



WARRANT

For

Annual Town Meeting

June 20, 2020

9:00 a.m.

Hamilton-Wenham Regional High School
Football Stadium

Annual Town Election

June 25, 2020

11:00 a.m. – 7:00 p.m.

Hamilton-Wenham Regional Gymnasium

Town By-Laws

CHAPTER II

RULES AND PROCEDURE OF TOWN MEETINGS

SECTION 1. All articles in the warrant shall be taken up in the order of their arrangement, unless otherwise decided by a two-thirds vote, except that unanimous consent shall be required for inclusion of an Article in a "Consent Motion" group of Articles that will be taken up by the meeting for voting on the group.

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

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

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

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

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

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

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

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

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Please note: The appendices are also available at the Town Hall, on-line @ www.hamiltonma.gov.

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ESSEX, SS

TO THE CONSTABLE OF THE TOWN OF HAMILTON:

GREETINGS:

In the name of the Commonwealth of Massachusetts, you are hereby directed to notify and warn the inhabitants of the Town of Hamilton qualified to vote in election and town affairs, to meet at the Hamilton-Wenham Regional High School Football Stadium, 775 Bay Road in said town, on Saturday, the fourth day of April, in the year Two Thousand Twenty (April 4, 2020) at nine o'clock in the morning (9:00 a.m.), then and there to act on the following articles.

SECTION 1: ELECTIONS, REPORTS, PROCEDURES

ARTICLE 2020/6 1-1 <i>Election of Officers</i>	<p>To elect the following Town and School District Officers at the Annual Town Election on Thursday, June 25, 2020 from 11:00 a.m. to 7:00 p.m. at the Hamilton-Wenham Recreation Gymnasium, located at 16 Union Street, Hamilton, Massachusetts.</p> <ul style="list-style-type: none"><input type="checkbox"/> Town Moderator for one year<input type="checkbox"/> Town Clerk for three years<input type="checkbox"/> One member of the Board of Selectmen for three years<input type="checkbox"/> One member of the Board of Assessors for three years<input type="checkbox"/> Two members of the Planning Board for three years<input type="checkbox"/> One member of the Planning Board for two years<input type="checkbox"/> One member of the Housing Authority for five years<input type="checkbox"/> One Hamilton-Wenham Public Library Trustee for three years<input type="checkbox"/> Two members of the Hamilton-Wenham Regional School Committee for three years <p>Question: Shall the Town of Hamilton be allowed to exempt from the provisions of proposition two and one-half, so-called, the amounts required to pay the Town's allocable share of the bond issued by the Hamilton-Wenham Regional School District for the purpose of paying costs of the Regional School District FY 2021 Capital Plan, as follows, and including all incidental and related costs: Security Infrastructure Improvements (\$350,000); Elementary School Facilities Study & Educational Plan (\$250,000); Classroom Furniture & Equipment (\$120,000); Replace Sidewalks at Middle School (\$110,000); Athletic Campus Improvement Project - Design/Project Services (\$65,000), and Network Infrastructure Improvement (Phase 1 of 4) (\$63,000)?</p>
ARTICLE 2020/6 1-2 <i>Reports</i>	<p>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 2019 and be posted to the Town of Hamilton website.</p>

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<p>ARTICLE 2020/6 1-3</p> <p><i>Article for Consent Motion</i></p>	<p>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 action thereon or relative thereto.</p> <p>Expected Consent Motion to include articles: (2-1, 2-5, 2-6, 2-7, 2-8, 2-9, 2-10, 2-14, 3-1, 3-2, 3-3 and 3-4)</p>
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SECTION 2: FINANCIAL ACTIONS

<p>ARTICLE 2020/6 2-1</p> <p><i>Compensation/Classification Table</i></p>	<p>To see if the Town will amend the Personnel Bylaw by adopting changes to the classification and compensation table as set forth in Appendix A, or take any action thereon or relative thereto.</p> <p>[The Proposed Compensation/Classification Table appears as Appendix A to the 2020 Appendix Book.]</p> <p><i>Brief Summary:</i> <i>The Classification/Compensation table reflects a cost of living increase for settled contracts and non-union employees.</i></p> <p><i>Fiscal Year 2021 Tax Rate Impact:</i> <i>The tax rate impact of this article is reflected in Article 2-2, the Town budget article, as the Classification/Compensation Table is only one part of a formula used to determine the various wages and salaries contained within the Town budget.</i></p> <p><i>The Board of Selectmen (5-0) recommends favorable action. The Finance and Advisory Committee (5-0) recommends favorable action.</i></p>
<p>ARTICLE 2020/6 2-2</p> <p><i>General Town Departmental Appropriations</i></p>	<p>To see if the Town will raise and appropriate, or transfer from available funds, a sum of money to defray the expenses of schools and all other Town expenses for the Fiscal Year beginning July 1, 2020, or take any action thereon or relative thereto. <i>(Expected requests Town - \$12,015,708 and School Districts up to 5% - \$20,142,186)</i></p> <p>[The proposed budget appears as Appendix B to the 2020 Appendix Book.] [The School Committee approved HWRSD school budget appears as Appendix C to the 2020 Appendix Book.]</p> <p><i>Brief Summary:</i> <i>This article is to approve the general operating budget for the Town and Schools. The original Town budget request was based on level services, with an increase in expenses (not including Schools and reserve transfers) of 3.4%. Budget revisions due to COVID-19 fiscal impact resulted in a decrease in expenses (not including HWRSD and financial reserves transfers) of 5.2%</i></p> <p><i>The HWRSD budget request represents an increase of total school spending by over \$1.2 million -- an increase of 8.25% or \$1,541,408 for Hamilton.</i></p> <p><i>The ENSATSD budget represents an increase of total school spending by over \$1.3 million -- an increase of 24.5% or \$49,894 for Hamilton.</i></p> <p><i>The Board of Selectmen recommends (4-0) favorable action on the Town's</i></p>

