent. If you need to take or make a call, please leave the room to do so. Third, we welcome nonvoters to the Town Meeting, but do ask that you sit in the visitors' area so it will be easier to know who is able to vote and who is not. Fourth, registered voters may also sit in the overflow room. I have appointed Bill Bowler to be the assistant moderator there. People in the cafeteria desiring to speak to any article should come to the microphones in the auditorium."

Mr. Melick asked for six volunteers to serve as tellers. Tellers were sworn in.

Mr. Melick introduced "Donna Brewer (Town Counsel), Andrea Dello Russo (Town Clerk), Joe Domelowicz, (Town Manager), Shawn Farrell (Board of Selectmen Chair), Scott Maddern (Selectmen), Jeff Hubbard (Selectmen), Bill Olson (Selectmen) Allison Jenkins (Selectmen), Phil Stearns (FinCom, Chair), Nick Tensen (FinCom), David Wanger (FinCom), John Pruellage (FinCom), Darcy Dale (FinCom), and Marisa Batista (Finance Director). I have asked non-resident Town officials and those assisting the Selectmen or Finance Committee to be present here so they may be available to answer questions. Members of the press and the video crew have also been allowed to be present. We will begin with brief reports by Shawn Farrell, Joe Domelowicz, and Phil Stearns and then we will review some rules of conduct for this Annual Town Meeting and proceed with the meeting's business."

Town Moderator recognized Shawn Farrell.

Board of Selectmen Report

Shawn Farrell read: "Good morning and Welcome to Annual Town Meeting. First I'd like to say thank you to all the people involved to help put this meeting together and thank you to all the Boards and Committees who volunteer their work every day. All your hard work is truly appreciated. Town Meeting is one of the purest forms of democracy and your opportunity to guide the future of Hamilton. I appreciate all of you taking the time to come here today. Before we get to the Warrant, I just want to take a moment to share with you some of the updates of business in town from our Fall Town Meeting. Fiscally we are in great shape and our reserves

are strong. I am happy to say the Town of Hamilton has maintained Standard and Poor's AAA bond rating, its highest rating. Noting strong budgetary flexibility, strong liquidity and strong financial management, the Town also received a clean bill of health through its annual audit process. We are proud of bond rating and successful audits. Combined with good working financial controls and management. We continue to maintain our three year forecast and five year Capital Plan. In the next handful of months, we will be reorganizing the staff in the finance department and are looking forward to the new efficiencies it will bring. The Town's Community Compact Grant through the State worked on our financial policies. We are working through them now and will continue to do so over the next few months. We also recently established a Capital Committee. They will work hard to prioritize the Town's capital needs and timing of these asks. We are hopeful that the Town of Wenham and Regional School Committee will work with us to help coordinate these capital needs for the three entities. When we work together, we all benefit. In our Tax Collector's office, Cheryl Booth will be retiring in June after many, many years of service and starting another chapter of her new life. We wish her the best. We recently began the process of starting a Municipal Vulnerability Preparedness Program to access preparedness to climate change over the next seven years. Phasing in this program, opens up opportunities to get State grants and to improve our infrastructure to combat climate change and help us be prepared for the future. Our joint Recreation Department has had another great year and continues to offer great programming to our residents. In Patton Park, the gazebo has been updated, the tank has had a much needed facelift and was rededicated on Veterans' Day. The two Patton Park cannons have been refurbished with CPC funding and look great. Weaver Pond at Patton Park will also have the invasive species removed through a CPC grant as well starting in the next few weeks. The Planning Board has started to work on the Housing Section of the Master Plan. It's had several public forums and a survey to gain insight into what the Town would like to see for the future of housing in Hamilton. There will be another housing public forum on April 29, 2019 at the library. The Town and Habitat for Humanity partnered together to build two affordable units on Asbury St. and they have been completed and are now occupied. The Canterbrook development, approved by the Planning Board over a process of several years has begun construction and will be adding 23 new homes in Hamilton and will most likely be our largest source of real estate tax. A judgement in the case of Varsity Wireless vs. the Town of Hamilton and the Planning Board was heard recently. This case was over the denial of a Special Permit of the Planning Board to place a cell phone tower behind Town Hall. The site was approved by previous Town Meeting for such a use. Three Planning Board members did not agree with the placement. The case lingered on far longer than expected and we are pleased the judge has made his conclusion. The Town's Motion to strike was allowed. The judge ruled that the terms of the agreement for judgement would be entered and a permit would be issued to build the tower. The issuance of the permit will address the communications coverage gap in Hamilton and therefore lead to improved wireless service for the Town's citizens. The Town will also receive financial benefits: lease payments, co-location fees, and utilities payments as a result of the issuance of the permit. In addition, the agreement saves the Town the cost of future litigation. The citizens of the Town will benefit from the Town's ability to use those funds for other public purposes. Moreover the agreement for judgement has multiple concessions by Varsity that will benefit the Town, including restrictions on site clearing, generator testing, lighting, and signage associated with the facility. You may recall at last Annual Town Meeting, an advisory vote was given to make the historic curatorship program at Bradley Palmer State Park by 50 Highland St. tax exempt. The Board of Selectmen has worked

with the Kaminskis to make this so. We have currently submitted a Home Rule Special Act releasing the property from taxation as long as it is in the curatorship. We are hopeful that will be approved. The owner of 133 Essex St. has closed a section of Chebacco Woods trails that go through that property and the Town is weighing its options to keep the trails open that have been used by generations of the public for hiking, horseback riding, and other passive recreational uses that have continued for more than 20 years. We feel we have a strong case to keep the trails open for citizens to enjoy. We have had a great group of citizens to help collect data for our case. I want to thank them now for all the effort to keep the trails open. Green Meadows Farm has been approved for an indoor medical marijuana farm on the property. Site work has begun. A Host Community Agreement was signed with Green Meadows Farm and the Town and as part of the impact fee associated with the project, we will also gain funds to pay for a School Resource Officer, who will be hired this summer. Our Town Hall Building Committee has been busy and has hired an Owner's Project Manager (OPM) and has begun the process of rehab of our Town Hall. Designs and cost estimates have been submitted to the Committee just recently and the presentation given for the much needed improvements at our Town Hall. Our Water Treatment Plant has had updates made to it so we can treat the water more efficiently and operate it as it was originally designed. Today there is a Warrant Article for more capital to move the Water Treatment Plant further by reducing the organic compounds in the water by pretreating it. The monies would go to building an addition onto the current facility. The water main replacement project that was voted over several Town Meetings is going well. Phase III is completed with over 22,000' of water pipe replaced so far. We have been working with our State Representatives as well to address the amount of power outages in Hamilton and have had several productive meetings with National Grid. As a result, National Grid has done extensive tree trimming in town to help mitigate the outages from tree damage. National Grid is now doing monthly patrols of the entire feeder and will do an annual infra-red scan of the supply line. They will also install new equipment on Woodbury St. and Essex St. to help with power supply to that section of Town. We are glad to welcome Kaleigh Pare to our staff as the Patton Homestead Director. She has been key to developing a Business Plan with our Town Manager for the Homestead. We look forward to the Homestead being used to its best potential for our citizens. One addition to the Homestead is that it is now home to the Hamilton Historical Society. They are no longer in the basement of Town Hall. This year we participated in the wreaths across America on Veterans' Day. With private donations and money from the Cemetery Fund, we were able to place 700 wreaths on Veterans' graves. Also our condolences go out to the Heath family for the recent passing of Tony Heath. He was one of our beloved members of the American Legion Post 194. He will be missed. The Town will be offering discounted rain barrels for purchase in the next few weeks to help conserve water this summer. Please check the Town website over the next few days for more information. At this time I would like to recognize that this is Scott Maddern's and Allison Jenkins' last Town Meeting as Selectpersons. I wanted to thank them for all they have contributed over their terms in office. I also encourage you all to come out and vote at the upcoming elections on Thursday. As you just heard, we have a lot going on. There are many important issues being brought to vote today. We are here because we care about the future of Hamilton. Please be respectful of your neighbors and give them a chance to speak if they so choose. Thank you.

Town Moderator recognized Joe Domelowicz

Joe Domelowicz said: "Good Morning and thank you for letting me speak. I promise I will be brief. In the seven months or so that I have been here, I met a lot of folks in this room and it has been great meeting you. I hope I get to meet the rest of you in the next months and years. The conversation I keep having with people here in Hamilton is that how much they want to preserve and protect the Hamilton they love. That's great because that's why I wanted to come here is because I wanted to help preserve and protect a community like this. I think it is important to recognize the conservation even though it has the same theme is not the same conversation any two times. Everyone in this room has something different about Hamilton that they love. Everyone in this room advocates for those things. It's our job here today is to try to figure out how to get all of that stuff brought forward as much as possible. There's going to be a need to compromise. There's going to be a need to listen to people but the thing that makes us a community is being courteous to each other. So I hope as we listen to the different discussion today, we keep that in mind that we are courteous of each other and that we realize that everyone here is trying to do the same thing we are. They are trying to preserve Hamilton."

Town Moderator recognized Phil Stearns.

Finance and Advisory Committee Report

Phil Stearns read: "Good morning and welcome. I hope everyone received the report the Finance Committee distributed with the Warrant this year. We undertook this effort to clarify for you The Finance Committee's thinking on the Articles. In most cases we are in agreement with the Board of Selectmen, but in some cases we hold different opinions. Since the Warrant is a Board of Selectmen document, this is a way to communicate the reasoning behind our votes. We have a number of issues in our Town that need attention or will need attention soon: Our water plant is struggling. FinCom supports ongoing efforts to improve our water system and to develop additional water resources. Unfortunately, the Water Enterprise fund is beginning to use Retained Earnings to cover operating expenses, so we must anticipate future water rate increases. The cost of trash collection and recycling continues to climb. Breaking this cycle will require effort: separating organics helps but even with that, reduced services or increased expenses and probably some combination of both seems likely. We have an aging population. There are more seniors in town (1,964) than there are school-aged students (1,091). Linked to that is our need for more senior housing, but we also need more affordable/worker housing and housing for young families and town employees, including school employees, who are ultimately town employees. (More on that later.) Despite strong effort, we have failed to realize PILOT (Payments in Lieu of Taxes) or other contributions from the major tax-exempt entities in town, some of who incur significant Town expense. This effort will continue to be addressed in FY20. The Finance Committee supports the Town Manager's efforts to increase our use of shared services where appropriate to grow the Town's labor pool at reasonable cost. Regarding the issue of continuous funding of the Patton Homestead; while recognizing emotions attached to this asset, the FinCom must act on the basis of economic criteria and we ask that you listen to John Pruellage's explanation of our vote for Article 2-12. The Board of Selectmen has recently created a Capital Expense Committee (CapCom) to assist the Town Manager, FinCom and BOS in developing a 5-year capital plan with input from citizens to help establish priorities. The FinCom supports this effort and encourages qualified citizens to volunteer. This past year the FinCom and BOS approved new Financial Policies for: Disbursement, Revenue Turnover, Travel Reimbursement, Financial Reserves and Capital Planning. In the next fiscal year we will work on additional

Financial Policies including Cost Allocation, Debt Management and Forecasting. Having clear well thought out Financial Policies will serve the town well. Hamilton is in good financial shape. We are within the Prop. 2 ½ levy limit, but our headroom is decreasing. [excess levy capacity: FY19 \$1,953,690, FY20 \$977,564] This year our expenses, with transfers and school costs will increase 8.2%. That magnitude of growth on the expense side is not sustainable for long, if we want to remain within the levy limit. On the bright side, the tax rate will remain below where it was in FYs '14, '15 and '16, and this budget will help prepare us for future capital demands and unanticipated expenses. The other half of the tax calculation is: Property valuations: which, in FY19 (from July 1, 2018 to July 1, 2019) increased an average of 5.79%. A conservative assumption of a 3% increase was made for the FY20 tax rate projection. Our tax structure is also linked to the nature of our Town. We have limited commercial space, significant open space and a highly ranked school system all of which add value to our Town. The School District represents over 60% of our operating budget so it is incumbent on us to insure we get the best return possible on this investment, which we can continue to do by monitoring the District's yearly budget expenses and increases. Hamilton continues to enjoy a AAA bond rating and we have significant borrowing capacity. [Borrowing capacity under debt limit: \$76,688,925] Maintaining our strong bond rating will lessen the cost of future borrowing. The use of Free Cash for tax mitigation is an "artificial" tax reduction and is not sustainable. For a couple of years we used excess Free Cash to lower the tax rate. This Free Cash was generated due to actual receipts being in excess of revenue estimates and some unused departmental budget line items. In recent years estimates have been tighter. In other words, we're doing a better job of estimating revenues and expenses. The result is less Free Cash, and, as you will see in the Warrant, we want to be conservative with how this Free Cash is used. If you found the FinCom Report useful, we will plan to do it again. With that in mind, it would be very helpful going forward if the Board of Selectmen would endeavor to lock in all Warrant Articles further in advance of Town Meeting. Some Articles were not voted by the Board of Selectmen until the day before the documents had to go to press. FinCom recommendations on various Articles (2-3, 2-4, 2-8, 2-13, 2-14, 2-20 and 3-1, 3-2 and 3-3) were based on incomplete or subsequently changed information. We recommend that the Board of Selectmen complete their voting and finalize all Articles at least two weeks before the documents go to press. This year's fire drill has led to inaccuracies in the Warrant and the FinCom Report. It also created unnecessary stress for Town employees who had to re-do significant work to prepare for today. I want to thank them for their efforts. Allocating Free Cash, Tax rates, Operating Budgets, Capital Plans, School Budgets, School Capital Planning, Trash Collection, Town Hall renovations, Workforce Housing all require long term planning and focused implementation. We encourage you to educate yourself about the candidates for the Board of Selectmen, the Planning Board, and the School Committee. The people you elect have a lot of work before them and these decisions will have a significant impact on our Town. Thank you. Now, let's get to work."

Mr. Melick stated: "I hope you all read and brought your copy of the Town Warrant. If you did not, there may still be some extra copies in the foyer. The agenda for the meeting is the Warrant. It was prepared by the Board of Selectmen. To bring an agenda item before the meeting, I will recognize a member of the sponsoring board, committee or individual so they can make a motion. If the motion is seconded, I will recognize the proponent to speak to you about it. Once they are done, I will open discussion up to you. If you wish to speak, you must first ask me to recognize you. To save time, I ask that you already be standing at one of the microphones in the

room. They are on the right and left side of the room. Once you're recognized, please state your name and street address. You may then make comments or ask questions about the motion. You will have three minutes to do so. Your comments and questions must be within what we call 'the 4 corners of the motion.' Please do not make comments about any person who is in favor of or against the motion, just comment on the merits of the motion. It's okay to disagree, but please do not be disagreeable. Please, no applause. If someone applauds after a particular motion, it may make someone else less likely to speak against it. Some people are more willing to speak in front of people than others. The applause may make someone who is barely willing to speak not want to speak at all. My job is to make sure that doesn't happen. My job is to encourage those who want to speak to speak and to help them feel comfortable doing it. That applies to all of you. Otherwise the very purpose of this meeting to listen and consider the viewpoints of fellow citizens is undermined. In the same manner, there is to be no booing or hissing, which unfortunately has happened in the past.

All motions to amend a motion must be submitted to the Town Clerk in writing. If you need assistance in framing it, Town Counsel will provide you with some assistance. No more than one motion to amend may be pending at the same time. A vote is first taken on the motion to amend and then on the main motion. As I mentioned, when a vote is taken, I will ask you to raise your voter cards and I will then decide visually whether there is the necessary majority, 2/3 vote or 4/5 majority votes. If I am in doubt, or seven voters question the vote immediately after I declare the outcome, I will have the vote counted by the tellers. In the event someone moves the previous question, what they are asking is that all discussion of the motion cease and we take an immediate vote. There is no debate on that. A motion to move the previous question requires a two-third vote, however if I as Moderator do not believe there has been enough discussion, I can delay that until another time when I feel enough discussion has taken place. Finally, an announcement on Holds. Some of our motions include a listing of items that will be voted on as a group unless a person shouts 'Hold' on a particular item. When there is a shouted hold, and I encourage you to say it loudly so I can hear it, I'll condition the acceptance on the Hold on obtaining the identity of the voter requesting it. This information is for the minutes of the meeting and to save meeting time when a Hold is considered later in the meeting. If I am unable to identify the requester of the Hold, I will ask you to identify yourself. OK, we will now begin going through the Articles in the Warrant."

SECTION 1: ELECTIONS, REPORTS, PROCEDURES

ARTICLE 2019/4 1-1 Election of Officers

Town Moderator read: "To elect the following Town and School District Officers at the Annual Town Election on Thursday, April 11, 2019 from 7:00 a.m. to 8:00 p.m. at the Hamilton Wenham Recreation Gymnasium.

Town Moderator for one year.

Two members of the Board of Selectmen for three years.

Assessor for three years.

Three members of the Planning Board for three years.

Housing Authority for five years.

Hamilton-Wenham Public Library Trustee for three years.

Three members of the Hamilton-Wenham Regional School Committee for three years.

Moderator read: "To vote on Article 1-1 is by ballot on Thursday, April 11, 2019 at the Hamilton-Wenham Recreation Gymnasium. The polls will open at 7:00 a.m. and close at 8:00 p.m.

ARTICLE 2019/4 1-2 Reports

Town Moderator read: "To hear reports of Town Officers and selected committees and to take action thereon or relative thereto. Reports will appear in the Town Report for Calendar Year 2018."

Town Moderator recognized Shawn Farrell.

Shawn Farrell said: "I move that the reports of Town Officers and Committees be received and placed on file."

Seconded.

Vote: Motion carries.

ARTICLE 2019/4 1-3 Consent Motion

Town Moderator read: "To see if the Town will consolidate in one consent motion containing the motions for those articles that, in the opinion of the Moderator, are not controversial and can be passed without debate, or take any other action thereon or relative thereto."

Town Moderator said: "I will now read the list of articles to be taken up and voted on as one motion. Shout out Hold as the list is read. Any article motion for which there is an accepted Hold will be deleted from the Consent Motion and taken up and considered according to its place on the Warrant.

Motion for Article numbers: 2-1 Prior Year Bills, 2-2 Compensation/Classification Table, 2-7 Annual Financial Actions, 2-9 Annual Budget for Revolving Funds, 2-11 OPEB Trust Fund, 2-15 Grant Appropriations, and 2-16 Personnel Service and Union Contracts.

Town Moderator recognized Shawn Farrell.

Motion by Shawn Farrell who said: "I move that the numbered motions as set forth in Proposed Consent Motions List for this 2019 Annual Town Meeting, a copy of which has been delivered to the Town Clerk to be filed with the minutes of this meeting with copies made available to voters in attendance, be approve by one vote, each motion to be deemed a separate action under the Warrant Article having the same corresponding number."

Seconded.

Vote: Motion carries unanimously

SECTION 2: FINANCIAL ACTIONS

ARTICLE 2019/4 2-3 Capital Expenditures

Town Moderator read: "To see if the Town will raise and appropriate or transfer from available funds money for the purpose of capital expenditures and further, to authorize the Town Manager to administer and expend funds from said accounts, or take any action thereon or relative thereto."

Town Moderator recognized John Pruellage.

John Pruellage said: "I move that the Town raise and appropriate \$238,000 and transfer from certified free cash \$70,003 for the purpose of undertaking the projects set forth in Appendix B to the 2019 Appendix Book, and further to authorize the Town Manager to administer and expend funds to effectuate these projects."

Seconded.

Mr. Pruellage said the total of \$308,003 was comprised of six different items including new voting machine, replacement fire, police, and DPW vehicles, road and sidewalk repairs and renovations to the Patton Park concession stand. Originally, the FinCom thought the entire amount should have been done through appropriation rather than using free cash. Many expense are recurring in nature. However, subsequent to their recommendation, the Selectmen and Town Manager changed the funding recommendation to use \$70,000 of free cash. The rationale was that some items such as voting machines and fire truck were one time in nature. The change would reduce the effective tax rate but would reduce the Town's free cash. As a general policy, the FinCom is against using free cash to mitigate the tax rate. FinCom met prior to Town Meeting. While unanimously feeling that proper procedure was not met, choosing the source of funding without input from FinCom, the FinCom revoke their recommendation to see if anything changed based on new funding. The vote was to recommend favorable action on the article. Rather than 5-0 the recommendation was 3-2. The two dissenting votes thought using a portion of this \$70,000 in free cash would not be an appropriate use.

Lynnette Fallon (38 Goodhue St) Asked about the free cash policy and what the dollar amount was in free cash.

Marisa Batista replied that free cash policy was 5% minimum and if all motions passed, the Town would still be at 5.3%. Free cash was certified at \$2.7M in 2018 and if articles pass, free cash would be \$1.7M.

Evelyn Anziano (36 Bridge St.) wondered about the tax rate based on the change.

Mr. Pruellage said the original recommendation required more taxation versus using \$70,000 of free cash, the projected tax rate would decrease by \$.04 per \$1,000 valuation. The \$.18 would be reduced to \$.14.

Vote: Motion carries.

