

Town of Charlton



FY 2014 Annual Town Meeting Warrant
&
FY 2014 Town Budget Recommendation
of the Finance Committee

May 20, 2013

HIGHLIGHTS - FY14 BUDGET

Revenues

- 1 Stabilization- \$1,382,017 (includes interest until Dec 2012) FinCom took a vote not to use more than \$382,017 and that amount is in the budget as revenue
- 2 Used Senate Budget numbers for State Aid
- 3 The Director of Assessing has given you an estimate of \$138,000 for new growth
- 4 Level Funded Overlay-Senior Work Program/In-law apt- \$20,000
- 5 Cable pays for a portion of the library custodian & dark fiber debt
- 6 Estimating a \$170,000 Snow and Ice Deficit: split between transferring FY13 Funds under Article 9 and appropriating it in the FY14 budget
- 7 The General Operating Budget is balanced at \$22,968,309.

Expenditures

- 1 Generally level funded all expense accounts
- 2 Non-Union salary 2% increase
- 3 Fire union 0% increase- contract open
- 4 Police, Clerical, Highway Contract-2% increase
- 5 Increased Library Custodian hours from 19.5 to 35 and pay from \$12.26 to \$15.30; same as town hall custodian (additional \$10,881)
- 6 Special Election- eliminated Presidential Primary - reduced \$6,800
- 7 Reduced Town Report printing \$1,000
- 8 Reduced Veteran's Benefits by \$5,186
- 9 Veteran's Agent resigned- originally held \$35,00 for position; appointed present staff- saved approx \$20,000
- 10 Increased Health Insurance 4%; General Insurance 2%; Medicare \$10,000 reduced Unemployment ins. \$5,000- total increase \$50,225
- 11 Worcester Retirement Assessment increased by 5.3% (\$35,615)
- 12 Moved Emergency Management Department's Expense & Equipment to Fire Department Budget;
- 13 Added EMD Stipend- \$7,800 to Fire Dept
- 14 Fully Funded Library Request
- 15 Fund GASB45 in FY13 -interdepartmental dept. transfers- \$5,250
- 16 Bay Path- increased \$264,675 (includes \$60,241 for renovation capital)
- 17 DCRSD requested \$11,668,253 in a letter dated 3/15/13 which is an increase of \$1,358,087 over FY13.. B. Trifoni emailed a reduction of \$18,247 in transportation from FY13 rather the previous increase of \$141,000. The FinCom Recommendation column has \$8,972,142 which is the minimum assessment. There is an increase of \$227,613 over FY13's general operating line item. These recommended amounts are based on minimum assessment and a school reported reduction of \$18,247 in transportation and a reduction of \$40,599 in capital. In a budget memo dated 4/4/13 the school has reduced its earlier request to \$406,857 over FY13's budget (3.8%)
- 18 Norfolk Aggie-level funded
- 19 Total Educational Increase in FinCom Rec column is \$433,442; of which \$60,241 is debt excluded; a 3.7% increase
- 20 Increase 2 Highway Light Duty Workers to Mechanic (\$9,511)
- 21 This budget does not backfill an officer when LT. position was filled (-\$70,059)
- 22 This budget does not fill FF (presently on IOD and slated for a Disability Retirement) (-71,735)

Charlton Annual Town Meeting May 20, 2013- Article List

- ARTICLE 1. TOWN REPORTS
- ARTICLE 2. NOTICE OF TOWN MEETINGS
- ARTICLE 3. LITIGATION
- ARTICLE 4. SALE OF TAX TITLE LAND
- ARTICLE 5. SALE OF SURPLUS PROPERTY
- ARTICLE 6. APPOINTMENT OF COMMITTEES AND FILLING OF VACANCIES
- ARTICLE 7. GRANT APPLICATIONS
- ARTICLE 8. APPROPRIATION OF FUNDS FOR UNPAID BILLS OF A PRIOR FISCAL YEAR
- ARTICLE 9. INTER/INTRA DEPARTMENTAL TRANSFERS FOR FY13
- ARTICLE 10. TOWN BUDGET
- ARTICLE 11. WATER DEPARTMENT BUDGET (ENTERPRISE FUND)
- ARTICLE 12. SEWER DEPARTMENT BUDGET (ENTERPRISE FUND)
- ARTICLE 13. NEW & RE-AUTHORIZATION OF REVOLVING FUNDS
- ARTICLE 14. TRANSFER OF FUNDS TO AND FROM STABILIZATION FUND ACCOUNT
- ARTICLE 15. CAPITAL ITEMS AND RELATED CONTRACTS
- ARTICLE 16. CEMETERY PERPETUAL CARE
- ARTICLE 17. NEW RECREATION FIELDS COMPLEX
- ARTICLE 18. NEW LAKES AND PONDS BY-LAW
- ARTICLE 19. BY-LAW REVISION- DOG BY-LAW
- ARTICLE 20. BY-LAW REVISION- ARTICLE XXXV: JUNK, OLD METALS AND SECOND HAND ARTICLES
- ARTICLE 21. NEW NOISE BY-LAW
- ARTICLE 22. ZONING BY-LAW: SIGNAGE ZONING BY-LAW REVISION
- ARTICLE 23. ZONING BY-LAW: ZONING MAP REVISION- ROUTE 20 RE-ZONING
- ARTICLE 24. ACCEPTANCE OF DANFORTH LANE
- ARTICLE 25. ACCEPTANCE OF HANNAH'S WAY EXTENSION
- ARTICLE 26. ACCEPTANCE OF JENNINGS ROAD EXTENSION
- ARTICLE 27. PETITION
- ARTICLE 28. PETITION
- ARTICLE 29. PETITION



Town of Charlton, Massachusetts
Annual Town Meeting Warrant
May 20, 2013

To either of the Constables of the Town of Charlton:

In the County of Worcester,

GREETINGS:

In the name of the Commonwealth of Massachusetts, you are hereby directed to notify the inhabitants of the **Town of Charlton** qualified to vote in elections to meet in the **Charlton Middle School, Oxford Road** in said Charlton on **Monday, May 20, 2013** at seven o'clock in the evening for the purpose of taking action on the articles listed on the warrant; that the meeting will be adjourned at eleven o'clock in the evening unless voted otherwise by the registered voters present, and that the articles in this warrant shall be deemed part of the Annual Town Meeting of the Town of Charlton for the Fiscal Year 2014.

ARTICLE 1. TOWN REPORTS

To see if the Town will vote to accept the reports of its officers for the past year, or take any action relative thereto or thereon.

SPONSOR: BOARD OF SELECTMEN

Motion: I move that the Town accept the reports of its officers for the past year as printed in the Annual Town Report.

RECOMMENDATION OF THE FINANCE COMMITTEE: N/A

RECOMMENDATION OF THE BOARD OF SELECTMEN: BOS approves this motion.

Majority vote needed.

ARTICLE 2. NOTICE OF TOWN MEETINGS

To see if the Town will direct the Town Meeting to be warned during the ensuing years as follows: by posting attested copies of the Town Warrant calling the meeting at each of the Post Offices and posting like attested copies of the Warrant, one in Dexter Memorial Hall and one in the Charlton Municipal Offices (George C. McKinstry, III Building), in said Town seven days at least before the time of holding the Annual Town Meeting and fourteen days at least before the time of holding a Special Town Meeting, or take any action relative thereto or thereon.

SPONSOR: BOARD OF SELECTMEN

Motion: I move that Article 2 be accepted as printed.

RECOMMENDATION OF THE FINANCE COMMITTEE: N/A.

RECOMMENDATION OF THE BOARD OF SELECTMEN: BOS approves this motion.

Majority Vote Needed

ARTICLE 3. LITIGATION

To see what action the Town will take in relation to prosecuting and defending actions or suits for and against the Town, or take any action relative thereto or thereon.

SPONSOR: BOARD OF SELECTMEN

Motion: I move that Town Counsel be authorized to prosecute and defend actions for and against the Town.

RECOMMENDATION OF THE FINANCE COMMITTEE: N/A.

RECOMMENDATION OF THE BOARD OF SELECTMEN: BOS approves this motion.

Majority Vote Needed.

ARTICLE 4. SALE OF TAX TITLE LAND

To see if the Town will vote to authorize the Selectmen to sell by public sale or sales from time to time and convey by good and sufficient deed or deeds, in the name and on behalf of the Town and in accordance with the provisions of General Laws Chapter 40, Section 3, and Chapter 30B, Section 16 if otherwise applicable, severally or in groups of two or more, the lots, tracts, or parcels of land title to which was acquired by the Town by deed of any individual or organization or by deeds to it by the Treasurer of the Town pursuant to the provisions of General Laws, Chapter 60, Sections 79 and 80 or by foreclosure of tax lien pursuant to the provisions of General Laws, Chapter 60, Section 65, or take any action relative thereto or thereon.

SPONSOR: BOARD OF SELECTMEN

Motion: I move that Article 4 be accepted as printed.

RECOMMENDATION OF THE FINANCE COMMITTEE: Finance Committee approves this motion.

RECOMMENDATION OF THE BOARD OF SELECTMEN: BOS approves this motion.

Majority Vote Needed.

ARTICLE 5. SALE OF SURPLUS PROPERTY

To see if the Town will vote to authorize the Selectmen or their designee to sell or otherwise dispose of surplus or obsolete personal property of the Town (a) after first having advertised the same for sale in a daily newspaper of general circulation in the town at least seven (7) days before the date of such sale and by posting a notice thereof in the Charlton Municipal Offices (George C. McKinstry, III Building), or (b) where the estimated net value is \$5,000.00 or more by following the procedures required by Mass General Laws, Chapter 30B, Section 15, or take any action relative thereto or thereon.

SPONSOR: BOARD OF SELECTMEN

Motion: I move that Article 5 be accepted as printed.

RECOMMENDATION OF THE FINANCE COMMITTEE: Finance Committee approves this motion.

RECOMMENDATION OF THE BOARD OF SELECTMEN: BOS approves this motion.

Majority Vote Needed.

ARTICLE 6. APPOINTMENT OF COMMITTEES AND FILLING OF VACANCIES

To see if the Town will authorize the Selectmen to appoint any committee or committees for the ensuing year and fill any vacancies that may occur on said committees, or take any action relative thereto or thereon.

SPONSOR: BOARD OF SELECTMEN

Motion: I move that Article 6 be accepted as printed.

RECOMMENDATION OF THE FINANCE COMMITTEE: N/A

RECOMMENDATION OF THE BOARD OF SELECTMEN: BOS approves this motion.

Majority Vote Needed.

ARTICLE 7. GRANT APPLICATIONS

To see if the Town will vote to authorize the Board of Selectmen to apply for any state and federal grant programs that become available and expend any monies received, or take any action relative thereto or thereon.

SPONSOR: BOARD OF SELECTMEN

Motion: I move that Article 7 be accepted as printed.

RECOMMENDATION OF THE FINANCE COMMITTEE: N/A.

RECOMMENDATION OF THE BOARD OF SELECTMEN: BOS approves this motion.

Majority Vote Needed.

ARTICLE 8. APPROPRIATION OF FUNDS FOR UNPAID BILLS OF A PRIOR FISCAL YEAR

To see if the Town will vote to raise by taxation, transfer or borrow and appropriate a sum or sums to Accounts to be specified at the town meeting for payment of one or more prior fiscal year's bills not paid due to an insufficiency of appropriation or for any other reason, or take any action relative thereto or thereon.

SPONSOR: BOARD OF SELECTMEN

Motion and second that the following prior year bills, not previously paid due to insufficiency of appropriation or late billing, be paid from the following FY13 accounts as printed below:

<u>Amount</u>	<u>From</u>	<u>To</u>
\$1,752	General Insurance	Municipal Gas and Diesel Encumber account 0100-950-5780-0199

RECOMMENDATION OF THE FINANCE COMMITTEE: Finance Committee approves this motion.

RECOMMENDATION OF THE BOARD OF SELECTMEN: BOS approves this motion.

Majority Vote Needed.

ARTICLE 9. INTER/INTRA DEPARTMENTAL TRANSFERS FOR FY13

To see if the Town will vote to transfer and appropriate sums to be specified at the Annual Town Meeting within departmental accounts, from one line item of such accounts to another line item or line items of such accounts, for the fiscal year ending June 30, 2013, or take any action relative thereto or thereon.

SPONSOR: BOARD OF SELECTMEN

MOTION: I move that the town vote to transfer and to appropriate the following amounts from and to the following accounts for the FY2013 Budget, for any purpose for which funds may be expended from the latter accounts, each item being considered a separate appropriation:

<u>Amount</u>	<u>From</u>	<u>To</u>
\$1,500	General Insurance	Treasurer Banking Services
\$27,599	Insurance Greater than \$20,000 (2600-122-5780-0105)	General Insurance (0100-910-5740-0000)

\$39,605	2007 Overlay	2009 Overlay <i>(purpose- Verizon Abatements)</i>
\$2,500	Contract Obligations	Police Detail Audit
\$3,182	Tax Collector- Department Assistant	Assistant Treasurer
\$11,000	Unemployment	Medicare Account
\$5,000	Contract Obligations	Clerks and Non-Union Pay & Classification Study
\$5,900	General Insurance	Public Safety Notification System - Reverse 911
\$5,250	Group Health Insurance	GASB 45 Compliance
\$10,000	Municipal Building Expenses	Municipal Buildings - Energy/Utilities
\$3,600	General Insurance	Veterans Benefits
\$5,000	Vocational Transportation	Snow and Ice Deficit
\$12,000	Contract Obligations	Assessor Revaluation
\$25,000	Health Insurance	Snow and Ice Deficit
\$8,715	Municipal Center Expense	Snow and Ice Deficit
\$20,000	General Insurance	Municipal Gas and Diesel
\$12,000	Environmental	Snow and Ice Deficit
\$15,000	Reserve Fund	Snow and Ice Deficit
\$2,000	Cemetery Expense	Cemetery- Temporary Employees

RECOMMENDATION OF THE FINANCE COMMITTEE: Finance Committee approves this motion.

RECOMMENDATION OF THE BOARD OF SELECTMEN: BOS approves this motion.

Majority Vote Needed.

ARTICLE 10. TOWN BUDGET

To see if the Town will vote to raise, borrow or transfer and appropriate such sums of money as may be necessary to defray the expenses of the fiscal year beginning July 1, 2013, and, as provided by General Laws, Chapter 41, Section 108, to fix the salaries and compensation of all elected officers of the Town as set forth in the budget voted under this Article or as separately voted by the Town under other articles of the Warrant for this meeting, or take any action relative thereto or thereon.