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	<i>requested budget and will make a recommendation on the School Department budget after the School Committee votes to amend its budget or on the Town Meeting floor, Selectman Chairman Hubbard was absent. The Finance and Advisory Committee (5-0) recommends favorable action.</i>														
ARTICLE 2020/6 2-3 <i>School District Supplemental Appropriation</i>	<p>To see if the Town will raise and appropriate or transfer from available funds an additional sum of money to defray the expenses of the Hamilton-Wenham Regional School District, or take any action thereon or relative thereto. <i>(Expected request \$603,075)</i></p> <p>Brief Summary: <i>This article seeks to fund expenditures for the HWR School District over the 5% increase included in the Town budget Article 2-2.</i></p> <p>Fiscal Year 2021 Tax Rate Impact: <i>This request will increase the estimated tax rate by approximately \$0.35 per \$1,000 assessed valuation, or \$217 tax assessment on the average home valued at \$613,400.</i></p> <p>The Board of Selectmen (4-0) will make a recommendation after the School Committee votes to amend its budget or on the Town Meeting floor, Selectman Chairman Hubbard was absent. The Finance and Advisory Committee (3-2) recommends favorable action.</p>														
ARTICLE 2020/6 2-4 <i>School District Capital Expenditures Approval of Borrowing</i>	<p>To see what action the Town will take, in accordance with MGL Chapter 71, Section 16(d), with respect to a borrowing authorized by the Hamilton-Wenham Regional School District School Committee in the amount of \$958,000 for the purchase and equipping of the below items listed in the District's FY21 Capital Projects Budget, including the payment of all incidental or related costs:</p> <table border="0"> <tr> <td>Security Infrastructure Improvements</td><td align="right">\$350,000</td></tr> <tr> <td>Elementary School Facilities Study & Educational Plan</td><td align="right">\$250,000</td></tr> <tr> <td>Classroom Furniture & Equipment</td><td align="right">\$120,000</td></tr> <tr> <td>Replace Sidewalks at Middle School</td><td align="right">\$110,000</td></tr> <tr> <td>Athletic Campus Improvement Project - Design/Project Services</td><td align="right">\$65,000</td></tr> <tr> <td>Network Infrastructure Improvement (Phase 1 of 4)</td><td align="right">\$63,000</td></tr> <tr> <td align="right">TOTAL</td><td align="right">\$958,000</td></tr> </table> <p>provided, however, that the vote taken hereunder shall be expressly contingent upon approval by the voters at an election of a Proposition 2 ½, so called, debt exclusion allowing the Town to raise the money needed to repay its share of the principal and interest on such bonds or notes outside the limits established by MGL Chapter 59, Section 21C, or take any action thereon or relative thereto.</p> <p><i>(Expected request \$958,000)</i></p> <p>Brief Summary: <i>This article funds capital expenditures for the School District.</i></p> <p>Fiscal Year 2021 Tax Rate Impact: <i>For FY 2021, the School Department has included a Bond Anticipation Note (BAN) interest payment of \$9,579 in its operating budget. However, the full cost of the borrowing will be raised on the tax rate in subsequent years, if a ballot question is successful at the Spring Town Election on April 9, 2020.</i></p>	Security Infrastructure Improvements	\$350,000	Elementary School Facilities Study & Educational Plan	\$250,000	Classroom Furniture & Equipment	\$120,000	Replace Sidewalks at Middle School	\$110,000	Athletic Campus Improvement Project - Design/Project Services	\$65,000	Network Infrastructure Improvement (Phase 1 of 4)	\$63,000	TOTAL	\$958,000
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	<p><i>The Board of Selectmen (4-0) will make a recommendation after the School Committee votes to amend its budget or on the Town Meeting floor, Selectman Chairman Hubbard was absent. The Finance and Advisory Committee (5-0) recommends favorable action.</i></p>
<p>ARTICLE 2020/6 2-5</p> <p><i>Water Enterprise Budget</i></p>	<p>To see if the Town will approve the FY2021 Water Enterprise Budget, as set forth in Appendix D, or take any action thereon or relative thereto. <i>(Expected request \$1,976,780)</i></p> <p>[The proposed budget appears as Appendix D to the 2020 Appendix Book.]</p> <p><i>Brief Summary: The FY21 operating budget for the Water Enterprise represents an increase of \$92,596 or 4.9%. Retained earnings in the amount of \$327,280 were used to balance the budget.</i></p> <p><i>Fiscal Year 2021 Tax Rate Impact : The Water Department is supported by water fees; adoption of the budget will not impact the tax rate.</i></p> <p><i>The Board of Selectmen (5-0) recommends favorable action. The Finance and Advisory Committee (5-0) recommends favorable action.</i></p>
<p>ARTICLE 2020/6 2-6</p> <p><i>Annual Financial Actions</i></p>	<p>To see if the Town will authorize the following financial actions, or take any action thereon or relative thereto.</p> <p>A. To transfer \$2,000.00 from the Cemetery Sale of Lots and Graves Fund to General Fund to be used for cemetery purposes;</p> <p>B. To transfer \$1,134.00 from the Clark Property Fund to the Conservation Fund;</p> <p>C. To transfer \$381,653.00 from the Water Enterprise Fund to the General Fund to be used for indirect expenses;</p> <p><i>Brief Summary: This article occurs annually as part of the budget process.</i></p> <p><i>Fiscal Year 2021 Tax Rate Impact: The proposed transfers from the Cemetery Sale of Lots and Graves and Water Enterprise Funds will reduce the estimated tax rate by approximately \$0.22 per \$1,000 assessed valuation, or \$137 tax assessment on the average home valued at \$613,400.</i></p> <p><i>The Board of Selectmen (5-0) recommends favorable action. The Finance and Advisory Committee (5-0) recommends favorable action.</i></p>
<p>ARTICLE 2020/6 2-7</p> <p><i>Community Preservation Budget</i></p>	<p>To see if the Town will act on the Report of the Community Preservation Committee on the Fiscal Year 2021 Community Preservation Budget and specified other projects and appropriate or reserve for later appropriation monies from community preservation fund annual revenues, specific reserves or other available funds for the administrative expenses of the Community Preservation Committee, the payment of debt service, the undertaking of community preservation projects and all other necessary and proper expenses for the year, as set forth in Appendix E, or take any action thereon or relative thereto.</p>

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	<p>[The Budget appears as Appendix E of the 2020 Appendix Book.]</p> <p>Brief Summary: <i>The Community Preservation Budget supports many requests made by different groups and organizations each year. Please refer to Warrant Appendices for list of projects.</i></p> <p>Fiscal Year 2021 Tax Rate Impact : <i>The Community Preservation Budget is funded from a 2% surcharge on to the property tax plus State matching funds. This is noted as a separate line item on your tax bill.</i></p> <p>The Board of Selectmen recommends favorable action (5-0). The Finance and Advisory Committee (5-0) recommends favorable action.</p>
<p>ARTICLE 2020/6 2-8</p> <p><i>Annual Budget for Revolving Funds</i></p>	<p>To see if the Town will vote pursuant to M.G.L. c.44, §53E ½ to set the limit on the total amount that may be expended from each revolving fund established under Ch. XXXIV of the General Bylaws for the fiscal year beginning July 1, 2020; with such expenditure limits to be applicable from fiscal year to fiscal year unless otherwise amended by Town Meeting prior to July 1 for the upcoming fiscal year; or take any action thereon or relative thereto.</p> <p>Brief Summary: <i>This article authorizes the fiscal year 2021 expenditure caps on the Town's revolving funds, per MGL Chapter 44, Section 53E1/2. It is anticipated that the Town will be asked to approve a cap of \$350,000 for Recreation and Parks, \$125,000 for the Pool, \$20,000 for the Council on Aging, and \$20,000 for the Emergency Dispensing Services and Clinics revolving funds. Language has been included so that the amounts approved shall remain in effect, thereby eliminating the need to vote on the limits each year unless the Town wishes to amend the amounts in future years.</i></p> <p>Fiscal Year 2021 Tax Rate Impact : <i>This article sets the cap on spending within the individual Revolving Funds, as noted above. The money within those funds is raised through fees generated by the services those departments provide and are not from the General Fund. There is no Tax Rate Impact as a result of this vote.</i></p> <p>The Board of Selectmen recommends (5-0) favorable action. The Finance and Advisory Committee (5-0) recommends favorable action.</p>
<p>ARTICLE 2020/6 2-9</p> <p><i>Hamilton Development Corporation</i></p>	<p>To see if the Town will raise and appropriate the sum of \$50,000.00 to the Hamilton Development Corporation, or take any action thereon or relative thereto. (Expected request is \$50,000)</p> <p>Brief Summary: <i>At the 2010 Annual Town Meeting the Town accepted the provisions of M.G.L.c.64L, Section 2(a) to impose a local meals excise tax. At the same meeting the Town approved that such funds were to be used for the purpose of supporting economic development in the downtown commercially zoned district.</i></p> <p>Fiscal Year 2021 Tax Rate Impact : <i>The proposed transfer means that funds</i></p>

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	<p><i>generated by the meals tax cannot be applied to other projects or programs in the Town's annual budget, as a result the estimated tax rate will increase by approximately \$0.03 per \$1,000 assessed valuation, or \$18 tax assessment on the average home valued at \$613,400.</i></p> <p><i>The Board of Selectmen (5-0) recommends favorable action. The Finance and Advisory Committee (5-0) recommends favorable action.</i></p>
<p>ARTICLE 2020/6 2-10</p> <p><i>OPEB Trust Fund</i></p>	<p>To see if the Town will raise and appropriate the sum of \$125,000.00 for the purpose of funding the Other Post-Employment Benefits (OPEB) Liability Trust Fund, or take any action thereon or relative thereto.</p> <p><i>Brief Summary:</i> <i>This article proposes to appropriate \$125,000 towards the Town's unfunded liability for health and life insurance benefits of both current and future retired employees. Appropriations for this liability were first made at the 2010 Annual Town Meeting. Governmental Accounting Standards requires all local governments to account for other post-employment benefits (OPEB) using an accrual methodology over participants' active working career. The Town's most recent actuarial study (as of July 1, 2017) indicated that the Town had an actuarially determined unfunded liability of approximately \$7.7 million. The Town has already set aside approximately \$657,000 for this long-term liability.</i></p> <p><i>Fiscal Year 2021 Tax Rate Impact :</i> <i>The allocation of these funds to the OPEB Trust Fund , will increase the estimated tax rate by approximately \$0.07 per \$1,000 assessed valuation, or \$45 tax assessment on the average home valued at \$613,400.</i></p> <p><i>The Board of Selectmen (5-0) recommends favorable action. The Finance and Advisory Committee (5-0) recommends favorable action.</i></p>
<p>ARTICLE 2020/6 2-11</p> <p><i>Patton Homestead Operating Budget</i></p>	<p>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 2021 operating costs, or take any action thereon or relative thereto. (Expected request is \$90,571)</p> <p>[The budget appears as Appendix F to the 2020 Appendix Book.]</p> <p><i>Brief Summary:</i> <i>Request to transfer from available funds the costs of Director and Homestead support and maintenance costs. Separately there is a \$44,501 transfer back to the General Fund for support costs resulting in a net impact of \$46,070. A Special Fund was created in 2018 in response to a Citizens' Petition to provide increased transparency on Patton Homestead spending, which is the reason for these transfers. In February 2019, a Director was hired for the Patton Homestead, and a three (3) year Business Plan was created to guide revenue generation. Fiscal Year 2021 will be year two (2) of the three (3) year plan. Year one (1) encountered some unforeseen challenges to the Business Plan, but adjustments have been made going into year two (2). Transferred funds will support the implementation of the Business Plan, the Patton Homestead Director, and maintenance costs for the property.</i></p> <p><i>Fiscal Year 2021 Tax Rate Impact :</i> <i>The allocation of these funds to the Patton Homestead will increase the estimated tax rate by approximately \$0.05 per</i></p>

