



Town of Charlton, Massachusetts
Annual Town Meeting Warrant
Election Portion –Saturday, May 5, 2012
Town Meeting Business Session – May 21, 2012

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 **Heritage School, Oxford Road** in said Charlton on **Saturday, May 5, 2012** at eight o'clock in the forenoon when the polls will be opened for the Annual Election of Officers; after action is taken on Article 1 of this warrant to meet again on **Monday, May 21, 2012** at seven o'clock in the evening at **Charlton Middle School, Oxford Road**, in said Charlton, for the purpose of taking action on the remaining articles listed on the warrant; that the polls for the Annual Election of officers on Saturday, May 5, 2012 will be closed at eight o'clock in the evening and that the remainder of this meeting on Monday, May 21, 2012 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 2013.

Meeting is called to order with the Pledge of Allegiance at 7:05PM. Moderator Peter Cooper, Jr. presided.

268 registered voters present.

ARTICLE 1. ELECTION

To choose two Selectmen for three years, one Assessor for three years, one Cemetery Commissioner for three years, one Water and Sewer Commissioners for three years, one Planning Board Member for five years, one Recreation Commissioner for three years, one Board of Health Member for three years, two Trustees of the Free Public Library for three years, one Trustee of the Free Public Library for one year (to fill vacancy), one Dudley-Charlton Regional School Committee Member for three years, one Dudley-Charlton Regional School Committee Member for one year, one So. Worcester County Vocational School Committee Member for three years, one Housing Authority Member for five years, one Housing Authority Member for three years (to fill vacancy) and one Housing Authority Member for one year (to fill vacancy).

The following ballot question will appear on the ballot to be used for the election portion of the Annual Town Meeting on May 5, 2012:

QUESTION 1: (BALLOT QUESTION)

Shall the Town of Charlton be allowed to exempt from the provisions of proposition two and one-half, so-called, the amounts required to pay the Town's allocable share of the bond issued by the Southern Worcester County Regional Vocational School District for the purpose of paying costs of designing, constructing, originally equipping and furnishing an addition to and renovation of the Bay Path Regional

Vocational Technical High School, located at 57 Old Muggett Hill Road, Charlton, including the payment of all costs incidental or related thereto?

Yes 484 No 392

SPONSOR: TOWN CLERK (Election portion); SOUTHERN WORCESTER COUNTY REGIONAL VOCATIONAL SCHOOL DISTRICT (Ballot Question)

ARTICLE 2. 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 and second that the Town accept the reports of its officers for the past year as printed in the Annual Town Report.

Board of Selectmen support this motion. Majority vote needed.

Motion passes by Unanimous Voice Vote.

ARTICLE 3. 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 and second that Article 3 be accepted as printed.

Board of Selectmen support this motion. Majority vote needed.

Motion passes by Unanimous Voice Vote.

ARTICLE 4. 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 and second that Town Counsel be authorized to prosecute and defend actions for and against the Town.

Board of Selectmen support this motion. Majority vote needed.

Motion passes by Majority Voice Vote as determined by the Moderator.

ARTICLE 5. 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 and second that Article 5 be accepted as printed.

Board of Selectmen and Finance Committee support this motion. Majority vote needed.

Motion passes by Unanimous Voice Vote.

ARTICLE 6. 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 and second that Article 6 be accepted as printed.

Board of Selectmen and Finance Committee Support this motion. Majority vote needed.

Motion passes by Unanimous Voice Vote.

ARTICLE 7. 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 and second that Article 7 be accepted as printed.

Board of Selectmen support this motion. Majority vote needed.

Motion passes by Unanimous Voice Vote.

ARTICLE 8. 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 and second that Article 8 be accepted as printed.

Board of Selectmen and Finance Committee support this motion. Majority vote needed.

Motion passes by Unanimous Voice Vote.

ARTICLE 9. 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: VARIOUS TOWN DEPARTMENTS AND OFFICIALS

Motion and second that consideration of Article 9 be postponed indefinitely.

Board of Selectmen and Finance Committee support this motion. Majority vote needed.

Motion passes by Unanimous Voice Vote.

ARTICLE 10. INTER/INTRA DEPARTMENTAL TRANSFERS FOR FY12

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, 2012, or take any action relative thereto or thereon.