ARTICLE 2019/4 2-4 General Town Departmental Appropriations

Town Moderator read: "To see if the Town will raise and appropriate or transfer from available funds, money to defray the expenses of schools and all other Town expenses for the Fiscal Year beginning July 1, 2019, or take any action thereon or relative thereto." (Expected requests Town \$12,261,701 and School District \$19,352,094).

Town Moderator said: "This is our annual general town and school omnibus appropriations article."

Town Moderator recognized Mike Harvey, Superintendent of Schools to do a report on the School District Budget.

Mike Harvey offered the Mission of the HWRSD, which was to educate our children to become adults with good character and demonstrate mastery of knowledge and skills needed to be successful members of our global economy and engaged citizens of the 21st century. The District served 1715 students from Hamilton and Wenham in five schools. Dr. Harvey gave a brief overview of the highlights of the School. Last year 143 students graduated many of which

scored high on the Advanced Placement testing. 31% took an Advanced Placement test. Two students were recognized at a National level. MCAS testing showed the District was far higher than the State. Dr. Harvey showed students in the DECA program, which stressed community involvement and service. A Robotics Team, art, and writing were noted. The Budget was a level service budget with a funding of Other Post-Employment Benefits (OPEB). Total salaries, special education tuitions, health insurance, and Essex Retirement was the vast majority of the School budget. An actuarial study had been conducted with a \$35M OPEB liability. A Trust Fund would be established in FY20 with a \$250,000 deposit. The total budget was \$33.7M, which included the \$1.9M increase (5.9%). The debt service was discussed. Dr. Harvey announced that the 20 year bond for Miles River Middle School and high school renovations would be paid off in one month. Debt services expenses would decrease \$1.7M. Total debt service expense would be about \$400,000. Funding sources included a decrease of \$1.1M due to paying off debt, the District will no longer see a payment from MSBA. Total Assessment after subtract funding sources from expenses is \$29.8M apportioned to the two Towns. Hamilton's share was \$19.1M, which was a \$716,000 (3.9%) increase from the previous year. Dr. Harvey presented a history from FY15 to FY20 the total change was 21% over five year, with a 4.37% average per year. Hamilton's net assessment increased at an average rate of 2.65%. Wenham increased 8% due to population shifts. \$1.1M in costs shifted from Hamilton to Wenham in the last five years. Dr. Harvey presented a comparison with other towns in the State. Hamilton's cost per year per student was \$18,356. Dr. Harvey thanked the Selectmen and FinCom. The Student Resource Officer was being funded through Hamilton rather than the District.

A resident thanked Dr. Harvey for his many years of service to the Town.

Town Moderator recognized Joe Domelowicz to do a report on the Town Budget. Joe Domelowicz said "Good morning and thank you, on behalf of our Finance Director, Marisa Batista and all of our department heads, thank you for allowing us the opportunity to present our 2020 budget. We are pleased to say the budget presented here today has been endorsed by both the Board of Selectmen and the Finance and Advisory Committee. This budget proposes a spending plan for 2020 that protects the current level of service, reduces risks for the town and properly compensates our employees. The total budget increase in the 2020 budget is just under \$2.4 million over the current year. This includes \$824,000 in new spending on stabilization funds, in keeping with our newly adopted fiscal policies. It also includes a \$706,000 increase for the schools and about \$868,000 increase for town services. The increased town costs include costs beyond our control, such as insurances and contractual increases and a contingency for three on-going union negotiations and three new positions, a School Resource Officer, a Shared/Regional Human Resources Director and an Assistant Public Works Director. This is a balanced budget. You can see in this slide that town revenues are projected to increase by 7.8 percent and our proposed budget increase for town and schools is also 7.8 percent. You can also see here that the budget increases spending from Free Cash, but as mentioned before, that spending is mostly directed into stabilization funds to protect the town's future. On this slide, you can see the breakdown of town spending. Despite the increased spending in the town budget, spending on schools and fixed costs such as debt service, insurance and non-service related still makes up 73.5 percent of town spending overall. Conversely property taxes revenues continue to make up 87 percent of town revenues. So nearly 74 percent of our costs are beyond our control to budget and 87 percent of our revenues come from local property taxes. That

presents our greatest challenge. This budget also includes an operating capital budget, with about \$308,000 in spending on capital needs. You can see on this slide that we are proposing a total of almost \$2.9 million in capital projects, but many of these are bonding projects which you will vote on a bit later. In an effort to be sensitive to the tax rate, we have also proposed that about \$145,000 of the budgetary spending on capital projects also comes from Free Cash. The proposed water department budget proposes no increase in water rates and will have no impact on the tax rate. We feel it is important to recognize here that five years ago, when the Board of Selectmen proposed a rate hike for the first time in many years, they pledged to hold the rate steady for the next five years. This water budget fulfills that pledge, but it relies on almost \$178,000 of retained earnings, (free cash for enterprise funds), and essentially depletes the fund's reserves. We are forecasting that the fund will need a rate hike in FY 2021. The towns newly adopted financial reserves policies are also respected in this budget proposal. Our new reserves policies, commonly accepted as best practices in municipal financing, call for us to aim for 5% of budget in Free Cash. We are at 5.3%. This budget proposal, though utilizing some free cash, maintains 5% of budget as Free Cash. This budget also increases our General Stabilization Fund account to 3.4% of the general fund budget. Overall, we are making strong commitments to stabilizing our future fiscal health. We are also establishing for the first time a Capital Stabilization Fund and maintaining our commitment to funding our OPEB liability on a schedule previously adopted by other Town Meetings. Again, one area of weakness in this budget is our use of reserves in the water enterprise fund. We expect to have to address this next year. This next slide shows the past five years of our use of Free Cash in the annual budget. As you can see, going back to FY'15 the town has historically used a substantial portion of its Free Cash to balance the budget even against an increasing tax rate. If you look at FY'15, the town had a tax rate of \$17.09. In FY16 it went up to \$17.25. Despite the fact you were using Free Cash to help balance the budget and suppress the tax rate. This year the tax rate would increase a little to \$16.90. We are still under those high years and using no Free Cash to balance the budget. Finally, we would like to share with you where your tax dollar goes by department. Again, nearly \$10.00, \$9.84 to be exact, goes to fund public education, a worthwhile expense and one that definitely improves your home values. Another \$2.60 goes to overhead costs such as debt service, insurances and that sort of thing. This cost is unavoidable, uncontrollable, and it is difficult to quantify the return to the taxpayer. That leaves just \$4.46 per thousand that provides for public safety, public works, health, cultural activity, recreation and general government. These are the quality of life services that you folks expect. I hope you enjoyed our presentation."

Town Moderator read each appropriation and asked that for any item a voter would like to discuss separately be noted by a hold.

\$2,230,772.12 for General Town Government

\$3,104,336.35 for Public Safety

\$19,101,708.00 for Hamilton Wenham Regional School District.

\$203,630.00 for Essex North Shore Agricultural & Technical School District

\$2,079,290.89 for Department of Public Works

\$326,003.07 for Health and Human Services

\$1,038,286.62 for Culture and Recreation

\$3,483,012.00 for Unclassified

Totaling \$31,567,039.05"

Town Moderator recognized Phil Stearns.

Phil Stearns read: "I move that the Town raise and appropriate the sums read by the Moderator for schools and all other Town expenses which are set forth in the 2020 Fiscal Year Budget in Appendix B of the 2019 Appendix Book and Appendix C of the 2019 Appendix Book with the corrections read by the Moderator. There were no exceptions for items held."

Seconded.

Phil Stearns said: "Since the original Finance Committee vote, these numbers have changed. However, we met this morning before the meeting and concluded by a 3-2 vote these changes would not change our recommendation. The Finance Committee met jointly with the Board of Selectmen multiple times during the development of this budget including joint meetings with the School Committee and a focused meeting with District Administration. The Finance Committee's report for this article details our opinion and since you already have it, I don't want to take time rehashing it here. Two key points: On the Town side this budget helps prepare us for unforeseen contingencies and future needs by allocating Free Cash to the Stabilization Fund and a new Capital Stabilization Fund per our new Financial Policies. Using Free Cash to prepare us for the future is a better use of our limited resources than a brief, unsustainable reduction in the tax rate. On the School District side, which is also funded by your tax dollars, cooperation from District Administration while vetting the school budget was better this year. Unfortunately, as pointed out by Dr. Harvey, most of the cost increases are beyond the control of the School Committee and Administration including the almost \$900k increase for out-of-district tuition. However, concerning the largest budget item, Personnel Costs, we believe COLA increases for school employees should not be higher than for other Town employees, as they have been. We will continue to press this point during future collective bargaining negotiations as all Town employees deserve fair and equal treatment. The Finance Committee voted to approve the revised School Budget (w/o SRO funds) at our meeting on Mar. 27th.

Jerry Fallon (38 Goodhue St.) asked how many students were covered in the out-of-district costs. Dr. Harvey responded it included 52 students.

Vote: Motion carries.

Brad Hill was present to award Scott Maddern and Allison Jenkins with House of Representatives citations for their service as Selectmen.

ARTICLE 2019/4 2-5 School District Capital Expenditures

Town Moderator read: "To see if the Town will raise and appropriate or transfer from available funds money for the purpose of capital expenditures as approved by the Hamilton Wenham Regional School District or take any action thereon or relative thereto." (Expected request \$0.00).

Town Moderator recognized Scott Maddern.

Mr. Maddern said: "I move that the Town take no action on this article."

Seconded.

Scott Maddern said: "The Town was in the process of its annual mapping of an operating budget and a capital budget. Even though there is nothing in the amount, we want to create this as an annual event."

Town Moderator recognized Phil Stearns.

Phil Stearns said: "This Article asks for nothing and has no impact. The Board of Selectmen chose to include it as a way to remind the District of their responsibilities. The key point here is that the School Committee and Administration failed to provide any Capital Plan after their Plan last year was defeated at this meeting. There were items in last year's plan that we believe are important for the safety, facilities maintenance and education of our students. We expected a reasoned 5-year Capital Plan to be included with the school budget and hope the Committee and Administration will give this responsibility the attention it deserves. At the March 28th School Committee meeting it was decided to work on the Capital Budget after the Town Meetings."

Vote: Motion carries.

ARTICLE 2019/4 2-6 Water Enterprise Budget

Town Moderator read: "To see if the Town will approve the FY'20 Water Enterprise Budget or take any action thereon or relative thereto." (Expected request \$1,844,184.00).

Town Moderator recognized Nick Tensen.

Nick Tensen said: "I move that the Town raise and appropriate from the Water Department receipts and retained earnings the sum of \$1,844,184.00 to fund the FY20 budget of the Water Enterprise as set forth in Appendix D to the 2019 Appendix Book."

Seconded.

Mr. Tensen said the Water Enterprise fund was funded through water receipts. This year the Town was starting to utilize the retained earnings that accumulated over the last few years. A water increase would be due by 2021.

Vote: Motion carries.

ARTICLE 2019 4 2-8 Community Preservation Budget

Town Moderator read: "To see if the Town will act on the Report of the Community Preservation Committee on the Fiscal Year 2020 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 expense 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 any actions thereon or relative thereto."

Town Moderator read: "Please turn to Appendix E. There is one correction I wish to bring to your attention. The amount from the Community Preservation Fund Balance should be \$65,300 not \$67,000, for the second project, the debt services for the Sagamore Hill conservation project.

I will now read the recommendations of the Community Preservation Committee. Shout out a Hold for any item which you would like separate discussion. The proposed financial actions are as follows:

1. Appropriate \$41,200 from the Community Preservation Fund Balance to fund the debt service for the Donovan Acquisition. This bond will be paid in full in FY2020.
2. Appropriate \$112,300 (65,300 from the Community Preservation Fund Balance and \$47,000 from the FY19 Community Preservation Revenues) to fund the debt service for the Sagamore Hill conservation project. This bond will be paid in full in FY2032.

3. Appropriate \$150,000 from the Community Preservation Fund Balance as requested by the Town Hall Building Committee for the Hamilton Department of Public Works to fund the OPM and design services for the restoration/renovation of the Town Hall.
4. Appropriate \$197,000 (\$150,000 from the Community Preservation Fund Balance and \$47,000 from the FY20 Community Preservation Fund Revenues) to fund the restoration/renovation of the Community House. The project must commence by July 1, 2010 Jeanne Maurand (21 Garfield Ave) held the item.
5. Reserve \$47,000 of FY20 Community Preservation Fund Revenues to the Community Housing Reserve.
6. Appropriate \$23,500 of FY20 Community Preservation Fund Revenues for administration costs including, but not limited to, annual Community Preservation Coalition membership fees, signs publicizing CPA projects and salary for part-time Community Projects Coordinator position."

Town Moderator recognized Jay Butler (78 Old Cart Road).

Jay Butler read: "I move that the Town appropriate or reserve for future 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 as read by the moderator, excepting those items held, with each item to be considered a separate appropriation and further that the Town authorize the Board of Selectmen to execute agreements, on terms acceptable to the Board, to the extent necessary to effectuate the public benefits of such projects."

Seconded.

Jay Butler said the Community Preservation Committee was paying off bonds, the administration costs were constant, and there were two grants. The Community House would celebrate their 100 year anniversary. They were raising money for renovations and restoration of the building. Mr. Butler read the list of items the Community House would pursue with funding. The total for part one would be \$290,000. They asked for a \$197,000 grant. The Committee approved the grant but a motion would be made to reduce the amount. The second grant is the Town Hall. At a previous Town Meeting, \$75,000 was approved for an OPM and architect. The designs had been released. The \$150,000 would continue work to get to the next Town Meeting. Another ask would happen later in the Town Meeting.

Town Moderator said Town Meeting would be voting for all the items except for the held item.
Vote: Motion carries.

Town Moderator recognized Scott Maddern.

Scott Maddern said: "I move that the Town appropriate 100,000. (\$50 000 from the Community Preservation Fund Balance and \$47,000) from the FY20 Community Preservation Fund Revenues) to fund the restoration/renovation of the Community House. The project must commence by July 1, 2020."

Seconded.

Scott Maddern explained that Wenham reduced the amount requested. The Selectmen questioned why if Wenham was paying \$50,000, why would Hamilton pay \$200,000, which was not in accordance with the Hamilton 2/3 vs. Wenham 1/3 of regional costs. Hamilton decided to

pay \$50,000. The \$100,000 would be a Hamilton provision of the 2/3rds vs. 1/3rds.

Scott Maddern restated: "I move that the Town appropriate or reserve for future appropriation monies from the community preservation fund annual revenues, specific reserves or other available funds \$100,000 (\$53 000 from the Community Preservation Fund Balance and \$47,000 from the FY20 Community Preservation Fund Revenues) to fund the restoration/renovation of the Community House. The project must commence by July 1, 2020."

Seconded

Jay Butler asked Town Moderator to recognize Melissa Elmer (Executive Director of the Community House).

Town Moderator recognized Melissa Elmer.

Melissa Elmer thanked the Town for previous CPA grants. The Community House submitted a proposal to address issues in their capital campaign wherein they would be raising \$3M. The heating system, fire issues, front doors, and other structural issues were needed. The Community House invested over \$75,000 in maintenance to the facility. Ms. Elmer said over 1,000 visitors visit every week. The Community House offered a theatre program, summer concerts at Patton Park, Ski Bradford, Community Block Party and a new enrichment program (before and after school). The Community House offered a sense of community that makes the community special. Without CPA funding, the Community House would fall into disrepair. Ms. Elmer understood that there were many compelling causes competing for CPA funding. In the spirit of community pride and understanding that we are all in this together and learning that other projects such as Town Hall are in need of funding, the position of the Board was that they would be content with the new grant. The Board felt a grant for \$150,000 between the two towns would allow them to take care of the most critical items.

Allison Jenkins (75 Plum St.) as a resident of the town, said the motion had been changed to \$100,000 to be voted upon and it has been represented that the Selectmen had voted upon that recommendation. As a Board member, this was the first time she had heard of it. The Board had only voted upon the \$50,000 motion. This was not a vote of the Board as they had yet to take one.

Scott Maddern said he thought he was clear that the Board separated all the amounts into two different votes one was \$50,000 and he made a motion to consider this.

Allison Jenkins (75 Plum St.) thanked Mr. Maddern for the clarification but disagreed that it was presented that way.

Lynette Fallon (38 Goodhue St.) noted that the Town was voting on a motion that could be voted upon regardless of the Selectmen's vote. Ms. Fallon asked about the matching funds and the balance of the account.

The Town Moderator reread the motion, which could be voted upon irrespective on how the Selectmen voted on it.

Jay Butler said the annual revenue due to 2% surcharge was about \$450,000 with a State match of 19%, which was projected to be 11.75% this year. After review of all obligations, there would be \$582,000 as a balance before collecting the next year. Town Meeting was asked to approve \$250,000, which would leave a balance of \$352,000.

Jeanne Maurand (21 Garfield Ave.) spoke in favor but wanted to emphasize the Hamilton Wenham aspect of the Community House. The vision had changed to the North Shore Community. Ms. Maurand wanted to have the money be spent for Hamilton and Wenham.

Christina Comparato (644 Bay Rd.) said she was on the Board of the Community House and a resident of Hamilton. Ms. Comparato spoke in favor of the article.

Vote: Motion carries.

ARTICLE 2-19/4 2-10 Hamilton Development Corporation

Town Moderator read: "To see if the Town will raise and appropriate or transfer from available funds a sum of money to the Hamilton Development Corporation or take any action thereon or relative thereto. (Expected request is \$74,880.00)

Town Moderator recognized Rick Mitchell.

Rick Mitchell said: "I move that the Town raise and appropriate \$74,880 to the Hamilton Development Corporation."

Seconded.

Mr. Mitchell offered an overview of initiatives the Corporation had taken. The goal was to sell a property after it had been approved for 21 units by the Planning Board. The permit would substantially increase the value of the property, yield tax revenue increase, bring people downtown, address severe shortages in rental options in Hamilton and allow the Corporation to use the proceeds of the sale with the goal to beautifying downtown Hamilton. Mr. Mitchell showed slides of potential improvements. Keeping the existing telephone poles would be a \$2M project. Removing the poles would be a \$3M project. Mr. Mitchell said it would be five years before work could begin. The sale of Willow St. would cover a significant portion of the costs and grants would be sought. The Corporation had met with business owners who were concerned about parking, signage, and permitting events downtown. Flower baskets and wreaths had been provided by the Corporation by using the Meal's Tax money.

Jennette Beauregard (50 Hamilton Ave.) thought the vision illustrated in slides was ridiculous but hoped for fostering businesses. Ms. Beauregard would vote for the funding.

Jerry Fallon (38 Goodhue St) asked how much money was in the account and asked about the Willow St. mortgage.

Mr. Mitchell responded that there was \$168,000, which paid for consultants and administrative costs. Mr. Mitchell added the drawings were conceptual. A balloon payment for \$400,000 would be due soon but the Corporation would talk to the bank about extending the terms.

Evelyn Anziano (36 Bridge St.) asked about crosswalks.

Town Moderator reminded Ms. Anziano that the article was not about a specific project but funding for the Hamilton Development Corporation.

Mr. Mitchell said this was a conceptual drawing for what could be done to connect the two parts of the downtown district.

Lynnette Fallon (38 Goodhue St) said she was confused about the budget of \$168,000 and wanted to understand the revenues of the separate legal entity. The Meal's Tax was a tax paid by Hamilton residents.

Mr. Mitchell explained that the budget started at the beginning of the fiscal year with \$168,000. The Corporation was a public non-profit and didn't need to pay taxes but paid \$7,000. Dorr Fox's salary, consultants, payments for business owners' items, and flower baskets were all funded through the account.

Ms. Fallon asked about revenues that included 2% Meal's Tax.

Mr. Mitchell said Meal's Tax was a .75% tax on any meals purchased in Hamilton that went to the State and then it came back to the Town. This year, it was \$74,880.

Vote: Motion carries.

ARTICLE 2019/4 2-12 Patton Homestead Operating Budget

Town Moderator read: "To see if the Town will raise and appropriate or transfer from available funds a sum of money to the Patton Homestead Fund to fund Fiscal Year 2020 operating costs, or take any action thereon or relative thereto (Expected request if \$86,343.00)"

Town Moderator recognized Scott Maddern.

Scott Maddern read: "I move that the Town raise and appropriate \$86,343 to the Patton Homestead Fund.

Seconded.