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	<p><i>\$1,000 assessed valuation, or \$33 tax assessment on the average home valued at \$613,400.</i></p> <p><i>The Board of Selectmen (3-2) recommends favorable action, Chairman Hubbard and Selectwoman Kennedy voted against. The Finance and Advisory Committee (5-0) voted to recommend favorable action.</i></p>
<p>ARTICLE 2020/6 2-12</p> <p><i>Stabilization Fund</i></p>	<p>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 \$247,757)</p> <p><i>Brief Summary:</i> <i>This article requests an appropriation to be added to the Stabilization Fund. This fund may be used for any purpose in the future, but requires a vote of Town Meeting in order to transfer and spend any of these funds. The Town has approved a policy to maintain a minimum balance of 5% of the current general fund operating budget in its general stabilization fund and to annually appropriate a minimum of 0.5% of general fund operating revenues to this fund until the target minimum balance is met. The requested amount represents 0.75% of the general fund operating revenues. The Town has already set aside approximately \$1,164,912 to this fund, representing 3.5% of general fund operating revenues.</i></p> <p><i>A 2/3 vote is required to approve this Article pursuant to Chapter II, Section 5 of the Town's General Bylaws.</i></p> <p><i>Fiscal Year 2021 Tax Rate Impact :</i> <i>None, as it is anticipated that the funds will come from Certified Free Cash.</i></p> <p><i>The Board of Selectmen (5-0) recommends favorable action. The Finance and Advisory Committee (5-0) recommends favorable action.</i></p>
<p>ARTICLE 2020/6 2-13</p> <p><i>Capital Stabilization Fund</i></p>	<p>To see if the Town will raise and appropriate or transfer from available funds a sum of money to the Capital Stabilization Fund, or take any action thereon or relative thereto. (Expected request is \$907,592)</p> <p><i>Brief Summary:</i> <i>This article transfers funds to a special purpose stabilization fund to accrue funds for future capital expenditures. These funds should be used to pay outright for moderate-range capital expenditures and thereby preserve debt capacity for major, higher-dollar purchases or projects. The Town has approved a policy to maintain a minimum balance equal to the total annual asset depreciation calculated under the requirements of the Government Accounting Standards Board's Statement 34 (approximately \$1.3 million per FY19 Financial Statements). The Town has already set aside approximately \$504,928 to this fund, representing 39.6 % of the FY'19 annual asset depreciation</i></p> <p><i>A 2/3 vote is required to approve this Article pursuant to Chapter II, Section 5 of the Town's General Bylaws.</i></p> <p><i>Fiscal Year 2021 Tax Rate Impact :</i> <i>None, as it is anticipated that the funds will come from Certified Free Cash.</i></p> <p><i>The Board of Selectmen (5-0) recommends favorable action. The Finance and</i></p>

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	<i>Advisory Committee (5-0) recommends favorable action.</i>
ARTICLE 2020/6 2-14 <i>Educational Incentives and Personnel Services</i>	<p>To see if the Town will raise and appropriate the sum of \$7,691, for the purpose of funding cost items contained in contracts for personnel services with any individual and/or union, or take any action thereon or relative thereto. (<i>Expected request is \$7,691</i>)</p> <p><i>Brief Summary:</i> <i>This article requests an appropriation of \$7,691 to fund educational incentives per Collective Bargaining units and any reclassification of non-union employees.</i></p> <p><i>Fiscal Year 2021 Tax Rate Impact :</i> <i>The allocation of these funds will increase the estimated tax assessment by \$2 on the average home valued at \$613,400.</i></p> <p><i>The Board of Selectmen (5-0) recommends favorable action. The Finance and Advisory Committee (5-0) recommends favorable action.</i></p>

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SECTION 3: OTHER APPROPRIATIONS AND ACTIONS

<p>ARTICLE 2020/6 3-1</p> <p><i>Lease of Town Land at Chebacco Road</i></p>	<p>To see if the Town will vote to transfer from the board or commission presently having care, custody, management and control of the Town-owned parcel of land located on Chebacco Road, adjacent to the new solar array and formerly used as the Town dump, to the Board of Selectmen for the purposes for which said land is currently held and for the purposes of a transfer of a leasehold interest therein, and to authorize the Board of Selectmen to lease said land, for a term of no more than three years, on such terms and conditions as the Board of Selectmen deems appropriate, or take any action thereon or relative hereto.</p> <p><i>Brief Summary:</i> <i>This item allows the Town to lease property on Chebacco Road to the organization known as the Marh Rats for use as a Shotgun Shooting Club. They have used this property in this fashion for many years, and this vote provides a new lease arrangement that provides the Town with approximately \$8,750 per year, with annual increases of \$500 per year for three years. The contract would be renewable for up to two more successive three year contracts, under similar terms if approved by Town Meeting.</i></p> <p><i>A 2/3 majority vote is required to approve this article.</i></p> <p><i>Fiscal Year 2021 Tax Rate Impact:</i> <i>None.</i></p> <p><i>The Board of Selectmen (5-0) recommends favorable action. The Finance and Advisory Committee (5-0) recommends favorable action.</i></p>
<p>ARTICLE 2020/6 3-2</p> <p><i>Application of Bond Premium</i></p>	<p>To see if the Town will vote to supplement each prior vote of the Town that authorizes the borrowing of money to pay costs of capital projects to provide that, in accordance with Chapter 44, Section 20 of the General Laws, the premium received by the Town upon the sale of any bonds or notes thereunder, less any such premium applied to the payment of the costs of issuance of such bond or notes, may be applied to pay project costs and the amount authorized to be borrowed for each such project shall be reduced by the amount of any such premium so applied, or take any action thereon or relative hereto.</p> <p><i>Brief Summary:</i> <i>The municipal modernization act revised G.L. c.44, §20 to authorize bond premiums to reduce the amount to be borrowed. The Town has the options to either reduce the borrowing at the time of issuance or place it in a special fund to be appropriated only for capital projects. This article would allow the Town to have the option to reduce the borrowing at the time of issuance.</i></p> <p><i>Fiscal Year 2021 Tax Rate Impact:</i> <i>None.</i></p> <p><i>The Board of Selectmen (5-0) recommends favorable action. The Finance and Advisory Committee (5-0) recommends favorable action.</i></p>

Annual Town Meeting – June 20, 2020

<p>ARTICLE 2020/6 3-3</p> <p><i>Revision of STM Article 3-3 – Amendment to Income Limitations for Senior Tax Deferral G.L. c.59, §5, Clause 41A</i></p>	<p>To see if the Town will increase the income limit allowed for local property tax deferrals under Clause 41A of the Massachusetts General Laws Chapter 59, Section 5 for single non-head of household filers from \$40,000 to \$58,000, or take any action thereon or relative thereto.</p> <p>Brief Summary: <i>The Town adopted Chapter 59, Section 5, Clause 41A originally in 2002 to allow seniors to delay payment of their property taxes. Under Clause 41A, seniors 65 or older, may be able to delay payment of their property taxes. A property tax deferral does not discharge the tax obligation. It defers payment until the senior sells the property or passes away. A deferral allows seniors to use resources that would otherwise go toward the payment of taxes to defray living expenses instead. The gross receipts limit may be increased up to the income limit allowed for the “circuit breaker” state income tax credit for single non-head of household filers, by vote of the legislative body of the Town. This article raises the income eligibility to include more seniors.</i></p> <p>Fiscal Year 2021 Tax Rate Impact: <i>None.</i></p> <p>The Board of Selectmen (5-0) recommends favorable action. The Finance and Advisory Committee (5-0) recommends favorable action.</p>
<p>ARTICLE 2020/6 3-4</p> <p><i>PILOT for Solar Array Atop Manchester Water Plant</i></p>	<p>To see if the Town will vote to authorize the Board of Selectmen to enter into an agreement for Payment-In-Lieu-Of-Taxes (“PILOT”) pursuant to the provisions of G.L. c.59, §38H(b), or any other enabling legislation, on such terms and conditions and for a term of years as the Board of Selectmen deems in the best interest of the Town for taxes attributable to a solar facility to be installed, owned and operated by Select, or its affiliates, successors or assigns, on the Manchester Water Plant located at 532 Chebacco Road, Assessors Map 71, Parcel 1, and further to authorize the Board of Selectmen to take such action as may be necessary or convenient to carry out the vote taken hereunder, or take any action thereon or relative thereto.</p> <p>Brief Summary: <i>This article provides for a small PILOT payment to be paid to Hamilton, as a result of a new Solar Array on the Town of Manchester’s water plant, which is located in Hamilton. The water plant is not taxable because it is owned by another municipality. However, due to the lease arrangement for the rooftop solar array, the solar array is taxable. This PILOT agreement allows the Manchester solar project to go forward and satisfies the tax obligation to the Town of Hamilton.</i></p> <p>Fiscal Year 2021 Tax Rate Impact: <i>None.</i></p> <p>The Board of Selectmen (5-0) recommends favorable action. The Finance and Advisory Committee (5-0) recommends favorable action.</p>
<p>ARTICLE 2020/6 3-5</p> <p><i>Citizen’s Petition</i></p>	<p>To see if the Town will amend Town By-law Ch. XIV – DISPOSAL OF REFUSE AND GARBAGE bylaw by deleting the current language of the by-law and replacing it with the Amendment to language set forth in Appendix G, or take any action thereon or relative thereto.</p> <p>Brief Summary: <i>As required, this Article appears exactly as it was submitted by the petitioners. The petitioners seek to amend Chapter XIV of the Town’s By-</i></p>