SPONSOR: FINANCE COMMITTEE

Motion: I move: (a) that the amounts of money set forth in the columns headed FY 2014 FinCom Recommendation and rows headed for departmental totals for Personnel and Expenses, in the report prepared and voted by the Finance Committee for recommendation at the Annual Town Meeting on May 20, 2013 entitled {"Town of Charlton Article 10, FY 2014 Town Budget, Recommendation of the Finance Committee, Annual Town Meeting, May 20, 2013"}, as most recently revised except for those items which are covered by other articles, be appropriated for the several purposes therein itemized, \$615,204 to be transferred from ambulance receipts reserved; \$48,009 to be transferred from Cable Access Account; \$9,000 to be transferred from sale of cemetery lots; \$382,017 to be transferred from the Stabilization Fund; and \$21,914,079 to be raised by taxation, each item being considered a separate appropriation; and (b) to fix the salaries and compensation of all elected officers of the Town as set forth in the budget voted under this Article or as separately voted by the Town under other articles of the Warrant for this meeting.

RECOMMENDATION OF THE FINANCE COMMITTEE: Finance Committee approves this motion.

**RECOMMENDATION OF THE BOARD OF SELECTMEN: BOS approves this motion.
2/3rds Vote Needed.**

ARTICLE 11. WATER DEPARTMENT BUDGET (ENTERPRISE FUND)

To see if the Town will vote to raise by taxation, borrow or transfer from available funds and appropriate to the Water Enterprise Fund, such sums of money as may be necessary, together with revenue from Water Department operations, to defray the expenses of the Water Department for the fiscal year beginning July 1, 2013, or take any action relative thereto or thereon.

SPONSOR: WATER & SEWER COMMISSION

Motion: I move that the sums listed in the last column below, under the heading “Revenues”, be appropriated to the FY 2014 Water Department Enterprise Fund Account, to be expended under the direction of the Water and Sewer Commissioners for the respective expense purposes set forth in the last column below under the Heading “Water Enterprise Fund”, each item being considered a separate appropriation:

Water Enterprise Fund	FY2012	FY2013	FY2014 Water/Sewer Request	FY2014 FinCom Recommend
Expenses				
Salaries and Wages	13,284	12,745	13,000	13,000
Maint and Equip	25,000	25,000	10,000	10,000
Legal Other	20,000	15,000	15,000	15,000
Engineering	35,000	20,000	15,000	15,000
Water Debt -Principal	275,341	207,360	247,190	247,190
Water Debt -Interest	60,655	60,817	58,352	58,352
Indirect Costs (Approved In General Budget)			20,822	20,822
Loan Admin Fee	6,104	5,737	5,359	5,359
Water Expense Total	435,384	346,659	384,723	384,723
Revenues				
Retained Earnings			36,055	36,055
F/B Millennium- Water		77,814	0	0
Water Stabilization Fund	435,384	268,845	348,668	348,668
Water Revenue Total	435,384	346,659	384,723	384,723

RECOMMENDATION OF THE FINANCE COMMITTEE: Finance Committee approves this motion.

**RECOMMENDATION OF THE BOARD OF SELECTMEN: BOS approves this motion.
2/3rds Vote Needed.**

ARTICLE 12. SEWER DEPARTMENT BUDGET (ENTERPRISE FUND)

To see if the Town will vote to raise by taxation, borrow or transfer from available funds and appropriate to the Sewer Enterprise Fund, such sums of money as may be necessary, together with revenue from Sewer Department operations, to defray the expenses of the Sewer Department for the fiscal year beginning July 1, 2013, or take any action relative thereto or thereon.

SPONSOR: WATER & SEWER COMMISSION

Motion: I move that the sums listed in the last column below, under the heading “Revenues”, be appropriated to the FY 2014 Sewer Department Enterprise Fund Account, to be expended under the direction of the Water and Sewer Commissioners for the respective expense purposes set forth in the FinCom Proposed Budget, last column below, under the heading “Sewer Enterprise Fund”, each item being considered a separate appropriation:

	FY2012	FY2013	FY2014	FY2014
FY 14 Water/Sewer Budgets	Voted	Voted	Department Request	FinCom Recommended
Department Line Items:				
Sewer Enterprise Fund				
Salaries and Wages	64,764	62,222	63,466	63,466
Commissioner Salaries	6,000	6,000	6,000	6,000
Maint and Equip	876,793	876,800	730,000	730,000
Legal Other	25,000	15,000	15,000	15,000
Loan Admin Fees	16,091	14,764	13,185	13,185
Group Insurance	11,850	11,850	12,600	12,600
FICA	1,250	1,200	1,200	1,200
Pension	10,735	11,360	10,720	10,720
Indirect Costs (Approved In General Budget)	63,007	70,488	49,799	49,799
Property Insurance (Approved In General Budget)		16,413	12,316	12,316
Engineering and Consultant Services	35,000	20,000	20,000	20,000
Capital and Replacement	53,000	59,300	282,442	282,442
new permit I & I	44,000	44,000	44,000	44,000
GIS	5,100	5,100	2,600	2,600
Sewer Debt-Principal	868,480	839,063	860,007	860,007
Sewer Debt Interest	230,463	193,392	170,700	170,700
Meter purchase	25,000	15,000	15,000	15,000
Total Expenses	2,336,533	2,261,952	2,309,035	2,309,035
Revenues				
User Fees	790,836	765,643	883,306	883,306
MTA Surcharge	268,300	166,399	251,682	251,682
Other Fees	1,325	0	1,325	1,325
General Fund Transfer	554,586	484,108	520,319	520,319
Fund Bal/Privilege Fees	151,410	176,095	141,527	141,527
Betterments	372,525	370,218	367,321	367,321
Retained Earnings	134,544	212,588	143,555	143,555
Total Revenue	2,273,526	2,175,051	2,309,035	2,309,035

RECOMMENDATION OF THE FINANCE COMMITTEE: Finance Committee approves this motion.

RECOMMENDATION OF THE BOARD OF SELECTMEN: BOS approves this motion.

Majority Vote Needed.

ARTICLE 13. NEW & RE-AUTHORIZATION OF REVOLVING FUNDS

To see if the Town, upon recommendation of the Board of Selectmen, will vote, as authorized by Mass. General Laws Chapter 44, Section 53E ½, to establish/reestablish the following Revolving Funds, and to authorize the official, commission, board or committee specified in the first column below to expend funds from the specified account, without further appropriation, provided that the amount to be expended from such account in the fiscal year commencing this coming July 1 shall not exceed the amount set forth in the fourth column unless an additional amount or amounts are recommended by both the Board of Selectmen and the Finance Committee:

Department	Revenue	Purpose	Amount
WIRE INSPECTOR REVOLVING FUND	Fees charged for the Wire Inspector's services	Wire Inspector's fee per inspection. Unencumbered balance at the end of the fiscal year reverts to general fund	\$20,000.00
GAS INSPECTOR REVOLVING FUND	Fees charged for the Gas Inspector's services	Gas Inspector's fee per inspection. Unencumbered balance at the end of the fiscal year reverts to general fund	\$15,000.00
PLUMBING INSPECTOR REVOLVING FUND	Fees charged for the Plumbing Inspector's services	Plumbing Inspector's fee per inspection, Unencumbered balance at the end of the fiscal year reverts to general fund.	\$15,000.00
CEMETERY COMMISSION REVOLVING FUND	Interment fee equal to cost of grave opening	Grave opening fee. Unencumbered balance at the end of the fiscal year in excess of \$5,000.00 reverts to the general fund	\$25,000.00
RECREATION COMMISSION REVOLVING FUND	Fees charged to individuals participating in a program, donations and gifts, private sponsorship of a program and fees charged for the use of Recreation facilities	Funds will be used in direct support of the listed programs for the following items: supplies for the programs, contractual services required to present a program, administrative expenses required to run the program, repair of equipment used in a program and the repair and maintenance of facilities used for a program	\$15,000.00
HAZARDOUS WASTE REVOLVING FUND	Fees charged for Hazardous waste coordinator services and supplies	Payments for Hazardous Waste Coordinator and for replacement supplies	\$15,000.00
PLANNING BOARD REVOLVING FUND	Fees for engineering review and other consultants as well as advertising and mailing	Payments to engineers and other consultants, as well as advertising and mailing. Unencumbered balance at the end of the fiscal year in excess of \$20,000 reverts to general fund.	\$60,000.00
RECYCLING REVOLVING FUND	Fees from sales of rain barrels and/or compost units	Purchase additional rain barrels and/or compost bins. Unencumbered balance at the end of the fiscal year in excess of \$1,000 reverts to general fund.	\$1,000.00
ASSISTANT BUILDING INSPECTOR REVOLVING FUND	Fees charged for part-time Assistant Building Inspector's services	Part-time Assistant Building Inspector's fee per inspection, Unencumbered balance at the end of the fiscal year reverts to general fund.	\$15,000.00
CONSERVATION COMMISSION-DANIELS/COLBURN RD FUND	Fees from existing timber products and wildlife improvement incentive programs.	<ol style="list-style-type: none"> 1) Timber Improvement 2) Wildlife Habitat Improvement 3) Ecological Education & Studies 4) Passive Recreation I.E. establish trails / access/ parking 5) Site Evaluation & Planning 6) Unencumbered balance at the end of the fiscal year in excess of \$10,000 reverts to general fund. 	\$10,000.00

; or take any action relative thereto or thereon.

SPONSOR: BOARD OF SELECTMEN

Motion: I move that Article 13 be accepted as printed.

RECOMMENDATION OF THE FINANCE COMMITTEE: Finance Committee approves this motion.

RECOMMENDATION OF THE BOARD OF SELECTMEN AS REQUIRED BY G.L. C. 44, SEC. 53 E

½: BOS approves this motion.

Majority Vote Needed.

ARTICLE 14. TRANSFER OF FUNDS TO AND FROM STABILIZATION FUND ACCOUNT

To see if the Town will vote to add funds to and/or transfer and appropriate sums from the Stabilization Fund Account to an account or accounts to be determined at the Town Meeting, or take any action relative thereto or thereon.

SPONSOR: BOARD OF SELECTMEN

MOTION: I move that the following sums be transferred and appropriated to and from, as indicated below, the following accounts, for any purpose for which funds may be expended from the recipient accounts, and to authorize the Board of Selectmen or Chief Procurement Officer to enter into such contracts, including leases, and to take such other action as may be necessary or advisable to effectuate the purposes of the foregoing vote, each item being considered a separate appropriation:

<u>To The following Accounts</u>	<u>Amount</u>	<u>From the following Source or Account</u>
Stabilization Fund	\$80,000	Raise and Appropriate (Millennium Fund)

RECOMMENDATION OF THE FINANCE COMMITTEE: Finance Committee approves this motion.

RECOMMENDATION OF THE BOARD OF SELECTMEN: BOS approves this motion.

Two-Thirds Vote Needed per M.G.L. c. 40, sec. 5B.

ARTICLE 15. CAPITAL ITEMS AND RELATED CONTRACTS

To see if the Town will vote to raise by taxation, borrow or transfer from available funds, including so called "free cash" and funds previously appropriated to other uses, and appropriate a sum or sums to purchase capital items and for service, repair, improvement, architectural, construction, renovation, improvement and/or other contracts relating to town buildings, facilities and other property, and to authorize the Board of Selectmen, Chief Procurement Officer, or other appropriate town official, board, commission or committee to enter into such contracts or leases, and to take other such action, as may be necessary to effectuate the purposes of such votes, or take any action relative thereto or thereon.

SPONSOR: BOARD OF SELECTMEN/VARIOUS DEPARTMENTS

NOTE: THERE ARE TWO MOTIONS UNDER THIS ARTICLE.

- 1.) MOTION: I move that the town vote to appropriate the following amounts to the following departments' respective accounts, for the FY2014 Budget, to be expended for the following purposes, each item being considered a separate appropriation, and to authorize the Board**

of Selectmen or Chief Procurement Officer to enter into such contracts, including leases, and to take such other action as may be necessary or advisable to effectuate the purposes of the foregoing vote:

Article 15- Capital		
Amount	To The following Accounts	From the following Source or Account
\$60,000	Fay Mountain Farm - Roof Repair	Stabilization Fund
\$2,500	Memorial Day Flags and Plaques for Cemeteries	Stabilization Fund

RECOMMENDATION OF THE FINANCE COMMITTEE: Finance Committee approves this motion.
RECOMMENDATION OF THE BOARD OF SELECTMEN: BOS approves this motion.
2/3rds Vote Needed.

- 2.) I move that \$150.00 be transferred from the Municipal Buildings Account and be appropriated to the Net Metering Credit Account for the purpose of funding any Town expense which may arise in connection with a proposed contract or contracts for net metering credits for electricity used to serve town buildings, facilities or other property, and that the board of selectmen and/or chief procurement officer be authorized to enter into such contract or contracts and to take such other action as they, or either of them, deem necessary or advisable to effectuate the purposes of this vote.

RECOMMENDATION OF THE FINANCE COMMITTEE: Finance Committee approves this motion.
RECOMMENDATION OF THE BOARD OF SELECTMEN: BOS approves this motion.
Majority Vote Needed.

ARTICLE 16. CEMETERY PERPETUAL CARE

To see if the Town will vote to accept the sum of \$ 12,250.00 as trust funds from individual persons, the income from each such sum to be used for the perpetual care of the Charlton cemeteries, or take any action relative thereto or thereon.

SPONSOR: CEMETERY COMMISSION

Motion: I move that Article 16 be accepted as printed.

RECOMMENDATION OF THE FINANCE COMMITTEE: Finance Committee approves this motion.
RECOMMENDATION OF THE BOARD OF SELECTMEN: BOS approves this motion.
Majority Vote Needed.

ARTICLE 17. NEW RECREATION FIELDS COMPLEX

To see if the Town will vote to appropriate a sum of money for the development of the Charlton Community Recreation Complex located on or near Route 20, including without limitation, the purchase of property, the development of athletic and recreational fields and the purchase and installation of

equipment related thereto; to determine whether this appropriation shall be raised by borrowing or otherwise, or take any action relative thereto or thereon.

SPONSOR: RECREATION COMMISSION

Motion: I move that the sum of \$25,000 be transferred from the Stabilization Fund Account and be appropriated to the Recreation Commission Account for use in conjunction with funds to be donated by Charlton Rec. Friends, Inc., a Massachusetts nonprofit corporation, to pay costs of developing the Charlton Community Recreation Master Plan for a site located on or near Route 20 in Charlton; and that the Board of Selectmen and/or the Chief Procurement Officer be authorized to enter into any and all contracts, and to take such other action, as they deem necessary or advisable to effectuate the purposes of the foregoing vote.

RECOMMENDATION OF THE FINANCE COMMITTEE: Finance Committee does not recommend this motion.

RECOMMENDATION OF THE BOARD OF SELECTMEN:

Two Thirds Vote Needed.