Joe Domelowicz introduced Kaleigh Pare, the new Patton Homestead Director. Mr. Domelowicz recalled that last year, Town Meeting gave \$90,000 to hire a Director. Mr. Domelowicz said the operation of the property had created frustration and turmoil. A lack of direction has led some to feel that the property may not be worth it. We want to help change that. The request for \$86,000 would manage the Homestead, program events, and provide a home for the Hamilton Historical Society, which moved into the Homestead at the end of last month. The operating budget included about \$42,000 in indirect costs that get charged to the Homestead, which would go back to the Town. That leaves \$44,000 to implement the Business Plan. Having asked for \$100,000 last fall and \$44,000 this spring would show that they were trying to be diligent with the Town's funds. The \$86,000 will pay for the Director's salary. The Director had only been on the job for seven weeks and has made a Business Plan, made connections in the community, booked events, and started a program for public activities. The money would pay basic utilities, insurance and provide an appropriate home in the north wing. The Wenham Museum was in the south wing. The northern most room in the building would provide additional meeting space for Boards and Committees. Mr. Domelowicz noted the momentum of hiring Kaleigh Pare and recalled that they had submitted a \$408,000 grant request to the State for capital improvements. A feasibility study had been concluded with a consultant, the Power Success Four. Their report was online and they believed the facility could be successful. There were now six people on the Board of Directors. Our partnerships with others in the community had improved. The Homestead was asked to develop a Business Plan that would be self-sustaining. The Plan allowed for several paths for success and included several decision points, opportunities to assess our progress, and a marketing campaign. The Homestead Business Plan offered a varied pricing structure and options for events and programs for revenue streams to attract visitors. The Business Plan was on the website. We anticipate using the site for weddings and events but also pop up cafes in the stables on Friday evenings. The decision points come in August, November, and January prior to formalizing a budget for the following year. The fourth decision point would come after Town Meeting so any issues can be responded to. Mr. Domelowicz said he knew there were people present who thought the property had been mismanaged and he recognized and tried to respond to that. Town Meeting asked us to hire a Director, give an operating budget, and asked us to create a Business Plan. All that has been done. In October, the Selectmen made it one of his goals to try to have the Patton Homestead self-sustaining. Mr. Domelowicz was trying to do that but he needed the resources to do it.

Kaleigh Pare described the Homestead and Business Plan including pivot points. The goal would be to be self-sustaining within three years. Within seven weeks, Ms. Pare booked six

events and had five more in the works. Ms. Pare saw the site breaking into three categories: free public use, free or low cost public programming, and private event rentals. Grants and sponsorships as well as rentals would allow for the meeting of goals.

John Pruellage explained the position of FinCom who made no recommendation. In the past meetings, the FinCom unanimously recommended the funding of the Patton Homestead. The FinCom had not been convinced of the long term viability but wanted to see the Homestead hire a director and develop a Business Plan. The original gift foresaw the possibility that it might not be a successful long term venture for the Town by allowing for a provision to sell the property with half of the proceeds going to the Town and the other half going to a Patton family charity. At the time of making their recommendation, the Business Plan had not yet been completed. The FinCom did not want to give an unfavorable recommendation to prejudice the article. Now that the Business Plan has been established, they look forward to working with the Patton Homestead to further develop it.

Carin Kale (36 Rock Maple Ave. and President of Patton Homestead, Inc.) spoke in favor of the article.

Doug Trees (557 Bay Road) spoke against the article noting it was a residential structure that needed to be converted to an assembly use. Mr. Trees asked why the FinCom could not respond to the \$30,000 potential revenue versus the \$150,000 costs.

John Pruellage responded that no Business Plan was available at the time of recommendation but they would meet with the Patton Homestead Board and Director before making recommendations in the future.

Joe Domelowicz said most events would be in the stables so an occupancy was not needed. The Building Inspector and Fire Inspector both gave approval for the ability to use the property with up to 49 people inside. Future improvements would build up to a larger capacity. Mr.

Domelowicz reiterated that the Town was absolutely within its rights to use the facility.

Ray Whipple (49 Mill St. and President of the Historical Society) spoke in favor of the article.

Forrester Tim Clark (308 Sagamore St) spoke in favor of the article.

Bob Curry (713 Bay Road) suggested having a conversation with Patton Ridge residents to prepare them for the future of the Homestead.

Joe Domelowicz said he had reached out to the residents and that some were present when the Business Plan was developed. Mr. Domelowicz wanted to be sensitive to them regarding noise and traffic.

Bill Burrridge (30 Cunningham Dr.) spoke in favor of the article.

Vote: Motion carries.

ARTICLE 2019/4 2-13 Stabilization Fund

Town Moderator read: To see if the Town will raise and appropriate or transfer from available funds a sum of money to the Stabilization Fund, or take any action thereon or relative thereto. (Expected request is \$322,654.00).

Town Moderator recognized Phil Stearns

Phil Stearns read: "I move that the Town transfer from certified free cash \$321,087.00 to the Stabilization Fund.

Seconded.

Mr. Stearns said: "Since the original Finance Committee vote, these numbers have changed. However, we met this morning before the meeting and concluded by a 3-2 vote these changes would not change our recommendation. The Stabilization Fund is a long time established fund that is considered 'Best Practice' for government accounting. This fund acts as a buffer for Town finances in the case of unforeseen events such as excess snow removal, major equipment or facilities failure or other emergencies. It can also be used as a revenue source in the Town budget. We have instituted a policy to maintain a minimum balance of 5% of our General Operating Fund Revenues. Approval of this article will bring us to 3.5% of target. Any use of these funds will require a 2/3rds vote at Town Meeting."

Vote: Motion carries.

A resident believed the Moderator was out of order by not asking for a not in favor count. Town Counsel confirmed that Town Moderator's words were appropriate.

ARTICLE 2019/4 2-14 Capital Stabilization Fund

Town Moderator read: To see if the Town will establish a Capital Stabilization Fund for the special purpose of funding capital budgets and all incidental and related costs, and further to raise and appropriate or transfer from available funds money to fund this special purpose Stabilization Fund or take any action thereon or relative thereto. (Expected request \$579,122.00).

Town Moderator recognized Phil Stearns

Phil Stearns read: "I move that the Town establish a Capital Stabilization Fund for the special purpose of funding capital budgets and all incidental and related costs and transfer from certified free cash \$503,023.000 to the Stabilization Fund.

Seconded.

Mr. Stearns said: "Since the original Finance Committee vote, these numbers have changed. However, we met this morning before the meeting and concluded by a 3-2 vote these changes would not change our recommendation. The Capital Stabilization Fund was a new fund we want to establish today. It's part of the financial policies that we have been working on. It's another 'Best Practice' that we want to adopt. The purpose of this fund is to put aside money to pay for future Capital Expenses. Capital Expenses include items such as: road paving, water treatment, building renovation and repair, major equipment purchases etc. Putting money aside to help fund these future projects can preserve debt capacity. Any use of these funds will require a 2/3rds vote at Town Meeting."

Jeanette Beauregard (50 Hamilton Ave) asked why a separate stabilization fund was needed.

Mr. Stearns replied that the regular stabilization fund was for ongoing operating expenses while Capital Stabilization Fund would be used to fund the Capital Plan.

Vote: Motion carries. Town Moderator declared a two-thirds vote.

ARTICLE 2019/4 2-17 Debt Water Distribution System

Town Moderator read: "To see if the Town will amend its action taken under Article 2015/4 2-14 of the Warrant at the Annual Town Meeting held on April 11, 2015, which vote authorized the borrowing of \$5,000,000 to pay costs of water distribution system improvements, including the payment of all costs incidental and related thereto, so that such funds may, in addition, be borrowed and expended to pay costs of additional phases of the water distribution system and facilities, including the payment of all other costs incidental and related thereto, or take any

action thereon or relative thereto.”

Town Moderator recognized Nick Tensen.

Nick Tensen read: “I move that the Town amend its action taken under Article 2015/4 2-14 of the Warrant at the Annual Town Meeting held on April 11, 2015, which vote authorized the borrowing of \$5,000,000 to pay costs of water distribution system improvements, including the payment of all costs incidental and related thereto, so that such funds may, in addition, be borrowed and expended to pay costs of additional phases of the water distribution system and facilities, including the payment of all other costs incidental and related thereto.”

Seconded.

Nick Tensen said the article would continue the water distribution work being done with ancillary costs for valves and water tank. The article broadens the appropriation.

Vote: Motion carries.

ARTICLE 2019/4 2-18 Debt-Water Treatment Plant

Town Moderator read: “To see if the Town will appropriate \$1,500,000 or some other amount, to pay costs of water treatment plant improvements project, including the payment of all costs incidental and related thereto, to determine whether this amount shall be raised by borrowing or otherwise, or take any action thereon or relative thereto.”

Town Moderator recognized Nick Tensen.

Nick Tensen said: “I move that the Town appropriate \$1,500,000 to pay costs of water treatment plant improvements, including the payment of all costs incidental and related thereto, and that to meet this appropriation, the treasurer, with the approval of the Selectmen, is authorized to borrow said amount under and pursuant to Chapter 44, Section 8(5) of the General Laws, or pursuant to any other enabling authority, and to issue bonds or notes of the Town therefor.”

Seconded.

Nick Tensen said the water treatment plant was doing a good job treating water for minerals and metals but the source now had organics that were getting into the system. When the water is introduced it makes the purification system less effective. The objective is to build a pre-treatment facility that will clear up the organics before they were introduced in the water treatment facility.

Jerry Fallon (38 Goodhue St) noted the Town had exceeded State levels and asked about closing down a well.

Shawn Farrell responded that the notice went out because a disconnected pipe allowed solids to reenter the system. The issue was fixed quickly but the numbers spiked for a couple of days. Idlewood II is offline because it had the most amount of organics in it. The Town was doing temporary fixes to keep the numbers down.

Bob Curry (713 Bay Rd) noted the Ipswich River was being tapped to the bottom. Our water usage is outstripping the water source.

Vote: Motion carries. Town Moderator declared a two-thirds vote.

ARTICLE 2019/4 2-19 Debt-Chebacco Road Paving Project

Town Moderator read: “To see if the Town will appropriate \$1,000,000 or some other amount, to pay costs of paving Chebacco Road, including the payment of all costs incidental and related thereto, to determine whether this amount shall be raised by borrowing or otherwise, or take any

action thereon or relative thereto.”

Town Moderator recognized John Pruellage.

John Pruellage read: “I move that the Town appropriate \$1,000,000 to pay the costs of paving Chebacco Road, including the payment of all costs incidental and related thereto, and that to meet this appropriation, the Treasurer, with the approval of the Selectmen, is authorized to borrow said amount under and pursuant to Chapter 44, Section 8(5) of the General Laws, or pursuant to any other enabling authority, and to issue bonds or notes of the Town therefor. Seconded.

Town Moderator recognized Shawn Farrell.

Shawn Farrell said there was an unpaved section of Chebacco Road. The DPW constantly regraded the road. It is a public safety issue for postal, police and fire.

Silas Nary (8 Villa Road) noted how much traffic would go down Chebacco Road once it was paved and the effect paving would have on Chebacco Woods. Mr. Nary was concerned with safety. Mr. Nary was for paving the road but before it was done, measures to prevent problems should be considered.

Al DeGroot (193 Chebacco Road) said there were many curves to mitigate speed but once the straight away occurred, cars sped up. Work needed to be done before decisions were made including involving neighbors. Safety issues should be addressed. More research needed to be done.

Shawn Farrell said the Board of Selectmen just adopted a Complete Street Policy, which would dictate the width of the road, etc. The Town would work with the design team and neighbors to make sure the road was not a cut through and mitigate the traffic through signage and patrolling. Tom Thorne (384 Chebacco Road) said the article was vague.

Joe Domelowicz responded that the article was for funding. The project required a public process with neighbors and the Conscom and would also need to go through the Complete Streets Bylaw. The project would not happen until the process played out.

Vote: Motion carries with Town Moderator declaring a two thirds majority.

ARTICLE 2019/4 2-20 Town Hall Improvements

Town Moderator read: “To see if the Town will appropriate \$75,000, or some other amount, to pay costs of Town Hall OPM and design services, including the payment of all costs incidental and related thereto, to determine whether this amount shall be raised by borrowing or otherwise, or take any action thereon or relative thereto.

Town Moderator recognized Mike Toomey

Mike Twomey (11 Hickory Ln) and Town Hall Committee Building Chairman) read: “I move that the Town transfer from certified free cash \$75,000 to pay costs of the Town Hall OPM and design services, including the payment of all costs incidental and related thereto. Seconded.

Mr. Twomey presented the work of the Committee during the last year. The last Town Meeting held at Town Hall was 1953. Mr. Twomey noted all the uses in the history of Town Hall. The cupola was ready to fall down. 1990 public meetings were banned due to lack of handicapped access until a ramp was constructed in 1992. The Town Hall was built in 1898 and is registered in the National Registry of Historic Places. Mr. Twomey gave a history of the conceptual design

phase and offered Building Code issues. There were no major deficiencies in the structure. LLB Architects did a space requirements study. Mr. Twomey showed eight options being considered. The Committee considered the most cost effective solution but was still looking for input from the Town. The Committee looked at parking issues. The most cost effective choice was \$8,583,000 including hard and soft costs based on conceptual drawings. Plan included having an updated budget and design by this fall Town Meeting to request more funds to have construction documents ready for Spring Town Meeting 2020. Ground would be broken July 2020.

Doug Trees (557 Bay Rd) spoke against the cost of the project, which was \$650 per square foot. Mr. Trees referred to the empty space at the Patton Homestead.

Steve Dexter (8 Honeysuckle Rd) spoke in favor of the article referring to City Hall in Gloucester.

Mike Twomey responded the cost included every impact including soft costs.

Vote: Motion carries.

SECTION 3: PLANNING/ZONING ACTIONS

ARTICLE 2019/4 3-1 Sign Bylaw

Town Moderator read: "To see if the Town will amend the Zoning By-law Section 6.3 "Signs" by deleting the current text and replacing it with the text set forth in Appendix F to the 2019 Appendix Book or take any action thereon or relative thereto."

Town Moderator recognized Brian Stein.

Brian Stein said: "I move that the Town amend the Zoning By-law Section 6.3 'Signs' by deleting the current text and replacing it with the text set forth in Appendix F to the 2019 Warrant Book."

Seconded.

Brian Stein said the article was a cleanup of the existing By-law. Permanent signs required a permit from the Building Inspector while temporary signs would be allowed with provisions under the By-law.

Vote: Motion carries. Town Moderator declared a two-thirds majority.

ARTICLE 2019/4 3-2 Inclusionary Housing Bylaw

Town Moderator read: "To see if the Town will amend the Zoning Bylaw Section 8.3 'Inclusionary Housing' by revising the text as set forth in Appendix G to the 2019 Appendix Book or take any action thereon or relative thereto."

Town Moderator recognized Brian Stein.

Brian Stein said: "I move that the Town amend the Zoning By-law Section 8.3 'Inclusionary Housing' by revising the text as set forth in Appendix G to the 2019 Appendix Book."

Seconded.

Brian Stein said the minor amendment would allow for an increased (from 2x the area median income to 3x the area median income) cash contribution to the Affordable Housing Trust as well as defining area median income. The in lieu of payment for not providing an affordable unit on site would be increased from \$146,000 to \$276,000.

Vote: Motion carries. Town Moderator declared a two-thirds majority.

ARTICLE 2019/4 3-3 Wireless Facilities Bylaw

Town Moderator read: "To see if the Town will amend the Zoning Bylaw by renumbering the current Section 7.3 'Wind Energy Facilities' as Section 7.4 and inserting a new Section 7.3 'Small Wireless Facilities in Public and Private Rights of Way and Upon Public and Private Property' with the text set forth in Appendix H to the 2019 Appendix Book or take any action thereon or relative thereto.

Town Moderator recognized Brian Stein

Brian Stein said: "I move that the Town amend the Zoning By-law by renumbering the current Section 7.3 'Wind Energy Facilities' as Section 7.4 and inserting a new Section 7.3 'Small Wireless Facilities' with the text set forth in Appendix H to the 2019 Appendix Book."

Seconded.

Brian Stein said the By-law was added to address the placement, heights, and aesthetics of small wireless facilities. The By-law would define them and give the Planning Board purview over them.

Vote: Motion carries. Town Moderator declared a two-thirds majority.

SECTION 4: TOWN BY-LAW AMENDMENTS

ARTICLE 2019/4 4-1 Affordable Housing Trust Bylaw

Town Moderator read: "To see if the Town will amend the Town By-laws Chapter XXXII 'Hamilton Affordable Housing Trust' by striking the current language of Section 3 and 7 and substituting therefore the language set forth in Appendix I of the 2019 Warrant Book or take any action thereon or relative thereto."

Town Moderator recognized Bill Olson

Bill Olson said: "I move that the Town amend the Town Bylaws Chapter XXXII 'Hamilton Affordable Housing Trust' by striking the current language of Section 3 and 7 and substituting therefore the language set forth in Appendix I of the 2019 Warrant Book."

Seconded.

Town Moderator recognized Bill Olson.

Mr. Olson said the current makeup of the Committee should be five residents of the Town. The Town Manager would be an advisory member. The second change was to change the quorum requirements. Currently the quorum required was four members but as a five member board, three was more consistent with other towns.

Vote: Motion carries.

SECTION 5 OTHER APPROPRIATIONS AND ACTIONS

ARTICLE 201/4 5-1 Establish OPEB Trust

Town Moderator read: "To see if the Town will accept the provision of Section 20 of Chapter 32B of the Massachusetts General Laws, as amended by Section 15 of Chapter 218 of the Acts of

2016, establishing an Other Post-Employment Benefits Liability Trust Fund (OPEB); to authorize the Board of Selectmen and Treasurer to execute a declaration of trust creating an expendable trust for the purpose of holding monies appropriate to such fund; to designate the Treasurer as the trustee of such trust; to authorize the transfer of any and all monies currently held for the purpose of paying retiree health and life benefits to such trust; and to authorize the trustee to invest and reinvest the monies pursuant to the 'prudent investor rule' of G.L. c 203C Sections 1-11 or otherwise as permitted by law, or take any action thereon or relative thereto.

Town Moderator recognized David Wanger

David Wanger read: "I move that the Town accept the provisions of Section 20 of Chapter 32B of the Massachusetts General Laws, as amended by Section 15 of Chapter 218 of the Acts of 2016, establishing an Other Post-Employment Benefits Liability Trust Fund; to authorize the Board of Selectmen and Treasurer to execute a declaration of trust creating an expendable trust for the purpose of holding monies appropriate to such fund; to designate the Treasurer as the trustee of such trust; to authorize the transfer of any and all monies currently held for the purpose of paying retiree health and life benefits to such trust; and to authorize the trustee to invest and reinvest the monies pursuant to the 'prudent investor rule' of G.L. c 203C, Sections 1-11 or otherwise permitted by law."

Second.

David Wanger said the Town had accumulated \$500,000 toward an ultimate liability of over \$7.7M. Those funds were intended to pay the OPEB liability to retirees. The legal means to devote the funds to their purpose was to create an irrevocable trust.

Vote: Motion carries.

SECTION 6: CLOSING FINANCIAL ACTIONS

ADJOURNMENT

The Moderator announced that the Annual Town Meeting is recessed until April 11, 2019 at 7:00 am at the Hamilton Wenham Recreation Center.