SPONSOR: BOARD OF SELECTMEN

MOTION and second that the town vote to transfer and to appropriate the following amounts from and to the following accounts for the FY2012 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>
\$4,863	General Insurance	Field Maintenance Contract
\$3,000	Unemployment Insurance	Contract Obligations Sick Time Buy back
\$15,000	General Insurance	Highway Salaries
\$610	Town Clerk- Census	Elections and Registration
\$4,000	Health Insurance	Veterans Benefits
\$25,000	General Insurance	Municipal Gas and Diesel
\$264	General Insurance	Environmental- LSP Services
\$990	General Insurance	EDC- Expenses- Guidebook Printing
\$6,135	General Insurance	Conservation Agent
\$57,155	Sewer Retained Earnings	Grinder pumps and parts
\$12,000	General Insurance	Fire Department Expense
\$2,000	Police Uniform Allowance	Police Training & Special Services
\$5,000	Police Station Utilities	Police Expense and Equipment
\$20,000	Insurance Recovery Fund	Police Salaries
\$1,500	Collector Banking Services	Collector Expense & Equipment
\$130	Treasurer Salary	Assistant Treasurer Salary
\$660	Treasurer Salary	Banking Services
\$255	Unemployment Insurance	Certify Notes
\$2,400	Unemployment Insurance	MEDICARE

Board of Selectmen and Finance Committee support this motion. Majority vote needed.

Motion passes by Unanimous Voice Vote.

ARTICLE 11. 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, 2012, 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 and second that the amounts of money set forth in the columns headed FY 2013 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 21, 2012 entitled {“Town of Charlton Article 11, FY 2013 Town Budget, Recommendation of the Finance Committee, Annual Town Meeting, May 21, 2012”}, as most recently revised except for those items which are covered by other articles, be appropriated for the several purposes therein itemized, \$680,000 to be transferred from ambulance receipts reserved; \$49,259 to be transferred from Cable Access Account; \$9,000 to be transferred from sale of cemetery lots; \$220,971 to be transferred from the Stabilization Fund; and \$21,177,030 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.

**Board of Selectmen and Finance Committee support this motion. 2/3rds vote needed.
Motion and second to amend line number 215, column N in the 2013 Budget from \$67,353 to \$0.
Defeated by Majority Voice Vote as determined by the Moderator. Hand Count asked for.
Motion is defeated by a vote of Yes – 33 No – 174
Article 11 as printed passes by Unanimous Voice Vote.**

ARTICLE 12. 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, 2012, or take any action relative thereto or thereon.

SPONSOR: WATER & SEWER COMMISSION

Motion and second that the sums listed in the second column below, under the heading “Revenues”, be appropriated to the FY 2013 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 first column below under the Heading “Water Enterprise Fund”, each item being considered a separate appropriation:

Water Enterprise Fund	Revenues
Salaries and Wages	12,745

Maintenance and Equip	25,000
Legal Other	15,000
Engineering	20,000
Water Debt -Principal	207,360
Water Debt -Interest	60,817
Loan Admin Fee	5,737
Water Expense Total	346,659
Revenues	
F/B Millennium - Water	77,814
Water Stabilization Fund	268,845
Water Revenue Total	346,659

**Board of Selectmen and Finance Committee support this motion. 2/3rds vote needed.
Motion passes by Unanimous Voice Vote.**

ARTICLE 13. 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, 2012, or take any action relative thereto or thereon.

SPONSOR: WATER & SEWER COMMISSION

Motion and second that the sums listed in the second column below, under the heading "Revenues", be appropriated to the FY 2013 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, first column below, under the heading "Sewer Enterprise Fund", each item being considered a separate appropriation:

Salaries and Wages	62,222
Commissioner Salaries	6,000
Maintenance and Equip	876,800
Legal Other	15,000
Group Insurance	11,850
FICA	1,200
Pension	11,360
WPAT Loan Fee	14,764
Engineering and Consultant Services	20,000
Capital and Replacement	59,300
new permit I & I	44,000
GIS	5,100
Sewer Debt-Principal	839,063
Sewer Debt Interest	193,392
Meter purchase	15,000

Total Expenses	2,175,051
Revenues	
User Fees	765,643
MTA Surcharge	166,399
Retained Earnings	212,588
General Fund Transfer	484,108
Fund Bal/Privilege Fees	176,095
Betterments	370,218
Total Revenue	2,175,051

**Board of Selectmen and Finance Committee support this motion. Majority vote needed.
Motion passes by Unanimous Voice Vote.**

ARTICLE 14. 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	\$60,000.00

		of the fiscal year in excess of \$20,000 reverts to general fund.	
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
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 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 and second that Article 14 be accepted as printed.