ARTICLE 18. AMENDMENTS TO CHARLTON GENERAL BYLAWS – TOWN-OWNED LAKES AND PONDS, DOCKS, MOORING & BERTHING BYLAW; AND ARTICLE XXXIV: NONCRIMINAL DISPOSITION ENFORCEMENT PROCEDURE

To see if the Town will vote:

A. To amend the Town of Charlton General Bylaws by adding thereto an additional bylaw reading as follows, such bylaw to be assigned such article number in the General Bylaws as the town clerk determines appropriate:

“**ARTICLE _____ : TOWN-OWNED LAKES AND PONDS, DOCKS, MOORING & BERTHING BYLAW**

PREAMBLE: In order to better control the use of town-owned land, prevent unauthorized or overburdening use of same, ensure adequate public access, and facilitate the effective management of certain uses of same, the following Bylaw has been adopted as to land owned by the Town of Charlton, or in which it has an easement for public access, in or abutting waters owned by the Town of Charlton.

Section 1 Authority, Rules & Regulations and Enforcement

This Bylaw is adopted by the Town of Charlton pursuant to the powers provided or reserved to it by the Massachusetts Home Rule Amendment, any applicable Massachusetts General Laws and Regulations, and any other applicable legal authority.

Any violation of this Bylaw may be enforced by the Chief of Police or by any police officer of the Town of Charlton, by any means available, including without limitation under the provisions of Mass. General Laws Chapter 40, Section 21 or through the noncriminal disposition procedure under Mass. General Laws Chapter 40, Section 21D and Article XXXIV of the Charlton General Bylaws. Such remedies shall not be exclusive but shall instead be in addition to any and all other rights and remedies, whether legal or equitable in nature, which the Town may have as to the subject matter covered by this Bylaw.

Section 2 Definitions

The following words, for the purposes of this Bylaw, unless another meaning is clearly apparent from the way the word is used, shall have the following meanings:

Berth: *n.* a place for a vessel to dock or anchor; *v.* to bring a vessel to, or maintain a vessel in, a berth; to dock

Docks / Piers: (the terms "dock" and "pier" shall be used interchangeably for the Purposes of this Bylaw) shall mean the entire structure of any pier, wharf walkway, bulkhead, or float, and any part thereof, including pilings, ramps, walkways, float, tie-off pilings, dolphins and/or outhaul posts, that is located on a town-owned bank, or town-owned land under a town-owned water body or waterway

Mooring: The act or an instance of securing or making fast a vessel to the shore, the bottom or a structure, as by a cable or anchor; a place or structure to which a vessel can be moored; equipment, such as anchors or chains, for holding fast a vessel.

Person: any individual, partnership, association, trust, firm, corporation, limited liability company or other legal entity, excluding the Town of Charlton or any board, commission, department or agent of same authorized by the Charlton Board of Selectmen, and any other public or quasi-public agency or authority, if any, having the legal right to do anything otherwise proscribed by this Bylaw.

Private Dock/Pier: a dock/pier (as defined above) for residential use.

Vessel: every description of watercraft, other than a seaplane on the water, used or capable of being used as a means of transportation on the water.

Section 3 Moorings And Docks

No dock, pier, mooring, float or other structure or object shall be affixed to, placed or maintained on any town-owned bank or other town-owned land, including any such located under a body of water, or any town-owned easement, by any person other than the town itself or one of its duly authorized boards, commissions or agencies, provided: a. that as to any such town-owned easement this provision shall apply only to the extent that the town's easement interest so permits; and b. that nothing in this Bylaw is intended to, nor shall, unreasonably restrict or impair any legal right of any owner of land abutting any such body of water.

Exception: Private docks and moorings will be permitted only on land contiguous to the parcel being served. Docks will be placed in such a manner as to allow access to the water for associated uses and vessel berthing, but not in such a manner as to impede the rights of others or cause a safety or navigational hazard.

Section 4 Docks, Mooring and Berthing, Inspection

The Charlton Police may inspect any dock/mooring/berth; and may require removal of any dock/mooring/berth that fails to meet the provisions of this Bylaw.

Section 5 Moving, Relocating, Removal of Dock/Mooring

Any expense of such removal, and any expense incurred by the Town, including reasonable attorney fees, shall be the responsibility of the owner of said dock/mooring/berth.

Section 6 Penalties

The owner of any dock/mooring/berth or other structure or object found in violation of this Bylaw or any rule or regulation adopted hereunder, shall be liable to the following fines:

First Offense	\$50.00
Second Offense	\$75.00
Third and each subsequent offense (Within a calendar year)	\$100.00

Each day when a violation continues shall constitute a separate offense and shall be subject to a separate, additional fine.

Nothing in this Bylaw is intended to, nor shall, contravene or alter in any way any provision of MA or federal law or regulation. If any provision of this Bylaw is held to be unconstitutional or otherwise invalid by any court of competent jurisdiction, the remaining provisions of the Bylaw shall not be invalidated.”

and

B. To amend ARTICLE XXXIV: NONCRIMINAL DISPOSITION ENFORCEMENT PROCEDURE of the Charlton General Bylaws by adding at the end thereof the following, with the town clerk to insert such item and article numbers as she determines appropriate:

“{Town clerk to insert number}. Article _____ Town of Charlton Town-Owned Lakes And Ponds, Docks, Mooring and Berthing Bylaw:

Enforcing persons: Police Chief; any Charlton Police Officer.

Fine schedule: \$50 for first offense, \$75 for second offense, and \$100 for the third and subsequent offense, or such other fines as are set forth in said Town-Owned Lakes And Ponds, Docks, Mooring and Berthing Bylaw as same may be amended from time to time.”

or take any action relative thereto or thereon.

SPONSOR: BOARD OF SELECTMEN, CONSERVATION COMMISSION AND CONSERVATION AGENT

Motion: I move that Article 18 be accepted as printed.

RECOMMENDATION OF THE FINANCE COMMITTEE: N/A

RECOMMENDATION OF THE BOARD OF SELECTMEN: BOS approves this motion.

RECOMMENDATION OF THE BY-LAW COMMITTEE: BLC approves this motion.

Majority Vote Needed.

ARTICLE 19. AMENDMENT TO CHARLTON GENERAL BYLAWS - ARTICLE XXIII: DOG RESTRAINT AND REGULATION BYLAW AND ARTICLE XXXIV: NONCRIMINAL DISPOSITION ENFORCEMENT PROCEDURE; ACCEPTANCE OF MGL C. 140, SEC. 139 (c)

To see if the Town will vote:

A. To amend Article XXIII - Dog Restraint and Regulation Bylaw and Article XXXIV - Non criminal Disposition Enforcement Procedure of the Charlton General Bylaws for purposes of amending the Sections listed below to read as follows [the text shown in lined-through font presently appearing in the Bylaw but to be omitted from the Bylaw as so amended, and (except as to headings, which already

appear in the Bylaw in bold font and shall continue to do so) the text shown in bold font to be added but printed in the Bylaws in regular font], or take any action relative thereto or thereon:

**Article XXIII ~~Dog Restraint and Regulation Bylaw~~
Town of Charlton Animal Control Bylaw**

Authority and Purpose

This Bylaw is adopted pursuant to the authority of Mass. Gen. Laws Chapter 140, Sections 136A to 137A, inclusive, Section 173, and any other relevant statutes and regulations promulgated pursuant thereto. The purpose of this Bylaw is to establish regulations for the keeping of dogs and cats in the Town of Charlton in a manner consistent with such statutes. All references in this Bylaw to any statute shall mean such statute as such may be amended from time to time and any successor statute to same. Nothing in this Bylaw is intended to, nor shall, preclude or limit any enforcement officer or agent, nor any town board or official, from utilizing any procedure or exercising any right provided by any such statute. This Bylaw does not purport to set forth or reference all such statutes, and anyone reading the Bylaw is also bound by all applicable statutes and should consult same, including but not limited to: Mass. Gen. Laws Chapter 140, Sections 136A, 137A-D, 138, 139, 139A, 140, 141, 141A-B, 145, 145A-B, 146, 147, 147A, 148-151, 151A-B, 152, 153, 155, 155A, 156-161, 161A, 163-169, 171, 173, 173A, 174, 174A-B, 174D-E and 176; Chapter 209A, Section 11; Chapter 272, Section 77; and Chapter 129, Section 39G.

Section 1. Licenses and tags:

The owner or keeper of a dog six (6) months old or over shall purchase a license from the Town Clerk and shall attach the license to a collar or harness of said dog. If any such tag is lost, the owner or keeper of such dog shall secure a substitute tag from the Town Clerk. ~~No license fee shall be charged for a dog certified to serve a blind person or a deaf person, provided the dog is actually in the service of a blind or deaf person.~~

~~New residents bringing dogs six (6) months old or older into the Town of Charlton shall purchase a license from the Town Clerk within sixty (60) days.~~

Any person residing in the Town of Charlton, who at the beginning of the license period (January 1st to December 31st) is, or who during the license period becomes, the owner or keeper of a dog six (6) months old or over, shall cause the dog to be licensed within thirty (30) days.

Any owner or keeper of a dog who moves into the Town of Charlton and has a valid dog license for his/her dog from another city or town in the Commonwealth, shall within 30 days obtain a transfer license and a tag for such dog in accordance with G.L. c. 140, 146 for a fee of one dollar (\$1.00) upon producing evidence of the previous license.

Per G.L. c. 140, sec. 137(a) and sec. 137A, the above licensing provisions shall not apply to any dog or cat housed in a research institution or kept under a valid kennel license.

The annual fee for every dog license, except as otherwise provided for by law, shall be as follows:

Male	\$20.00
Female	\$20.00
Senior Citizen (65 and over)	\$17.00
Neutered Male	\$10.00

Spayed Female	\$10.00
Senior Citizen (65 and over)	\$8.00
Substitute Tag	\$1.00
Transfer License	\$1.00

Per Mass. Gen. Laws Chapter 140, Section 139 (c), no fee shall be charged for a license issued for a service animal as defined by the Americans with Disabilities Act or regulations promulgated thereunder.

Any person seventy (70) years of age or older, upon proof of age, shall be exempt from the annual fee for one dog, per household, per year. The owner of a kennel license, age seventy (70) years of age or older, shall be excluded from this exemption. These exemptions shall take effect upon the Town's acceptance of the provision of Mass. Gen. Laws Chapter 140, Section 139 (c) reading as follows: "No fee shall be charged for a license for a dog owned by a person aged 70 years or over in a city or town that accepts this provision." All other fees and fines as otherwise provided for in the Animal Control Bylaws or MA General Laws will apply.

When applying for a dog license the applicant must show proof, by a licensed veterinarian's certificate, that the dog has been vaccinated against rabies, as required by Massachusetts General Laws, Chapter 140, Sections 137 and 145B or **must provide certification per said statutes that such animal is exempt from this requirement.**

The fee for each ~~kennel license~~fees shall be as follows:

Four dogs or less	\$35.00
Kennel with Ten 5-10 dogs or less	\$75.00
Kennel with Twenty-five 11-25 dogs or less	\$100.00
Kennel with 26 or more dogs	\$200

Per Mass. General Laws Chapter 140, Sec. 137A (b) to determine the amount of the license fee for a kennel, a dog under the age of 6 months shall not be counted in the number of dogs kept in a kennel. Per Mass. General Laws Chapter 140, Sec. 137A (c) there shall be no kennel fee charged a domestic charitable corporation incorporated exclusively for the purpose of protecting animals from cruelty, neglect or abuse or for the relief of suffering. And per Mass. General Laws Chapter 140, Section 137C any person maintaining a kennel after the license to maintain a kennel has been so revoked, or while such a license is suspended, shall be punished by a fine of \$250.

Per Mass. General Laws Chapter 140, Sec. 139(c) Nno license fee or any part thereof shall be refunded because of subsequent death, loss, spaying, neutering or removal from the Commonwealth or other disposal of the dog.

~~Should a~~**Any owner or keeper of a dog failing to license it before March 1st; shall pay a late fee of ten dollars (\$10.00) per dog will be charged. Any person required to obtain a kennel license (or any person eligible and electing to do so in lieu of a dog license or licenses) who fails to obtain same before March 1st shall pay a late fee of \$50.00.**

In accordance with Mass. General Laws Chapter 140, Section 141, any person failing to license a dog as prescribed by this section or otherwise violating Sections 137, 137A, 137B or 138 of said Chapter shall be assessed a penalty of \$50 per dog.

~~Any person maintaining a kennel in the Town of Charlton who fails to license, as prescribed by this section and the laws of the Commonwealth, shall pay a late fee of twenty dollars (\$20.00).~~

Section 2. Definition of Terms:

To the extent that M.G.L. c.140, §§136A to 137A contain definitions of words used herein all words and terms as used herein shall be as set forth in said statutes.

Unless otherwise defined by such statutes, the terms as used in this order Bylaw shall mean the following unless the context otherwise indicates.

(1) "DOG" means: Any **domestic** animal of the canine species, both male and female.

(2) **"CAT" means: Any domestic animal of the feline species, both male and female.**

(2) (3) "OWNER" means: Any person or persons, firm, association, or corporation owning, keeping or harboring a dog, as herein defined.

(3) (4) ~~"PUBLIC NUISANCE" means: Any dog which by excessive barking, howling, "running-at-large" or in any other manner disturbs the quiet of the public.~~ **"Nuisance dog", as defined in General Laws Chapter 140, Section 136A, shall mean a dog that: (i) by excessive barking or other disturbance, is a source of annoyance to a sick person residing in the vicinity; or (ii) by excessive barking, causing damage or other interference, a reasonable person would find such behavior disruptive to one's quiet and peaceful enjoyment; or (iii) has threatened or attacked livestock, a domestic animal or a person, but such threat or attack was not a grossly disproportionate reaction under all the circumstances.**

(4) (5) "RUN-AT-LARGE" means: Any dog ~~free of restraint~~ which is permitted to wander on private property of others or on public ways ~~at will~~, without proper restraint.

(5) (6) "RESTRAINT" means: The dog will be on a leash or a substantial chain and under the control of a person competent to restrain it so that it shall not be a threat to public safety. The mere muzzling of a dog shall not prevent it from being ~~deemed a public-nuisance dog~~.

(7) **"KENNEL" is used as that term is defined in Mass. General Laws Chapter 140, Section 136A. See that statute for definitions of various types of kennels.**

Section 3. Prohibitions:

No owner or keeper shall **violate any provision of this Bylaw, nor** permit any dog whether licensed or unlicensed to become a ~~"public-nuisance dog"~~ or to run-at-large within the Town of Charlton any time day or night.

No person owning or keeping a dog shall chain or tether a dog to a stationary object including, but not limited to, a structure, dog house, pole or tree for longer than 24 consecutive hours.