Annual Town Meeting – June 20, 2020

laws, Disposal of Refuse and Garbage, as set forth in Appendix G to require the Board of Selectmen to provide trash collection on a weekly basis, at no additional charge to Town residents, thereby eliminating the “pay as you throw” system. Decisions regarding whether to provide for trash collection, and to set fees therefor, are generally considered executive functions, which rest solely with the Board of Selectmen. Any action taken here is considered advisory in nature.

Fiscal Year 2021 Tax Rate Impact: None.

The Board of Selectmen (5-0) recommends unfavorable action. The Finance and Advisory Committee (5-0) recommends unfavorable action.

Annual Town Meeting – June 20, 2020

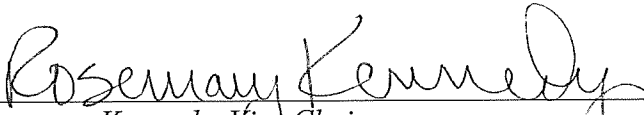
ADJOURNMENT

Given under our hands this _____ day of May, 2020.

HAMILTON BOARD OF SELECTMEN



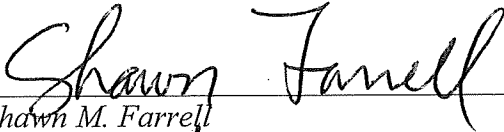
Jeffrey M. Hubbard, Chair



Rosemary Kennedy, Vice Chair



Darcy Dale, Clerk



Shawn M. Farrell



William Olson

Hamilton, Massachusetts

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

Constable

720722/HAML/0001

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

POSTAL PATRON

Visit our website at www.hamiltonma.gov

Please join us

Saturday, June 20, 2020

ANNUAL TOWN MEETING

***Hamilton-Wenham Regional High School
Football Stadium***

9:00 a.m.

DEMOCRACY IS NOT A SPECTATOR SPORT

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

APPENDIX A
COMPENSATION / CLASSIFICATION TABLE
FISCAL YEAR 2021

<i>Exempt Positions</i>									
Grade	Steps	I	II	III	IV	V	VI	VII	VIII
Note #									
2	21 Chief of Fire (40 Hrs)	104,374.40	106,454.40	108,576.00	110,739.20	112,944.00	115,211.20	117,520.00	119,870.40
2	21 Chief of Police (40 Hrs)	104,374.40	106,454.40	108,576.00	110,739.20	112,944.00	115,211.20	117,520.00	119,870.40
2	21 Director of Finance/Accountant (40 Hrs)	104,374.40	106,454.40	108,576.00	110,739.20	112,944.00	115,211.20	117,520.00	119,870.40
1	21 Director of Public Works (40 Hrs)	104,374.40	106,454.40	108,576.00	110,739.20	112,944.00	115,211.20	117,520.00	119,870.40
1	20 Director of Planning & Development (40 Hrs)	100,380.80	102,398.40	104,436.80	106,516.80	108,638.40	110,801.60	113,027.20	115,294.40
1	18 Human Resources Director (40 Hrs)	89,336.00	91,124.80	92,955.20	94,806.40	96,699.20	98,633.60	100,609.60	102,627.20
1	16 Assistant DPW Director (40Hrs)	81,432.00	83,054.40	84,718.40	86,403.20	88,129.60	89,897.60	91,686.40	93,516.80
1	15 Recreation Director (40 Hrs)	78,811.20	80,392.00	81,993.60	83,636.80	85,300.80	87,006.40	88,753.60	90,521.60
1	14 Director of Assessors (37.5 Hrs)	72,793.50	74,256.00	75,738.00	77,259.00	78,799.50	80,379.00	81,978.00	83,616.00
1	14 Treasurer/Collector (37.5 Hrs)	72,793.50	74,256.00	75,738.00	77,259.00	78,799.50	80,379.00	81,978.00	83,616.00
1	13 Council on Aging Director (40 Hrs)	76,876.80	78,416.00	79,976.00	81,577.60	83,200.00	84,864.00	86,569.60	88,296.00
1	12 Town Clerk (Elected - Salary based on 37.5 Hrs)	66,748.50	68,074.50	69,439.50	70,824.00	72,247.50	73,690.50	75,172.50	76,674.00
1	10 Patton Homestead Director (25 Hrs)	39,806.00	40,599.00	41,405.00	42,237.00	43,082.00	43,940.00	44,824.00	45,721.00

<i>Hourly Positions</i>									
Grade	Steps	I	II	III	IV	V	VI	VII	VIII
7	17 Health Agent (<19 Hrs)	40.34	41.15	41.97	42.81	43.67	44.54	45.43	46.34
7	12 Public Health Nurse (<19 Hrs)	34.23	34.91	35.61	36.32	37.05	37.79	38.55	39.32
7	12 Chief Appraiser (10 Hrs)	34.23	34.91	35.61	36.32	37.05	37.79	38.55	39.32
7	12 Assistant Finance Director/Town Accountant (37.5 Hrs)	34.23	34.91	35.61	36.32	37.05	37.79	38.55	39.32
7	11 Sealer of Weights & Measures (<19 Hrs)	32.76	33.42	34.09	34.77	35.47	36.18	36.90	37.64
7	10 Conservation Coordinator (19 Hrs)	30.62	31.23	31.85	32.49	33.14	33.80	34.48	35.17
7	10 Energy Manager (<19 Hrs)	30.62	31.23	31.85	32.49	33.14	33.80	34.48	35.17
7	10 Asst. to the Town Manager/CPA Coordinator (37.5 Hrs)	30.62	31.23	31.85	32.49	33.14	33.80	34.48	35.17
6	9 Assistant Treasurer/Collector (37.5 Hrs)	28.61	29.18	29.76	30.36	30.97	31.59	32.22	32.86
6	8 Fire Equipment Mechanic (<19 Hrs)	27.23	27.77	28.33	28.90	29.48	30.07	30.67	31.28
6	8 Health Inspector (<19 Hrs)	27.23	27.77	28.33	28.90	29.48	30.07	30.67	31.28
6	8 Reserve Patrolman	27.23	27.77	28.33					
6	7 Accounting Assistant (15.5 Hrs)	24.23	24.71	25.20	25.70	26.21	26.73	27.26	27.81
6	7 Facilities Maintenance Technician (40 Hrs)	24.23	24.71	25.20	25.70	26.21	26.73	27.26	27.81
6	7 Information/Media Specialist (<19 Hrs)	24.23	24.71	25.20	25.70	26.21	26.73	27.26	27.81
6	7 Social Services Specialists (<19 Hrs)	24.23	24.71	25.20	25.70	26.21	26.73	27.26	27.81
6	7 Emergency Center Dispatcher (P/T)	24.23	24.71	25.20					
6	4 Clerk/Typist (<19 Hrs)	16.73	17.06	17.40	17.75	18.11	18.47	18.84	19.22
6	4 Clerk/Typist (<19 Hrs)	19.91	20.31	20.72	21.13	21.55	21.98	22.42	22.87
6	4 Custodian (<19 Hrs)	16.73	17.06	17.40	17.75	18.11	18.47	18.84	19.22
6	4 Matron	20.54	21.78	23.09	24.48				

Collective Bargaining Unions

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

7/1/19 - (existing agreement expires 6/30/22)									
Grade	Steps	I	II	III	IV	V	VI	VII	VIII
6	Administrative Assistants	23.50	23.97	24.45	24.94	25.44	25.95	26.47	27.00
7	Administrative Assistants	24.34	24.83	25.33	25.84	26.36	26.89	27.43	27.98

Grades 6 & 7 are based on the Administrative Union Contract wage grid

DPW Union - Hourly Compensation table established by Union Contract.