Board of Selectmen and Finance Committee support this motion. Majority vote needed.

Motion passes by Unanimous Voice Vote.

ARTICLE 15. 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 and second 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)

Board of Selectmen and Finance Committee support this motion. 2/3rds vote needed.

Motion passes by Unanimous Voice Vote.

ARTICLE 16. 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

Motion and second that the town vote to appropriate the following amounts to the following departments' respective accounts, for the FY2013 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:

<u>Amount</u>	<u>To The following Accounts</u>	<u>From the following Source or Account</u>
\$80,000	Municipal Gas Tank	Stabilization Fund
\$6,450	Sign By-law Revision Project	Stabilization Fund
\$31,000	Demo Quonset Hut	Stabilization Fund
\$56,109	Sewer Dept- Asphalt Plant & Driveway	Sewer Retained Earnings
\$12,000	Sewer Dept- PM Burlingame Pumps	Sewer Retained Earnings
\$8,000	Sewer Dept- Furnace 165-K BTUs	Sewer Retained Earnings
\$5,000	Stamp Machine	Stabilization Fund

**Board of Selectmen and Finance Committee support this motion. 2/3rds vote needed.
Motion passes by Unanimous Voice Vote.**

ARTICLE 17. CEMETERY PERPETUAL CARE

To see if the Town will vote to accept the sum of \$10,230 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 and second that Article 17 be accepted as printed.

**Board of Selectmen and Finance Committee support this motion. Majority vote needed.
Motion passes by Unanimous Voice Vote.**

ARTICLE 18. DESIGNING, CONSTRUCTING, ORIGINALLY EQUIPPING AND ADDITION TO AND RENOVATION OF SOUTHERN WORCESTER COUNTY REGIONAL VOCATIONAL SCHOOL DISTRICT BUILDING PROJECT

To see if the Town will approve the \$73,722,405 borrowing authorized by the Southern Worcester County Regional Vocational School District, for the purpose of paying costs of designing, constructing, originally equipping and furnishing an addition to and renovation of the Bay Path Regional Vocational Technical High School, located at 57 Old Muggett Hill Road, Charlton, including the payment of all costs incidental or related thereto (the "Project"), which school facility shall have an anticipated useful life as an educational facility for the instruction of school children of at least 50 years, and for which the District may be eligible for a school construction grant from the Massachusetts School Building

Authority ("MSBA"), said amount to be expended at the direction of the School Building Committee. The MSBA's grant program is a non-entitlement, discretionary program based on need, as determined by the MSBA, and any Project costs the District incurs in excess of any grant approved by and received from the MSBA shall be the sole responsibility of the District and its member municipalities. Any grant that the District may receive from the MSBA for the Project shall not exceed the lesser of (1) sixty-seven and forty-one hundredths percent (67.41%) of eligible, approved project costs, as determined by the MSBA, or (2) the total maximum grant amount determined by the MSBA, or take any action relative thereto or thereon.