Owner/Keeper must abide by all other requirements and prohibitions as to restraint, access to clean water and appropriate shelter and other matters addressed in Mass. General Laws Chapter 140 Section 174E. As specified in Section 174E, any person who violates same "shall, for a first offense, be issued a written warning or punished by a fine of not more than \$50, for a second offense, be punished by a fine of not more than \$100 and for a third or subsequent offense, be punished by a fine of not more than \$300, and be subject to impoundment of the dog in a local shelter at the owner's or guardian's expense pending compliance with this section, or loss of ownership of the dog."

Section 4. Field Trials:

No person shall conduct a Field Trial involving dogs in the Town of Charlton without first procuring a permit thereof from the Animal Control Officer. Any such permit shall contain such limitations, as the Animal Control Officer shall deem reasonably necessary to prevent such dogs from being a threat to public safety.

Section 5. Penalty:

Any owner or keeper found in violation of this by-law shall be subject to a fine according to the following schedule, **unless the fine for a violation is otherwise established by state law:**

First Offense	\$25.00
Second Offense	\$35.00
Third Offense	\$50.00
Fourth Offense	\$75.00
Fifth and each subsequent offense (within a calendar year)	\$100.00

Failure to vaccinate for rabies	\$25.00
Failure to obtain dog license	\$50.00 per dog

Section 6. Enforcement:

It shall be the duty of the Animal Control Officer to investigate complaints and enforce the provisions of this Bylaw and to that end he/she shall have the authority to seek complaints in the District Court for violations thereof. He/She shall also attend to all matters pertaining to stray or public- nuisance dogs, and to care for dogs that are injured in the Town of Charlton if the owner or keeper is unknown. The Animal Control Officer shall also be responsible for maintaining and keeping accurate records on all complaints and dogs that are apprehended and impounded as prescribed by law. **The Animal Control Officer, such Officer's designee, the Police Chief and any Charlton Police Officer shall have authority to enforce the provisions of this article. Any alleged violation of this bylaw may, in the sole discretion of the enforcing agent, be made the subject matter of noncriminal disposition proceedings commenced by such agent in accordance with M.G.L. c.40, §21D.**

Section 7. Procedure Following Impoundment:

The Animal Control Officer shall immediately notify the owner or keeper of any dog or cat impounded ~~by him~~ under the provisions of the By-law if such owner or keeper is known by him or her. If such owner or keeper is not known by him or her, no notice shall be necessary.

Section 8. Notice to Owner and Redemption:

The owner may then reclaim the dog or cat by reimbursing the Animal Control Officer for expenses, fines and fees, **and for boarding and care of maintaining the impounded dog or cat per Mass. Gen. Laws Chapter 151A(a).** ~~In any event, The boarding and care maintenance cost shall not exceed~~ **ten dollars (\$10.00) for each twenty-four (24) hour period or any part thereof, plus thirty dollars (\$30.00) as an initial pickup fee.** However, as required by ~~state law~~ **Mass. Gen. Laws Chapter 140, Sections 137 and 145B,** each dog six (6) months old or older must **have been vaccinated for rabies and licensed and each cat six (6) months old or older must have been vaccinated for rabies** before the Animal Control Officer may release it to its owner **absent certification per said statutes that such animal is exempt.**

Section 9. Disposition of Unclaimed Dogs and Cats:

Any dog which has been impounded and has not been redeemed by the owner within ~~ten (10)~~ **seven (7)** days shall be disposed of as provided by Massachusetts General Laws, **eChapter 140**, Section 151A, and any amendment thereto. Any unclaimed dog **or cat** adopted from the Charlton Animal Control Officer shall be spayed or neutered **and vaccinated for rabies** at the owner's expense **absent certification per Mass. Gen. Laws Chapter 140, Sections 137 and 145B that such animal is exempt**. The adoption fee for all unclaimed dogs **or cats** regardless of sex, breed, or age shall be twenty dollars (\$20.00).

Section 10. Collection of Fines and Fees:

All fines and fees collected by the Animal Control Officer while enforcing the provisions of this By-law shall be collected in the form of personal check, money order or registered check made payable to the Town of Charlton. In any event the Animal Control Officer will not accept cash, unless bonded to do so.

Section 11. Disposition of Collected Fines and Fees:

All fines and fees collected by the Animal Control Officer shall be accounted for and paid over to the Town Treasurer at such time and in such manner as may be designated by the Town Treasurer.

Section 12. Non-Waiver of Statutory Remedies:

The provisions of Bylaw are intended to be in addition to and not in lieu of those contained in M.G.L. c.140, §§136A, et seq., as amended by Chapter 193 of Legislative Acts of 2012 and as such may later be further amended. Nothing contained in this Bylaw shall deprive the Town or any enforcement officer from exercising its or their rights and employing the remedies provided in those sections, including but not limited to disposition of a dog found to be a dangerous dog or nuisance dog, as provided in §157 of c.140 as so amended.

B. To accept the local option provision of Mass. General Laws Chapter 140, Section 139 (c) reading as follows: "No fee shall be charged for a license for a dog owned by a person aged 70 years or over in a city or town that accepts this provision."; and

C. To amend ARTICLE XXXXIV: NONCRIMINAL DISPOSITION ENFORCEMENT PROCEDURE of the Charlton General Bylaws by deleting the present Section 6 thereof and substituting in lieu thereof the following:

6. Article XXIII Town of Charlton Animal Control Bylaw:

Enforcing persons: Animal Control Officer, such Officer's designee, the Police Chief and/or Charlton Police Officer

Fine schedule: The specific penalties set forth in various sections of said Animal Control Bylaw as same may be amended from time to time, and any such as may be established by applicable Mass. General Laws.

or take any action relative thereto or thereon.

SPONSOR: ANIMAL CONTROL OFFICER

Motion: I move that Article 19 be accepted as printed.

RECOMMENDATION OF THE FINANCE COMMITTEE: N/A

RECOMMENDATION OF THE BOARD OF SELECTMEN: BOS approves this motion.

RECOMMENDATION OF THE BY-LAW COMMITTEE: BLC approves this motion.

Majority Vote Needed.

ARTICLE 20. AMENDMENTS TO CHARLTON GENERAL BYLAWS ARTICLE XXXV: JUNK, OLD METALS AND SECOND HAND ARTICLE, TO ADD PROVISIONS REGULATING PAWN SHOPS, SET FEES AND FINES, ETC.; AND ARTICLE XXXIV: NONCRIMINAL DISPOSITION ENFORCEMENT PROCEDURE

To see if the Town will vote:

A. To amend the Town of Charlton General Bylaws, Article XXXV by:

1. Adding at the present end of the Article title the words, "AND PAWN SHOPS";
2. In Section 5, first sentence, by inserting immediately before the words, "without a license" the words "or a pawn shop", and deleting at the end of that sentence the words "penalty of twenty dollars" and substituting therefor the words "the following penalties: \$100 for the first offense; \$200 for the second offense; and \$300 for the third and any subsequent offense";
3. By adding at the end of said Bylaw a new Section 6 reading as follows:

"Section 6: Pawn Brokers

The Board of Selectmen may license suitable persons to carry on the business of pawnbrokers in the town of Charlton, may condition, deny, revise and revoke such licenses, all as provided by Mass. General Laws Chapter 140, Sections 70 to 85, and may make rules and regulations of general application to carry out the purposes of this bylaw. Any such rule or regulation shall take effect upon its being filed with the office of the Town Clerk. The Board of Selectmen may also impose conditions and restrictions upon a particular license or licenses. The fee for any such license shall be \$100, or such higher amount as the Board may establish by regulation if Mass. Gen. Laws Chapter 140, Section 77 is amended to so permit. Any such licensee, as required by said Section 77, shall at the time of receiving such license file with the Board of Selectmen a bond to the town in the sum of \$300.00 (or such higher, maximum, allowable amount if said Section 77 is amended to require or allow for same), with two sureties approved by the Board or its designee, conditioned upon the faithful performance by the licensee of the duties and obligations pertaining to the business so licensed."

4. By further adding at the end of said Bylaw a new Section 7 reading as follows:

"Any violation of this Article XXXV or of any rule or regulation adopted hereunder may be enforced by the Chief of Police or by any police officer of the Town of Charlton by any means available, including without limitation under the provisions of Mass. General Laws Chapter 40, Section 21 or through the noncriminal disposition procedure under Mass. General Laws Chapter 40, Section 21D and Article XXXIV of the Charlton General Bylaws.

If any provision of this Bylaw is held invalid by any court or other body of competent jurisdiction, such shall not affect the validity or application of the remainder of the article."

and

B. To amend Section 2 of ARTICLE XXXIV: NONCRIMINAL DISPOSITION ENFORCEMENT PROCEDURE of the Charlton General Bylaws by deleting the present numbered subsection or numbered item 9 and substituting therefor the following:

“9. Article XXXV Town of Charlton Junk, Old Metal, Second Hand Articles and Pawn Shops Bylaw:

Enforcing persons: Board of Selectmen or its designee; Police Chief and and/or any Charlton Police Officer

Fine schedule: The fines specified in the Junk, Old Metal, Second Hand Articles and Pawn Shops Bylaw as same may be amended from time to time.”

or take any action relative thereto or thereon.

SPONSOR: CHIEF OF POLICE

Motion: I move that Article 20 be accepted as printed.

RECOMMENDATION OF THE FINANCE COMMITTEE: N/A

RECOMMENDATION OF THE BOARD OF SELECTMEN: BOS approves this motion.

RECOMMENDATION OF THE BY-LAW COMMITTEE: BLC approves this motion.

Majority Vote Needed.

ARTICLE 21. AMENDMENTS TO CHARLTON GENERAL BYLAWS – NOISE BYLAW AND ARTICLE XXXIV: NONCRIMINAL DISPOSITION ENFORCEMENT PROCEDURE

To see if the Town will vote:

A. To amend the Town of Charlton General Bylaws by adding thereto an additional bylaw reading as follows, such bylaw to be assigned such article number in the General Bylaws as the town clerk determines appropriate:

“ARTICLE : UNLAWFUL NOISE

Section 1. Unlawful Noise Prohibited. It shall be unlawful for any person or persons to create, assist in creating, continue, or allow to continue any excessive, unnecessary, or unusually loud noise which either annoys, disturbs, injures, or endangers the reasonable quiet, comfort, repose, or the health or safety of others within the Town of Charlton. The following acts are declared to be loud, disturbing, injurious, unnecessary and unlawful noises in violation of this section, but this enumeration shall not be exclusive, namely:

a) Radio, Phonograph, Musical Instruments and Television. The playing of any radio, phonograph, television set, amplified or musical instruments, loudspeakers, tape recorder, or other electronic sound producing devices, in such a manner or with volume at any time or place so as to annoy or disturb the reasonable quiet, comfort or repose of any person in any dwelling, hotel, hospital, or other type of residence, or in any office or building or of any person in the vicinity of such noise.

b) Shouting and Whistling. Yelling, shouting, hooting, whistling, singing, or the making of any other loud noises on the public streets, in a public place, or in any place to which the public has a right of access, between the hours of 11:00 p.m. and 7:00 a.m. or the making of any such noise at any time or place so as to annoy or disturb the reasonable quiet, comfort or repose of any person

in or on a public way, a public place, a way to which the public has a right of access or any dwelling, hotel, hospital, or other type of residence, or in any office or building or of any person in the vicinity of such noise.

Section 2. Commercial Activity Generating Noise. The following commercial uses and activities are determined to generate or involve excessive and/or unreasonable noise, but this enumeration shall not be exclusive, namely:

- a) Operation of earthmoving or other heavy vehicles or equipment, jack hammering, use of power tools between the hours of 9:00 p.m. and 7:00 a.m.
- b) Construction, demolition or noise-generating alteration of any building, structure or site, including excavation and other site work, between the hours of 9:00 p.m. and 7:00 a.m.
- c) Operation of any wood/brush chipper, pneumatic-powered equipment or tool, hammer, chainsaw, commercial power mower, trimmer, blower or other construction, forestry or landscape equipment between the hours of 9:00 p.m. and 7:00 a.m., unless in the event of emergency conditions (e.g., weather-related access or egress).
- d) Hours referred to in a) through c) above may be extended upon application for, and issuance of, a permit therefor by the Chief of Police, or his designee, upon a showing of facts sufficient to establish a necessity for such an extension.
- e) Commercial entertainment (e.g., outdoor bands, amplified music, or large gatherings) creating sufficient noise to disturb the reasonable quiet of any person in the vicinity between the hours of 11:00 p.m. and 7:00 a.m. Hours referred to in this section may be extended upon application for, and issuance of, a permit therefor by the Board of Selectmen, upon a showing of facts sufficient to establish a necessity for such an extension.
- f) The Board of Selectmen may adopt rules and regulations to carry out the purposes of this bylaw, including but not limited to such establishing a process, timelines for consideration and issuance of permits referenced in paragraphs d and e above.

Section 3. Exemptions. None of the terms or prohibitions of the previous sections shall apply or be enforced against:

- a) **Emergency Vehicles And Equipment.** Any police, fire, ambulance or other emergency vehicle, or emergency generator or equipment, engaged in emergency related response and/or activity and any vehicle or equipment actively engaged in snow or ice removal upon any public or private property.
- b) **Highway and Utility Maintenance and Construction.** Necessary excavation in or repairs of bridges, streets, or highways, or any public utility installation by or on behalf of the Town, or any public utility or any agency of the Commonwealth of Massachusetts.
- c) **Noise caused by agricultural, farm-related, or forestry-related activities** as defined by M.G.L. Chapter 128, Section 1A, as amended from time to time, including but not limited to the operation of farm equipment, sawmills, harvesting equipment, noises from farm animals.

d) Parades, public gatherings, or events, for which appropriate permits or licenses have been issued or which are constitutionally protected.

Section 4. Penalties. Any person who violates this by-law or any rule or regulation adopted by the Board of Selectmen hereunder shall be punished according to the following fine schedule: \$100 for first offence, \$200 for second offence, and \$300 for the third and subsequent offence. Each such act which either continues or is repeated more than one-half (1/2) hour after notice of violation of this by-law shall be a separate offense and shall be prosecuted or treated as a separate offense.

Section 5. Other Remedies.

- a) If the person or persons responsible for an activity which violates Sections 1 or 2 cannot be determined, the person in lawful custody and/or control of the premises, including but not limited to the owner, lessee, occupant of the property or persons present therein from which the activity is occurring or emanating shall be deemed responsible for the violation.
- b) If the person or persons responsible for an activity which violates Sections 1 or 2 can be determined, any person or persons who violate Sections 1 or 2 of this by-law may be arrested, without a warrant if Massachusetts law so authorizes and provided that the violation occurs in the presence or view of any officer authorized to serve criminal process.