APPENDIX A
COMPENSATION / CLASSIFICATION TABLE
FISCAL YEAR 2020

1--2019
Annual Town Meeting
April 6, 2019

Exempt Positions										
Note #	Grade	Steps	I	II	III	IV	V	VI	VII	VIII
2	21	Chief of Fire (40 Hrs)	102,336.00	104,374.40	106,454.40	108,576.00	110,739.20	112,944.00	115,211.20	117,520.00
	21	Chief of Police (40 Hrs)	102,336.00	104,374.40	106,454.40	108,576.00	110,739.20	112,944.00	115,211.20	117,520.00
	21	Director of Finance/Accountant (40 Hrs)	102,336.00	104,374.40	106,454.40	108,576.00	110,739.20	112,944.00	115,211.20	117,520.00
	20	Director of Planning & Development (40 Hrs)	98,404.80	100,380.80	102,398.40	104,436.80	106,516.80	108,638.40	110,801.60	113,027.20
	20	Director of Public Works (40 Hrs)	98,404.80	100,380.80	102,398.40	104,436.80	106,516.80	108,638.40	110,801.60	113,027.20
9	18	Human Resources Director (40 Hrs)	87,588.80	89,336.00	91,124.80	92,955.20	94,806.40	96,699.20	98,633.60	100,609.60
9	16	Assistant DPW Director (40Hrs)	79,830.40	81,432.00	83,054.40	84,718.40	86,403.20	88,129.60	89,897.60	91,686.40
	15	Recreation Director (40 Hrs)	77,272.00	78,811.20	80,392.00	81,993.60	83,636.80	85,300.80	87,006.40	88,753.60
1	14	Director of Assessors (37.5 Hrs)	71,370.00	72,793.50	74,256.00	75,738.00	77,259.00	78,799.50	80,379.00	81,978.00
1	14	Treasurer-Collector (37.5 Hrs)	71,370.00	72,793.50	74,256.00	75,738.00	77,259.00	78,799.50	80,379.00	81,978.00
	13	Council on Aging Director (40 Hrs)	75,379.50	76,876.80	78,416.00	79,976.00	81,577.60	83,200.00	84,864.00	86,569.60
	12	Town Clerk (Elected - Salary based on 37.5 Hrs)	65,442.00	66,748.50	68,074.50	69,439.50	70,824.00	72,247.50	73,690.50	75,172.50
	10	Patton Homestead Director (37.5 Hrs)	58,539.00	59,709.00	60,898.50	62,107.50	63,355.50	64,623.00	65,910.00	67,236.00

Hourly Positions										
Grade	Steps	I	II	III	IV	V	VI	VII	VIII	
6 7	17	Health Agent (<19 Hrs)	39.55	40.34	41.15	41.97	42.81	43.67	44.54	45.43
	12	Public Health Nurse (37.5 Hrs)	33.56	34.23	34.91	35.61	36.32	37.05	37.79	38.55
	12	Chief Appraiser (37.5 Hrs)	33.56	34.23	34.91	35.61	36.32	37.05	37.79	38.55
	11	Assistant Town Accountant (37.5 Hrs)	32.12	32.76	33.42	34.09	34.77	35.47	36.18	36.90
	11	Sealer of Weights & Measures (<19 Hrs)	32.12	32.76	33.42	34.09	34.77	35.47	36.18	36.90
	10	Conservation Coordinator (20 Hrs)	30.02	30.62	31.23	31.85	32.49	33.14	33.80	34.48
	10	Community Project Coordinator (<19 Hrs)	30.02	30.62	31.23	31.85	32.49	33.14	33.80	34.48
	10	Energy Manager (<19 Hrs)	30.02	30.62	31.23	31.85	32.49	33.14	33.80	34.48
	9	Assistant Treasurer/Collector (37.5 Hrs)	28.05	28.61	29.18	29.76	30.36	30.97	31.59	32.22
	8	Asst. to the Town Manager (37.5 Hrs)	26.70	27.23	27.77	28.33	28.90	29.48	30.07	30.67
	8	Accounting Assistant/Benefits Coord. (37.5 Hrs)	26.70	27.23	27.77	28.33	28.90	29.48	30.07	30.67
	8	Fire Equipment Mechanic (<19 Hrs)	26.70	27.23	27.77	28.33	28.90	29.48	30.07	30.67
	8	Health Inspector (<19 Hrs)	26.70	27.23	27.77	28.33	28.90	29.48	30.07	30.67
	8	Reserve Patrolman	26.70	27.23	27.77					
	7	Facilities Maintenance Technician (40 Hrs)	23.75	24.23	24.71	25.20	25.70	26.21	26.73	27.26
	7	Information/Media Specialist (<19 Hrs)	23.75	24.23	24.71	25.20	25.70	26.21	26.73	27.26
	7	Social Services Specialists (<19 Hrs)	23.75	24.23	24.71	25.20	25.70	26.21	26.73	27.26
	7	Emergency Center Dispatcher (P/T)	23.75	24.23	24.71					
	4	Clerk/Typist (<19 Hrs)	16.40	16.73	17.06	17.40	17.75	18.11	18.47	18.84
	5	Clerk/Typist (<19 Hrs)	19.52	19.91	20.31	20.72	21.13	21.55	21.98	22.42
4	Custodian (<19 Hrs)	16.40	16.73	17.06	17.40	17.75	18.11	18.47	18.47	
	Matron	20.54	21.78	23.09	24.48					

ATM 2019

APPENDIX A
COMPENSATION / CLASSIFICATION TABLE
FISCAL YEAR 2020

1--2019
Annual Town Meeting
April 6, 2019

Collective Bargaining Unions *Under Negotiations - Contract expires 6/30/19*

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

	7/1/16 - (existing agreement expires 6/30/19)								
Grade	Steps	I	II	III	IV	V	VI	VII	VIII
6	Administrative Assistants	22.48	22.93	23.39	23.86	24.34	24.83	25.33	25.84
7	Administrative Assistants	23.28	23.75	24.23	24.71	25.20	25.70	26.21	26.73

DPW Union - Hourly Compensation table established by Union Contract.

	7/1/17 (existing agreement expires 6/30/20)								
Grade	Steps	I	II	III	IV	V	VI	VII	VIII
9	Foreman	28.05	28.61	29.18	29.76	30.36	30.97	31.59	32.22
9	Mechanic	28.05	28.61	29.18	29.76	30.36	30.97	31.59	32.22
9	Plant Operator-Primary	28.05	28.61	29.18	29.76	30.36	30.97	31.59	32.22
7	Heavy Equipment Operator	23.75	24.23	24.71	25.20	25.70	26.21	26.73	27.26
6	Truck Driver/Laborer	22.93	23.39	23.86	24.34	24.83	25.33	25.84	26.36

Under Negotiations - Contract expires 6/30/19

8 ***Firefighter Union*** - Hourly Compensation table established by Union Contract.

	7/1/16 (existing agreement expires 6/30/19)								
Grade	Steps	I	II	III	IV	V	VI	VII	VIII
8	Firefighter/EMT	26.18	26.70	27.23	27.77	28.33	28.90	29.48	30.07
11	FF/Lieutenant-Inspector	31.49	32.12	32.76	33.42	34.09	34.77	35.47	36.18
13	FF/Captain-Inspector	35.53	36.24	36.96	37.70	38.45	39.22	40.00	40.80
	EMT Certification Stipend (Bi-weekly)	130.00							
	On-Call Stipend (per night)	25.00							

APPENDIX A
COMPENSATION / CLASSIFICATION TABLE
FISCAL YEAR 2020
Under Negotiations - Contract expires 6/30/19

1--2019
Annual Town Meeting
April 6, 2019

8	Police Union - Hourly Compensation table established by Union Contract.							
	7/1/16 (existing agreement expires 6/30/19)							
	PATROLMAN							
	Steps	I	II	III	IV	V	VI	VII
	Upon completion of years of service	0	1 yrs.	5 yrs.	10 yrs.	15 yrs.	20 yrs.	25 yrs.
	Employees Hired Prior to 7/1/2010							
1, 3	W/O College Degree	26.17	27.14	27.82	28.49	29.17	29.84	30.26
1, 3	BA/BS	31.41	32.57	33.38	34.18	35.00	35.81	36.31
1, 3	MA/MS	32.72	33.93	34.78	35.61	36.46	37.30	37.82
	Employees Hired After 7/1/2010							
1, 3	W/O College Degree	26.17	27.14	27.82	28.49	29.17	29.84	30.26
1, 3	BA/BS	28.79	29.86	30.61	31.34	32.09	32.83	33.29
1, 3	MA/MS	29.45	30.54	31.30	32.05	32.82	33.57	34.04

	SERGEANT							
	Steps	I	II	III	IV	V	VI	VII
	Upon completion of years of service	0	1 yrs.	5 yrs.	10 yrs.	15 yrs.	20 yrs.	25 yrs.
	Employees Hired Prior to 7/1/2010							
	BA/BS	36.12	37.46	38.39	39.31	40.25	41.18	41.76
	MA/MS	37.63	39.02	40.00	40.95	41.93	42.90	43.49
	Employees Hired After 7/1/2010							
	BA/BS	33.11	34.34	35.20	36.04	36.90	37.75	38.28
	MA/MS	33.87	35.12	36.00	36.86	37.74	38.61	39.15

	LIEUTENANT							
	Steps	I	II	III	IV	V	VI	VII
	Upon completion of years of service	0	1 yrs.	5 yrs.	10 yrs.	15 yrs.	20 yrs.	25 yrs.
	Employees Hired Prior to 7/1/2010							
	BA/BS	39.26	40.71	41.73	42.73	43.75	44.76	45.39
	MA/MS	40.90	42.41	43.48	44.51	45.58	46.63	47.28
	Employees Hired After 7/1/2010							
	BA/BS	35.99	37.33	38.26	39.18	40.11	41.04	41.61
	MA/MS	36.81	38.18	39.13	40.06	41.03	41.96	42.55

APPENDIX A
COMPENSATION / CLASSIFICATION TABLE
FISCAL YEAR 2020

1--2019
Annual Town Meeting
April 6, 2019

Police & Fire Signal Operator Union - <i>Hourly Compensation table established by Union Contract.</i>									
	7/1/17 (existing agreement expires 6/30/20)								
Grade	Steps	I	II	III	IV	V	VI	VII	VIII
7	Dispatcher	23.75	24.23	24.71	25.20	25.70	26.21	26.73	27.26

Other Municipal Positions

	Elected/Appointed Positions (MGL 41 s.108 & 108A)	Annual Salary
	Town Manager	142,800.00
	Chief of Police	155,111.84
9	School Resource Officer	68,058.00
	Selectmen/Chairman	3,225
	Board of Assessors/Chairman	2,936
	Selectmen/Members	2,852
	Board of Assessors/Members	2,193
	Board of Appeals/Chairman	1,681
	Board of Health/Chairman	873
	Board of Health/Members	495

	Professional Stipends	Annual Rate
5	Animal Control Officer/Inspector	13,250
	Animal Pick-Up (Deceased)	2,400
	Wildlife Officer	2,400
	Call Fire Deputy Chief	1,500
8	EMT Certification (Police Officers)	1,500
	Harbormaster	1,200
	Professional Certifications	1,000
	Call Fire Captain	750
	Call Fire Training Officer	500
8	Accreditation Stipend (Police)	450

Call Firefighters		
Rank	Hourly Wage	Certified 5%
Deputy Chief	29.24	30.71
Captain	27.09	28.45
Lieutenant	24.91	26.15
Inspector; Electrical/Building	24.91	n/a
Firefighter w/ CPR 1st. Responder	21.65	22.74
Probationary Firefighter	18.41	n/a
8 On-Call Stipend (per night)	25.00	

Occasional Help	Range of Compensation	
Registrar of Voters (annually)	400.00	
Seasonal Employee	12.00	22.00
	Jul/Dec 2019	Jan/Jun 2020
Poll Worker	12.00	12.75
Warden (Elections/Registration)	13.00	13.75
Senior Work-Off Program	12.00	12.75

Legend Notes

- 1 Position also receives either a "Professional Stipend" or additional compensation for certification. See M.G.L. Ch. 41, **Sec. 19K & 108P.**
- 2 Differs from Wage Grid table; see "Other Municipal Positions" section for additional information.
- 3 Shift differential is 7% for Evening and 9% for Midnight shift.
- 4 Shift differential is 5% for Evening and 7% for Midnight shift.
- 5 Position is shared with the Town of Manchester-by-the-Sea; 50% cost sharing.
- 6 Position funded through the Community Preservation Act Fund and Affordable Housing Trust.
- 7 Position is shared with the Town of Wenham and HWRSD; cost sharing in accordance with contract/approved hours.
- 8 Under negotiations; contract expires 6/30/2019.
- 9 New proposed positions

Fiscal Year 2020 Wage Grid

Grade	****	Minimum							Maximum
		Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8
1	Hrly	\$ 9.93	\$ 10.13	\$ 10.33	\$ 10.54	\$ 10.75	\$ 10.97	\$ 11.19	\$ 11.41
	37.5/wk	\$372.38	\$379.88	\$387.38	\$395.25	\$403.13	\$411.38	\$419.63	\$427.88
	52/yr	\$19,363.50	\$19,753.50	\$20,143.50	\$20,553.00	\$20,962.50	\$21,391.50	\$21,820.50	\$22,249.50
	40/wk	\$397.20	\$405.20	\$413.20	\$421.60	\$430.00	\$438.80	\$447.60	\$456.40
	52/yr	\$20,654.40	\$21,070.40	\$21,486.40	\$21,923.20	\$22,360.00	\$22,817.60	\$23,275.20	\$23,732.80
2	Hrly	\$ 10.93	\$ 11.15	\$ 11.37	\$ 11.60	\$ 11.83	\$ 12.07	\$ 12.31	\$ 12.56
	37.5/wk	\$409.88	\$418.13	\$426.38	\$435.00	\$443.63	\$452.63	\$461.63	\$471.00
	52/yr	\$21,313.50	\$21,742.50	\$22,171.50	\$22,620.00	\$23,068.50	\$23,536.50	\$24,004.50	\$24,492.00
	40/wk	\$437.20	\$446.00	\$454.80	\$464.00	\$473.20	\$482.80	\$492.40	\$502.40
	52/yr	\$22,734.40	\$23,192.00	\$23,649.60	\$24,128.00	\$24,606.40	\$25,105.60	\$25,604.80	\$26,124.80
3	Hrly	\$13.12	\$13.38	\$13.65	\$13.92	\$14.20	\$14.48	\$14.77	\$15.07
	37.5/wk	\$492.00	\$501.75	\$511.88	\$522.00	\$532.50	\$543.00	\$553.88	\$565.13
	52/yr	\$25,584.00	\$26,091.00	\$26,617.50	\$27,144.00	\$27,690.00	\$28,236.00	\$28,801.50	\$29,386.50
	40/wk	\$524.80	\$535.20	\$546.00	\$556.80	\$568.00	\$579.20	\$590.80	\$602.80
	52/yr	\$27,289.60	\$27,830.40	\$28,392.00	\$28,953.60	\$29,536.00	\$30,118.40	\$30,721.60	\$31,345.60
4	Hrly	\$16.40	\$16.73	\$17.06	\$17.40	\$17.75	\$18.11	\$18.47	\$18.84
	37.5/wk	\$615.00	\$627.38	\$639.75	\$652.50	\$665.63	\$679.13	\$692.63	\$706.50
	52/yr	\$31,980.00	\$32,623.50	\$33,267.00	\$33,930.00	\$34,612.50	\$35,314.50	\$36,016.50	\$36,738.00
	40/wk	\$656.00	\$669.20	\$682.40	\$696.00	\$710.00	\$724.40	\$738.80	\$753.60
	52/yr	\$34,112.00	\$34,798.40	\$35,484.80	\$36,192.00	\$36,920.00	\$37,668.80	\$38,417.60	\$39,187.20
5	Hrly	\$19.52	\$19.91	\$20.31	\$20.72	\$21.13	\$21.55	\$21.98	\$22.42
	37.5/wk	\$732.00	\$746.63	\$761.63	\$777.00	\$792.38	\$808.13	\$824.25	\$840.75
	52/yr	\$38,064.00	\$38,824.50	\$39,604.50	\$40,404.00	\$41,203.50	\$42,022.50	\$42,861.00	\$43,719.00
	40/wk	\$780.80	\$796.40	\$812.40	\$828.80	\$845.20	\$862.00	\$879.20	\$896.80
	52/yr	\$40,601.60	\$41,412.80	\$42,244.80	\$43,097.60	\$43,950.40	\$44,824.00	\$45,718.40	\$46,633.60
6	Hrly	\$22.93	\$23.39	\$23.86	\$24.34	\$24.83	\$25.33	\$25.84	\$26.36
	37.5/wk	\$859.88	\$877.13	\$894.75	\$912.75	\$931.13	\$949.88	\$969.00	\$988.50
	52/yr	\$44,713.50	\$45,610.50	\$46,527.00	\$47,463.00	\$48,418.50	\$49,393.50	\$50,388.00	\$51,402.00
	40/wk	\$917.20	\$935.60	\$954.40	\$973.60	\$993.20	\$1,013.20	\$1,033.60	\$1,054.40
	52/yr	\$47,694.40	\$48,651.20	\$49,628.80	\$50,627.20	\$51,646.40	\$52,686.40	\$53,747.20	\$54,828.80

Fiscal Year 2020 Wage Grid

Grade	****	Minimum							Maximum
		Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8
7	Hrly	\$23.75	\$24.23	\$24.71	\$25.20	\$25.70	\$26.21	\$26.73	\$27.26
	37.5/wk	\$890.63	\$908.63	\$926.63	\$945.00	\$963.75	\$982.88	\$1,002.38	\$1,022.25
	52/yr	\$46,312.50	\$47,248.50	\$48,184.50	\$49,140.00	\$50,115.00	\$51,109.50	\$52,123.50	\$53,157.00
	40/wk	\$950.00	\$969.20	\$988.40	\$1,008.00	\$1,028.00	\$1,048.40	\$1,069.20	\$1,090.40
	52/yr	\$49,400.00	\$50,398.40	\$51,396.80	\$52,416.00	\$53,456.00	\$54,516.80	\$55,598.40	\$56,700.80
8	Hrly	\$26.70	\$27.23	\$27.77	\$28.33	\$28.90	\$29.48	\$30.07	\$30.67
	37.5/wk	\$1,001.25	\$1,021.13	\$1,041.38	\$1,062.38	\$1,083.75	\$1,105.50	\$1,127.63	\$1,150.13
	52/yr	\$52,065.00	\$53,098.50	\$54,151.50	\$55,243.50	\$56,355.00	\$57,486.00	\$58,636.50	\$59,806.50
	40/wk	\$1,068.00	\$1,089.20	\$1,110.80	\$1,133.20	\$1,156.00	\$1,179.20	\$1,202.80	\$1,226.80
	52/yr	\$55,536.00	\$56,638.40	\$57,761.60	\$58,926.40	\$60,112.00	\$61,318.40	\$62,545.60	\$63,793.60
9	Hrly	\$28.05	\$28.61	\$29.18	\$29.76	\$30.36	\$30.97	\$31.59	\$32.22
	37.5/wk	\$1,051.88	\$1,072.88	\$1,094.25	\$1,116.00	\$1,138.50	\$1,161.38	\$1,184.63	\$1,208.25
	52/yr	\$54,697.50	\$55,789.50	\$56,901.00	\$58,032.00	\$59,202.00	\$60,391.50	\$61,600.50	\$62,829.00
	40/wk	\$1,122.00	\$1,144.40	\$1,167.20	\$1,190.40	\$1,214.40	\$1,238.80	\$1,263.60	\$1,288.80
	52/yr	\$58,344.00	\$59,508.80	\$60,694.40	\$61,900.80	\$63,148.80	\$64,417.60	\$65,707.20	\$67,017.60
10	Hrly	\$30.02	\$30.62	\$31.23	\$31.85	\$32.49	\$33.14	\$33.80	\$34.48
	37.5/wk	\$1,125.75	\$1,148.25	\$1,171.13	\$1,194.38	\$1,218.38	\$1,242.75	\$1,267.50	\$1,293.00
	52/yr	\$58,539.00	\$59,709.00	\$60,898.50	\$62,107.50	\$63,355.50	\$64,623.00	\$65,910.00	\$67,236.00
	40/wk	\$1,200.80	\$1,224.80	\$1,249.20	\$1,274.00	\$1,299.60	\$1,325.60	\$1,352.00	\$1,379.20
	52/yr	\$62,441.60	\$63,689.60	\$64,958.40	\$66,248.00	\$67,579.20	\$68,931.20	\$70,304.00	\$71,718.40
11	Hrly	\$32.12	\$32.76	\$33.42	\$34.09	\$34.77	\$35.47	\$36.18	\$36.90
	37.5/wk	\$1,204.50	\$1,228.50	\$1,253.25	\$1,278.38	\$1,303.88	\$1,330.13	\$1,356.75	\$1,383.75
	52/yr	\$62,634.00	\$63,882.00	\$65,169.00	\$66,475.50	\$67,801.50	\$69,166.50	\$70,551.00	\$71,955.00
	40/wk	\$1,284.80	\$1,310.40	\$1,336.80	\$1,363.60	\$1,390.80	\$1,418.80	\$1,447.20	\$1,476.00
	52/yr	\$66,809.60	\$68,140.80	\$69,513.60	\$70,907.20	\$72,321.60	\$73,777.60	\$75,254.40	\$76,752.00
12	Hrly	\$33.56	\$34.23	\$34.91	\$35.61	\$36.32	\$37.05	\$37.79	\$38.55
	37.5/wk	\$1,258.50	\$1,283.63	\$1,309.13	\$1,335.38	\$1,362.00	\$1,389.38	\$1,417.13	\$1,445.63
	52/yr	\$65,442.00	\$66,748.50	\$68,074.50	\$69,439.50	\$70,824.00	\$72,247.50	\$73,690.50	\$75,172.50
	40/wk	\$1,342.40	\$1,369.20	\$1,396.40	\$1,424.40	\$1,452.80	\$1,482.00	\$1,511.60	\$1,542.00
	52/yr	\$69,804.80	\$71,198.40	\$72,612.80	\$74,068.80	\$75,545.60	\$77,064.00	\$78,603.20	\$80,184.00