SPONSOR: SOUTHERN WORCESTER COUNTY REGIONAL VOCATIONAL SCHOOL DISTRICT

Motion and second that the Town hereby approves the \$73,722,405 borrowing authorized by the Southern Worcester County Regional Vocational School District (the "District"), for the purpose of paying costs of designing, constructing, originally equipping and furnishing an addition to and renovation of the Bay Path Regional Vocational Technical High School, located at 57 Old Muggett Hill Road, Charlton, including the payment of all costs incidental or related thereto (the "Project"), which school facility shall have an anticipated useful life as an educational facility for the instruction of school children of at least 50 years, and for which the District may be eligible for a school construction grant from the Massachusetts School Building Authority ("MSBA"), said amount to be expended at the direction of the School Building Committee; that the Town acknowledges that the MSBA's grant program is a non-entitlement, discretionary program based on need, as determined by the MSBA, and any Project costs the District incurs in excess of any grant approved by and received from the MSBA shall be the sole responsibility of the District and its member municipalities; provided further that any grant that District may receive from the MSBA for the Project shall not exceed the lesser of (1) sixty-seven and forty-one hundredths percent (67.41%) of eligible, approved project costs, as determined by the MSBA, or (2) the total maximum grant amount determined by the MSBA; provided, however, that the approval of the District's borrowing by this vote shall be subject to and contingent upon an affirmative vote of the Town to exempt its allocable share of the amounts required for the payment of interest and principal on said borrowing from the limitations on taxes imposed by M.G.L. 59, Section 21C (Proposition 2 ½); and that the amount of borrowing authorized by the District shall be reduced by any grant amount set forth in the Project Funding Agreement that may be executed between the District and the MSBA.

**Board of Selectmen and Finance Committee support this motion. 2/3rds vote needed.
Motion passes by 2/3rds Voice Vote as determined by the Moderator.**

ARTICLE 19: ACCEPTANCE OF THE "STRETCH ENERGY CODE"

To see if the Town will vote to accept the "Stretch Energy Code" set forth in the Massachusetts Building Code and/or an appendix thereto, including amendments or modifications to such Stretch Energy Code, regulating the design and construction of buildings for the effective use of energy, a copy of which is on file with the Town Clerk, and to amend the Town of Charlton General Bylaws if necessary or advisable to give effect to the foregoing vote, or take any other action relative thereto or thereon.

SPONSOR: BOARD OF SELECTMEN

Motion and second that the Town vote to adopt the so-called "Stretch Energy Code" portion of the State Building Code, for the purpose of regulating the design and construction of buildings for the effective use of energy, pursuant to Appendix 115.AA of the Massachusetts Building Code, 780 CMR, the "Stretch Energy Code", including future editions, amendments or modifications thereto,

by amending the Charlton General Bylaws so as to add thereto the following bylaw as Article XXIX-A of such Bylaws:

“Article XXIX: STRETCH ENERGY CODE

[Adopted 10-18-2011 STM Art. 9]

- Section 1: Definitions
- Section 2: Purpose
- Section 3: Applicability
- Section 4: Authority
- Section 5: Stretch Code

Section 1: Definitions

International Energy Conservation Code (IECC) - The International Energy Conservation Code (IECC) is a building energy code created by the International Code Council. It is a model code adopted by many state and municipal governments in the United States for the establishment of minimum design and construction requirements for energy efficiency, and is updated on a three year cycle. Since July 1, 2010, the baseline energy conservation requirements of the MA State Building Code defaulted to the latest published edition, currently the IECC 2009, with Massachusetts amendments as approved by the Board of Building Regulations and Standards.

Stretch Energy Code - Codified by the Board of Building Regulations and Standards as 780 CMR Appendix 115.AA of the 8th edition Massachusetts building code, the Stretch Energy Code is an appendix to the Massachusetts building code, based on further amendments to the International Energy Conservation Code (IECC) to improve the energy efficiency of buildings built to this code.

Section 2: Purpose

The purpose of 780 CMR 115.AA is to provide a more energy efficient alternative to the base energy code applicable to the relevant sections of the building code for both new construction and existing buildings.

Section 3: Applicability

This code applies to residential and commercial buildings. Buildings not included in this scope shall comply with 780 CMR 13, 34, 51, as applicable.

Section 4: Authority

A municipality seeking to ensure that construction within its boundaries is designed and built above the energy efficiency requirements of 780 CMR may mandate adherence to this appendix. 780 CMR 115.AA may be adopted or rescinded by any municipality in the commonwealth in the manner prescribed by law.

Section 5: Stretch Code

The Stretch Code, as codified by the Board of Building Regulations and Standards as 780 CMR Appendix 115.AA, including any future editions, amendments or modifications, is herein incorporated by reference into the Town of Charlton General Bylaws as Article XXIX-A. The Stretch Code is enforceable by the inspector of buildings or building commissioner.

SPONSOR: BOARD OF SELECTMEN

Motion and second that Article 19 be accepted as printed.