Section 6. Severability. If any provision of this by-law is held to be unconstitutional or otherwise invalid by any court of competent jurisdiction, the remaining provisions of the by-law shall not be invalidated.”

and

B. To amend ARTICLE XXXIV: NONCRIMINAL DISPOSITION ENFORCEMENT PROCEDURE of the Charlton General Bylaws by adding at the end thereof the following, with the town clerk to insert such item and article numbers as she determines appropriate:

“[Town clerk to insert number]. Article _____ Town of Charlton Noise Bylaw:

Enforcing persons: Police Chief and and/or any Charlton Police Officer

Fine schedule: \$100 for first offence, \$200 for second offence, and \$300 for the third and subsequent offence, or such other fines as are set forth in said Noise Bylaw as same may be amended from time to time.”

or take any action relative thereto or thereon.

SPONSOR: NOISE BYLAW COMMITTEE

Motion: I move that Article 21 be accepted as printed.

RECOMMENDATION OF THE FINANCE COMMITTEE: N/A

RECOMMENDATION OF THE BOARD OF SELECTMEN:

RECOMMENDATION OF THE BY-LAW COMMITTEE: BLC approves this motion.

Majority Vote Needed.

No vote shall be taken on any motion relating to Article 22 and 23 below until the Planning Board has submitted a report with recommendations thereon to the Town

Meeting, if 21 days have not elapsed since the public hearing before the Planning Board was held on the proposed amendment to the Zoning By-law set forth in said Article. (Gen. Laws Chapter 40A, Section 5, paragraph 3).

ARTICLE 22. ZONING BY-LAW: SIGNAGE ZONING BY-LAW REVISION

To see if the Town will vote to amend the Charlton Zoning By-Law by revising Section 5.6 - Signs as follows (Note: Revised language to Section 5.6-Signs is highlighted in bold), or take any action relative thereto or thereon.

5.6 Sign Regulations

5.6.1 Purpose

It is the purpose of **Section 5.6** to protect the public health, safety, **convenience** and general welfare of **the residents of the Town of Charlton** by regulating signs that:

- obstruct traffic visibility **and cause traffic hazards**
- pose a danger through disrepair and threat of collapse;
- **decrease property values due to incompatibility with the property that surrounds it;**
- **protect the architecture, character and appearance of the various neighborhoods in the Town;**
- **minimize lighting impacts from signs;**
- disrupt the aesthetic environment of the Town of Charlton.;
- **enable the fair and consistent enforcement of these sign regulations; and**
- **protect and improve the public health, safety, convenience and general welfare.**

Signs constitute a separate and distinct use of the land upon which they are placed and affect the use of adjacent streets, sidewalks and other public places, and adjacent private places open to the public. The unregulated construction, placement and display of signs constitute a public nuisance detrimental to the public health, safety, convenience and welfare of the residents of the Town.

5.6.2 Definitions

***Sign:* A communication device, structure, or fixture that incorporates graphics, symbols, or written copy intended to promote the sale of a product, commodity, or service, or to provide direction or identification for a structure or area.**

***Advertising blimp:* An advertising blimp is an inflatable sign that by way of gas or other manner is caused to float above the structure it is attached to. Further, such inflatable sign is capable of moving from place to place and is not permanently affixed to the ground or structure.**

***Advertising device:* Any non-verbal device designed for advertising purposes, such as balloon signs, caricatures, animals, food items, etc.**

***Electronic message center – Changeable Electronic Variable Message Signs (CEVMS):* A sign on which the characters, letters or illustrations can be changed automatically or through electronic or mechanical means. CEVMS exclude time and temperature signs.**

Marquee: Any permanent roof-like structure projecting beyond a building or extending along and projecting from the wall of a building.

Sign, abandoned: A sign which identifies or provides information pertaining to a business, lessor, lessee, service, owner, product or activity, which no longer exists at the premises where the sign is located, or for which no legal owner can be found.

Sign, accessory: A sign which provides information pertaining to, but does not specifically identify a business, product or activity; such as “OPEN”, “CLOSED” “ATM”, phone number, website, e-mail etc.

Sign, attached: A sign permanently erected or affixed to a building.

Sign, canopy: A sign on or attached to a permanent overhanging shelter that projects from the face of a building and is supported only partially by the building.

Sign, changeable copy: A sign on which the characters, letters, illustrations can be manually or electronically changed without altering the face or surface of the structure.

Sign, construction: A sign identifying an architect, builder, contractor, subcontractor, material supplier, financing entity or others participating in the design, construction or alteration of the premises on which the sign is located.

Sign, directional or traffic safety: A sign identifying entrances, exits, parking areas or other operational features of premises and the provision of directions for safe use of the same.

Sign, freestanding: A sign not supported by a wall or screening surface.

Sign, ground: Any sign having as supports, wood or metal columns, pipes, angle iron framing, masonry, plastic or any combination of these materials, unattached to any building or other structure. This includes single pole pylon type signs.

Sign, illuminated: A sign lighted or exposed to artificial light either by lights on or in the sign or directed toward the sign, including direct/external lighting, indirect lighting, illumination, flashing or intermittent lighting.

Sign, marquee: A sign on or attached to a permanent overhanging shelter that projects from the face of a building and is supported entirely by the building.

Sign, nonconforming: A sign lawfully existing before the adoption of this Ordinance which does not now conform to the regulations of the Ordinance.

Sign, off premises: A sign whose subject matter relates to products, accommodations, services or activities not exclusively located on the same premises as that sign and including billboards.

Sign, on-premises: A sign which advertises activities, goods, products, etc., that are available within the building or on the lot where the sign is located.

Sign, political: A sign which pertain to the elective process or which constitute political speech.

Sign, projecting: A sign which extends from the wall of a building.

Sign, public service information: A sign which exclusively promotes an activity or event of general interest to the community and which contains no advertising features.

Sign, real estate: A sign which is used for the sale, lease or rental of real property.

Sign, standing: Any sign maintained on structures or supports that are placed on, or anchored in, the ground and that are independent from any building or other structure.

5.6.3 General Regulations

1. **These regulations shall apply to all signs and their supporting devices erected within the Town of Charlton.**
2. Lighting of a sign may only be by a white light of reasonable intensity shielded and directed solely at the sign. Internally illuminated signs are permitted on lots zoned for business and industrial uses directly abutting Routes 20 or 169.
3. No sign shall be erected or maintained that obstructs or interferes with the free and clear vision of or from any street or driveway, or obstructs or simulates official directional or warning signs erected or maintained by a governmental entity.
4. Every standing sign shall be located a minimum of three (3) feet from any property line.
5. No sign shall be erected or maintained in any street right of way, on utility poles or trees.
6. No roof signs shall be erected nor shall any sign project above the **peak** of a roof. No sign attached to a building shall project more than twelve (12) inches from the edge of the building, except for awning signs. No sign shall exceed the maximum height set forth in Section 5.6.6.
7. Temporary signs are permitted in all districts with a sign permit from the Building Inspector as set forth in Section 5.6.6. **Temporary signs must be firmly attached to a supporting device and present no undue hazard to the public. See Section 5.6.6 for the maximum size of various types of temporary signs.** Such signs are allowed for up to sixty (60) days. **Temporary signs may be attached or lettered on the interior of the window. Such signs shall not be included in the aggregate sign area. The aggregate area of all signs in any window, either permanent or temporary, shall not exceed thirty (30) percent of the area of such window.** An applicant may obtain a permit for a temporary sign only twice in a twelve month period. **Temporary signs shall be removed within five (5) days after the reason for the sign has ended or on the day the permit expires, whichever is sooner.**
8. Pennants are prohibited in all zoning districts, except that they may be used one time only for grand openings for 30 days or less with a permit from the Building Inspector.
9. **For signs in the Village District, also see Section 5.17.6.**

5.6.4 Sign Permits and Fees

Sign permits shall be obtained on forms provided by the Building Inspector. Board of Selectmen has the authority to set fees from time to time.

5.6.5 Prohibited Signs

- a. Any sign which may be confused with or construed as a public safety device or sign or traffic or emergency light because of its color, shape or design.
- b. Any sign which incorporates moving, flashing, undulating, swinging, rotating or the electronic, visual representation of motion or animation by intermittent or variable illumination, except for the following:
 - c. Balloon signs, including advertising blimps.
 - d. Portable signs mounted on wheeled trailers or framed structures, or trailers with the wheels removed.
 - e. Signs constructed, mounted or maintained upon the roof of any building.
 - f. Off-premises signs.
 - g. Exposed neon signs.
 - h. Billboards.
 - i. Signs emitting sound, except drive-through menu signs.
 - j. Signs placed upon unregistered vehicles. No commercial or industrial sign shall be erected on, or attached to any vehicle except for signs applied directly to the surface of the vehicle. The primary use of such vehicle shall be in the operation of a business and not in advertising or identifying the business premise. The vehicle shall not be parked in a public right of way for the purposes of advertising.
 - k. No sign shall contain any moving, flashing, or animated lights or visible moving parts. Wind-driven, whirling, or spinning signs, or signs with so-called "whirligigs" are prohibited. Indicators of time and temperature are permitted on non-residentially zoned lots directly abutting Routes 20 or 169. Such signs shall be located no further than fifty (50) feet from Routes 20 or 169 and shall comply with all other requirements of this section.
- l. Any sign not specifically allowed in this Section 5.6.
- m. Exceptions. The following types of illuminated signs may be permitted in accordance with the standards listed herein:

1. **Changeable Electronic Variable Message Signs (CEVMS) consisting primarily of scrolling or changing text whereby no more than one line of text scrolls at once, and is displayed for a period of at least four (4) seconds. The transition between each individual message or display shall be accomplished within two (2) seconds and occur without flashing.**
 - a. **CEVMS shall contain a default mechanism that will freeze the display in a static mode if a malfunction occurs.**
 - b. **The Town may require that “Amber Alerts”, or emergency information messages be displayed on the CEVMS. Upon such notification the sign operator shall display emergency information messages in appropriate sign rotations, and maintain such messages in rotation according to the designated issuing agency protocols.**
2. **Digital sign displays whereby each image is static with no flashing or motion depicted, and each image is displayed for a period of at least ten (10) seconds. The transition between each individual message or display shall be accomplished within two (2) seconds and occur without flashing.**
3. **Public service signs such as those that customarily display time or temperature.**
4. **Reader boards that display a consistently sized text and are not animated.**

Signs which may be permitted under this Section are to be further restricted as follows:

1. **Direct illumination by incandescent light bulbs shall be restricted to light bulbs rated at twenty five (25) watts or less.**
2. **Spotlights providing direct illumination to the public and beacons of any type are prohibited.**
3. **Illumination of attraction devices or signs which fluctuate in light intensity are prohibited.**
4. **Display surface of projecting signs shall not exceed sixteen (16) square feet, shall be limited to one (1) sign per business and shall not be permitted on property which has a free standing sign, whether or not it is a CEVMS.**
5. **All illuminated signs shall provide shielding for the source of illumination in order to prevent a direct view of the bulb or other light source from a residence within 100 feet of said illuminated sign or device.**

5.6.6. Area of Signs

1. The area of a sign shall be considered to include all lettering, wording, and accompanying designs and symbols, together with the background on which they are displayed, any frame around the sign and any "cutouts" or extensions, but shall not include any supporting structure or bracing.
2. The area of a sign consisting of individual letters or symbols attached to or painted on a surface, building, wall or window, shall be considered to be that of the smallest rectangle which encompasses all of the letters and symbols.
3. The area of a sign which is other than rectangular in shape shall be determined as the area of the smallest geometric shape which encompasses all elements of said sign.
4. The area of a sign consisting of a three-dimensional object shall be considered the area of the smallest rectangle that can encompass the area of the largest vertical cross-section of that object.
6. Only one side shall be counted in computing the area of a double faced sign. All sides of a sign with more than two sides shall be counted in calculation of sign area.

Section 5.6.7 Permitted signs

ALLOWED SIGNS AND CONDITIONS OF USE

SIGN TYPE	PERMANENT (P) OR TEMPORARY (T)	PERMIT REQUIRED (Y/N)	TIME LIMIT	MAXIMUM SIZE RESTRICTIONS	MAXIMUM HEIGHT ABOVE GRADE	NOTES	NUMBER OF SIGNS
Accessory sign	T or P	N		10% of the sign face to which it is attached to or nearest to			One on-site accessory sign per business or establishment
Advertising device (excluding balloon signs)	P	Y		Total surface area of advertising device shall count as part of the allowed ground sign area	Maximum height -20 feet with a clearance to ground of 30 inches		One per site
Awning sign	P	Y		Lettering no larger than 6 inches in			

SIGN TYPE	PERMANENT (P) OR TEMPORARY (T)	PERMIT REQUIRED (Y/N)	TIME LIMIT	MAXIMUM SIZE RESTRICTIONS	MAXIMUM HEIGHT ABOVE GRADE	NOTES	NUMBER OF SIGNS
				height			
Banners or flags	T	N	During hours of operation	Total area not to exceed 12 square feet. Individual banners or flags not to exceed 6 square feet			Not to exceed two banners / flags per business
Canopy sign	P	Y		Maximum size: the smaller of 10% of the façade area associated with the business or 60 square feet Maximum height of 3 feet		Canopy signs shall be treated as wall signs	One sign per canopy
Changeable copy and CEVMS	P	Y		32 square feet The area of a CEVMS shall count towards the overall area of the sign to which it is attached or associated		Sign face of CEVMS cannot change in less than four seconds	One per site

SIGN TYPE	PERMANENT (P) OR TEMPORARY (T)	PERMIT REQUIRED (Y/N)	TIME LIMIT	MAXIMUM SIZE RESTRICTIONS	MAXIMUM HEIGHT ABOVE GRADE	NOTES	NUMBER OF SIGNS
Construction signs (6 s.f. or less)	T	N	During construction and up to 7 days after the certificate of occupancy is issued	6 square feet		Signs may contain only the name of the contractor or subcontractor	One per site
Construction signs (over 6 s.f.)	T	Y	During construction and up to 7 days after the certificate of occupancy is issued	32 square feet		Signs may contain relevant information per the definition of Construction Signs	One per site
Directional or traffic safety signs	P	N		2 square feet			
Drive thru menu sign	P	Y		32 square feet	Maximum height 20 feet with clearance		One per site

SIGN TYPE	PERMANENT (P) OR TEMPORARY (T)	PERMIT REQUIRED (Y/N)	TIME LIMIT	MAXIMUM SIZE RESTRICTIONS	MAXIMUM HEIGHT ABOVE GRADE	NOTES	NUMBER OF SIGNS
Ground sign	P	Y		32 square feet	Maximum height of 20 feet with clearance to ground not less than 10 feet	Single or double faced ground signs are authorized in addition to wall and projecting signs. One accessory sign not to exceed 10% of the area of the ground sign may be attached to the main sign	One per site
Government signs	T and P	N					
Historic or commemorative marker	P	N		6 square feet			
Home occupation	P	N		2 square feet			One per business
Ladder sign	P	Y		32 square feet	Maximum Height 20 feet with a clearance to ground of 30 inches		One per site. Shall be considered the ground sign for the property.
Marquee sign	P	Y		Subject to wall sign restrictions			