7/1/17 (existing agreement expires 6/30/21)									
Grade	Steps	I	II	III	IV	V	VI	VII	VIII
9	Foreman	28.61	29.18	29.76	30.36	30.97	31.59	32.22	32.86
9	Mechanic	28.61	29.18	29.76	30.36	30.97	31.59	32.22	32.86
9	Plant Operator-Primary	28.61	29.18	29.76	30.36	30.97	31.59	32.22	32.86
7	Heavy Equipment Operator	24.23	24.71	25.20	25.70	26.21	26.73	27.26	27.81
6	Truck Driver/Laborer	23.39	23.86	24.34	24.83	25.33	25.84	26.36	26.89

Firefighter Union - Hourly Compensation table established by Union Contract.

7/1/19 (existing agreement expires 6/30/22)									
Grade	Steps	I	II	III	IV	V	VI	VII	VIII
8	Firefighter/EMT	27.23	27.77	28.33	28.90	29.48	30.07	30.67	31.28
11	FF/Lieutenant-Inspector	32.76	33.42	34.09	34.77	35.47	36.18	36.90	37.64
13	FF/Captain-Inspector	36.96	37.70	38.45	39.22	40.00	40.80	41.62	42.45
	EMT Certification Stipend (Bi-weekly)	130.00							
	On-Call Stipend (per night)	25.00							

Police Union - Hourly Compensation table established by Union Contract.

	7/1/19 (existing agreement expires 6/30/22)						
	PATROLMAN						
	Steps	I	II	III	IV	V	VI
	Upon completion of years of service	0	1 yrs.	5 yrs.	10 yrs.	15 yrs.	20 yrs.
	Employees Hired Prior to 7/1/2010						
1, 3	W/O College Degree	27.36	28.37	29.09	29.79	30.50	31.64
1, 3	BA/BS	32.84	34.05	34.90	35.74	36.60	37.97
1, 3	MA/MS	34.21	35.47	36.36	37.23	38.12	39.54
	Employees Hired After 7/1/2010						
1, 3	W/O College Degree	27.36	28.37	29.09	29.79	30.50	31.64
1, 3	BA/BS	30.10	31.22	32.00	32.77	33.55	34.81
1, 3	MA/MS	34.21	35.47	36.36	37.23	38.12	39.54

	SERGEANT						
	Steps	I	II	III	IV	V	VI
	Upon completion of years of service	0	1 yrs.	5 yrs.	10 yrs.	15 yrs.	20 yrs.
	Employees Hired Prior to 7/1/2010						
	BA/BS	38.42	39.84	40.83	41.82	42.82	44.42
	MA/MS	40.03	41.50	42.54	43.56	44.60	46.26
	Employees Hired After 7/1/2010						
	BA/BS	35.22	36.53	37.44	38.34	39.25	40.73
	MA/MS	40.03	41.50	42.54	43.56	44.60	46.26

	LIEUTENANT						
	Steps	I	II	III	IV	V	VI
	Upon completion of years of service	0	1 yrs.	5 yrs.	10 yrs.	15 yrs.	20 yrs.
	Employees Hired Prior to 7/1/2010						
	BA/BS	41.71	43.24	44.32	45.39	46.48	48.22
	MA/MS	43.45	45.05	46.18	47.28	48.41	50.22
	Employees Hired After 7/1/2010						
	BA/BS	38.23	39.65	40.64	41.62	42.61	44.21
	MA/MS	43.45	45.05	46.18	47.28	48.41	50.22

<i>Police & Fire Signal Operator Union - Hourly Compensation table established by Union Contract.</i>								
Grade	7/1/17 (existing agreement expires 6/30/21)							
	Steps	I	II	III	IV	V	VI	VII
7	Dispatcher	24.23	24.71	25.20	25.70	26.21	26.73	27.26
								27.81

Other Municipal Positions

Elected/Appointed Positions (MGL 41 s.108 & 108A)	Annual Salary
Town Manager	142,800.00
Chief of Police	158,214.08
Chief of Fire	124,950.00
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

Call Firefighters Rank	Hourly Wage	Certified 5%
Deputy Chief	29.82	31.32
Captain	27.63	29.01
Lieutenant	25.41	26.68
Senior Firefighter (provisional)	-	24.93
Inspector, Electrical/Building	25.41	n/a
Firefighter w/ CPR 1st Responder	22.08	23.19
Probationary Firefighter	18.78	n/a
On-Call Stipend (per night)	25.00	

Occasional Help	Range of Compensation
Registrar of Voters (annually)	400.00
Seasonal Employee	12.75 24.00
	Jul/Dec 2020 Jan/Jun 2021
Poll Worker	12.75 13.50
Warden (Elections/Registration)	13.75 14.50
Senior Work-Off Program	12.75 13.50

Professional Stipends	Annual Rate
Animal Control Officer/Inspector	13,250
Animal Pick-Up (Deceased)	2,400
Wildlife Officer	2,400
Call Fire Deputy Chief	1,500
EMT Certification (Police Officers)	1,750
Harbormaster	1,200
Professional Certifications	1,000
Call Fire Captain	750
Call Fire Training Officer	500
Accreditation Stipend (Police)	700

Legend Notes

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

APPENDIX B
FY2021 GENERAL FUND PROPOSED BUDGET

GENERAL GOVERNMENT		FY2017 ACTUALS	FY2018 ACTUALS	FY2019 ACTUALS	FY2020 BUDGET	FY2021 PROJECTED	FY20/21 BUDGET \$ Change	% Change
122	Selectmen							
	Personnel Expenses	31,232.98	39,423.43	39,469.77	37,624.95	38,555.27	930.32	2.5%
	Operating Expenses	1,574.00	5,930.99	170.00	6,800.00	4,800.00	(2,000.00)	-29.4%
	Total Selectmen	32,806.98	45,354.42	39,639.77	44,424.95	43,355.27	(1,069.68)	-2.4%
123	Town Manager							
	Personnel Expenses	188,627.58	265,505.28	183,081.67	292,533.59	295,068.73	2,535.14	0.9%
	Operating Expenses	93,884.74	81,336.13	92,781.08	112,060.01	104,600.00	(7,460.01)	-6.7%
	Total Town Manager	282,512.32	346,841.41	275,862.75	404,593.60	399,668.73	(4,924.87)	-1.2%
132	Fin Com/Reserve							
	Expenses	176.00	325.00	180.00	3,425.00	425.00	(3,000.00)	-87.6%
	Reserve Fund	-	-	-	84,670.50	100,000.00	15,329.50	18.1%
	Total Fin Com	176.00	325.00	180.00	88,095.50	100,425.00	12,329.50	14.0%
135	Finance/IT Dept							
	Personnel Expenses	124,852.66	188,048.23	180,417.25	240,824.36	213,523.28	(27,301.08)	-11.3%
	Operating Expenses	223,527.64	175,793.50	175,557.75	228,757.28	184,895.55	(43,861.73)	-19.2%
	Capital Expenses	5,220.07	3,208.39	1,669.66	3,500.00	3,500.00	-	0.0%
	Total Finance/IT Dept	353,600.37	367,050.12	357,644.66	473,081.64	401,918.83	(71,162.81)	-15.0%
141	Assessor							
	Personnel Expenses	153,934.50	159,073.26	165,874.48	169,149.35	165,955.72	(3,193.63)	-1.9%
	Operating Expenses	15,789.11	8,373.05	17,078.66	20,566.00	7,691.00	(12,875.00)	-62.6%
	Total Assessor	169,723.61	167,446.31	182,953.14	189,715.35	173,646.72	(16,068.63)	-8.5%
145	Treasurer/Collector							
	Personnel Expenses	173,224.31	185,420.35	197,336.50	198,009.45	185,854.68	(12,154.77)	-6.1%
	Operating Expenses	40,128.43	37,241.21	37,134.02	51,041.64	47,025.00	(4,016.64)	-7.9%
	Total Treasurer/Collector	213,352.74	222,661.56	234,470.52	249,051.09	232,879.68	(16,171.41)	-6.5%
151	Town Counsel							
	Retainer	36,000.00	35,500.00	36,583.37	94,500.00	84,000.00	(10,500.00)	-11.1%
	Expenses	89,434.03	109,552.78	87,181.29	42,643.50	42,000.00	(643.50)	-1.5%
	Total Town Counsel	125,434.03	145,052.78	123,764.66	137,143.50	126,000.00	(11,143.50)	-8.1%
161	Town Clerk							
	Personnel Expenses	99,586.01	97,738.45	112,071.15	116,494.59	121,279.30	4,784.71	4.1%
	Operating Expenses	10,703.64	12,975.40	13,503.75	14,050.00	14,620.00	570.00	4.1%
	Total Town Clerk	110,289.65	110,713.85	125,574.90	130,544.59	135,899.30	5,354.71	4.1%