**Finance Committee approves this motion. Majority vote needed.
Motion is defeated by Majority Voice Vote as determined by the Moderator.**

ARTICLE 20. C. 6, SEC. 172B ½ CIVIL FINGERPRINTING LICENSE BY-LAW

To see whether the Town will vote, as authorized by Chapter 256 of the Acts of 2010, and incorporated into the Massachusetts General Laws as Chapter 6, Section 172 B 1/2, to amend the Town of Charlton General Bylaws by adding thereto the following by-law, such bylaw to be assigned such article number in the General Bylaws as the town clerk determines appropriate:

“ARTICLE __ CIVIL FINGERPRINTING LICENSE BY-LAW

Criminal History Check Authorization

The Police Department shall, as authorized by Massachusetts General Laws Chapter 6, Section 172 B 1/2, conduct State and Federal Fingerprint Based Criminal History checks for individuals applying for the following licenses:

- Hawking and Peddling or other Door-to- Door Salespeople (Licensing Authority: Charlton Police Department)
- Manager of Alcoholic Beverage License (Licensing Authority: Charlton Board of Selectmen)
- Owner or Operator of Public Conveyance (Licensing Authority: Charlton Board of Selectmen)
- Dealer of Second-hand Articles (Licensing Authority: Charlton Board of Selectmen)
- Pawn Dealers (Licensing Authority: Charlton Board of Selectmen)
- Scrap Metal Dealers (Licensing Authority: Charlton Board of Selectmen)
- Hackney Drivers, and (Licensing Authority: Charlton Board of Selectmen)
- Ice Cream Truck Vendors (Licensing Authority: Charlton Board of Selectmen)

At the time of fingerprinting, the Police Department shall notify the individual fingerprinted that the fingerprints will be used to check the individual's criminal history records.

The Police Chief shall periodically check with the Executive Office of Public Safety and Security (“EOPSS”) which has issued an Informational Bulletin which explains the requirements for town by-laws and the procedures for obtaining criminal history information, to see if there have been any updates to be sure the Town remains in compliance.

Upon receipt of the fingerprints and the appropriate fee, the Police Department shall transmit the fingerprints it has obtained pursuant to this by-law to the Identification Section of the Massachusetts State Police, the Massachusetts Department of Criminal Justice Information Services (DCJIS), and/or the Federal Bureau of Investigation (FBI) or the successors of such agencies as may be necessary for the purpose of conducting fingerprint-based state and national criminal records background checks of license applicants specified in this by-law.

The Town authorizes the Massachusetts State Police, the Massachusetts Department of Criminal Justice Information Systems (DCJIS), and the Federal Bureau of Investigation (FBI), and their successors, as may be applicable, to conduct fingerprint-based state and national criminal record background checks, including of FBI records, consistent with this by-law.

The Town authorizes the Police Department to receive and utilize State and FBI records in connection with such background checks, consistent with this by-law.

The State and FBI criminal history will not be disseminated to unauthorized entities.

Upon receipt of a report from the FBI or other appropriate criminal justice agency, a record subject may request and receive a copy of his/her criminal history record from the Police Department. Should the record subject seek to amend or correct his/her record, he/she must take appropriate action to correct said record, which action currently includes contacting the Massachusetts Department of Criminal Justice Information Services (DCJIS) for a state record or the FBI for records from other jurisdictions maintained in its file. An applicant that wants to challenge the accuracy or completeness of the record shall be advised that the procedures to change, correct, or update the record are set forth in Title 28 CFR 16.34. The Police Department shall not utilize and/or transmit the results of the fingerprint-based criminal record background check to any licensing authority pursuant to this by-law until it has taken the steps detailed in this paragraph. Municipal officials should not deny an applicant the license based on information in the record until the applicant has been afforded a reasonable time to correct or complete the information, or has declined to do so.

The Police Department shall communicate the results of fingerprint-based criminal record background checks to the appropriate governmental licensing authority within the Town as listed. The Police Department shall indicate whether the applicant has been convicted of, or is awaiting final adjudication for, a crime that bears upon his or her suitability, or any felony or misdemeanor that involved force or threat of force, controlled substances or a sex-related offense.

The Board of Selectmen, is authorized to promulgate regulations for the implementation of the proposed by-law, but in doing so it is recommended that they consult with the Chief of Police, Town Counsel and the Massachusetts Executive Office of Public Safety and Security (or its successor agency) to ensure that such regulations are consistent with the statute, the FBI's requirements for access to the national database, and other applicable state laws.