SIGN TYPE	PERMANENT (P) OR TEMPORARY (T)	PERMIT REQUIRED (Y/N)	TIME LIMIT	MAXIMUM SIZE RESTRICTIONS	MAXIMUM HEIGHT ABOVE GRADE	NOTES	NUMBER OF SIGNS
Political signs						Not subject to regulation	
Projecting sign	P	Y		8 square feet	Minimum of 10 feet clearance from ground to the bottom of the sign.	Cannot extend within 24 inches of the curb line	One per business
Public service information sign	T	N	30 days	6 square feet		Sign may be located on premises other than those of the sponsoring entity	
Real estate sign on-premise and open house signs	T	N	The period while the property is being offered for sale or rent; during the hours of the open house	6 square feet		Allowed in right-of-way for duration of open house	One per each property offered for sale or rent; up to three open house signs are permitted
Regulatory or safety sign	P	N		6 square feet			
Residential decorative sign	P	N		2 square feet			One per residence

SIGN TYPE	PERMANENT (P) OR TEMPORARY (T)	PERMIT REQUIRED (Y/N)	TIME LIMIT	MAXIMUM SIZE RESTRICTIONS	MAXIMUM HEIGHT ABOVE GRADE	NOTES	NUMBER OF SIGNS
Residential complex or subdivision identification sign	P	Y		24 square feet	Not more than 8 feet in height and not less than 30 inches from the ground	Sign shall include only the name of the subdivision or complex and shall be prohibited from containing the name of the developer, owner or property management co.	One per subdivision or complex
Sandwich board sign	T	N	During hours of operation	6 square feet	4 feet in height	No associated lighting	One per business
Special purpose sign	P	N		2 square feet			
Standing sign	P	Y		32 square feet; multi-tenant signs may go up to 90 square feet and one standing sign may be erected at each roadway intersection located wholly within the property.	Up to 20 feet in the CB District and 36 feet in the IG and BEP Districts	Area may be increased to 50 square feet with a Special Permit pursuant to Section 5.6.10	One per business

SIGN TYPE	PERMANENT (P) OR TEMPORARY (T)	PERMIT REQUIRED (Y/N)	TIME LIMIT	MAXIMUM SIZE RESTRICTIONS	MAXIMUM HEIGHT ABOVE GRADE	NOTES	NUMBER OF SIGNS
				Such standing sign shall not exceed 16 sq. ft. in area.			
Subdivision lot plan sign	T	Y	During the sale of subdivision on lots. Must be removed 7 days after last lot is sold	32 square feet	Maximum height of 15 feet with clearance to ground of 30 inches		One per subdivision
Time and temperature sign	P	Y		Counts as part of the sign area for the projecting or ground sign to which it is attached	For ground signs the maximum height is 20 feet with a clearance to ground of 30 inches	For projecting signs the clearance to ground is at least 8 feet	One per site
Wall sign	P	Y		Maximum size is the lesser of 10% of the façade associated with the business being advertised or 60 square		Any business that has no street frontage may have one sign facing the parking area	One wall sign per business established in the structure; in addition, one secondary wall or window sign not to

SIGN TYPE	PERMANENT (P) OR TEMPORARY (T)	PERMIT REQUIRED (Y/N)	TIME LIMIT	MAXIMUM SIZE RESTRICTIONS	MAXIMUM HEIGHT ABOVE GRADE	NOTES	NUMBER OF SIGNS
				feet, whichever is smaller			exceed in area 50% of the primary wall or window sign is permitted by special permit issued pursuant to Section 5.6.6
Wayfinding sign	P	Y if not a government agency		15 square feet	Maximum height of 10 feet with a clearance from ground of 30 inches	Advertising is prohibited and these signs are allowed off-premise signs	
Window or door sign	T	N		Not to cover more than 30% of door or window area		Not allowed on the exterior of windows or doors	

5.6.8 Exceptions

The following signs are exempt from the requirements of this section.

1. Flags and insignia of any government except when displayed in connection with commercial promotion.
2. Temporary devices erected for a charitable or religious cause, provided they are removed within five (5) days of erection.
3. Temporary displays inside windows, covering not more than thirty (30) percent of window area, illuminated by building illumination only.

4. **Integral decorative or architectural features of a building, including letters, logos and trademarks.**
5. **Devices identifying a building as distinct from one or more of its occupants, such device being carved into or attached in such a way as to be an integral part of the building, not illuminated separate from building illumination, without color contrasting with sign background, and not exceeding four (4) square feet in area.**
6. **Address identification through numerals or letters.**
7. **"For Sale," "For Rent" or political signs.**
8. **Window displays of merchandise or signs incidental to the display of merchandise.**
9. Gasoline station signs required by local, state or federal regulations.
10. Signs erected by municipal, county, state or federal government, as may be deemed necessary for their respective functions, **in accordance with the standards of this section.**
11. Signs not exceeding five (5) square feet in area indicating "entrance", "exit", "parking", "no trespassing", or the like, erected on a premises for the direction of persons or vehicles.
12. Youth athletic league sponsor ads or banners, affixed during active league season schedule onto a fence at public recreational facilities.

5.6.9 Non-Conforming Signs

Any sign not conforming to the terms of this section is hereby declared a non-conforming sign. Non-conforming signs may continue to be maintained, provided however, that no such sign shall be permitted if, after the date the zoning bylaw was adopted, it is enlarged, or altered in any substantial way, except to conform to the requirements of the bylaw. Notwithstanding this, the panels of such sign may be changed to reflect a changed product line.

Further, any such sign which has deteriorated to such an extent that the cost of restoration would exceed thirty-five percent (35%) of the replacement cost of the sign at the time of the restoration shall not be repaired or rebuilt or altered except to conform to the requirements of the bylaw.

Any exemption shall terminate with respect to any sign that: shall have been abandoned; advertise or calls attention to any product, businesses or activities which are no longer sold or carried on, whether generally or at the particular premises; shall not have been repaired or properly maintained within thirty (30) days after notice to that effect has been given by the Building Inspector.

A sign damaged by vandalism, accident or Act of God may be repaired or re-erected without a permit within sixty (60) days in the same location but should conform to the **standards set forth in** this section. Such sign shall not be any more nonconforming than the previous sign.

Any sign that is located upon property which becomes vacant and is unoccupied for a period of sixty (60) days shall be deemed to have been abandoned. An abandoned sign is prohibited hereby and shall be removed by the owner of the premises forthwith.

Any sign under permit by the Outdoor Advertising Board on the effective date of this bylaw may continue to be maintained without conforming to the area and height requirements of this section. The Board of Selectmen shall refer to the Planning Board, for its review and recommendation, any notices issued by the Outdoor Advertising Board as to applications for authority to maintain or install billboards or other signs in Charlton.

5.6.10 Administration and Enforcement

Unless indicated otherwise, no sign shall be erected in the Town without a permit from the Building Inspector. Every application for a sign permit shall be accompanied by a scaled, dimensioned drawing showing the size and location of the sign on the property or building. The Building Inspector shall review the permit application, the drawing and any related materials and shall issue a permit if the sign set forth in said application is in full compliance herewith. The Building Inspector shall approve or deny an application within thirty (30) days of his receipt thereof, or as to signs located within a historic district, within sixty (60) days of receipt. Signs to be erected on Town property shall require an additional permit from the Board of Selectmen.

However, a sign located within a historic district as defined by G.L. Ch.40C shall be permitted only after certification by the Historic District Commission that the sign complies in full with the bylaws, rules, regulations, and operative guidelines of the Commission, with the provisions of G.L. Ch.40C, and with all rules and regulations promulgated thereunder. The Commission shall transmit its decision to the Building Inspector in this regard within 45 days of its receipt of the application, but neither approval nor disapproval shall be inferred from the failure of the Commission to act within the time provided hereby.

Signs located along or designed to be visible from a roadway designated as a scenic road shall be reviewed by the Planning Board prior to the issuance of a sign permit hereunder. In its review, the Board shall determine compliance of the sign with all provisions of state law and town bylaw applicable to scenic roads. It shall transmit its recommendations thereon to the Building Inspector within 21 days of its receipt of the application.

The Planning Board shall be the Special Permit Granting Authority for the purposes of this Section. The Board shall grant special permits hereunder if it determines that a) the sign requested pursuant to the special permit application is necessary due to topography or site conditions unique to its proposed location, or b) a unique and particular type of use requires additional signage in order to identify the premises adequately.

The Zoning Board of Appeals shall have the authority to issue a variance from the provisions of this Section in accordance with Section 7.3.2.1 hereof.

Every sign shall be maintained in sound structural condition satisfactory to the Building Inspector at all times. The Building Inspector shall inspect a sign when and as the Building Inspector deems appropriate. The Building Inspector shall have the authority to order the repair, alteration or removal of a sign which constitutes a public health and/or safety problem by reason of improper or inadequate maintenance, design, construction, condition or dilapidation.

SPONSOR: PLANNING BOARD

Motion: I move that Article 22 be accepted as printed.

RECOMMENDATION OF THE BY-LAW COMMITTEE: BLC approves this motion.

RECOMMENDATION OF THE PLANNING BOARD: Planning Board approves this motion.

2/3s Vote Needed.

ARTICLE 23. ZONING BY-LAW: ZONING MAP REVISION- ROUTE 20 RE-ZONING

To see if the Town will vote to amend the Town of Charlton Zoning Map by re-zoning parcels located on the northerly side of Route 20, westerly of Stafford Street and southerly of South Sturbridge Road, herein identified on Charlton Assessor's Map 27C, Block A, Parcels 1 through 4, 6, 7.1 and 7 through 9 from Residential-Small Enterprise (R-SE) zoning designation to Community Business (CB) zoning designation, or take any action relative thereto or thereon.

SPONSOR: PLANNING BOARD AND ECONOMIC DEVELOPMENT COMMISSION (EDC)

Motion: I move that Article 23 be accepted as printed.

RECOMMENDATION OF THE BY-LAW COMMITTEE: BLC approves this motion.

RECOMMENDATION OF THE PLANNING BOARD: Planning Board approves this motion.

2/3s Vote Needed.

ARTICLE 24. ACCEPTANCE OF DANFORTH LANE

To see if the Town will vote (1) to accept as a public way "Danforth Lane", said way being shown on a plan entitled "Stevens Estates, Definitive Subdivision, located in Charlton, Massachusetts" dated January 13, 2003, latest revision no. 2 dated June 6, 2003, prepared by Norman G. Hill, PLS(Land Planning Inc.) 214 Worcester Street, North Grafton, MA 01536 and recorded with the Worcester District Registry of Deeds in Plan Book 799, Plan 86, a copy of said plan being on file in the office of the Town Clerk, and (2) to authorize the Selectmen, in the name and on behalf of the Town, to accept such deeds of easement or fee for public way purposes and other instruments as the Selectmen shall deem advisable to accomplish such acceptance, or take any action relative thereto or thereon.

SPONSOR: LANDOWNER

Motion: I move that the Town vote to accept as a public way Danforth Lane, as heretofore laid out by the Board of Selectmen, a copy of which layout is on file with the Town Clerk, and that Article 24 in all other respects be accepted as printed.

RECOMMENDATION OF THE PLANNING BOARD: Planning Board approves this motion.

Majority Vote Needed.

ARTICLE 25. ACCEPTANCE OF HANNAH'S WAY EXTENSION

To see if the Town will vote (1) to accept as a public way "Hannah's Way", said way being shown on a plan entitled "Definitive Subdivision Plan of Ponnakin Hill Estates depicting Lots 4-29, 45-51 and open space, located in Charlton, Massachusetts" dated October 1, 2003, latest revision no. 6 dated July 7, 2004, prepared by Jim Kasierski, PLS, P.O. Box 56, Charlton, MA and recorded with the Worcester District Registry of Deeds in Plan Book 812, Plan 26, a copy of said plan being on file in the office of the Town Clerk, and (2) to authorize the Selectmen, in the name and on behalf of the Town, to accept such deeds of easement or fee for public way purposes and other instruments as the Selectmen shall deem advisable to accomplish such acceptance, or take any action relative thereto or thereon.

SPONSOR: LANDOWNER

Motion: I move that the Town vote to accept as a public way Hannah's Way Extension, as heretofore laid out by the Board of Selectmen, a copy of which layout is on file with the Town Clerk, and that Article 25 in all other respects be accepted as printed.
RECOMMENDATION OF THE PLANNING BOARD: Planning Board approves this motion.
Majority Vote Needed.

ARTICLE 26. ACCEPTANCE OF JENNINGS ROAD EXTENSION

To see if the Town will vote (1) to accept as a public way "Jennings Road", said way being shown on a plan entitled "Roadway As-Built Plan, Jennings Road, Charlton, MA", dated October 26, 2012, prepared by Summit Engineering & Survey, 25 Sutton Avenue, Oxford, Mass. 01540 and recorded with the Worcester District Registry of Deeds in Plan Book 884, Plan 109; Book 475, Plan 97; Book 362, Plan 62, a copy of said plan being on file in the office of the Town Clerk, and (2) to authorize the Selectmen, in the name and on behalf of the Town, to accept such deeds of easement or fee for public way purposes and other instruments as the Selectmen shall deem advisable to accomplish such acceptance, or take any action relative thereto or thereon.

SPONSOR: LANDOWNER

Motion: I move to postpone indefinitely.

RECOMMENDATION OF THE PLANNING BOARD: Planning Board approves this motion.
Majority Vote Needed.

ARTICLE 27. PETITION

To see if the Town will amend the Charlton Zoning Map by extending the southern boundary of the Village District by re-zoning property as shown on Assessors Map #42, Block C, Parcels 1, 2, 3, and 7.1 from their current R-40 Zoning designation to Village District Zoning designation.

SPONSOR: PETITION

RECOMMENDATION OF THE PLANNING BOARD: Planning Board approves this article.
2/3s Vote Needed.

ARTICLE 28. PETITION

That the Town of Charlton will not enter into agreements or licenses with other Agencies, Cities, or Towns, regarding the regionalization of emergency dispatch services, in and for the Town of Charlton; except that which is already in place with, between and for, the Charlton Police Department, the Charlton Fire Department, the Charlton Highway Department, C.E.M.L.E.C., and/or any Mutual Aid Agreements.

SPONSOR: PETITION

RECOMMENDATION OF THE FINANCE COMMITTEE: Finance Committee does not approve this article.
RECOMMENDATION OF THE BOARD OF SELECTMEN: BOS does not approve this article.