Fiscal Year 2020 Wage Grid

Grade	****	Minimum							Maximum
		Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8
13	Hrly	\$36.24	\$36.96	\$37.70	\$38.45	\$39.22	\$40.00	\$40.80	\$41.62
	37.5/wk	\$1,359.00	\$1,386.00	\$1,413.75	\$1,441.88	\$1,470.75	\$1,500.00	\$1,530.00	\$1,560.75
	52/yr	\$70,668.00	\$72,072.00	\$73,515.00	\$74,977.50	\$76,479.00	\$78,000.00	\$79,560.00	\$81,159.00
	40/wk	\$1,449.60	\$1,478.40	\$1,508.00	\$1,538.00	\$1,568.80	\$1,600.00	\$1,632.00	\$1,664.80
	52/yr	\$75,379.20	\$76,876.80	\$78,416.00	\$79,976.00	\$81,577.60	\$83,200.00	\$84,864.00	\$86,569.60
14	Hrly	\$36.60	\$37.33	\$38.08	\$38.84	\$39.62	\$40.41	\$41.22	\$42.04
	37.5/wk	\$1,372.50	\$1,399.88	\$1,428.00	\$1,456.50	\$1,485.75	\$1,515.38	\$1,545.75	\$1,576.50
	52/yr	\$71,370.00	\$72,793.50	\$74,256.00	\$75,738.00	\$77,259.00	\$78,799.50	\$80,379.00	\$81,978.00
	40/wk	\$1,464.00	\$1,493.20	\$1,523.20	\$1,553.60	\$1,584.80	\$1,616.40	\$1,648.80	\$1,681.60
	52/yr	\$76,128.00	\$77,646.40	\$79,206.40	\$80,787.20	\$82,409.60	\$84,052.80	\$85,737.60	\$87,443.20
15	Hrly	\$37.15	\$37.89	\$38.65	\$39.42	\$40.21	\$41.01	\$41.83	\$42.67
	37.5/wk	\$1,393.13	\$1,420.88	\$1,449.38	\$1,478.25	\$1,507.88	\$1,537.88	\$1,568.63	\$1,600.13
	52/yr	\$72,442.50	\$73,885.50	\$75,367.50	\$76,869.00	\$78,409.50	\$79,969.50	\$81,568.50	\$83,206.50
	40/wk	\$1,486.00	\$1,515.60	\$1,546.00	\$1,576.80	\$1,608.40	\$1,640.40	\$1,673.20	\$1,706.80
	52/yr	\$77,272.00	\$78,811.20	\$80,392.00	\$81,993.60	\$83,636.80	\$85,300.80	\$87,006.40	\$88,753.60
16	Hrly	\$38.38	\$39.15	\$39.93	\$40.73	\$41.54	\$42.37	\$43.22	\$44.08
	37.5/wk	\$1,439.25	\$1,468.13	\$1,497.38	\$1,527.38	\$1,557.75	\$1,588.88	\$1,620.75	\$1,653.00
	52/yr	\$74,841.00	\$76,342.50	\$77,863.50	\$79,423.50	\$81,003.00	\$82,621.50	\$84,279.00	\$85,956.00
	40/wk	\$1,535.20	\$1,566.00	\$1,597.20	\$1,629.20	\$1,661.60	\$1,694.80	\$1,728.80	\$1,763.20
	52/yr	\$79,830.40	\$81,432.00	\$83,054.40	\$84,718.40	\$86,403.20	\$88,129.60	\$89,897.60	\$91,686.40
17	Hrly	\$39.55	\$40.34	\$41.15	\$41.97	\$42.81	\$43.67	\$44.54	\$45.43
	37.5/wk	\$1,483.13	\$1,512.75	\$1,543.13	\$1,573.88	\$1,605.38	\$1,637.63	\$1,670.25	\$1,703.63
	52/yr	\$77,122.50	\$78,663.00	\$80,242.50	\$81,841.50	\$83,479.50	\$85,156.50	\$86,853.00	\$88,588.50
	40/wk	\$1,582.00	\$1,613.60	\$1,646.00	\$1,678.80	\$1,712.40	\$1,746.80	\$1,781.60	\$1,817.20
	52/yr	\$82,264.00	\$83,907.20	\$85,592.00	\$87,297.60	\$89,044.80	\$90,833.60	\$92,643.20	\$94,494.40
18	Hrly	\$42.11	\$42.95	\$43.81	\$44.69	\$45.58	\$46.49	\$47.42	\$48.37
	37.5/wk	\$1,579.13	\$1,610.63	\$1,642.88	\$1,675.88	\$1,709.25	\$1,743.38	\$1,778.25	\$1,813.88
	52/yr	\$82,114.50	\$83,752.50	\$85,429.50	\$87,145.50	\$88,881.00	\$90,655.50	\$92,469.00	\$94,321.50
	40/wk	\$1,684.40	\$1,718.00	\$1,752.40	\$1,787.60	\$1,823.20	\$1,859.60	\$1,896.80	\$1,934.80
	52/yr	\$87,588.80	\$89,336.00	\$91,124.80	\$92,955.20	\$94,806.40	\$96,699.20	\$98,633.60	\$100,609.60

Fiscal Year 2020 Wage Grid

Grade	****	Minimum							Maximum
		Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8
19	Hrly	\$44.85	\$45.75	\$46.67	\$47.60	\$48.55	\$49.52	\$50.51	\$51.52
	37.5/wk	\$1,681.88	\$1,715.63	\$1,750.13	\$1,785.00	\$1,820.63	\$1,857.00	\$1,894.13	\$1,932.00
	52/yr	\$87,457.50	\$89,212.50	\$91,006.50	\$92,820.00	\$94,672.50	\$96,564.00	\$98,494.50	\$100,464.00
	40/wk	\$1,794.00	\$1,830.00	\$1,866.80	\$1,904.00	\$1,942.00	\$1,980.80	\$2,020.40	\$2,060.80
	52/yr	\$93,288.00	\$95,160.00	\$97,073.60	\$99,008.00	\$100,984.00	\$103,001.60	\$105,060.80	\$107,161.60
20	Hrly	\$47.31	\$48.26	\$49.23	\$50.21	\$51.21	\$52.23	\$53.27	\$54.34
	37.5/wk	\$1,774.13	\$1,809.75	\$1,846.13	\$1,882.88	\$1,920.38	\$1,958.63	\$1,997.63	\$2,037.75
	52/yr	\$92,254.50	\$94,107.00	\$95,998.50	\$97,909.50	\$99,859.50	\$101,848.50	\$103,876.50	\$105,963.00
	40/wk	\$1,892.40	\$1,930.40	\$1,969.20	\$2,008.40	\$2,048.40	\$2,089.20	\$2,130.80	\$2,173.60
	52/yr	\$98,404.80	\$100,380.80	\$102,398.40	\$104,436.80	\$106,516.80	\$108,638.40	\$110,801.60	\$113,027.20
21	Hrly	\$49.20	\$50.18	\$51.18	\$52.20	\$53.24	\$54.30	\$55.39	\$56.50
	37.5/wk	\$1,845.00	\$1,881.75	\$1,919.25	\$1,957.50	\$1,996.50	\$2,036.25	\$2,077.13	\$2,118.75
	52/yr	\$95,940.00	\$97,851.00	\$99,801.00	\$101,790.00	\$103,818.00	\$105,885.00	\$108,010.50	\$110,175.00
	40/wk	\$1,968.00	\$2,007.20	\$2,047.20	\$2,088.00	\$2,129.60	\$2,172.00	\$2,215.60	\$2,260.00
	52/yr	\$102,336.00	\$104,374.40	\$106,454.40	\$108,576.00	\$110,739.20	\$112,944.00	\$115,211.20	\$117,520.00
22	Hrly	\$53.62	\$54.69	\$55.78	\$56.90	\$58.04	\$59.20	\$60.38	\$61.59
	37.5/wk	\$2,010.75	\$2,050.88	\$2,091.75	\$2,133.75	\$2,176.50	\$2,220.00	\$2,264.25	\$2,309.63
	52/yr	\$104,559.00	\$106,645.50	\$108,771.00	\$110,955.00	\$113,178.00	\$115,440.00	\$117,741.00	\$120,100.50
	40/wk	\$2,144.80	\$2,187.60	\$2,231.20	\$2,276.00	\$2,321.60	\$2,368.00	\$2,415.20	\$2,463.60
	52/yr	\$111,529.60	\$113,755.20	\$116,022.40	\$118,352.00	\$120,723.20	\$123,136.00	\$125,590.40	\$128,107.20

APPENDIX B
FY2020 GENERAL FUND BUDGET

	FY2016 ACTUALS	FY2017 ACTUALS	FY2018 ACTUALS	FY2019 BUDGET	FY2020 PROJECTED	FY19/20 BUDGET \$ Change	% Change
GENERAL GOVERNMENT							
122 Selectmen							
Personnel Expenses	28,895.85	31,232.98	39,423.43	32,135.00	37,624.95	5,489.95	17.1%
Operating Expenses	6,437.50	1,574.00	5,930.99	15,850.00	6,800.00	(9,050.00)	-57.1%
Total Selectmen	35,333.35	32,806.98	45,354.42	47,985.00	44,424.95	(3,560.05)	-7.4%
123 Town Manager							
Personnel Expenses	179,882.06	188,627.58	265,505.28	201,647.51	292,533.59	90,886.08	45.1%
Operating Expenses	76,004.58	93,884.74	81,336.13	112,068.60	112,020.76	(47.84)	0.0%
Total Town Manager	255,886.64	282,512.32	346,841.41	313,716.11	404,554.35	90,838.24	29.0%
132 Fin Com/Reserve							
Expenses	176.00	176.00	325.00	390.00	3,425.00	3,035.00	778.2%
Reserve Fund	-	-	-	100,000.00	100,000.00	-	0.0%
Total Fin Com	176.00	176.00	325.00	100,390.00	103,425.00	3,035.00	3.0%
135 Finance/IT Dept							
Personnel Expenses	167,090.49	124,852.66	188,048.23	226,123.01	237,833.57	11,710.56	5.2%
Operating Expenses	247,146.15	223,527.64	175,793.50	172,660.48	223,927.78	51,267.30	29.7%
Capital Expenses	22,814.36	5,220.07	3,208.39	1,500.00	3,500.00	2,000.00	133.3%
Total Finance/IT Dept	437,051.00	353,600.37	367,050.12	400,283.49	465,261.35	64,977.86	16.2%
141 Assessor							
Personnel Expenses	149,374.08	153,934.50	159,073.26	162,816.48	166,975.07	4,158.59	2.6%
Operating Expenses	17,787.18	15,789.11	8,373.05	21,566.00	21,566.00	-	0.0%
Total Assessor	167,161.26	169,723.61	167,446.31	184,382.48	188,541.07	4,158.59	2.3%
145 Treasurer/Collector							
Personnel Expenses	176,559.43	173,224.31	185,420.35	194,316.68	198,183.56	3,866.88	2.0%
Operating Expenses	37,710.34	40,128.43	37,241.21	49,700.00	50,200.00	500.00	1.0%
Total Treasurer/Collector	214,269.77	213,352.74	222,661.56	244,016.68	248,383.56	4,366.88	1.8%

APPENDIX B
FY2020 GENERAL FUND BUDGET

	FY2016 ACTUALS	FY2017 ACTUALS	FY2018 ACTUALS	FY2019 BUDGET	FY2020 PROJECTED	FY19/20 BUDGET	
						\$ Change	% Change
151 Town Counsel							
Retainer	33,000.00	36,000.00	35,500.00	42,000.00	42,000.00	-	0.0%
Expenses	71,439.00	89,434.03	109,552.78	95,000.00	95,000.00	-	0.0%
Total Town Counsel	104,439.00	125,434.03	145,052.78	137,000.00	137,000.00	-	0.0%
161 Town Clerk							
Personnel Expenses	89,416.80	99,586.01	97,738.45	113,997.00	116,494.59	2,497.59	2.2%
Operating Expenses	19,509.14	10,703.64	12,975.40	13,920.00	14,050.00	130.00	0.9%
Total Town Clerk	108,925.94	110,289.65	110,713.85	127,917.00	130,544.59	2,627.59	2.1%
162 Elections & Registration							
Personnel Expenses	10,246.72	17,212.24	6,454.51	21,167.80	18,190.09	(2,977.71)	-14.1%
Operating Expenses	15,440.63	18,514.97	17,197.30	23,900.00	24,220.00	320.00	1.3%
Total Elections & Registration	25,687.35	35,727.21	23,651.81	45,067.80	42,410.09	(2,657.71)	-5.9%
171 Conservation Commission							
Personnel Expenses	28,254.08	29,524.32	30,607.24	32,538.13	39,959.42	7,421.29	22.8%
Operating Expenses	1,085.87	746.00	3,649.00	1,925.00	1,925.00	-	0.0%
Total Conservation Commission	29,339.95	30,270.32	34,256.24	34,463.13	41,884.42	7,421.29	21.5%
172 Planning							
Personnel Expenses	103,869.92	108,019.18	112,662.42	114,354.60	117,550.24	3,195.64	2.8%
Operating Expenses	38,293.92	1,810.12	6,089.66	4,850.00	21,350.00	16,500.00	340.2%
Total Planning	142,163.84	109,829.30	118,752.08	119,204.60	138,900.24	19,695.64	16.5%
174 Chebacco Woods							
Operating Expenses	784.99	2,500.00	2,500.00	2,500.00	2,500.00	-	0.0%
Total Chebacco Woods	784.99	2,500.00	2,500.00	2,500.00	2,500.00	-	0.0%
192 Facilities							
Personnel Expenses	59,652.79	68,781.30	67,378.75	87,275.00	83,000.00	(4,275.00)	-4.9%
Operating Expenses	193,907.95	233,185.87	210,618.57	204,921.00	199,942.50	(4,978.50)	-2.4%
Total Facilities	253,560.74	301,967.17	277,997.32	292,196.00	282,942.50	(9,253.50)	-3.2%
Subtotal General Government	1,774,779.83	1,768,189.70	1,862,602.90	2,049,122.29	2,230,772.12	181,649.83	8.9%

APPENDIX B
FY2020 GENERAL FUND BUDGET

	FY2016 ACTUALS	FY2017 ACTUALS	FY2018 ACTUALS	FY2019 BUDGET	FY2020 PROJECTED	FY19/20 BUDGET	
						\$ Change	% Change
PUBLIC SAFETY							
210 Police Department							
Personnel Expenses	1,344,799.20	1,382,633.90	1,414,441.76	1,502,283.39	1,627,937.41	125,654.02	8.4%
Operating Expenses	102,144.64	103,351.38	115,370.15	117,398.67	125,126.00	7,727.33	6.6%
Capital Expenses	36,899.00	-	-	-	-	-	0.0%
Total Police Department	1,483,842.84	1,485,985.28	1,529,811.91	1,619,682.06	1,753,063.41	133,381.35	8.2%
233 Emergency Report Center							
Personnel Expenses	237,839.20	246,800.12	267,310.72	282,977.23	297,133.44	14,156.21	5.0%
Operating Expenses	41,272.22	50,277.46	50,255.46	39,108.75	39,853.75	745.00	1.9%
Total Emergency Report Center	279,111.42	297,077.58	317,566.18	322,085.98	336,987.19	14,901.21	4.6%
220 Fire Department							
Personnel Expenses	485,632.42	548,704.91	610,842.81	644,879.17	635,596.22	(9,282.95)	-1.4%
Operating Expenses	72,241.69	66,753.75	75,874.30	80,133.12	158,807.83	78,674.71	98.2%
Capital Expenses	27,818.74	3,810.98	7,480.75	17,222.48	1,500.00	(15,722.48)	-91.3%
Total Fire Department	585,692.85	619,269.64	694,197.86	742,234.77	795,904.05	53,669.28	7.2%
241 Inspectional Services							
Personnel Expenses	118,369.86	88,291.41	102,447.32	59,508.90	50,768.70	(8,740.20)	-14.7%
Operating Expenses	5,378.46	1,758.30	4,198.42	15,284.00	2,700.00	(12,584.00)	-82.3%
Assessment	-	-	-	79,399.00	105,033.00	25,634.00	32.3%
Total Inspectional Services	123,748.32	90,049.71	106,645.74	154,191.90	158,501.70	4,309.80	2.8%
291 Emergency Management							
Operating Expenses	-	941.97	-	1,100.00	1,100.00	-	0.0%
Total Emergency Management	-	941.97	-	1,100.00	1,100.00	-	0.0%
292 Animal Control							
Personnel Expenses	26,030.84	28,338.54	29,800.08	17,800.00	33,930.00	16,130.00	90.6%
Operating Expenses	1,414.99	2,093.00	2,011.67	1,590.00	1,850.00	260.00	16.4%
Total Animal Control	27,445.83	30,431.54	31,811.75	19,390.00	35,780.00	16,390.00	84.5%
919 Street Lights							
Operating Expenses	33,677.31	1,076.00	20,448.70	20,000.00	23,000.00	3,000.00	15.0%
Total Street Lights	33,677.31	1,076.00	20,448.70	20,000.00	23,000.00	3,000.00	278.8%
Subtotal Public Safety	2,533,518.57	2,524,831.72	2,700,482.14	2,878,684.71	3,104,336.35	225,651.64	7.8%

APPENDIX B
FY2020 GENERAL FUND BUDGET

	FY2016 ACTUALS	FY2017 ACTUALS	FY2018 ACTUALS	FY2019 BUDGET	FY2020 PROJECTED	FY19/20 BUDGET \$ Change	% Change
DEPARTMENT OF PUBLIC WORKS							
421 Public Works							
Personnel Expenses	146,144.80	107,838.14	147,413.75	154,268.36	242,990.79	88,722.43	57.5%
Operating Expenses	72,870.75	66,872.71	106,991.29	46,487.58	44,381.56	(2,106.02)	-4.5%
Total Public Works	219,015.55	174,710.85	254,405.04	200,755.94	287,372.35	86,616.41	43.1%
422 Highway	-						
Personnel Expenses	266,932.52	269,841.13	277,786.71	233,799.05	244,417.84	10,618.79	4.5%
Operating Expenses	209,014.14	212,999.67	181,678.07	191,900.00	191,900.00	-	0.0%
Capital Expenses	72,367.00	43,900.00	-	-	-	-	0.0%
Total Highway	548,313.66	526,740.80	459,464.78	425,699.05	436,317.84	10,618.79	2.5%
423 Snow & Ice							
Personnel Expenses	58,386.17	78,323.19	82,227.73	89,175.00	89,175.00	-	0.0%
Operating Expenses	120,781.94	173,821.02	179,597.33	179,250.00	179,250.00	-	0.0%
Total Snow & Ice	179,168.11	252,144.21	261,825.06	268,425.00	268,425.00	-	0.0%
425 Vehicle Maintenance							
Personnel Expenses	-	-	-	84,772.60	88,583.48	3,810.88	4.5%
Operating Expenses	-	-	-	70,995.00	71,350.00	355.00	0.5%
Total Vehicle Maintenance	-	-	-	155,767.60	159,933.48	4,165.88	2.7%
429 Cemetery							
Personnel Expenses	73,809.91	81,149.14	73,187.34	81,364.67	85,513.69	4,149.02	5.1%
Operating Expenses	9,291.34	8,945.39	8,519.46	9,700.00	9,700.00	-	0.0%
Total Cemetery	83,101.25	90,094.53	81,706.80	91,064.67	95,213.69	4,149.02	4.6%
433 Waste, Recycling & Landfill							
Personnel Expenses	-	-	4,265.51	4,594.02	5,016.53	422.51	9.2%
Operating Expenses	-	24,000.00	656,434.73	724,676.00	749,310.00	24,634.00	3.4%
Enterprise Subsidy	323,138.02	609,302.00	-	-	-	-	0.0%
Total Waste, Recycling & Landfill	323,138.02	633,302.00	660,700.24	729,270.02	754,326.53	25,056.51	3.4%

APPENDIX B
FY2020 GENERAL FUND BUDGET

	FY2016 ACTUALS	FY2017 ACTUALS	FY2018 ACTUALS	FY2019 BUDGET	FY2020 PROJECTED	FY19/20 BUDGET	
						\$ Change	% Change
<i>650 Parks & Fields</i>							
Personnel Expenses	32,506.53	49,763.15	56,455.05	65,469.01	68,952.00	3,482.99	5.3%
Operating Expenses	9,044.51	26,284.03	7,457.14	8,750.00	8,750.00	-	0.0%
Capital Expenses	30,927.00	-	-	-	-	-	0.0%
<i>Total Parks & Fields</i>	<u>72,478.04</u>	<u>76,047.18</u>	<u>63,912.19</u>	<u>74,219.01</u>	<u>77,702.00</u>	<u>3,482.99</u>	<u>4.7%</u>
<i>651 HWRSD Fields & Grounds</i>							
Personnel Expenses	14,894.44	10,880.21	11,668.76	-	-	-	0.0%
<i>Total HWRSD Fields & Grounds</i>	<u>14,894.44</u>	<u>10,880.21</u>	<u>11,668.76</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>0.0%</u>
<i>Subtotal Public Works</i>	<u>1,440,109.07</u>	<u>1,763,919.78</u>	<u>1,793,682.87</u>	<u>1,945,201.29</u>	<u>2,079,290.89</u>	<u>134,089.60</u>	<u>6.9%</u>
HEALTH & HUMAN SERVICES							
<i>511 Public Health Dept</i>							
Personnel Expenses	110,369.56	113,625.34	121,765.20	131,784.00	133,724.71	1,940.71	1.5%
Operating Expenses	2,196.28	3,113.33	3,407.99	5,760.00	6,610.00	850.00	14.8%
<i>Total Public Health Dept</i>	<u>112,565.84</u>	<u>116,738.67</u>	<u>125,173.19</u>	<u>137,544.00</u>	<u>140,334.71</u>	<u>2,790.71</u>	<u>2.0%</u>
<i>541 Council on Aging</i>							
Personnel Expenses	61,857.63	70,353.13	79,619.20	82,776.20	86,849.52	4,073.32	4.9%
Operating Expenses	26,045.04	27,795.40	27,039.58	30,163.08	32,475.84	2,312.76	7.7%
<i>Total Council on Aging</i>	<u>87,902.67</u>	<u>98,148.53</u>	<u>106,658.78</u>	<u>112,939.28</u>	<u>119,325.36</u>	<u>6,386.08</u>	<u>5.7%</u>
<i>543 Veterans Benefits</i>							
Operating Expenses	18,091.75	33,019.80	18,676.17	30,000.00	30,000.00	-	0.0%
Administration Fee	27,490.32	30,243.08	31,920.32	35,094.00	36,343.00	1,249.00	3.6%
<i>Total Veterans Benefits</i>	<u>45,582.07</u>	<u>63,262.88</u>	<u>50,596.49</u>	<u>65,094.00</u>	<u>66,343.00</u>	<u>1,249.00</u>	<u>1.9%</u>
<i>Subtotal Health & Human Services</i>	<u>246,050.58</u>	<u>278,150.08</u>	<u>282,428.46</u>	<u>315,577.28</u>	<u>326,003.07</u>	<u>10,425.79</u>	<u>3.3%</u>
CULTURE & RECREATION							
<i>610 Library</i>							
Assessment	715,197.08	696,354.96	722,436.12	758,664.21	843,339.60	84,675.39	11.2%
Indirect Costs	21,072.00	22,718.03	22,627.47	22,235.77	25,141.21	2,905.44	13.1%
State contribution	12,300.26	12,269.69	12,211.48	12,224.00	12,314.00	90.00	0.7%
<i>Total Library</i>	<u>748,569.34</u>	<u>731,342.68</u>	<u>757,275.07</u>	<u>793,123.98</u>	<u>880,794.81</u>	<u>87,670.83</u>	<u>11.1%</u>