Use of Criminal Record by Licensing Authorities

Licensing authorities of the Town shall utilize the results of fingerprint-based criminal record background checks for the sole purpose of determining the suitability of the subjects of the checks in connection with the license applications specified in this by-law. A Town licensing authority may deny an application for a license on the basis of the results of a fingerprint-based criminal record background check if it determines that the results of the check render the subject unsuitable for the proposed occupational activity. The licensing authority shall consider all applicable laws, regulations and Town policies bearing on an applicant's suitability in making this determination.

The Town or any of its officers, departments, boards, committees or other licensing authorities is hereby authorized to deny any application, including renewals and transfers thereof, by any person who is determined unfit for the license, as determined by the licensing authority, due to information obtained pursuant to this by-law.

Fees

The fee charged by the Police Department for the purpose of conducting fingerprint-based criminal record background checks shall be one hundred dollars (\$100). The Town Treasurer shall periodically consult with the Department of Revenue Division of Local Services and/or Town Counsel regarding the proper municipal accounting of those fees.

A portion of the fee, as specified in Mass. Gen. Laws Chapter 6, Section 172B 1/2, shall be deposited into the Firearms Fingerprint Identity Verification Trust Fund, and the remainder of the fee may be retained by the Town for costs associated with the administration of the fingerprinting system.

Effective Date

This by-law shall take effect upon approval of the Attorney General (whether express or by failure of the A.G. to seasonably act upon a request for approval) and upon publication, all as provided in Mass. Gen. Laws Chapter. 40, Sec. 32.”

, or take any action relative thereto or thereon.

SPONSOR: POLICE CHIEF

Motion and second that Article 20 be accepted as printed.

Board of Selectmen approve this motion. Majority vote needed.

Motion and second to amend the main motion so as to accept Article 21 as printed but deleting the words “one hundred dollars (\$100)” under the section entitled “Fees” and substituting therefor the words “fifty dollars (\$50)”.

The motion to amend carried by a counted vote of: Yes – 82 No – 45

Main motion as so amended then passes by a vote of Yes – 72 No - 61

ARTICLE 21. BAY PATH ROAD LAND TRANSFER- AFFORDABLE HOUSING

To see if the Town will vote to authorize the Board of Selectmen, for and on behalf of the Town and upon such terms as the Board deems advisable,; (a) to solicit or request proposals for the construction of affordable housing unit(s) on an unimproved Town owned parcel at Bay Path Road in Charlton, MA (Town Assessor’s map 38-C-1); (b) to convey the property to the successful proposer for the construction of a one or two-family, affordable Residence (hereinafter, “the Residence”) in return for such responder’s construction of the Residence and other consideration and for the responder’s sale of the Residence to a first time homebuyer; and (c) to take any and all other action the Board deems necessary or advisable, including but not limited to entering into and purchase and sale agreement or other contracts, in order to effectuate the purposes of the foregoing votes, or take any other action relative thereto or thereon.

SPONSOR: BOARD OF SELECTMEN

Motion and second that Article 21 be postponed indefinitely.

Board of Selectmen and Finance Committee approve this motion. Majority vote needed.

Motion passes by Unanimous Voice Vote.

ARTICLE 22. CDBG GRANT AUTHORIZATION- TOWN HALL ADA UPGRADES & HOUSING REHAB

To see if the Town will vote to authorize the Board of Selectmen to apply for and administer a Community Development Block Grant in conjunction with the Town of Leicester for improvements to the Town Hall and two housing rehabilitation projects in the Town of Charlton, and to raise by taxation, borrow or transfer and appropriate a sum to be used as matching funds to complete the aforementioned projects, or take any other action relative thereto or thereon.

SPONSOR: BOARD OF SELECTMEN

Motion and second that the Town vote, contingent upon receiving a Community and Development Block Grant: (a) to borrow and appropriate the sum of \$450,000 for the purposes set forth in the

article; (b) that the article in all other respects be approved as printed; and (c) to authorize the Board of Selectmen and/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.

Board of Selectmen and Finance Committee support this motion, 2/3rds vote needed.

Motion passes by Unanimous Voice Vote.