ARTICLE 29. PETITION

To see if the Town will vote to authorize and direct the Selectmen to sell, by auction, any and all Town owned land acquired by "land taken for taxes", that abuts Glen Echo Lake with all proceeds to be directed to the Charlton Public Library Charitable Trust and Capen Hill Nature Sanctuary of Charlton.

SPONSOR: PETITION

RECOMMENDATION OF THE FINANCE COMMITTEE: Finance Committee does not approve this article.
RECOMMENDATION OF THE BOARD OF SELECTMEN: BOS does not approve this article.

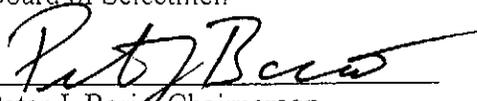
* * * * *

And you are directed to serve this Warrant by posting attested copies thereof, one at each of the Post Offices, one in Dexter Memorial Hall and one in the Charlton Municipal Offices (George C. McKinstry, III Building) in said Town, seven days at least before the time and place of holding meeting.

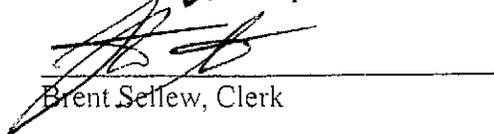
Hereof, fail not, and make due returns of the Warrant with your doings thereon to the Town Clerk at the time and place of holding meeting.

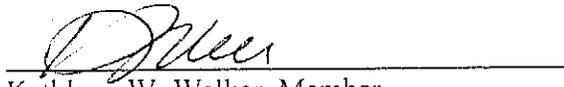
Given under our hands this 18th day of April in the Year of Our Lord Two Thousand and Thirteen (2013).

Board of Selectmen


Peter J. Borys, Chairperson


Frederick C. Swensen, Vice-Chairperson

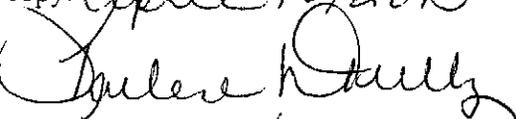

Brent Seflew, Clerk


Kathleen W. Walker, Member

David Singer, Member

A true copy: *April 18, 2013*

Attest



Posted as directed: *by hand*

Constable/Police Officer of Charlton, Massachusetts

Richard Teske, Jr. 4-18-2013

1	2014 BUDGET - REVENUES			APPENDIX C
2		VOTED	VOTED	ESTIMATE
3		FY2012	FY2013	FY2014
4				
5	Funds Available			
6	Levy Limit	14,407,097	14,927,434	15,531,183
7	2 1/2 increase	360,177	373,186	388,280
8	New Growth	160,160	230,563	138,000
9	Levy limit	14,927,434	15,531,183	16,057,463
10				
11	Debt Exclusions			
12	Middle School	524,489	522,160	482,011
13	Sewer Project	552,069	488,369	520,319
14	Library	329,679	319,344	309,010
15	Bay Path Reg High School Renovation	0	0	60,241
16	Highway Facility	257,337	252,993	248,648
17	Total Exclusion	1,663,574	1,582,866	1,620,229
18	Total Tax Levy	16,591,008	17,114,049	17,677,692
19				
20	State & Local Receipts			
21	State Receipts- Local Aid	1,136,799	1,225,401	1,225,401
22	Annual Formula Local Aid			
23	Chapter 70	21,176	21,633	21,683
24	Other Cherry Sheet Aid	54,679	56,056	74,917
25	Local Receipts	2,258,520	2,396,098	2,396,098
26	Millennium Funds			
27	Debt Service	320,000	320,000	320,000
28	Capital or Stabilization	80,000	80,000	80,000
29	General	400,000	400,000	400,000
30	Total State & Local	4,271,174	4,499,188	4,518,099
31				
32	Other Available			
33	Stabilization	240,242	220,971	382,017
34	Ambulance Fees	698,000	680,000	615,204
35	Sale Cemetery Lots	6,500	9,000	9,000
36	Cable Access Account	49,140	49,259	48,009
37	Transfer From Other Accounts			
38	Overlay Surplus			
39	Bond Premium	9,320	8,217	7,101
40	Reserved Debt Exclusion	0	0	0
41	Free Cash	60,000		
42	Water Indirect			20,822
43	Sewer Indirect	82,411	86,901	49,799
44	Total Other	1,145,613	1,054,348	1,131,952
45				
46	Available For Appropriation	22,007,795	22,667,585	23,327,743
47				
48	Charges Against Revenues			
49	Overlay	126,906	112,981	126,900
50	Overlay Deficits	136	933	129
51	State & County	29,517	27,685	32,023
52	Snow & Ice Deficit	160,777	27,222	106,653
53	Cherry Sheet Offset	11,978	13,981	13,729
54	Millennium To Stabilization	80,000	80,000	80,000
55	Total Charges	409,314	262,802	359,434
56				
57	Available For Appropriation	21,598,481	22,404,783	22,968,309
58				
59	General Fund Budgets	21,815,492	22,309,882	22,968,309
60	Surplus (Deficit)			0

	A	L	N	O	P
1	Town of Charlton				
2	FY2014 BUDGET				
3		FY2012	FY2013	FY2014	FY2014
4		VOTED BUDGET	VOTED BUDGET	Department Request	FinCom Recommended
5	Department Line Items:				
6	Moderator				
7	Moderator Stipend	150	75	75	75
8	Total Moderator	150	75	75	75
9					
10	Board of Selectmen				
11	Selectmen's Stipend	19,197	9,599	9,599	9,599
12	Town Administrator Salary	111,122	113,901	115,610	115,610
13	Town Administrator Car Allow	2,400	3,500	3,500	3,500
14	Administrative Assistant BOS	46,531	47,578	48,530	48,530
15	Administrative Assistant TA	29,128	29,783	30,379	39,417
16	Total Department Salaries	208,378	204,361	207,618	216,656
17	Selectmen's Expense & Equipment	9,800	9,800	9,800	9,800
18	Procurement Bidding	980	980	980	980
19	Contract Obligations	0	40,000	40,000	40,000
20	Training & Conferences	1,764	1,764	1,764	1,764
21	Environmental	49,000	49,000	49,000	49,000
22	Special Counsel	0	0	0	0
23	Total Department Expenses	61,544	101,544	101,544	101,544
24	Total Board of Selectmen	269,922	305,905	309,162	318,200
25					
26	Finance Committee				
27	Finance Committee Expenses	196	196	200	200
28	Finance Committee Reserve Fund	72,591	100,000	100,000	100,000
29	Total Finance Committee	72,787	100,196	100,200	100,200
30					
31	Town Accountant/Financial Services				
32	Town Acct Salary	70,508	68,134	69,497	69,497
33	Total Department Salary	70,508	68,134	69,497	69,497
34	Town Acct Dept Asst	1	1	1	1
35	Town Acct Expense & Equip.	820	1,220	1,220	1,220
36	Computer License & Repair	2,990	2,990	3,138	3,138
37	Total Department Expenses	3,811	4,211	4,359	4,359
38	Total Town Accountant	74,319	72,345	73,856	73,856
39					
40	Annual Audit	22,000	19,000	18,500	18,500
41	GASB 34 Compliance	2,500	2,500	2,500	2,500
42	GASB 45 Compliance	0	0	5,250	0
43					
44	Board of Assessors				
45	Assessors Stipend	8,813	4,407	8,813	4,407
46	Director of Assessing Salary	60,616	61,980	63,219	63,219
47	Assessors Certification Comp	1,000	1,000	1,000	1,000
48	Administrative Assistant Wages	41,583	42,266	43,285	43,285

	A	L	N	O	P
3		FY2012	FY2013	FY2014	FY2014
4		VOTED BUDGET	VOTED BUDGET	Department Request	FinCom Recommended
49	Department Assistant Wages	26,414	26,856	27,494	27,494
50	Prop Revaluation Clerk Wages	1	1	1	1
51	Total Department Salaries	138,427	136,510	143,812	139,406
52	Property Revaluation Expense	4,337	4,337	12,000	4,337
53	Expense & Equipment	17,640	17,640	22,434	22,434
54	Data Collector	4,900	4,900	4,900	4,900
55	GIS View <i>*new</i>				
56	Appraisal & Attorney Services	6,860	6,860	6,860	6,860
57	Total Department Expenses	33,737	33,737	46,194	38,531
58	Total Assessors	172,164	170,247	190,006	177,937
59					
60	<u>Treasurer</u>				
61	Treasurer Salary	50,148	51,277	52,304	52,304
62	Treasurer Certification	1,000	1,000	1,000	1,000
63	Assistant Treasurer	27,245	28,022	39,422	39,422
64	Total Department Salaries	78,393	80,299	92,726	92,726
65	Banking Services	7,154	7,154	8,000	7,154
66	Certification of Notes	1,764	1,764	2,000	1,764
67	Expense & Equip	2,919	2,919	3,500	3,500
68	Tax Title & Foreclosures	13,165	13,165	15,000	13,165
69	Tax Title Software Annual License	1,015	1,015	1,066	1,066
70	Total Department Expenses	26,017	26,017	29,566	26,649
71	Total Treasurer	104,410	106,316	122,292	119,375
72					
73	<u>Tax Collector</u>				
74	Tax Collector Salary	50,148	51,277	52,304	52,304
75	Assistant Collector	36,977	37,564	38,462	38,462
76	Department Assistant Wages	6,375	6,375	2,292	0
77	Collector Certification Compensation	1,000	1,000	1,000	1,000
78	Total Department Salaries	94,500	96,216	94,058	91,766
79	Expense & Equipment	24,468	24,468	25,703	25,703
80	Banking Services	6,033	6,033	6,033	6,033
81	Tax Taking Expense	7,644	7,644	7,644	7,644
82	Total Department Expenses	38,145	38,145	39,380	39,380
83	Total Town Collector	132,645	134,361	133,438	131,146
84					
85	Town Counsel Expense	106,183	106,183	106,183	106,183
86					
87	Personnel Board Expense	0	0	0	0
88					
89	<u>Town Clerk</u>				
90	Town Clerk Salary	44,572	45,575	46,487	46,487
91	Department Assistant	30,106	30,619	31,320	31,320
92	Total Department Salaries	74,678	76,194	77,807	77,807
93	Expenses & Equipment	1,104	1,104	1,104	1,104
94	Town Clerk Book Repairs	0	0	0	0

	A	L	N	O	P
3		FY2012	FY2013	FY2014	FY2014
4		VOTED BUDGET	VOTED BUDGET	Department Request	FinCom Recommended
95	Vital Statistics	0	0	0	0
96	Total Department Expenses	1,104	1,104	1,104	1,104
97	Total Town Clerk	75,782	77,298	78,911	78,911
98					
99	Election & Registration	6,370	6,870	6,870	6,870
100	Special Election	5,500	14,800	8,000	8,000
101	Town Census	4,598	4,598	4,598	4,598
102	Total Election & Registration	16,468	26,268	19,468	19,468
103	Street Listing	512	512	512	512
104	Total Registrar	512	512	512	512
105					
106	Conservation Commission				
107	Conservation Administrators Salary	22,185	46,210	47,135	47,135
108	Total Department Salaries	22,185	46,210	47,135	47,135
109	Conservation Comm. Expenses	971	971	971	971
110	Annual Dam Reports/Inspections	4,567	4,567	4,567	4,567
111	Wetlands Protection Fund Expense	0	0	0	0
112	Total Department Expenses	5,538	5,538	5,538	5,538
113	Total Conservation Commission	27,723	51,748	52,673	52,673
114					
115	Planning Board				
116	Planning Board Stipend	2,400	1,200	2,400	1,200
117	Director of Planning	84,196	86,091	87,814	87,814
118	Department Assistant	30,697	31,202	31,856	31,956
119	Total Department Salaries	117,293	118,493	122,070	120,970
120	Planning Studies	980	980	980	980
121	Expense & Equipment	7,350	7,350	7,350	7,350
122	Planning Board Computer Mapping	490	490	490	490
123	Total Department Expenses	8,820	8,820	8,820	8,820
124	Total Planning Board	126,113	127,313	130,890	129,790
125					
126	Board of Appeals				
127	Department Assistant Wages	5,508	5,508	5,508	5,508
128	Total Department Salaries	5,508	5,508	5,508	5,508
129	Expenses & Equipment	4,000	4,000	4,000	4,000
130	Court Appearance Reimbursement	0	0	0	0
131	Total Department Expenses	4,000	4,000	4,000	4,000
132	Total Board of Appeals	9,508	9,508	9,508	9,508
133					
134	Economic Development				
135	EDC Expense & Equipment	1,931	1,931	1,931	1,931
136	Total EDC Expenses	1,931	1,931	1,931	1,931
137					
138	Municipal Offices				
139	Town Hall Custodian	36,016	36,827	31,947	31,947
140	Library Custodian	12,240	17,073	27,954	27,954

	A	L	N	O	P
3		FY2012	FY2013	FY2014	FY2014
4		VOTED BUDGET	VOTED BUDGET	Department Request	FinCom Recommended
141	Total Department Salaries	48,256	53,900	59,901	59,901
142	Custodial services	1,470	1,470	1,470	1,470
143	Telecommunications	42,140	42,140	42,140	42,140
144	Expense & Equip	151,294	110,784	110,784	110,784
145	Heating Fuel *new		70,379	70,379	70,379
146	Repairs	25,480	25,480	25,480	25,480
147	Municipal Offices Sewage Treatment Expe	6,370	6,370	6,370	6,370
148	Total Department Expenses	226,754	256,623	256,623	256,623
149	Municipal Offices Expenses	275,010	310,523	316,524	316,524
150					
151	Technology				
152	Computer License/Software	12,700	12,700	12,700	12,700
153	Computer hardware	18,620	18,620	18,620	18,620
154	Computer Maintenance	39,593	39,593	39,593	39,593
155	Computer Training	0	0	0	0
156	Total Technology	70,913	70,913	70,913	70,913
157					
158	Printing Town Reports	3,572	2,500	2,500	1,500
159	Total Printing Expenses	3,572	2,500	2,500	1,500
160					
161	Insurance				
162	General Insurance	281,239	271,239	276,664	276,664
163	Group Insurance health	995,000	995,000	1,034,800	1,034,800
164	Group Insurance life	4,500	4,500	4,500	4,500
165	Medicare	65,000	65,000	75,000	75,000
166	Unemployment Compensation	20,000	20,000	15,000	15,000
167	Total Insurance	1,365,739	1,355,739	1,405,964	1,405,964
168					
169	Worcester County Retirement	624,057	668,628	704,243	704,243
170					
171	Grant Matching Funds	1	1	1	1
172					
173	Union Salaries- Longevity	1,000	800	800	800
174					
175	Municipal Gas & Diesel	122,500	150,000	150,000	150,000
176					
177	Land Damage Eminent Domain	1	1	1	1
178					
179					
180	General Government Subtotal	3,677,910	3,870,811	4,006,300	3,990,710
181					
182	Public Safety				
183					
184	Police				
185	Police Department Salaries	1,870,501	1,855,146	2,008,109	1,909,326
186	Total Department Salaries	1,870,501	1,855,146	2,008,109	1,909,326