APPENDIX B
FY2021 GENERAL FUND PROPOSED BUDGET

	FY2017 ACTUALS	FY2018 ACTUALS	FY2019 ACTUALS	FY2020 BUDGET	FY2021 PROJECTED	FY20/21 BUDGET \$ Change	% Change
162 Elections & Registration							
Personnel Expenses	17,212.24	6,454.51	15,392.61	18,190.09	21,895.35	3,705.26	20.4%
Operating Expenses	18,514.97	17,197.30	17,938.51	24,220.00	23,720.00	(500.00)	-2.1%
Total Elections & Registration	35,727.21	23,651.81	33,331.12	42,410.09	45,615.35	3,205.26	7.6%
171 Conservation Commission							
Personnel Expenses	29,524.32	30,607.24	33,273.88	39,959.42	30,612.31	(9,347.11)	-23.4%
Operating Expenses	746.00	3,649.00	885.52	1,925.00	1,425.00	(500.00)	-26.0%
Total Conservation Commission	30,270.32	34,256.24	34,159.40	41,884.42	32,037.31	(9,847.11)	-23.5%
172 Planning							
Personnel Expenses	108,019.18	112,662.42	115,918.96	117,550.24	119,982.09	2,431.85	2.1%
Operating Expenses	1,810.12	6,089.66	1,521.74	21,350.00	15,450.00	(5,900.00)	-27.6%
Total Planning	109,829.30	118,752.08	117,440.70	138,900.24	135,432.09	(3,468.15)	-2.5%
174 Chebacco Woods							
Operating Expenses	2,500.00	2,500.00	1,940.71	2,500.00	2,500.00	-	0.0%
Total Chebacco Woods	2,500.00	2,500.00	1,940.71	2,500.00	2,500.00	-	0.0%
192 Facilities							
Personnel Expenses	68,781.30	67,378.75	70,138.10	83,000.00	84,499.40	1,499.40	1.8%
Operating Expenses	233,185.87	210,618.57	181,366.46	205,374.87	173,563.75	(31,811.12)	-15.5%
Total Facilities	301,967.17	277,997.32	251,504.56	288,374.87	258,063.15	(30,311.72)	-10.5%
Subtotal General Government	1,768,189.70	1,862,602.90	1,778,466.89	2,230,719.84	2,087,441.43	(143,278.41)	-6.4%
PUBLIC SAFETY							
210 Police Department							
Personnel Expenses	1,382,633.90	1,414,441.76	1,484,694.46	1,650,434.51	1,671,114.46	20,679.95	1.3%
Operating Expenses	103,351.38	115,370.15	111,652.81	110,256.70	111,745.00	1,488.30	1.3%
Capital Expenses	-	-	-	14,284.12	-	(14,284.12)	-100.0%
Total Police Department	1,485,985.28	1,529,811.91	1,596,347.27	1,774,975.33	1,782,859.46	7,884.13	0.4%
233 Emergency Report Center							
Personnel Expenses	246,800.12	267,310.72	268,121.65	297,133.44	312,149.52	15,016.08	5.1%
Operating Expenses	50,277.46	50,255.46	46,085.69	39,853.75	41,044.75	1,191.00	3.0%
Total Emergency Report Center	297,077.58	317,566.18	314,207.34	336,987.19	353,194.27	16,207.08	4.8%

APPENDIX B
FY2021 GENERAL FUND PROPOSED BUDGET

	FY2017 ACTUALS	FY2018 ACTUALS	FY2019 ACTUALS	FY2020 BUDGET	FY2021 PROJECTED	FY20/21 BUDGET \$ Change	% Change
220 Fire Department							
Personnel Expenses	548,704.91	610,842.81	598,381.94	640,204.78	674,124.47	33,919.69	5.3%
Operating Expenses	66,753.75	75,874.30	77,300.49	95,502.25	97,465.01	1,962.76	2.1%
Capital Expenses	3,810.98	7,480.75	29,693.26	91,829.58	72,056.58	(19,773.00)	-21.5%
Total Fire Department	619,269.64	694,197.86	705,375.69	827,536.61	843,646.06	16,109.45	1.9%
241 Inspectional Services							
Personnel Expenses	88,291.41	102,447.32	61,106.79	51,961.73	55,427.30	3,465.57	6.7%
Operating Expenses	1,758.30	4,198.42	251.93	2,700.00	2,700.00	-	0.0%
Assessment	-	-	73,531.53	105,033.00	129,413.00	24,380.00	23.2%
Total Inspectional Services	90,049.71	106,645.74	134,890.25	159,694.73	187,540.30	27,845.57	17.4%
291 Emergency Management							
Operating Expenses	941.97	-	1,099.22	1,100.00	21,100.00	20,000.00	1818.2%
Total Emergency Management	941.97	-	1,099.22	1,100.00	21,100.00	20,000.00	2123.2%
292 Animal Control							
Personnel Expenses	28,338.54	29,800.08	29,800.08	33,930.00	33,930.00	-	0.0%
Operating Expenses	2,093.00	2,011.67	269.98	1,850.00	1,850.00	-	0.0%
Total Animal Control	30,431.54	31,811.75	30,070.06	35,780.00	35,780.00	-	0.0%
919 Street Lights							
Operating Expenses	1,076.00	20,448.70	17,369.96	23,000.00	27,000.00	4,000.00	17.4%
Total Street Lights	1,076.00	20,448.70	17,369.96	23,000.00	27,000.00	4,000.00	371.7%
Subtotal Public Safety	2,524,831.72	2,700,482.14	2,799,359.79	3,159,073.86	3,251,120.09	92,046.23	2.9%
DEPARTMENT OF PUBLIC WORKS							
421 Public Works							
Personnel Expenses	107,838.14	147,413.75	155,427.57	244,177.64	254,899.32	10,721.68	4.4%
Operating Expenses	66,872.71	106,991.29	37,758.40	44,381.56	28,300.00	(16,081.56)	-36.2%
Total Public Works	174,710.85	254,405.04	193,185.97	288,559.20	283,199.32	(5,359.88)	-1.9%
422 Highway							
Personnel Expenses	269,841.13	277,786.71	197,021.41	244,417.84	227,890.06	(16,527.78)	-6.8%
Operating Expenses	212,999.67	181,678.07	133,096.81	191,900.00	126,400.00	(65,500.00)	-34.1%
Capital Expenses	43,900.00	-	-	-	-	-	#DIV/0!
Total Highway	526,740.80	459,464.78	330,118.22	436,317.84	354,290.06	(82,027.78)	-18.8%

APPENDIX B
FY2021 GENERAL FUND PROPOSED BUDGET

	FY2017 ACTUALS	FY2018 ACTUALS	FY2019 ACTUALS	FY2020 BUDGET	FY2021 PROJECTED	FY20/21 BUDGET \$ Change	% Change
423 Snow & Ice							
Personnel Expenses	78,323.19	82,227.73	74,363.59	89,175.00	89,175.00	-	0.0%
Operating Expenses	173,821.02	179,597.33	112,303.97	179,250.00	179,250.00	-	0.0%
Total Snow & Ice	252,144.21	261,825.06	186,667.56	268,425.00	268,425.00	-	0.0%
425 Vehicle Maintenance							
Personnel Expenses	-	-	86,446.00	88,583.48	74,453.14	(14,130.34)	-16.0%
Operating Expenses	-	-	58,645.36	71,350.00	68,637.50	(2,712.50)	-3.8%
Total Vehicle Maintenance	-	-	145,091.36	159,933.48	143,090.64	(16,842.84)	-10.5%
429 Cemetery							
Personnel Expenses	81,149.14	73,187.34	79,451.96	85,513.69	75,605.32	(9,908.37)	-11.6%
Operating Expenses	8,945.39	8,519.46	8,405.92	9,700.00	10,000.00	300.00	3.1%
Total Cemetery	90,094.53	81,706.80	87,857.88	95,213.69	85,605.32	(9,608.37)	-10.1%
433 Waste, Recycling & Landfill							
Personnel Expenses	-	4,265.51	4,345.52	5,016.53	5,400.53	384.00	7.7%
Operating Expenses	24,000.00	656,434.73	719,358.39	755,060.00	773,650.00	18,590.00	2.5%
Enterprise Subsidy	609,302.00	-	-	-	-	-	#DIV/0!
Total Waste, Recycling & Landfill	633,302.00	660,700.24	723,703.91	760,076.53	779,050.53	18,974.00	2.5%
650 Parks & Fields							
Personnel Expenses	49,763.15	56,455.05	64,340.85	68,952.00	58,484.26	(10,467.74)	-15.2%
Operating Expenses	26,284.03	7,457.14	1,908.91	8,750.00	5,150.00	(3,600.00)	-41.1%
Total Parks & Fields	76,047.18	63,912.19	66,249.76	77,702.00	63,634.26	(14,067.74)	-18.1%
651 HWRSD Fields & Grounds							
Personnel Expenses	10,880.21	11,668.76	-	-	-	-	#DIV/0!
Total HWRSD Fields & Grounds	10,880.21	11,668.76	-	-	-	-	0.0%
Subtotal Public Works	1,763,919.78	1,793,682.87	1,732,874.66	2,086,227.74	1,977,295.13	(108,932.61)	-5.2%
HEALTH & HUMAN SERVICES							
511 Public Health Dept							
Personnel Expenses	113,625.34	121,765.20	127,686.49	135,102.04	81,270.12	(53,831.92)	-39.8%
Operating Expenses	3,113.33	3,407.99	2,663.42	6,610.00	19,235.00	12,625.00	191.0%
Total Public Health Dept	116,738.67	125,173.19	130,349.91	141,712.04	100,505.12	(41,206.92)	-29.1%