ARTICLE 23. ACCEPTANCE OF SEWER LINE AND EASEMENT- MASONIC HOME ROAD

To see if the Town will vote to authorize the Charlton Water and Sewer Commission, for and on behalf of the Town and upon such terms as the Commission deems advisable: (a) to accept conveyance, for nominal consideration and by bill of sale from the Overlook Masonic Health Center, Inc., formerly known as The Masonic Nursing Home, Inc., and ownership, of an 8-inch, existing sewer extension or line located wholly within the boundaries of Route 31 (also known as Masonic Home Road); and (b) to take any and all other action the Commission deems necessary or advisable in order to effectuate the purposes of the foregoing vote, or take any other action relative thereto or thereon.

SPONSOR: WATER & SEWER COMMISSION

Motion and second that Article 23 be accepted as printed. Majority vote needed.

Motion passes by Unanimous Voice Vote.

ARTICLE 24. ACCEPTANCE OF WATER LINE BILL OF SALE AND EASEMENT- NORTHSIDE ROAD

To see if the Town will vote to authorize the Charlton Water and Sewer Commission, for and on behalf of the Town and upon such terms as the Commission deems advisable: (a) in accordance with the vote under Article 20 of the March 1, 1999 special town meeting authorizing the Commission, then known as the Charlton Water Commission, to establish a public water supply system and to enter into any contracts and take any and all other action which it deemed necessary or advisable for such purpose, pursuant to which the Commission entered into a May 17, 2008 Release of Claims and Agreement with Exxon Mobil Corporation ("Exxon"), to accept conveyance, for nominal consideration and by bill of sale and/or easement from Exxon and the Massachusetts Department of Transportation ("MassDOT"), and/or ownership, of a certain, now existing, 12-inch-diameter, water line and related equipment and appurtenances located over the Massachusetts Turnpike, suspended beneath the underside of Northside Road Bridge in the Town of Charlton; (b) to accept an easement in the realty in which said water line, equipment and appurtenances are located; (c) to enter into any contract or contracts as may be required for the foregoing purposes, including any provision whereby the town would indemnify MassDOT as to same; and (d) to take any and all other action the Commission deems necessary or advisable in order to effectuate the purposes of, or relating to, the foregoing vote; or take any other action relative thereto or thereon.

SPONSOR: WATER & SEWER COMMISSION

Motion and second that Article 24 be accepted as printed. Majority vote needed.

Motion passes by Unanimous Voice Vote.

ARTICLE 25. WATER BETTERMENT SPECIAL LEGISLATION

To see if the Town will vote to authorize the Board of Selectmen to petition the General Court for special legislation as set forth below; provided however that the General Court may make clerical or editorial changes of form only to the bill, unless the Board of Selectmen approves amendments to the bill before enactment by the General Court, and that the Board of Selectmen is authorized to approve amendments which shall be within the scope of the general public objectives of the petition, or take any other action relative thereto:

An Act Relative to Collection of Estimated Water Assessments and General Fund Reimbursement in the Town of Charlton.

SECTION 1. Notwithstanding the provisions of section 42G through 42I and 42K of Chapter 40 and Chapter 80 of the general laws, or of any other general or special act, rule or regulation to the contrary, the town of Charlton, through its board of water and sewer commissioners, may assess estimated water assessments for the estimated costs of establishing, developing and constructing a water supply and water distributing system, or components thereof, including any design, engineering, legal, management, accounting/financial planning and administrative costs, whether or not included in a contract for construction of such facilities, provided that such estimated water assessments shall not exceed 50 percent of such estimated costs, and the total of such estimated assessments shall be allocated by the same method to be used for the allocation of the actual assessments upon completion of the work, and when the final costs of establishing, developing, and constructing such facilities have been determined, the Town may assess and collect actual water assessments, and the provisions of Chapter 80 of the general laws relative to the apportionment, division, interest, and collection of assessments shall apply to estimated assessments under this section, but the provisions of Chapter 80 relating to abatements shall not apply to estimated assessments under this section. Revenues from the estimated assessments made under this section shall be dedicated to the payment of the costs of establishing, developing and constructing such facilities, until all such costs and debt service obligations have been paid in full.

Section 2. This act shall be applicable to all water projects for which assessments have not yet been made.