	A	L	N	O	P
3		FY2012	FY2013	FY2014	FY2014
4		VOTED BUDGET	VOTED BUDGET	Department Request	FinCom Recommended
187	Police Department Expense & Equipment	66,640	66,640	74,460	66,640
188	Police Station Utilities & Maintenance	55,340	46,442	43,000	46,442
189	Grant Matching Funds	0	0	0	0
190	Training & Special Services	19,600	19,600	25,000	19,600
191	Uniform Allowance	4,273	2,773	2,773	2,773
192	Total Department Expenses	145,853	135,455	145,233	135,455
193	Total Police Department	2,016,354	1,990,601	2,153,342	2,044,781
194					
195	Fire				
196	Salaries	1,159,920	1,222,586	1,292,579	1,252,080
197	Total Department Salaries	1,159,920	1,222,586	1,292,579	1,252,080
198	Training & Special Services	9,800	9,800	51,305	9,800
199	Expenses & Equipment	157,000	154,575	208,371	154,575
200	Uniform Allowance	13,965	13,965	15,200	15,200
201	Land Leases		4,000	4,000	4,000
202	reverse 911			6,930	
203	Emergency Management Expense			1,931	1,931
204	Utilities & Maintenance	40,876	31,412	31,412	31,412
205	Total Department Expenses	221,641	213,752	319,149	216,918
206	Total Fire Department	1,381,561	1,436,338	1,611,728	1,468,998
207					
208	Building Department				
209	Building Comm/ZEO Wages	65,870	67,353	68,700	68,700
210	Assistant Building Inspector	1	1	1	1
211	Administrative Assistant Salary	38,329	38,959	39,881	39,881
212	Total Department Salaries	104,200	106,313	108,582	108,582
213	Building Department Expenses	5,194	5,194	5,194	5,194
214	Total Department Expenses	5,194	5,194	5,194	5,194
215	Total Building Department	109,394	111,507	113,776	113,776
216					
217	Sealer of Weights & Measures				
218	Sealer of Weights & Measures Stipend	2,500	2,500	2,500	2,500
219	Total Department Stipend	2,500	2,500	2,500	2,500
220	Sealer of Weights & Measures Expenses	444	444	444	444
221	Total Department Expenses	444	444	444	444
222	Total Sealer of Weights & Measures	2,944	2,944	2,944	2,944
223					
224	Inspector of Animals				
225	Inspector of Animals Stipend	3,813	3,813	3,813	3,813
226	Total Department Stipend	3,813	3,813	3,813	3,813
227	Expenses	510	510	510	510
228	Total Department Expenses	510	510	510	510
229	Total Inspector of Animals	4,323	4,323	4,323	4,323
230					
231	Emergency Mngmt. Department				
232	Expenses & Equipment	1,931	1,931	0	0

	A	L	N	O	P
3		FY2012	FY2013	FY2014	FY2014
4		VOTED BUDGET	VOTED BUDGET	Department Request	FinCom Recommended
233	Total Emergency Mngmt. Dept.	1,931	1,931	0	0
234					
235	<u>Animal Control Officer</u>				
236	Animal Control Officer	34,234	31,744	32,379	32,379
237	Assistant ACO		5,332	5,439	5,439
238	Total Department Salaries	34,234	37,076	37,818	37,818
239	Expenses & Equipment	3,368	3,368	3,368	3,368
240	Total Department Expense	3,368	3,368	3,368	3,368
241	Total Animal Control Expenses	37,602	40,444	41,186	41,186
242					
243	<u>Tree Warden</u>				
244	Tree Warden Expense	490	490	490	490
245	Removal of Dangerous Trees	9,645	9,645	9,645	9,645
246	Total Tree Warden	10,135	10,135	10,135	10,135
247					
248	Public Safety Subtotal	3,564,244	3,598,223	3,937,434	3,686,143
249					
250	<u>Education</u>				
251	Bay Path Voc School Operating Assess	911,325	1,044,237	1,173,883	1,173,883
252	Bay Path Voc School Transportation			74,788	74,788
253	Bay Path Voc School Capital Assess			60,241	60,241
254	Dudley Charlton Operating Assess	8,331,927	8,744,529	9,116,137	8,972,142
255	Dudley Charlton Transportation	1,526,248	1,357,909	1,339,662	1,339,662
256	Dudley Charlton Capital Assess	542,473	532,325	491,726	491,726
257	Agricultural Tuition	43,872	45,188	45,188	45,188
258	Agricultural Transportation	20,280	20,280	20,280	20,280
259	Education Subtotal	11,376,125	11,744,468	12,321,905	12,177,910
260					
261					
262	<u>Public Works & Facilities</u>				
263					
264	<u>Highway Department</u>				
265	Highway Salaries	551,299	586,658	613,756	609,429
266	Total Department Salaries	551,299	586,658	613,756	609,429
267	Expenses & Equipment	92,245	89,245	89,843	89,245
268	Uniform Allowance	6,530	4,500	6,500	4,500
269	Road Machinery Maintenance	76,440	76,440	76,440	66,905
270	Construction Drainage	19,600	19,600	19,600	19,600
271	Dam Repairs	2,450	2,450	2,450	2,450
272	Storm Water Management	0	0	10,000	0
273	Total Department Expense	197,265	192,235	204,833	182,700
274	Total Highway Salaries and Expenses	748,564	778,893	818,589	792,129
275					
276	Reconstruct, Repair, Paving roads	42,843	42,843	42,843	42,843
277	Total Highway Dept	791,407	821,736	861,432	834,972
278					

	A	L	N	O	P
3		FY2012	FY2013	FY2014	FY2014
4		VOTED BUDGET	VOTED BUDGET	Department Request	FinCom Recommended
279	Snow & Ice Removal	175,000	175,000	175,000	175,000
280					
281	Street Lighting	58,608	58,608	58,608	58,608
282					
283	Cemetery Department				
284	Cemetery Commissioners Stipend	2,000	1,000	2,400	1,000
285	Cemetery Supt Salary	47,270	48,334	49,301	49,301
286	Care of Cemeteries-Temporary Personnel	15,000	15,000	18,000	15,000
287	Cemetery Overtime	0	0	1,000	0
288	Total Department Salaries	64,270	64,334	70,701	65,301
289	Cemetery Expense & Equipment	10,653	10,653	10,653	10,653
290	Total Department Expenses	10,653	10,653	10,653	10,653
291	Total Cemetery Dept. Expenses	74,923	74,987	81,354	75,954
292					
293					
294	Total Public Works & Facility	1,099,938	1,130,331	1,176,394	1,144,534
295					
296	Human Services				
297					
298	Board of Health				
299	Board of Health Stipends	1,535	768	1,535	768
300	Administrative Assistant Salary	21,425	21,768	22,289	22,289
301	Department Assistant Salary	14,555	14,781	15,135	15,135
302	Department Assistant 2 Salary	2,500	2,500	2,500	2,500
303	Total Department Salaries	40,015	39,817	41,459	40,692
304	Expense & Equipment	3,920	3,920	3,920	3,920
305	Health Agent Expense	10,437	10,437	10,437	10,437
306	Inspection Expense	7,840	7,840	7,840	7,840
307	Post Closure Monitoring	11,760	11,760	11,760	11,760
308	Total Department Expenses	33,957	33,957	33,957	33,957
309	Total Board of Health	73,972	73,774	75,416	74,649
310					
311	Council on Aging				
312	COA Director Salary	44,955	45,967	46,887	46,887
313	Staff Salaries	60,337	60,337	61,870	61,870
314	Total Department Salaries	105,292	106,304	108,757	108,757
315	Expenses & Equipment	10,736	10,736	13,236	13,236
316	Total Department Expenses	10,736	10,736	13,236	13,236
317	Total COA	116,028	117,040	121,993	121,993
318					
319	Veterans Department				
320	Veterans Agent Salary	8,997	9,200	9,385	9,385
321	Total Department Salaries	8,997	9,200	9,385	9,385
322	Veterans Benefits	17,234	35,186	50,000	30,900
323	Expenses & Equipment	700	700	700	700
324	Veterans War Monument	0	0	1	0
325	Total Department Expenses	17,934	35,886	38,000	31,600

	A	L	N	O	P
3		FY2012	FY2013	FY2014	FY2014
4		VOTED BUDGET	VOTED BUDGET	Department Request	FinCom Recommended
326	Total Veterans Department	26,931	45,086	47,385	40,985
327					
328	American Legion Lease	3,000	3,000	3,000	3,000
329					
330	Human Services Subtotal	219,931	238,900	247,794	240,627
331					
332	Culture & Recreation				
333					
334	Library Department				
335	Library Director Salary	59,805	61,300	71,007	71,007
336	Youth Services/ Asst. Director	36,422	37,242	37,987	37,987
337	Library Dept. Salaries	120,527	142,880	146,259	146,259
338	Total Department Salaries	216,754	241,422	255,253	255,253
339	Library Dept. Expense & Equipment	69,303	69,303	99,671	99,671
340	Total Department Expenses	69,303	69,303	99,671	99,671
341	Total Library Department	286,057	310,725	354,924	354,924
342					
343	Recreation Department				
344	Recreation Commission Stipend	1,500	750	750	750
345	Total Department Stipend	1,500	750	750	750
346	Expense & Equipment	16,333	16,333	16,333	16,333
347	Field Maintenance Contract	68,077	68,758	70,132	70,132
348	Total Department Expenses	84,410	85,091	86,465	86,465
349	Total Recreation Department	85,910	85,841	87,215	87,215
350					
351	Other Recreation/Events				
352	Memorial Day	386	386	500	386
353	Old Home Day Expenses	1,447	1,447	1,447	1,447
354	Fourth of July Fireworks Fund	0	0	0	0
355	Total Other Recreation	1,833	1,833	1,947	1,833
356					
357	Total Recreation	87,743	87,674	89,162	89,048
358					
359	Historical Commission Expense	965	965	965	965
360					
361	Historical District Expense	193	193	193	193
362					
363	Culture & Recreation Subtotal	374,958	399,557	445,244	445,130
364					
365	Long Term Debt Service				
366	General Obligation Bonds - Principal	30,000	0	0	0
367	Library Bond Principal	240,000	240,000	240,000	240,000
368	Highway Facility Principal	180,000	180,000	180,000	180,000
369	Landfill Cap Principal	50,000	50,000	102,500	102,500
370	Dark Fiber Principle	35,000	35,000	35,000	35,000
371	Prindle Lake Dam	0	0	29,500	29,500
372	General Obligation Bonds - Interest	1,350	0	0	0

	A	L	N	O	P
3		FY2012	FY2013	FY2014	FY2014
4		VOTED BUDGET	VOTED BUDGET	Department Request	FinCom Recommended
373	Library Bond - Interest	93,720	82,920	72,120	72,120
374	Highway Facility - Interest	80,100	75,600	71,100	71,100
375	Landfill cap Interest	12,250	16,389	19,225	19,225
376	Dark Fiber Interest	1,820	840	280	280
377					
378	Prindle Lake Dam Interest	0	2,857	5,005	5,005
379	Total Long Term Debt	724,240	683,606	754,730	754,730
380					
381	Interest on Temporary Loans	5,000	5,000	10,000	5,000
382					
383	Total Debt Service	729,240	688,606	764,730	759,730
384					
385	Assmt - Central MA Reg Planning	2,715	3,128	3,206	3,206
386	Assmt- M.O.R.E	0	0	0	0
387	Total - Assessments	2,715	3,128	3,206	3,206
388					
389	Sewer Ent General Fund Transfer	554,586	484,108	520,319	520,319
390	Water Ent General Fund Transfer	0	0	0	0
391					
392	Total Expenses	21,599,647	22,158,132	23,423,326	22,968,309
393	Total Revenue			22,968,309	22,968,309
394				-455,017	0

	FY2012	FY2013	FY2014	FY2014
FY 14 Water/Sewer Budgets	Voted	Voted	Department Request	FinCom Recommended
Department Line Items:				
Sewer Enterprise Fund				
Salaries and Wages	64,764	62,222	63,466	63,466
Commissioner Salaries	6,000	6,000	6,000	6,000
Maint and Equip	876,793	876,800	730,000	730,000
Legal Other	25,000	15,000	15,000	15,000
Loan Admin Fees	16,091	14,764	13,185	13,185
Group Insurance	11,850	11,850	12,600	12,600
FICA	1,250	1,200	1,200	1,200
Pension	10,735	11,360	10,720	10,720
Indirect Costs (Approved In General Budget)	63,007	70,488	49,799	49,799
Property Insurance (Approved In General Budget)		16,413	12,316	12,316
Engineering and Consultant Services	35,000	20,000	20,000	20,000
Capital and Replacement	53,000	59,300	282,442	282,442
new permit I & I	44,000	44,000	44,000	44,000
GIS	5,100	5,100	2,600	2,600
Sewer Debt-Principal	868,480	839,063	860,007	860,007
Sewer Debt Interest	230,463	193,392	170,700	170,700
Meter purchase	25,000	15,000	15,000	15,000
Total Expenses	2,336,533	2,261,952	2,309,035	2,309,035
Revenues				
User Fees	790,836	765,643	883,306	883,306
MTA Surcharge	268,300	166,399	251,682	251,682
Other Fees	1,325	0	1,325	1,325
General Fund Transfer	554,586	484,108	520,319	520,319
Fund Bal/Privilege Fees	151,410	176,095	141,527	141,527
Betterments	372,525	370,218	367,321	367,321
Retained Earnings	134,544	212,588	143,555	143,555
Total Revenue	2,273,526	2,175,051	2,309,035	2,309,035
				0
Water Enterprise Fund				
Salaries and Wages	13,284	12,745	13,000	13,000
Maint and Equip	25,000	25,000	10,000	10,000
Legal Other	20,000	15,000	15,000	15,000
Engineering	35,000	20,000	15,000	15,000
Water Debt -Principal	275,341	207,360	247,190	247,190
Water Debt -Interest	60,655	60,817	58,352	58,352
Indirect Costs			20,822	20,822
Loan Admin Fee	6,104	5,737	5,359	5,359
Water Expense Total	435,384	346,659	384,723	384,723
Revenues				
Retained Earnings			36,055	36,055
F/B Millenium- Water		77,814	0	0
Water Stabilization Fund	435,384	268,845	348,668	348,668
Water Revenue Total	435,384	346,659	384,723	384,723
				0