APPENDIX B
FY2021 GENERAL FUND PROPOSED BUDGET

	FY2017 ACTUALS	FY2018 ACTUALS	FY2019 ACTUALS	FY2020 BUDGET	FY2021 PROJECTED	FY2021 BUDGET \$ Change	% Change
541 Council on Aging							
Personnel Expenses	70,353.13	79,619.20	78,268.06	86,849.52	89,270.12	2,420.60	2.8%
Operating Expenses	27,795.40	27,039.58	26,765.84	42,975.84	33,411.16	(9,564.68)	-22.3%
Total Council on Aging	98,148.53	106,658.78	105,033.90	129,825.36	122,681.28	(7,144.08)	-5.5%
543 Veterans Benefits							
Operating Expenses	33,019.80	18,676.17	21,908.74	30,000.00	35,000.00	5,000.00	16.7%
Administration Fee	30,243.08	31,920.32	35,093.91	36,343.00	15,000.00	(21,343.00)	-58.7%
Total Veterans Benefits	63,262.88	50,596.49	57,002.65	66,343.00	50,000.00	(16,343.00)	-24.6%
Subtotal Health & Human Services	278,150.08	282,428.46	292,386.46	337,880.40	273,186.40	(64,694.00)	-19.1%
CULTURE & RECREATION							
610 Library							
Assessment	696,354.96	722,436.12	758,664.20	843,339.60	879,299.26	35,959.66	4.3%
Indirect Costs	22,718.03	22,627.47	22,235.76	25,141.21	31,262.34	6,121.13	24.3%
State contribution	12,269.69	12,211.48	12,148.94	12,314.00	12,314.00	-	0.0%
Total Library	731,342.68	757,275.07	793,048.90	880,794.81	922,875.60	42,080.79	4.8%
630 Recreation							
Personnel Expenses	88,402.76	99,900.40	127,410.78	131,691.04	136,752.30	5,061.26	3.8%
Operating Expenses	18,146.36	20,917.65	29,729.48	27,015.00	22,675.00	(4,340.00)	-16.1%
Total Recreation	106,549.12	120,818.05	157,140.26	158,706.04	159,427.30	721.26	0.5%
Subtotal Culture & Recreation	837,891.80	878,093.12	950,189.16	1,039,500.85	1,082,302.90	42,802.05	4.1%
UNCLASSIFIED							
149 Capital Spending	210,993.18	602,890.79	289,836.81	383,003.00	-	(383,003.00)	-100.0%
692 Celebrations	3,853.74	6,033.97	11,623.00	12,250.00	12,950.00	700.00	5.7%
722 Debt Service	990,339.50	978,375.97	933,607.50	941,608.00	669,000.00	(272,608.00)	-29.0%
820 State Assessments	232,015.00	234,072.00	241,322.00	241,322.00	250,232.55	8,910.55	3.7%
911 Retirement	794,132.00	789,304.00	921,648.00	997,523.00	1,072,029.00	74,506.00	7.5%
913 Unemployment	25,502.05	3,790.80	8,049.81	23,820.00	48,820.00	25,000.00	105.0%
914 Health & Life Insurance	738,329.07	755,497.72	743,670.56	936,055.00	960,350.00	24,295.00	2.6%
916 Other Insurance	191,216.44	209,542.68	218,055.40	254,092.00	256,721.00	2,629.00	1.0%
917 Medicare Tax	54,615.41	61,937.55	60,320.52	76,342.00	74,259.34	(2,082.66)	-2.7%
992 Transfer to Special Revenue	-	22,422.42	-	4,396.94	-	(4,396.94)	-100.0%
Subtotal Unclassified	3,240,996.39	3,663,867.90	3,428,133.60	3,870,411.94	3,344,361.89	(526,050.05)	-13.6%

APPENDIX B
FY2021 GENERAL FUND PROPOSED BUDGET

SCHOOLS	FY2017 ACTUALS	FY2018 ACTUALS	FY2019 ACTUALS	FY2020 BUDGET	FY2021 PROJECTED	FY20/21 BUDGET \$ Change	% Change
300 Schools							
HWRSD Assessment	16,837,974.00	16,776,063.00	17,746,438.00	18,686,427.00	19,624,758.00	938,331.00	5.0%
ENSATSD Assessment	227,628.00	205,457.00	186,867.00	183,745.00	229,890.00	46,145.00	25.1%
HWRSD Debt Service	568,136.39	625,208.40	627,646.91	255,156.00	263,904.00	8,748.00	3.4%
ENSATSD Debt Service	24,082.00	15,576.00	21,877.00	19,885.00	23,634.00	3,749.00	18.9%
Total Schools	17,657,820.39	17,622,304.40	18,582,828.91	19,145,213.00	20,142,186.00	996,973.00	5.2%
ARTICLE 2020/6 2-2	28,071,799.86	28,803,461.79	29,564,239.47	31,869,027.63	32,157,893.84	288,866.21	0.9%
ARTICLE 2020/6 2-3	-	-	-	-	603,075.00	603,075.00	#DIV/0!
ARTICLE 2020/6 2-9	65,000.00	65,000.00	65,000.00	74,880.00	50,000.00	(24,880.00)	-33.2%
ARTICLE 2020/6 2-10	75,000.00	100,000.00	125,000.00	125,000.00	125,000.00	-	0.0%
ARTICLE 2020/6 2-11	-	-	90,011.00	86,343.00	90,571.00	4,228.00	4.9%
ARTICLE 2020/6 2-12	-	-	-	321,087.00	247,757.00	(73,330.00)	-22.8%
ARTICLE 2020/6 2-13	-	-	-	503,023.00	907,592.00	404,569.00	80.4%
ARTICLE 2020/6 2-14	-	-	-	20,277.42	7,691.00	(12,586.42)	-62.1%
TOTAL GENERAL FUND	28,211,799.86	28,968,461.79	29,844,250.47	32,999,638.05	34,189,579.84	1,189,941.79	3.6%
TOTAL TOWN (EXCLUDING HWRSD)				14,058,055.05	13,697,842.84	(360,212.21)	-2.6%
TOTAL TOWN (EXCLUDING HWRSD & FINANCIAL RESERVE TRANSFERS)				13,233,945.05	12,542,493.84	(691,451.21)	-5.2%

APPENDIX B
Town Debt Service (excluding CPA and Water) for Fiscal Year 2021

DEBT SERVICE

Interest/Issuance Costs

	FY2016 Actuals	FY2017 Actuals	FY2018 Actuals	FY2019 Actuals	FY2020 Budget	FY2021 Projected	\$ Change	% Change
Public Safety Bldg	121,258	69,044	78,600	67,000	55,500	44,200	(11,300)	-20.4%
ESCO	3,900	3,300	2,550	1,650	750	-	(750)	-100.0%
Library	15,325	12,925	10,050	6,600	3,300	-	(3,300)	-100.0%
Water (Town)	22,975	19,375	15,000	9,900	4,950	-	(4,950)	-100.0%
Ladder/Pumper Truck	24,780	23,800	21,700	19,600	17,500	15,400	(2,100)	-12.0%
Landfill Capping	37,463	36,258	33,558	30,858	28,158	25,458	(2,701)	-9.6%
Landfill Closure	-	-	3,287	3,000	2,200	1,400	(800)	-36.4%
Chebacco Road Paving	-	-	-	-	25,000	31,171	6,171	24.7%
Short-term (bond anticipation notes)	20,000	9,138	4,631	-	19,250	16,371	(2,879)	-15.0%
Total Interest/Issuance Costs	\$ 245,701	\$ 173,840	\$ 169,376	\$ 138,608	\$ 156,608	\$ 134,000	\$ (22,609)	-14.4%