APPENDIX B
FY2020 GENERAL FUND BUDGET

						FY19/20 BUDGET	
						\$ Change	% Change
	FY2016 ACTUALS	FY2017 ACTUALS	FY2018 ACTUALS	FY2019 BUDGET	FY2020 PROJECTED		
<i>630 Recreation</i>							
Personnel Expenses	80,894.13	88,402.76	99,900.40	125,930.10	130,476.81	4,546.71	3.6%
Operating Expenses	18,897.36	18,146.36	20,917.65	28,405.00	27,015.00	(1,390.00)	-4.9%
<i>Total Recreation</i>	<u>99,791.49</u>	<u>106,549.12</u>	<u>120,818.05</u>	<u>154,335.10</u>	<u>157,491.81</u>	<u>3,156.71</u>	<u>2.0%</u>
<i>Subtotal Culture & Recreation</i>	<u>848,360.83</u>	<u>837,891.80</u>	<u>878,093.12</u>	<u>947,459.08</u>	<u>1,038,286.62</u>	<u>90,827.54</u>	<u>9.6%</u>
UNCLASSIFIED							
692 Celebrations	2,867.27	3,853.74	6,033.97	12,545.00	12,250.00	(295.00)	-2.4%
722 Debt Service	1,046,774.77	990,339.50	978,375.97	942,808.00	941,608.00	(1,200.00)	-0.1%
820 State Assessments	230,532.00	232,015.00	234,072.00	234,072.00	241,322.00	7,250.00	3.1%
911 Retirement	721,863.00	794,132.00	789,304.00	921,648.00	997,523.00	75,875.00	8.2%
913 Unemployment	-	25,502.05	3,790.80	10,000.00	23,820.00	13,820.00	138.2%
914 Health & Life Insurance	800,985.73	738,329.07	755,497.72	874,142.00	936,055.00	61,913.00	7.1%
916 Other Insurance	184,933.33	191,216.44	209,542.68	228,895.68	254,092.00	25,196.32	11.0%
917 Medicare Tax	50,762.37	54,615.41	61,937.55	71,674.00	76,342.00	4,668.00	6.5%
<i>Subtotal Unclassified</i>	<u>3,038,718.47</u>	<u>3,030,003.21</u>	<u>3,038,554.69</u>	<u>3,295,784.68</u>	<u>3,483,012.00</u>	<u>187,227.32</u>	<u>5.7%</u>
SCHOOLS							
<i>300 Schools</i>							
HWRSD Assessment	16,417,016.00	16,837,974.00	16,776,063.00	17,746,437.94	18,846,552.00	1,100,114.06	6.2%
ENSATSD Assessment	197,798.00	227,628.00	205,457.00	191,079.00	183,745.00	(7,334.00)	-3.8%
HWRSD Debt Service	573,916.62	568,136.39	625,208.40	639,057.06	255,156.00	(383,901.06)	-60.1%
ENSATSD Debt Service	30,536.00	24,082.00	15,576.00	21,877.00	19,885.00	(1,992.00)	-9.1%
<i>Total Schools</i>	<u>17,219,266.62</u>	<u>17,657,820.39</u>	<u>17,622,304.40</u>	<u>18,598,451.00</u>	<u>19,305,338.00</u>	<u>706,887.00</u>	<u>3.8%</u>
TOTAL ARTICLE 2019/4 2-4	<u>27,100,803.97</u>	<u>27,860,806.68</u>	<u>28,178,148.58</u>	<u>30,030,280.33</u>	<u>31,567,039.05</u>	<u>1,536,758.72</u>	<u>5.1%</u>
ARTICLE 2019/4 2-1 433 Waste, Recycling & Landfill	-	-	-	-	5,750.00	5,750.00	0.0%
ARTICLE 2019/4 2-3 149 Capital Spending	-	210,993.18	602,890.79	449,483.00	308,003.00	(141,480.00)	-31.5%
ARTICLE 2019/4 2-10 997 Transfer to Agency - HDC	65,000.00	65,000.00	65,000.00	65,000.00	74,880.00	9,880.00	15.2%

APPENDIX B
FY2020 GENERAL FUND BUDGET

			FY2016 ACTUALS	FY2017 ACTUALS	FY2018 ACTUALS	FY2019 BUDGET	FY2020 PROJECTED	FY19/20 BUDGET	
								\$ Change	% Change
ARTICLE 2019/4 2-11	996	Transfer to OPEB	25,000.00	75,000.00	100,000.00	125,000.00	125,000.00	-	0.0%
ARTICLE 2019/4 2-12	992	Transfer to Patton Homestead	-	-	22,422.42	90,011.00	86,343.00	(3,668.00)	-4.1%
ARTICLE 2019/4 2-13	996	Transfer to Stabilization	-	-	-	-	321,087.00	321,087.00	0.0%
ARTICLE 2019/4 2-14	996	Transfer to Capital Stabilization	-	-	-	-	503,023.00	503,023.00	0.0%
ARTICLE 2019/4 2-15	992	Transfer to Special Revenue	-	-	-	-	4,396.94	4,396.94	0.0%
ARTICLE 2019/4 2-16	148	Salary Reserve	-	-	-	-	87,415.00	87,415.00	0.0%
ARTICLE 2019/4 2-20	149	Capital - Town Hall Improvements	-	-	-	-	75,000.00	75,000.00	0.0%
TOTAL GENERAL FUND			27,190,803.97	28,211,799.86	28,968,461.79	30,759,774.33	33,157,936.99	2,398,162.66	7.8%

APPENDIX B
Town Capital Improvements for Fiscal Year 2020

Department	Model/Items	Purchase Price	Planned Usage
Elections & Registration	Voting Machines	\$ 21,300	Replace voting machines.
Fire	Pick-up Truck	\$ 48,703	Replace Squad 7.
Police	Police Cruiser	\$ 40,000	Line of operation cruiser.
Highway (DPW)	GMC Dump Truck	\$ 58,000	Replacement of DPW dump truck.
Highway (DPW)	Road Repair Program	\$ 90,000	Repair Town roadways, drainage, sidewalks etc.
Parks & Recreation	Patton Park Concession Stand/Bathroom and Storage Building	\$ 50,000	Renovation of Patton Park concession stand, bathroom and storage building.
Sub-total		\$ 308,003	ARTICLE 2019/4 2-3
Highway (DPW)	Chebacco Road Paving	\$ 1,000,000	Paving Chebacco Road to the Manchester-by-the-Sea town line.
Sub-total		\$ 1,000,000	ARTICLE 2019/4 2-19
Facilities (DPW)	Town Hall Improvements	\$ 75,000	Fund costs of an Owner's Project Manager and design services for the improvements to Town Hall.
Sub-total		\$ 75,000	ARTICLE 2019/4 2-20

Total \$ 1,383,003

APPENDIX B
Town Debt Service (excluding CPA and Water) for Fiscal Year 2020

	FY2016	FY2017	FY2018	FY2019	FY2020	\$ Change	% Change
	Actuals	Actuals	Actuals	Budget	Projected		
<u>DEBT SERVICE</u>							
<i>Interest/Issuance Costs</i>							
Public Safety Bldg	121,258	69,044	78,600	67,000	55,500	(11,500)	-17.2%
ESCO	3,900	3,300	2,550	1,650	750	(900)	-54.5%
Library	15,325	12,925	10,050	6,600	3,300	(3,300)	-50.0%
Water (Town)	22,975	19,375	15,000	9,900	4,950	(4,950)	-50.0%
Ladder/Pumper Truck	24,780	23,800	21,700	19,600	17,500	(2,100)	-10.7%
Landfill Capping	37,463	36,258	33,558	30,858	28,158	(2,700)	-8.7%
Landfill Closure	-	-	3,287	3,000	2,200	(800)	-26.7%
Chebacco Road Paving (new debt estimate)	-	-	-	-	25,000	25,000	0.0%
Short-term (bond anticipation notes)	20,000	9,138	4,631	9,200	19,250	10,050	109.2%
Total Interest/Issuance Costs	\$ 245,701	\$ 173,840	\$ 169,376	\$ 147,808	\$ 156,608	\$ 8,800	6.0%
<i>Principal</i>							
Public Safety Bldg	325,000	335,000	290,000	290,000	285,000	(5,000)	-1.7%
ESCO	30,000	30,000	30,000	30,000	25,000	(5,000)	-16.7%
Library	120,000	115,000	115,000	110,000	110,000	-	0.0%
Water (Town)	180,000	175,000	170,000	165,000	165,000	-	0.0%
Ladder/Pumper Truck	72,000	70,000	70,000	70,000	70,000	-	0.0%
Landfill Capping	92,000	90,000	90,000	90,000	90,000	-	0.0%
Landfill Closure	-	-	44,000	40,000	40,000	-	0.0%
Total Principal	\$ 819,000	\$ 815,000	\$ 809,000	\$ 795,000	\$ 785,000	\$ (10,000)	-1.3%
TOTAL DEBT SERVICE (EXCLUDING SCHOOL DEBT)	\$ 1,064,701	\$ 988,840	\$ 978,376	\$ 942,808	\$ 941,608	\$ (1,200)	-0.1%
<i>School Debt (Principal & Interest)</i>							
Middle/High School	470,145	467,914	460,018	462,869	-	(462,869)	-100.0%
Cutler Roof/Other	84,424	84,965	85,560	83,124	83,777	653	0.8%
Buker & Winthrop Boilers & Windows	20,388	15,257	79,631	76,901	73,623	(3,278)	-4.3%
Winthrop School Fire Suppression	-	-	-	-	97,756	97,756	0.0%
ENSATSD	30,536	24,082	15,576	21,877	19,885	(1,992)	-9.1%
Short-term (bond anticipation notes)	-	-	-	16,163	-	(16,163)	0.0%
Total School Debt	\$ 605,493	\$ 592,218	\$ 640,785	\$ 660,934	\$ 275,041	\$ (385,893)	-58.4%
TOTAL DEBT SERVICE	\$ 1,670,194	\$ 1,581,058	\$ 1,619,161	\$ 1,603,742	\$ 1,216,649	\$ (387,093)	-24.1%



HAMILTON-WENHAM REGIONAL SCHOOL DISTRICT

REVISED *FY20 School Committee Budget* *March 27, 2019*

(Previously Adopted on February 13, 2019)

Adopted School Committee Budget

Prepared by:

Michael M. Harvey, Ed.D., Superintendent of Schools
Jeffrey D. Sands, Assistant Superintendent of Schools



FY20 Budget

Superintendent's Recommendation

Level Service

+

OPEB Trust Fund (OPEB)

What Does “Level Service” Mean?

Level Service is a continuation of the current services, activity, and programs of the District.

For FY20, Level Service + OPEB translates into a spending increase in our Gross Operating Expenses (after Offsets) of \$1,902,703* or 5.97% versus the FY19 Budget.

* - Reduced by \$73,000 in expense associated with the SRO Program which was previously approved on February 13, 2019.



FY20 Budget – District Totals

Level Service + OPEB: Net Assessment Budget

1--2019
Annual Town Meeting
April 6, 2019

Total Expenses						
	FY18 BUD	FY18 ACT	FY19 BUD	FY20 BUD	Difference	
General Operating Expense (Before Offsets)	\$ 31,403,624	\$ 31,434,715	\$ 33,097,866	\$ 35,201,408	\$ 2,103,543	6.36%
Expense Offsets	\$ 1,203,808	\$ 1,243,065	\$ 1,203,808	\$ 1,404,648	\$ 200,840	16.68%
General Operating Expenses (After Offsets)	\$ 30,199,816	\$ 30,191,650	\$ 31,894,058	\$ 33,796,760	\$ 1,902,703	5.97%
Debt Service Expense	\$ 2,092,860	\$ 2,092,860	\$ 2,115,275	\$ 398,372	\$ (1,716,903)	-81.17%
TOTAL EXPENDITURES	\$ 32,292,676	\$ 32,284,510	\$ 34,009,333	\$ 34,195,132	\$ 185,799	0.55%

Total Funding Sources						
	FY18 BUD	FY18 ACT	FY19 BUD	FY20 BUD	Difference	
<i>Revenues</i>						
Chapter 70-Base Aid	\$ 3,554,656	\$ 3,606,706	\$ 3,606,706	\$ 3,659,749	\$ 53,043	1.5%
MSBA Debt Service Reimbursement	\$ 1,132,065	\$ 1,132,065	\$ 1,132,065	\$ -	\$ (1,132,065)	-100.0%
State Transportation Reimbursement	\$ 340,686	\$ 340,686	\$ 330,837	\$ 385,868	\$ 55,031	16.6%
Medicaid Reimbursement	\$ 85,000	\$ 175,036	\$ 150,000	\$ 175,000	\$ 25,000	16.7%
Interest Income	\$ 4,000	\$ 13,675	\$ 4,000	\$ 4,000	\$ -	0.0%
Prior Year Unexpended Encumbrances	\$ -	\$ 15,473	\$ -	\$ -	\$ -	#DIV/0!
Other Non-recurring Income (Including Transp)	\$ -	\$ 37,931	\$ -	\$ -	\$ -	#DIV/0!
Total Revenues	\$ 5,116,407	\$ 5,321,571	\$ 5,223,608	\$ 4,224,617	\$ (998,991)	-19.1%
<i>Transfers In From Other Funds</i>						
Excess and Deficiency	\$ 568,821	\$ 568,821	\$ 347,218	\$ 147,396	\$ (199,822)	-57.5%
Total Transfers	\$ 568,821	\$ 568,821	\$ 347,218	\$ 147,396	\$ (199,822)	-57.5%
Total Funding Sources	\$ 5,685,228	\$ 5,890,392	\$ 5,570,826	\$ 4,372,013	\$ (1,198,813)	-21.5%
Total Expenditures	\$ 32,292,676	\$ 32,284,510	\$ 34,009,333	\$ 34,195,132	\$ 185,799	0.5%
Less Total Funding Sources	\$ 5,685,228	\$ 5,890,392	\$ 5,570,826	\$ 4,372,013	\$ (1,198,813)	-21.5%
NET ASSESSMENT including Debt Service	\$ 26,607,448	\$ 26,394,118	\$ 28,438,507	\$ 29,823,119	\$ 1,384,612	4.9%

Total Town Assessment						
	FY18 BUD	FY18 ACT	FY19 BUD	FY20 BUD	Difference	
Hamilton	\$ 17,401,271	\$ 17,401,271	\$ 18,385,495	\$ 19,101,708	\$ 716,213	3.9%
Wenham	\$ 9,206,177	\$ 9,206,177	\$ 10,053,012	\$ 10,721,411	\$ 668,399	6.6%
NET ASSESSMENT including Debt Service	\$ 26,607,448	\$ 26,607,448	\$ 28,438,507	\$ 29,823,119	\$ 1,384,612	4.9%



FY20 Budget – Summary by DESE Category

Level Service + OPEB: Gross Operating Expense Budget

1--2019
Annual Town Meeting
April 6, 2019

Summary		FY19	FY20	Change	
DESE Category	Budget	Budget	Budget		
Administration	\$ 1,135,489	\$ 1,180,028	\$ 1,208,488	\$ 28,460	2.41%
Capital, Operations, Maintenance	\$ 2,228,122	\$ 2,185,001	\$ 2,188,334	\$ 3,333	0.15%
Guidance, Counseling, Testing	\$ 1,065,718	\$ 1,110,803	\$ 1,132,103	\$ 21,301	1.92%
Inst. Materials	\$ 873,876	\$ 1,006,104	\$ 901,817	\$ (104,287)	-10.37%
Instructional Leadership	\$ 2,931,318	\$ 3,082,942	\$ 3,144,508	\$ 61,567	2.00%
Insurance, Retirement, Other	\$ 3,978,971	\$ 4,173,276	\$ 4,736,189	\$ 562,913	13.49%
Other Teaching Services	\$ 2,408,619	\$ 2,477,389	\$ 2,589,061	\$ 111,672	4.51%
Prof. Dev.	\$ 209,594	\$ 223,799	\$ 233,943	\$ 10,145	4.53%
Pupil Services	\$ 2,080,527	\$ 2,439,488	\$ 2,596,474	\$ 156,986	6.44%
Teachers	\$ 11,695,832	\$ 12,264,738	\$ 12,616,826	\$ 352,088	2.87%
Tuitions	\$ 2,795,559	\$ 2,954,300	\$ 3,853,666	\$ 899,366	30.44%
Grand Total	\$ 31,403,624	\$ 33,097,866	\$ 35,201,408	\$ 2,103,543	6.36%



FY20 Budget

Motions for School Committee Budget Vote

***Motion for the FY20 Operating Budget Vote:**

Motion: The Hamilton-Wenham Regional School Committee approves an FY20 Total General Fund Expenditures Budget of \$34,195,132. This amount includes General Fund Operating Expenses (after Offsets) in the amount of \$33,796,760 and General Fund Debt Service Expenses in the amount of \$398,372. Furthermore, the Gross Operating Expenses of the District (before Offsets) have been allocated to the DESE-defined Accounts according to the "Summary by DESE Category" chart included in this Budget Presentation dated 3/27/2019. APPROVED BY A VOTE OF 6-0-0

***Motion for the FY20 Budget Assessment:**

Motion: The Hamilton-Wenham Regional School Committee votes to assess the Towns of Hamilton and Wenham a combined total of \$29,823,119 as the amount necessary to operate and maintain the District, as well as pay debt service, for FY20. The District's Assistant Superintendent shall determine the amount apportioned to each Town, and the District's Treasurer shall certify such amounts to the respective Treasurers of each Town within 3 business days of this date. APPROVED BY A VOTE OF 6-0-0

* - The Motions above reduces the 2/13/19 SC Adopted Budget by \$73,000 in connection with the SRO expense incorporated therein. The Town of Hamilton has since agreed to fund the SRO Program in its entirety in FY20. As a result, we recommend that the FY20 Budget be adjusted to reflect this change in advance of Town Meeting.

APPENDIX D
FY2020 WATER ENTERPRISE BUDGET

	FY16 Actual	FY17 Actual	FY18 Actual	FY19 Budget	FY20 Projected	FY19/20 BUDGET	
						\$ Change	% Change
<u>Source of Funds:</u>							
Usage Charges	1,649,396	1,712,592	1,619,501	1,712,500	1,615,000	(97,500)	-5.7%
Penalty & Interest Charges	4,884	7,177	9,160	4,000	5,000	1,000	25.0%
Interest Income	2,675	4,420	26,194	1,000	4,000	3,000	300.0%
Water Liens	42,579	59,783	39,855	35,000	35,000	-	0.0%
Miscellaneous Income	19,041	8,278	10,842	7,500	7,500	-	0.0%
Subtotal Direct Revenues	1,718,575	1,792,250	1,705,552	1,760,000	1,666,500	(93,500)	-5.3%
Retained Earnings	-	-	-	60,296	177,684	117,388	194.7%
Transfers from Other Funds	2,016	100,000	-	-	-	-	0.0%
Total Source of Funds	1,720,592	1,892,250	1,705,552	1,820,296	1,844,184	23,888	1.3%
<u>Use of Funds:</u>							
Permanent Wages	259,153	273,794	314,260	358,152	374,445	16,293	4.5%
Contract Services	153,969	201,547	215,151	224,000	223,100	(900)	-0.4%
Professional Services	47,272	79,206	89,210	72,000	79,000	7,000	9.7%
Equipment Supplies	10,524	14,641	14,684	19,500	22,150	2,650	13.6%
Water Supplies	50,811	48,099	48,761	63,200	50,700	(12,500)	-19.8%
Miscellaneous Expenses	3,570	18,270	7,228	19,900	19,900	-	0.0%
Debt Service	453,682	445,048	568,125	598,579	633,248	34,669	5.8%
Operating Capital	84,268	33,373	75,488	58,887	22,012	(36,875)	-62.6%
Indirect Costs	334,307	414,489	386,157	406,078	419,630	13,552	3.3%
Prior Year Encumbrance	8,685	2,142	120,803	-	-	-	0.0%
Total Use of Funds	1,406,241	1,530,608	1,839,867	1,820,296	1,844,184	23,888	1.3%
Beginning Fund Balance	579,165	893,516	1,255,158	1,229,158	1,168,862	(60,296)	-4.9%
Net Income/(Loss)	314,351	361,642	(134,315)	-	-	-	0.0%
Retained Earnings				(60,296)	(177,684)	(117,388)	194.7%
Ending Fund Balance	893,516	1,255,158	1,120,843	1,168,862	991,178	(177,684)	-15.2%
				projected	projected		

APPENDIX D
Water Enterprise Capital Improvements for Fiscal Year 2020

Water Department	Purchase Price	Planned Usage
Water Treatment Plant	\$ 1,500,000	Make improvements to the water treatment plant for the purposes of construction and implementation of a new organic removal system and plant addition designed to remove organics present in the groundwater found at the Town's well sources.
Sub-total	\$ 1,500,000	ARTICLE 2019/4 2-18
Meter Replacement Program	\$ 15,000	Purchase meters and associated components to replace faulty equipment.
Sub-total	\$ 15,000	ARTICLE 2019/4 2-6

TOTAL \$ 1,515,000

COMMUNITY PRESERVATION COMMITTEE FY20 BUDGET

1) Open Space and Recreation – Project

To appropriate \$41,200 from the Community Preservation Fund Balance to fund the debt service for the Donovan Acquisition. This bond will be paid in full in FY2020.

2) Open Space and Recreation – Project

To appropriate \$112,300 (\$65,300 from the Community Preservation Fund Balance and \$47,000 from the FY20 Community Preservation Revenues) to fund the debt service for the Sagamore Hill conservation project. This bond will be paid in full in FY2032.

3) Historic Preservation – Project

To appropriate \$150,000 from the Community Preservation Fund Balance as requested by the Town Hall Building Committee for the Hamilton Department of Public Works to fund the OPM (Owner's Project Manager) and design services for the restoration/renovation of the Town Hall. *Note: The vote of the Community Preservation Committee was 6 in favor, 0 against and no abstentions.*

4) Historic Preservation – Project

To appropriate \$197,000 (\$150,000 from the Community Preservation Fund Balance and \$47,000 from the FY20 Community Preservation Fund Revenues) to fund the restoration/renovation of The Community House. The project must commence by July 1, 2020. *Note: The vote of the Community Preservation Committee was 6 in favor, 0 against and no abstentions.*

5) Community Housing – Reserve

To reserve \$47,000 of FY20 Community Preservation Fund Revenues to the Community Housing Reserve.

6) Administration - Expense

To appropriate \$23,500 of FY20 Community Preservation Fund Revenues for administration costs including, but not limited to, annual Community Preservation Coalition membership fees, signs publicizing CPA projects and salary for part-time Community Projects Coordinator position.

Zoning Section 6.3 Signs

General Provisions:

6.3.1 Permanent and Temporary Signs. All permanent signs require a building permit. Temporary signs do not require a building permit but must comply with all other provisions of this Section 6.3, excluding real estate for-sale signs.

1. All permanent signs within the Historic District also require a certificate of appropriateness from the Historic District Commission.
2. All signage on town property requires prior approval of the Board of Selectmen.
3. All signage on school property requires prior approval of the school superintendent.

6.3.2 Residence Districts. In every residential district, signs will be permitted as follows:

1. No more than two (2) temporary signs per contiguous lots within the same ownership. [DB1]

6.3.3 Business District.

1. No more than three (3) signs are permitted per business establishment.
 - a. A-frame or sandwich board signs, whether temporary or permanent, shall only be permitted by special permit.
 - b. Only one sign may project from the exterior wall surface of the business establishment. Any sign projecting over a pedestrian path shall have a clear space of not less than 12 feet below all parts of such signs. Projecting signs are not allowed over vehicular pathways except by Special Permit.
 - c. Signs that are inside the business establishment but legible from the exterior shall be counted as one of the three permitted signs.

6.3.4 Standards.

1. No sign shall be illuminated by other than white light unless specifically approved by zoning decision.
2. No sign shall be internally illuminated, flashing, intermittently illuminated, or animated.
3. No sign shall have rotating or moving lights, have any visibly moving parts, or have any noise making devices.
4. All illuminated signs in residential districts are to be turned off between the hours of 11 p.m. and 6 a.m.

5. No sign shall impede pedestrian or vehicular traffic.
6. Roof signs or signs projecting above a roof line are prohibited.
7. A sign in the residence districts shall not exceed a total area of three (3) square feet.
8. A sign in the business district shall not exceed a total area of six (6) square feet.
9. The maximum square footage of any sign is determined by the area of the sign measured from the topmost display element to underside of display element, and from exterior edge to exterior edge of display element. Support structures are not included in the area of the sign. Maximum square footage restrictions apply to a single side of any signage display. If a sign is proposed to be double-sided, both sides must be identical in appearance and content.
10. Any signage associated with any abandoned or defunct business or function must be removed.

6.3.5 Definitions:

1. A-frame or sandwich board sign: A portable sign that can stand upright without additional supports.
2. Permanent Signage: Signs other than temporary signs.
3. Sign: A name, identification, description, display, or illustration which is painted or represented directly or indirectly on a building or other outdoor surface which directs attention to or is designed or intended to direct attention to the signboard or to an object, product, place, activity, person, institution, organization, or business and including the space enclosed within the extreme edges of the sign for each face, not including the supporting structure or where attached directly to a building wall or surface, the outline enclosing all the characters of the word(s). Each display surface shall be considered to be a separate sign.
4. Temporary Signage: Signs in place for no more than two months in any calendar year. For two months prior to any national, state, or local election and for one week thereafter, there may be up to five (5) lawn signs per lot.

6.3.6 Special Permit Granting Authority: The Special Permit Granting Authority for this Section 6.3 is the Planning Board.

1. Other and larger signs may be allowed by Special Permit in any district provided such signage is for a specified period not to exceed one year.

**PROPOSED AMENDMENTS TO THE HAMILTON ZONING BYLAW – DEFINITIONS
SECTION AND SECTION 8.3 INCLUSIONARY HOUSING**

- A. Amend **Section 11.0** Definitions in the appropriate alphabetical order to include the following term:

Area Median Income (AMI) – The midpoint household gross income for a specified geographic area determined by the US Department of Housing and Urban Development (HUD) annually.

- B. Amend the Zoning Bylaw in **Section 8.3.4.1**. by removing it. Correspondingly reorder the numbers for **8.3.4.2**, **8.3.4.3** and **8.3.4.4**.
- C. Amend the Zoning Bylaw in the existing **Section 8.3.4.4** (which will become **8.3.4.3** with the preceding amendment) by eliminating all sentences after the first one which will remain.
- D. Amend the Zoning Bylaw in the existing **Section 8.3.4.4** (which will become **8.3.4.3** with Amendment B. above) by adding the following text: A fee in lieu payment for each required unit shall be 3 times the Area Median Income (AMI) as determined by HUD (US Department of Housing and Urban Development) income limits which includes Hamilton.

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(Small Cell Bylaw PB Voted.3.19.19.No.4)

7.3 SMALL WIRELESS FACILITIES

7.3.1 Purpose and Intent. The Town finds that it is necessary and beneficial for the health, safety, and welfare of the community to regulate the development of small wireless facilities (SWF) while accommodating the communication needs of residents and businesses. SWF's shall be so designed and installed so as to minimize adverse visual effects through careful design and siting with an intent to preserve property values and the aesthetic character of Hamilton. To that end, this bylaw section seeks to maximize the use of existing towers, poles, and buildings to accommodate new SWF. This section applies to the placement and operation of small wireless facilities within the public rights-of-way, private rights of way, public and private property without regard to the type or owner of any structure to which they are affixed or attached. The requirements of this section 7.3 are in addition to all other applicable federal, state, and local laws.

(a) Definitions:

abandoned – cessation of all uses of an SWF for a period of one hundred eighty (180) consecutive days or more. Where a wireless infrastructure provider has applied to place utility poles in the public right-of-way to support the collocation of small wireless facilities, and such collocation is not used by a wireless services provider to provide service within nine (9) months after the date the application is approved, same shall be deemed abandoned;

ADA - the Americans with Disabilities Act, as amended, and the regulations promulgated thereunder;

antenna – apparatus designed for the purpose of emitting radiofrequency (RF) radiation, to be operated or operated from a fixed location for the transmission of writing, signs, signals, data, images, pictures, and sounds of all kinds, including the transmitting device and any on-site equipment, switches, wiring, cabling, power sources, shelters, or cabinets associated with that antenna and added to a tower, structure, or building as part of the original installation of the antenna;

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applicable codes - Massachusetts building, plumbing and electrical code, uniform building, fire, electrical, plumbing, or mechanical codes adopted by a recognized national code organization or local amendments to those codes, and the National Electric Code, National Electric Safety Code, and the rules, regulations and provisions of the Federal Communications Commission, the Occupational Safety and Health Administration, and any other state or federal agency regulating wireless communications;

applicant - any person who submits an application and is or is acting on behalf of a wireless services provider or wireless infrastructure provider;

application - a written Special Permit application form submitted by an applicant to the Planning Board, to install or operate a small wireless facility within any right-of-way or in or on any building or structure, including a request for a permit to collocate small wireless facilities on an existing pole or wireless support structure; or a written request for installation of a new pole or wireless support structure for a new small wireless facility, as well as all required exhibits and submittals as required by the application form and the applicable fee for the review of such application;

batched application – either multiple separate applications filed at the same time each for one or more sites or a single application covering multiple sites;

collocate or collocation - to install, mount, maintain, modify, operate, or replace an antenna on an existing tower, building, or structure for the purpose of transmitting or receiving radio frequency signals for communications purposes, whether or not there is an existing antenna on the structure;

concealed facility - a wireless facility that is not readily identifiable as a wireless facility and that is designed to be aesthetically compatible with existing and proposed building(s) and uses on a site or in the neighborhood or area. A concealed facility may have a secondary function. There are two types of concealed facilities:

- base stations - including but not limited to faux panels, parapets, windows, dormers or other architectural features that blend with an existing or proposed building or structure; and
- concealed tower — a tower designed to resemble another structure that is common in the geographic region such as a traditional or decorative light standard or traffic signal or utility pole consistent in size with the height and girth of existing structures in the area;

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communications service - cable service, as defined in 47 U.S.C. 522(6), as amended; information service, as defined in 47 U.S.C. 153(24), as amended; telecommunications service, as defined in 47 U.S.C. 153(53), as amended; mobile service, as defined in 47 U.S.C. 153(33), as amended; or wireless service other than mobile service;

communications service provider - a cable operator, as defined in 47 U.S.C. 522(5), as amended; a provider of information service, as defined in 47 U.S.C. 153(24), as amended; a telecommunications carrier, as defined in 47 U.S.C. 153(51), as amended; or a wireless provider;

dual-purpose facility - a wireless facility that is secondary to the primary function of the right-of-way infrastructure, such as a light pole, utility pole, traffic signal, etc.;

FCC - the Federal Communications Commission of the United States;

fee - a one-time charge paid to the Town by the applicant with the application;

interference — The effect of unwanted energy due to one or a combination of emissions, radiations, or inductions upon reception in a radio communication system, manifested by any performance degradation, misinterpretation, or loss of information which could be extracted in the absence of such unwanted energy;

law - a federal, Massachusetts, or local statute, regulation, bylaw, order, policy, or rule;

neutral host antenna - an antenna or an antenna array designed and used to provide services for more than one (1) wireless provider, or a single wireless provider using more than one (1) frequency band or spectrum, for the same or similar type of services;

permit - a written authorization that must be obtained by the applicant from the SPGA to perform an action or initiate, continue, or complete a project;

person - an individual, corporation, limited liability company, partnership, association, trust, or other entity or organization;

public safety agency - the functional division of the federal government, the commonwealth of Massachusetts, the Town, any other unit of state or local government, or a special purpose district located in whole or in part within this commonwealth, that provides or has authority to provide firefighting, police, ambulance, medical, or other emergency services to respond to and manage emergency incidents;

rate - a recurring charge paid by the applicant to the Town;

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right-of-way - the area on, below, or above a public or private roadway, highway, street, public sidewalk, or alley dedicated for compatible use;

small wireless facility - facilities that meet each of the following conditions:

(1) The facilities — (i) are mounted on structures 50 feet or less in height including their antennas as defined in section 1.1320(d), or

(ii) are mounted on structures no more than 10 percent taller than other adjacent structures, or

(iii) do not extend existing structures on which they are located to a height of more than 50 feet or by more than 10 percent, whichever is greater;

(2) Each antenna associated with the deployment, excluding associated antenna equipment (as defined in the definition of antenna in section 1.1320(d)), is no more than three cubic feet in volume;

(3) All other wireless equipment associated with the structure, including the wireless equipment associated with the antenna and any pre-existing associated equipment on the structure, is no more than 28 cubic feet in volume;

(4) The facilities do not require antenna structure registration under part 17 of this chapter; (5) The facilities are not located on Tribal lands, as defined under 36 CFR 800.16(x); and

(6) The facilities do not result in human exposure to radiofrequency radiation in excess of the applicable safety standards specified in section 1.1307(b).

Town utility pole - a utility pole owned by the Town in the public right-of-way or on Town property;

utility pole - a pole or similar structure that is used in whole or in part for electric distribution, lighting, traffic control, communications, or a similar function;

wireless facility - includes small wireless facilities. "Wireless facility" does not include:

(i) the structure or improvements on, under, or within which the equipment is collocated; or

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- (ii) wireline backhaul facilities, coaxial or fiber optic cable that is between wireless support structures or utility poles or coaxial, or fiber optic cable that is otherwise not immediately adjacent to or directly associated with an antenna;

wireless infrastructure provider - any person authorized to provide telecommunications service in the commonwealth that builds or installs wireless communication transmission equipment, wireless facilities, wireless support structures, or utility poles and that is not a wireless services provider but is acting as an agent or a contractor for a wireless services provider for the application submitted to the SPGA;

wireless services - any services provided to the general public, including a particular class of customers, and made available on a nondiscriminatory basis using licensed or unlicensed spectrum, whether at a fixed location or mobile, provided using wireless facilities;

wireless services provider - a person who provides wireless services;

wireless support structure - a freestanding structure, such as a monopole; tower, either guyed or self-supporting; billboard; or other existing or proposed structure designed to support or capable of supporting wireless facilities. "Wireless support structure" does not include a utility pole".

(b) Development Standards

(1) Only small wireless facilities are permitted to be installed within a State or Town right-of-way on new or existing utility poles or wireless support structures. All small wireless facilities eligible for a special permit under this section shall not exceed the size dimensions of the small wireless facility definitions and shall be designed as concealed facilities and shall be subject to applicable development standards and procedures as required by local, state and federal laws.

(2) New utility poles or wireless support structures shall be designed to match the design parameters established by the SPGA by regulation or in the absence of such design guidance, match the size, girth and design of any existing utility poles or other vertical structures located in the surrounding area.

(3) The applicant shall include with its application sufficient evidence, consistent with industry standards, to justify its requested placement.

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- (4) Small wireless facilities must be placed in a right-of-way with residential or commercial uses on the opposite side of the right-of-way from such uses whenever possible. All small wireless facilities shall be located in such a way that they do not interfere with views from residential structures.
- (5) All small wireless facilities shall be located so as to minimize adverse visual effects on the landscape.
- (6) All small wireless facilities either independently sited or mounted on or to existing buildings and structures shall be camouflaged.
- (7) When a small wireless facility extends above the roof height of a building on which it is mounted every effort shall be made to conceal every component within or behind existing architectural features to limit its visibility from public view.
- (8) All small wireless facility components mounted on a roof shall be stepped back from the front façade in order to limit its impact on the building silhouette and the public view.
- (9) The Planning Board shall determine if sufficient area exists immediate to the proposed small wireless facility so that landscape improvements would be aesthetically beneficial it shall request a landscape plan from the applicant. Said plan will seek to screen or buffer the public view of the proposed small wireless facility.
- (10) Any small wireless facility shall be painted so as to visually blend into nearby vegetation or a light gray or light blue hue that blends with sky and clouds.
- (11) The Planning Board may adopt other and further objective aesthetic and location criteria applicable to all applications submitted under this Section 7.3.

(c) Contents of Application and Application Process

- (1) Each application must include the following:
 - a. The application fee.
 - b. A completed application cover sheet on the form available from the Hamilton Planning Department.
 - c. Applicant's name, address, telephone number and email address.

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- d. Names, addresses, telephone numbers, and email addresses of anyone acting on behalf of the Applicant with respect to the application.
- e. Detailed construction drawings and descriptions of the equipment to be installed, whether mounted on poles or on the ground, or otherwise, including:
 - i. Type of equipment
 - ii. Specifications of equipment (including but not limited to dimensions and weight)
 - iii. Equipment mount type and material
- iv. Power source or sources for equipment, including necessary wires, cables, and conduit
- v. Expected life of equipment
- vi. Coverage area of equipment, including:
 - 1. Amount of antennas
 - 2. Antenna model
 - 3. Antenna length
 - 4. RRU count and power
 - 5. Antenna height
 - 6. Typical coverage area radius
- vii. Call capacity of equipment, including:
 - 1. Total RRUs
 - 2. Max bandwidth per RRU
 - 3. MIMO per RRU
 - 4. Backhaul rate per RRU
- viii. Hardening, including:

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1. If there is battery backup
 2. If there is generator backup
 3. If there are multiple fiber paths to switch
- ix. Rendering and elevation of equipment
- f. Detailed map with locations of the poles or other facility on which equipment is to be located, including specific pole identification number, if applicable, and the areas it will service.
 - g. Detailed map showing existing and proposed small cell installations within 500 feet of the Application site.
 - h. Certification by a registered professional engineer that the pole/or location will safely support the proposed equipment.
 - i. Written consent of the pole or facility owner to the installation.
 - j. Affidavit from a Radio Frequency Engineer outlining the network/network service requirements in Hamilton and how the installations address that need. Such affidavit should characterize the current level of coverage and how the desired installations will change the current level of coverage, through or with coverage maps, including current and proposed coverage, including a breakdown of "excellent" "good and "poor" reception areas.
 - k. Insurance certificate.
 - l. Description as to why the desired location is superior to other similar locations, from a community perspective, including:
 - i. Visual aspects
 - ii. Proximity to single family residences.
 - m. Description of efforts to co-locate the equipment on existing structures, poles, or towers which currently exist or are under construction. A good faith effort to co-locate is required and evidence of such efforts must be included within the application.

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- n. An affidavit from the applicant which certifies that it will maintain the installations in good repair and according to FCC standards, and will remove any installation not in such good repair, or not in use, within 60 days of being no longer in good repair or no longer in use.
- (2) No applications will be accepted by email. Applications delivered other than by hand will be deemed filed when they are received by the Planning Department.
 - (3) All submitted drawings require a wet stamp or wet signature from the design professional.
 - (4) The applicant must pay for legal notices of the public hearing to local newspapers and abutters, as applicable. The applicant is responsible for submitting the abutters list for each location with the application.
 - (5) Twelve (12) hard copies of the application and 1 (one) electronic copy of the application must be submitted to the Planning Department.
 - (6) Upon receipt, the Planning Director shall: (1) date and time stamp the Application as received; and (2) make a determination as to completeness of the application and notify the Applicant, in writing, within 10 days, if the application is incomplete. If the Applicant is notified that the application is incomplete, the time periods set forth in this bylaw shall be tolled until such time as a complete application has been submitted.
 - (7) The Planning Department shall circulate a copy of the application to the following departments for comment and review: Building; DPW; Health; and, any other department the Planning Director, in his or her sole discretion, determines.
 - (8) Written comments from the departments shall be submitted to the Planning Department within 20 days of circulation of the application.
 - (9) Once the application is deemed complete, and all comments have been received, the Planning Board will schedule and hold a public hearing to consider the application.
 - (10) Any material changes to an application, as determined by the SPGA in its sole discretion, shall constitute a new application for the purposes of the time standards.

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Where a changed or new application is submitted, the prior application shall be deemed withdrawn.

(d) Approval Process

1. The Hamilton Planning Board shall be the Special Permit Granting Authority.
2. No work relating to a small wireless facility shall be performed without a Special Permit(s) from the Hamilton Planning Board and a building permit from the Hamilton Building Inspector. Prior to submittal of a Special Permit application for a small wireless facility, applicant shall obtain and submit all permits, licenses, and authorizations that are required for the installation and operation of the small wireless facility from other departments within the SPGA and persons other than the SPGA, including but not limited to private property owners, utilities, and other governmental entities. An application that has not obtained all other necessary permits shall be deemed incomplete.
3. The Planning Board shall approve or deny an application within the time frame required by law, subject to extension by mutual agreement of the parties.
4. Applicant is allowed to file a batched application for no more than ten (10) separate small wireless facilities.
5. The SPGA may remove a small wireless facility from a batched application and treat separately small wireless facility locations for which incomplete information has been provided or that are denied. The SPGA will issue a separate permit for each location that is approved.
6. Upon completion of the hearing, the SPGA may grant, grant with
7. conditions, or deny the application, based on inadequate capacity of the pole or mounting structure, safety concerns, reliability concerns, or failure to meet applicable law or engineering standards.
8. Any approval granted to an applicant shall be only for the specific applicant and application. Any change in the name/carrier or sistered service provided by another carrier or small cell wireless location will require a new application and approval from the SPGA.