Principal

Public Safety Bldg	325,000	335,000	290,000	290,000	285,000	280,000	(5,000)	-1.8%
ESCO	30,000	30,000	30,000	30,000	25,000	-	(25,000)	-100.0%
Library	120,000	115,000	115,000	110,000	110,000	-	(110,000)	-100.0%
Water (Town)	180,000	175,000	170,000	165,000	165,000	-	(165,000)	-100.0%
Ladder/Pumper Truck	72,000	70,000	70,000	70,000	70,000	70,000	-	0.0%
Landfill Capping	92,000	90,000	90,000	90,000	90,000	85,000	(5,000)	-5.6%
Landfill Closure	-	-	44,000	40,000	40,000	35,000	(5,000)	-12.5%
Chebacco Road Paving	-	-	-	-	-	65,000	65,000	#DIV/0!
Total Principal	\$ 819,000	\$ 815,000	\$ 809,000	\$ 795,000	\$ 785,000	\$ 535,000	\$ (250,000)	-31.8%

TOTAL DEBT SERVICE (EXCLUDING SCHOOL DEBT)

School Debt (Principal & Interest)

Middle/High School	470,145	467,914	460,018	462,869	-	-	-	#DIV/0!
Cutler Roof/Other	84,424	84,965	85,560	83,124	83,777	81,709	(2,068)	-2.5%
Buker & Winthrop Boilers & Windows	20,388	15,257	79,631	76,901	73,623	76,824	3,201	4.3%
Winthrop School Fire Suppression	-	-	-	-	97,756	95,792	(1,964)	-2.0%
ENSATSD	30,536	24,082	15,576	21,877	19,885	23,634	3,749	18.9%
Short-term (bond anticipation notes)	-	-	-	4,753	-	9,579	9,579	#DIV/0!
Total School Debt	\$ 605,493	\$ 592,218	\$ 640,785	\$ 649,524	\$ 275,041	\$ 287,538	\$ 12,497	4.5%

TOTAL DEBT SERVICE

	\$ 1,670,194	\$ 1,581,058	\$ 1,619,161	\$ 1,583,132	\$ 1,216,649	\$ 956,538	\$ (260,112)	-21.4%
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Appendix __
SCHOOL BUDGET

APPENDIX D
Water Enterprise Capital Improvements for Fiscal Year 2021

Water Department	Purchase Price	Planned Usage
Water Storage Tank	\$ 30,000	Evaluation and concept design of water storage tank
Hydrant & Gate Valve Replacement Program	\$ 15,000	Develop a hydrant flushing and valve exercising program to improve quality of water and efficiency in the operational system
Meter Replacement Program	\$ 15,000	Purchase meters and associated components to replace faulty equipment
TOTAL	\$ 60,000	PART OF ARTICLE 2020/6 2-5

APPENDIX D **Water Enterprise Fund**

	FY17 Actual	FY18 Actual	FY19 Actual	FY20 Budget	FY21 Projected	FY20/21 \$ Change	FY20/21 % Change
<i>Source of Funds:</i>							
Usage Charges	1,712,592	1,619,501	1,581,316	1,615,000	1,600,000	(15,000)	-0.9%
Penalty & Interest Charges	7,177	9,160	9,279	5,000	5,000	-	0.0%
Interest Income	4,420	26,194	17,324	4,000	4,000	-	0.0%
Water Lien	59,783	39,855	43,286	35,000	35,000	-	0.0%
Misc Income (backflow testing and water service applications)	8,278	10,842	6,011	7,500	5,500	(2,000)	-26.7%
Subtotal Direct Revenues	1,792,250	1,705,552	1,657,216	1,666,500	1,649,500	(17,000)	-1.0%
<i>Retained Earnings</i>							
<i>Transfers from Other Funds</i>	-	-	60,296	217,684	327,280	109,596	50.3%
Total Source of Funds	1,892,250	1,705,552	1,717,512	1,884,184	1,976,780	92,596	4.9%
<i>Use of Funds:</i>							
Permanent Wages	273,794	314,260	341,999	374,445	384,279	9,834	2.6%
Contract Services	201,547	215,151	190,259	220,100	195,100	(25,000)	-11.4%
Professional Services	79,206	89,210	64,600	79,000	72,000	(7,000)	-8.9%
Equipment Supplies	14,641	14,684	12,918	25,150	20,150	(5,000)	-19.9%
Water Supplies	48,099	48,761	36,694	50,700	45,800	(4,900)	-9.7%
Misc Expenses	18,270	7,228	3,975	19,900	21,900	2,000	10.1%
Debt Service	445,048	568,125	558,579	673,248	795,898	122,650	18.2%
Operating Capital	33,373	75,488	92,054	22,012	60,000	37,988	172.6%
Indirect Costs	414,489	386,157	406,078	419,630	381,653	(37,977)	-9.1%
Prior Year Encumbrance	2,142	120,803	1,127	-	-	-	0.0%
Total Use of Funds	1,530,608	1,839,867	1,708,282	1,884,184	1,976,780	92,596	4.9%
<i>Beginning Fund Balance</i>							
Net Income/(Loss)	893,516	1,255,158	1,120,843	1,069,777	852,093	(217,684)	-20.3%
Retained Earnings	361,642	(134,315)	9,230	-	-	-	0.0%
Ending Fund Balance	1,255,158	1,120,843	1,069,777	852,093	524,813	(327,280)	-38.4%
FB - Reserved for Encumbrances	189,751	1,159	15,213	-	-	-	-
FB - Reserved for Expenditures	-	35,771	177,684	-	-	-	-
FB - Reserved for Cont Appropriations	4,450	75,000	21,400	-	-	-	-
Unreserved Fund Balance	1,060,956	1,008,913	855,480	852,093	524,813	(327,280)	-

APPENDIX E

COMMUNITY PRESERVATION COMMITTEE FY21 BUDGET

1) Open Space and Recreation – Project

To appropriate \$110,600 from FY21 Community Preservation Fund Revenues to fund the debt service for the Sagamore Hill conservation project. This bond will be paid in full in FY2032.

2) Historic Preservation – Project

To reserve \$60,000 of FY21 Community Preservation Fund Revenues to the Historic Preservation Reserve.

3) Community Housing – Reserve

To reserve \$60,000 of FY21 Community Preservation Fund Revenues to the Community Housing Reserve.

4) Administration - Expense

To appropriate \$27,000 of FY21 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 portion of Assistant to Town Manager CPA Coord. position.

APPENDIX F

Patton Homestead Operating Budget

	FY 18 Actual	FY 19 Actual	FY 20 Budget	FY 21 Projected	FY20/21 \$ Change % Change	
<u>Source of Funds:</u>						
Rental Revenue	-	4,500	6,000	6,000	-	0.0%
Event Revenue	-	340	30,000	20,000	(10,000)	-33.3%
Earnings on Investments	239	512	-	-	-	0.0%
Subtotal Direct Revenues	239	5,352	36,000	26,000	(10,000)	-27.8%
Unreserved Fund Balance	-	-	30,000	-	(30,000)	-100.0%
Transfer from General Fund	35,811	90,011	86,343	90,571	4,228	4.9%
Total Source of Funds	36,050	95,363	152,343	116,571	(35,772)	-23.5%
<u>Use of Funds</u>						
Permanent Wages	-	21,337	58,971	40,902	(18,069)	-30.6%
Medicare	-	304	855	593	(262)	-30.6%
Utilities/Fuel Charges	524	11,092	13,000	13,000	-	0.0%
Repair & Mtc Bldgs/Grds	393	13,845	5,500	6,000	500	9.1%
Custodial Services	-	610	5,000	2,500	(2,500)	-50.0%
Litigation Services	875	1,804	3,000	500	(2,500)	-83.3%
Consultative Services	1,538	8,000	7,500	500	(7,000)	-93.3%
Voice Data & Video Service	204	3,145	3,575	3,575	-	0.0%
Advertising & Printing	-	-	3,000	1,000	(2,000)	-66.7%
Public Safety Details	-	236	-	-	-	0.0%
Office Expenses	-	2,131	1,400	500	(900)	-64.3%
HVAC/Elect/Plumbing	-	199	-	-	-	0.0%
Buildings & Groundskeeping	96	1,951	2,000	2,000	-	0.0%
Travel	-	-	750	-	(750)	-100.0%
Dues/Books/Subscriptions	-	-	500	-	(500)	-100.0%
P&C Insurance	-	6,336	-	-	-	0.0%
Other Expenses	-	-	5,000	1,000	(4,000)	-80.0%
Direct/Indirect Costs	-	12,923	42,292	44,501	2,209	5.2%
Total Use of Funds	3,629	83,912	152,343	116,571	(35,772)	-23.5%
Beginning Fund Balance	-	32,421	43,872	43,872	-	0.0%
Net Income/(Loss)	32,421	11,451	-	-	-	0.0%
Unreserved Fund Balance	-	-	(30,000)	-	30,000	-100.0%
Ending Fund Balance	32,421	43,872	43,872	43,872	-	-
			projected	projected		