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9. If the SPGA denies an application, then the SPGA must:

- a) Document the basis for a denial, including the specific code provisions on which the denial was based;
- b) Send the documentation to the applicant on or before the day the SPGA denies an application.

(e) Application Submittal Requirements. Applicants for small wireless facilities shall submit all information and material as detailed within this bylaw as part of a Special Permit application.

(f) Small Wireless Facilities in the Historic District. Any application proposing the installation of small wireless facilities within the Town's historic district shall comply with the following requirements in addition to those generally applicable as required by the Historic District Commission:

- (1) Concealment techniques shall be designed to be consistent and harmonious with the nature and character of the historic district, including color, shape and size of proposed equipment;
- (2) New utility poles or wireless support structures shall be designed to match the size, girth, and design of any existing utility poles or other vertical structures located in the historic district right-of-way, i.e. decorative light poles;
- (3) A certificate of appropriateness, certificate of hardship, or certificate of non-applicability must be obtained by the applicant before any application will be accepted by the Planning Department.
- (4) This subsection shall not be construed to limit the Town's enforcement of historic preservation in conformance with the requirements adopted pursuant to M.G.L. c. 9, §§ 26-27C, c. 40C, or the National Historic Preservation Act of 1966, 54 U.S.C. § 300101 *et seq.*, and the regulations adopted to implement those laws.

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(g) Interference with Public Safety Communications.

- (1) Applicants for small wireless facilities shall certify through a qualified radio frequency engineer in their application that operation of the small wireless facilities, including under maximum licensed operating parameters, will not cause interference with the frequencies used by the Town, commonwealth or any other public safety agency used for public safety communications and shall further provide a list of radio frequencies the applicant will use at that location, which list shall be updated as needed. The applicant shall provide evidence of the certifying engineer's qualifications to make such certification.
- (2) A wireless services provider shall install small wireless facilities of the type and frequency that will not cause unacceptable interference with the Town's and any other public safety agency's communications equipment; unacceptable interference will be determined by and measured by the Town in accordance with industry standards and the FCC's regulations addressing unacceptable interference to public safety spectrum or any other spectrum licensed by the Town or any other public safety agency. If a small wireless facility causes such interference, and the wireless services provider has been given written notice of the interference by the Town or any other public safety agency, the wireless services provider, at its own expense, shall take all reasonable steps necessary to correct and eliminate the interference, including, but not limited to, powering down the small wireless facility and later powering up the small wireless facility for intermittent testing, if necessary. The SPGA may terminate a permit for a small wireless facility based on such interference if the wireless services provider is not making a good faith effort to remedy the problem in a manner consistent with the abatement and resolution procedures for interference with public safety spectrum established by the FCC including 47 CFR 22.970 through 47 CFR 22.973 and 47 CFR 90.672 through 47 CFR 90.675.
- (3) Any permit issued by the SPGA for a small wireless facility shall be subject to final testing for frequency and power output levels by the SPGA to determine whether the small wireless facility creates unacceptable interference to any public safety system. At the reasonable request of the SPGA, the small wireless facility provider shall engage the small wireless facility at maximum operating parameters for such period as required for

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SPGA to conduct its testing for interference. Such testing shall be at the expense of the SPGA but shall be reimbursed by applicant if the testing reveals unacceptable interference.

- (4) The owner of a small wireless facility shall provide the Town's Fire Chief a twenty-four hours / seven days a week (24/7) emergency contact list of not less than two (2) persons responsible for the operation of the small wireless facility, including name, mobile/cellular phone and email address. This list shall be used to contact a responsible person for the wireless services provider or wireless infrastructure provider in the event of an emergency or exigent circumstance. The applicant shall update this list thereafter as necessary. If the contact list is not current, and no person can be reached during such circumstance, the Town reserves the right to take whatever reasonable immediate action necessary to mitigate the emergency until such time as a responsible person for the small wireless facility is contacted. The Town shall have no financial responsibility to the owner of the small wireless facility or any wireless service provider arising from such actions.

(h) Application Fees; Supplemental Review.

- (1) An application for small wireless facilities shall be accompanied by the following fees payable to the Town:
 - Application fee for one (1) to five (5) small wireless facilities - \$500.00
 - Additional application fee for each small wireless facility greater than five (5) SWF's - \$100.00 per facility.
- (2) There is no application fee due for (i) routine maintenance of small wireless facilities; or (ii) the replacement of small wireless facilities with small wireless facilities that are substantially similar, the same size, or smaller, than the original provided that the wireless services provider notifies the SPGA at least ten (10) days prior to the planned replacement and includes equipment specifications for the replacement of equipment consistent with the requirements of this section and application regulations. However, the wireless facility provider shall obtain any and all other permits and approvals, including but not limited to the permit(s) to work within rights-of-way for such activities that affect traffic patterns or require lane closures.

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- (3) The SPGA reserves the right to require, in its sole discretion, a supplemental review by independent experts for any application for a small wireless facility under this section where the complexity of the analysis requires technical expertise, and/or for any request to vary a standard under this section. All the costs of such review shall be borne by the applicant, in addition to scheduled fees, pursuant to the provisions of G.L. c. 44, § 53G and SPGA Bylaw Ch. VIII, Section 5.
- (4) Whether based on the results of the supplemental review or the SPGA's own review, the SPGA may require changes to or supplementation of the applicant's submittal(s). The supplemental review may address any or all of the following: (i) the accuracy and completeness of the application and any accompanying documentation; (ii) the applicability of analysis techniques and methodologies; (iii) the validity of certifications provided and conclusions reached; and/or (iv) whether the proposed small wireless facility complies with the applicable approval criteria and standards of this section, and other applicable law.

(i) Rates for Small Wireless Facilities within the Right-of-Way. An applicant who places a small wireless facility on a Town utility pole or any other structure within a right-of-way or upon any Town property in accordance with this section shall (a) execute a license agreement with the Town and (b) pay to the Town an annual recurring rate of \$270.00 per year per facility, or any such higher rate permitted under FCC rules or federal law and as set forth in the license agreement, for the use of such utility pole, right-of-way, or structure.

(j) Required Permit Provisions. Each permit issued by the Planning Board and each license agreement for small wireless facilities shall be made upon the condition that the applicant agree to the following conditions:

1. **Indemnification.** To the fullest extent allowed by law, both the wireless infrastructure provider and wireless services provider (for this paragraph, collectively referred to as "provider") constructing, installing, operating, repairing, maintaining and using a small wireless facility shall indemnify, defend and hold harmless the city, and its officials, agents, and employees from and against all suits, actions or claims of any character brought because of any injury or damage received or sustained by any person, persons or property arising out of, or resulting from, said provider's breach of any provision of law, or any

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asserted negligent act, error or omission of the provider, or its agents or employees, arising from or relating to its small wireless facility. The indemnifications required hereunder shall not be limited by reason of the specification of any particular insurance coverage for any permit. The provider's obligations under this provision shall not terminate with the expiration or termination of its permit, but shall survive it.

2. Dispute Resolution. A court of competent jurisdiction located in Essex County, Massachusetts shall have exclusive jurisdiction to resolve all disputes arising under this section applying the laws of the commonwealth of Massachusetts. Pending resolution of a dispute concerning rates for collocation of small wireless facilities on municipal utility poles within the right-of-way or upon Town property, the Town shall allow the collocating party to collocate on its poles at annual rates of no more than \$270.00 per year per facility, with rates to be determined upon final resolution of the dispute.

(k) Exceptions to Applicability. Nothing in this section authorizes a party to locate small wireless facilities on: property owned by a private party, property that is not located within the rights-of-way, or a privately owned utility pole or wireless support structure within a right-of-way without the consent of the property owner;

1. property owned, leased, or controlled by any department or agency of the Town used for public park, recreation or conservation purposes without the consent of the affected department or agency, excluding the placement of facilities on rights-of-way located in an affected department or agency's property; or
2. property owned by a rail carrier registered under federal law, MBTA Commuter Rail or any other public commuter rail service, or a utility, without the consent of the rail carrier, public commuter rail service, or utility. For the purposes of this subsection, "utility" has the meaning given to that term in M.G.L. c. 166, § 25A. Nothing in this section shall be construed to relieve any person from any requirement (a) to obtain a franchise or a commonwealth-issued authorization to offer cable service or video service or (b) to obtain any required permission to install, place, maintain, or operate communications facilities, other than small wireless facilities subject to this section.

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(I) Duration of Special Permit.

- a. Special Permits issued under this Section 7.3 expire within one (1) year of issuance, unless the Planning Board issues a certificate of renewal of the Special Permit. The certificate shall be issued after the equipment owner submits an affidavit which shall list, by location, all SWFs it owns within the Town of Hamilton and shall certify: (1) each such installation remains in use; (2) each such installation remains covered by insurance; and (3) each such installation remains unchanged in dimension and RF frequency from the year before.
- b. The equipment owner shall pay an annual re-certification fee of \$100 per facility for each facility that remains in use.
- c. Any SWF that is abandoned shall be removed by the owner within sixty (60) days of abandonment at owner's expense. Failure to do so will cause the Planning Board to refuse to issue a certificate of renewal to the equipment owner.

CHAPTER XXXII

HAMILTON AFFORDABLE HOUSING TRUST

SECTION 1: Authority/establishment

Pursuant to G.L. c. 44, § 55C, there is hereby established an affordable housing trust fund to be known as the Hamilton Affordable Housing Trust Fund ("Trust"), which shall be subject to the supervision of the board of selectmen of the town of Hamilton. Said Trust shall be governed by a board of trustees.

SECTION 2: Purposes

The Board of Trustees of the Hamilton Affordable Housing Trust shall:

- A. Exercise its powers and perform its duties for the purpose of investigating and implementing alternatives for the provision of and providing affordable housing for persons of low and moderate income (as defined in G.L. c. 44 § 2), and
- B. Receive and expend funds for the acquisition, rehabilitation, renovation, construction, financing or refinancing of property within the Town of Hamilton for the purposes of providing affordable housing and to further provide mechanisms to ensure such use.

SECTION 3: Composition

The Trust shall have five (5) voting Trustees at all times and the Board of Selectmen shall appoint the Trustees. All Trustees must be residents of the Town of Hamilton, Massachusetts at the time of appointment and at all times throughout the Trustee's term. At all times at least one of the Trustees shall be a member of the Board of Selectmen. In making such appointments, the Board of Selectmen shall endeavor to provide a broad-based membership including legal, banking, financial and real estate professionals, other members of the local business community and affordable housing advocates. The Town Manager shall serve as a sixth Trustee, without the authority to vote.

SECTION 4: Term of Office

Upon establishment of the Trust, the Board of Selectmen shall forthwith appoint (2) Trustees whose initial terms shall expire on the first June 30 after appointment and (3) Trustees whose initial terms shall expire on the second June 30 after appointment. Thereafter, the Trustees shall be appointed for a two (2) year term commencing on July 1 and ending on June 30 or until such time as a successor is appointed, should said appointment be delayed.

SECTION 5: Organization

The Trustees shall annually elect one Trustee to serve as Chairperson. Sub-committees and/or ad hoc task related committees may be created by a majority vote of the Trustees to carry out the purposes of the Trust.

SECTION 6: Filling of vacancies

In the event of a vacancy in the position of Trustee, the appointment shall be made in the same manner as the original appointment.

SECTION 7: Meetings, quorum

Meetings of the Trust shall be held at the call of the Chairperson or any two (2) Trustees. Three voting Trustees shall constitute a quorum and a majority vote of the voting membership shall be required to approve any motion.

SECTION 8: Powers and duties

In addition to the powers and duties specified in G.L. c. 44, § 55C, the Board of Trustees shall have the following additional powers and duties:

- A. To establish criteria and/or qualifications for affordable housing recipients and make expenditures in accordance with the Trust's above-stated purposes.
- B. To enter into an agreement with the Town of Hamilton, wherein the Board of Trustees shall undertake to make to the Town, annual payments in lieu of taxes in connection with any real property acquired and owned by the Board; entering into such agreement shall not be mandatory but shall be at the discretion of the Board of Trustees.

SECTION 9: Powers Reserved by the Board of Selectmen

The Board of Trustees shall not have the following powers which are reserved and remain with the Board of Selectmen, for the purposes of this bylaw only and not all property acquisitions, and are subject to approval by a majority vote of the Board of Selectmen:

- A. The acquisition or disposition of real property.
- B. The expenditure of trust funds for the acquisition of real property.
- C. The borrowing of money and the mortgaging and pledging of trust assets.

SECTION 10: Treasurer-Collector as custodian

The Treasurer-Collector shall be the custodian of the Trust's funds and shall maintain separate accounts and records for said funds. He or she shall invest the funds in the manner authorized by M.G.L. c. 44, §§ 55, 55A and 55B. Any income or proceeds received from the investment of funds shall be credited to and become part of the Trust.

TOWN OF HAMILTON CAPITAL IMPROVEMENT PLAN (WIP)						
	FY20	FY21	FY22	FY23	TOTAL	Suggested Funding Sources
General Government (Technology Management)						
Voting Machines	\$21,300				\$21,300	Free Cash/Budgetary
Server Replacement			\$35,000		\$35,000	Free Cash/Budgetary
Computers		\$55,000			\$55,000	Free Cash/Budgetary
<i>General Government Subtotal</i>	<i>\$21,300</i>	<i>\$55,000</i>	<i>\$35,000</i>	<i>\$0</i>	<i>\$111,300</i>	
Fire Department						
PICK UP TRUCK - Replace Squad 7 (2008)	\$48,703				\$48,703	Free Cash/Budgetary
SQUAD TRUCK - Replace Squad 5 (2006)		\$125,000			\$125,000	Free Cash/Budgetary
<i>Fire Subtotal</i>	<i>\$48,703</i>	<i>\$125,000</i>	<i>\$0</i>	<i>\$0</i>	<i>\$173,703</i>	
Police Department						
Patrol SUVs	\$40,000	\$40,000	\$40,600	\$41,200	\$161,800	Free Cash/Budgetary
<i>Police Subtotal</i>	<i>\$40,000</i>	<i>\$40,000</i>	<i>\$40,600</i>	<i>\$41,200</i>	<i>\$161,800</i>	
Public Works Department						
Vehicle/Equipment Replacements:						
2011 GMC Dump Truck	\$58,000				\$58,000	Free Cash/Budgetary
2001 John Deere Tractor			\$28,375		\$28,375	Free Cash/Budgetary
2002 John Deere Tractor			\$28,375		\$28,375	Free Cash/Budgetary
1998 Flatbed Trailer			\$5,500		\$5,500	Free Cash/Budgetary
- 2013 John Deere Riding Mower		\$16,129			\$16,129	Free Cash/Budgetary
(2) 2013 International Sanders			\$150,000	\$150,000	\$300,000	Bonding
<i>Vehicle/Equipment Subtotal</i>	<i>\$58,000</i>	<i>\$16,129</i>	<i>\$212,250</i>	<i>\$150,000</i>	<i>\$436,379</i>	
Highways:						
Essex Street Pathway Phase I & II		\$300,000	\$250,000	\$300,000	\$850,000	Bonding
Road and Sidewalk Repair Program	\$90,000	\$90,000	\$90,000	\$90,000	\$360,000	Free Cash/Budgetary
Road and Sidewalk Repair Program (CH90)	\$100,000	\$100,000	\$100,000	\$100,000	\$400,000	Chapter 90
NPDES Phase II Compliancy		\$70,000	\$80,000	\$50,000	\$200,000	Free Cash/Budgetary
Chebacco Road Paving	\$1,000,000				\$1,000,000	Chapter 90/Bonding
<i>Highway Subtotal</i>	<i>\$1,190,000</i>	<i>\$560,000</i>	<i>\$520,000</i>	<i>\$540,000</i>	<i>\$2,810,000</i>	
Facilities Management:						
DPW Salt Shed Replacement		\$50,000			\$50,000	Free Cash/Budgetary
DPW Garage Roof		\$50,000			\$50,000	Free Cash/Budgetary
Town Hall Renovation - Design Phase	\$225,000	\$400,000			\$625,000	Bonding/CPA/Budgetary
Town Hall Construction			\$6,000,000		\$6,000,000	CPA/Town Bonding
<i>Facilities Subtotal</i>	<i>\$225,000</i>	<i>\$500,000</i>	<i>\$6,000,000</i>	<i>\$0</i>	<i>\$6,725,000</i>	
<i>DPW Subtotal</i>	<i>\$1,473,000</i>	<i>\$1,076,129</i>	<i>\$6,732,250</i>	<i>\$690,000</i>	<i>\$9,971,379</i>	

TOWN OF HAMILTON CAPITAL IMPROVEMENT PLAN (WIP)						
	FY20	FY21	FY22	FY23	TOTAL	Suggested Funding Sources
Parks & Recreation Department						
Replace Small Playground Equipment Recreation Center			\$30,000		\$30,000	Recreation Revolving Fund/CPA
Concession/Bathroom/Storage Building Patton Park	\$50,000				\$50,000	Free Cash/Budgetary
Donovan Field Redevelopment				\$645,000	\$645,000	CPA/Free Cash/Budgetary
Patton Park Re-Development			\$880,000		\$880,000	CPA/Free Cash/Budgetary
HWRSD Turf Field		\$700,000			\$700,000	Special Stabilization Fund/CPA
<i>Parks & Recreation Subtotal</i>	<i>\$50,000</i>	<i>\$700,000</i>	<i>\$910,000</i>	<i>\$645,000</i>	<i>\$2,305,000</i>	
TOTAL GENERAL FUND CAPITAL						
	\$1,633,003	\$1,996,129	\$7,717,850	\$1,376,200	\$12,723,182	
Water:						
Meter Replacement Program	\$15,000	\$15,000	\$15,000	\$15,000	\$60,000	Retained Earnings/Budgetary
2013 GMC Water Utility Vehicle w/ Plow				\$45,000	\$45,000	Retained Earnings/Budgetary
Water Storage Distribution and Tank-Design and Construction		\$1,500,000			\$1,500,000	Bonding
Water Treatment Plant	\$1,500,000				\$1,500,000	Bonding
<i>Water Subtotal</i>	<i>\$1,515,000</i>	<i>\$1,515,000</i>	<i>\$15,000</i>	<i>\$60,000</i>	<i>\$3,105,000</i>	
TOTAL CAPITAL						
	\$3,148,003	\$3,511,129	\$7,732,850	\$1,436,200	\$15,828,182	

APPENDIX K
FY2020 PATTON HOMESTEAD OPERATING BUDGET

	FY 18 Actual	FY 19 Budget	FY 20 Projected	FY19/20 Budget	
				\$ Change	% Change
<u>Source of Funds:</u>					
Rental Revenue	-	3,000	6,000	3,000	100%
Event Revenue	-	-	30,000	30,000	0.0%
Earnings on Investments	239	-	-	-	0.0%
Subtotal Direct Revenues	239	3,000	36,000	33,000	1100%
Unreserved Fund Balance	-	-	30,000	30,000	0.0%
Transfer from Other Funds	35,811	90,011	86,343	(3,668)	-4.1%
Total Source of Funds	36,050	93,011	152,343	59,332	63.8%
<u>Use of Funds:</u>					
Permanent Wages	-	29,270	58,971	29,701	101.5%
Medicare	-	425	855	430	101.2%
Utilities/Fuel Charges	524	6,262	13,000	6,738	107.6%
Repair & Mtc Bldgs/Grds	393	5,500	5,500	-	0.0%
Custodial Services	-	3,400	5,000	1,600	47.1%
Litigation Services	875	3,000	3,000	-	0.0%
Consultative Services	1,538	2,500	7,500	5,000	200.0%
Voice Data & Video Service	204	2,244	3,575	1,331	59.3%
Advertising & Printing	-	5,600	3,000	(2,600)	-46.4%
Office Expenses	-	6,400	1,400	(5,000)	-78.1%
Bldgs & Grds Supplies	96	2,000	2,000	-	0.0%
Travel	-	200	750	550	275.0%
Dues/Books/Subscriptions	-	500	500	-	0.0%
Other Expenses	-	5,000	5,000	-	0.0%
Direct/Indirect Costs	-	20,710	42,292	21,582	104.2%
Total Use of Funds	3,629	93,011	152,343	59,332	63.8%
Beginning Fund Balance	-	32,421	32,421	-	0.0%
Net Income/(Loss)	32,421	-	-	-	0.0%
Unreserved Fund Balance	-	-	(30,000)	(30,000)	0.0%
Ending Fund Balance	32,421	32,421	32,421	-	0.0%
		<i>projected</i>	<i>projected</i>		