Section 3. Notwithstanding any rule, regulation or guideline of the Department of Revenue, retained earnings in a water enterprise fund established by the Town of Charlton under section 53F ½ of Chapter 44 of the general laws may be appropriated to reimburse to the General Fund of the Town capital costs of the enterprise and administrative costs related to capital projects of the enterprise subsidized by the General Fund and not already reimbursed for the ten full, immediately prior, fiscal years.

Section 4. This act shall be effective upon passage.

or take any other action relative thereto or thereon.

SPONSOR: BOARD OF SELECTMEN

Motion and second that Article 25 be accepted as printed.

Board of Selectmen and Finance Committee support this motion. Majority vote needed.

Motion passes by Unanimous Voice Vote.

ARTICLE 26. DEED IN LIEU OF FORECLOSURE

To see if the Town will vote to accept under M.G.L. chapter 60, section 77C a deed in lieu of foreclosure of the property described as 1.038 acres of land, more or less, with any buildings thereon, located and known as Lot 18 Brackett Hill Road and shown on the Town of Charlton Assessors records as Parcel Identifier 23-A-17.10 and being part of the premises recorded in book 15546 on page 196 in the Worcester Registry of Deeds subject to a tax taking made against Moriah Development Corporation C/O Joe Curran for unpaid 2008 real estate taxes and any subsequent taxes added thereto, dated November 6, 2008 and recorded with the Worcester Registry of Deeds Book 43536, Page 373, or take any other action relative thereto or thereon.

SPONSOR: BOARD OF SELECTMEN

Motion and second to vote to accept under M.G.L. chapter 60, section 77C a deed in lieu of foreclosure of the property described as 1.038 acres of land, more or less, with any buildings thereon, located and known as Lot 18 Brackett Hill Road and shown on the Town of Charlton Assessors records as Parcel Identifier 23-A-17.10 and being part of the premises recorded in book 15546 on page 196 in the Worcester Registry of Deeds subject to a tax taking made against Moriah Development Corporation C/O Joe Curran for unpaid 2008 real estate taxes and any subsequent taxes added thereto, dated November 6, 2008 and recorded with the Worcester Registry of Deeds Book 43536, Page 373.

**Board of Selectmen and Finance Committee support this motion. Majority vote needed.
Motion passes by Unanimous Voice Vote.**

ARTICLE 27. SENIOR TAX WORKOFF

To see if the Town, having earlier voted under Article 8 of the warrant for the October 3, 2001 special town meeting to accept the provisions of M.G.L. c. 59, §5K ("the statute") and to authorize the Board of Selectmen pursuant to same to establish a program allowing persons over the age of 60 to provide volunteer service so the Town in return for a reduction of such persons' real property tax obligations, will now vote further, as authorized by Section 43 of Chapter 188 of the Acts of 2010 amending the statute, to allow an approved representative of any person who qualifies for the aforementioned reduction, but who is physically unable to provide such volunteer services, to do so on such person's behalf, all subject to the limitations in the statute and in accordance with the Board of Selectmen's guidelines for the administration of this program adopted on March 10, 2008, as amended from time to time; or to take any other action relative thereto or thereon.

SPONSOR: BOARD OF SELECTMEN

**Motion and second that Article 27 be accepted as printed.
Board of Selectmen and Finance Committee support this motion. Majority vote needed.
Motion passes by Unanimous Voice Vote.**

No vote shall be taken on any motion relating to Article 28 and 29 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 28. ZONING BY-LAW DIAGNOSTIC REVIEW: REFORMATTING & REVISIONS

To see if the Town will vote to amend the Charlton Zoning By-Law by reformatting and revising parts of the by-law identified by the Charlton Planning Board in its Zoning By-Law Diagnostic Review, detailed as follows:

1. Correct miscellaneous misspellings, punctuation errors and typographical errors throughout the Zoning By-Law document, as highlighted in bold in copies available at the Charlton Planning Board Office and Office of the Town Clerk.
2. Add the page number of the site plan review sub-section of the zoning by-law to the Table Of Contents.
3. Delete the current "Accessory Building or Uses" definition in Section 2-Definitions and replace it with separate "Accessory Building" and "Accessory Use" definitions, as follows:

Accessory Building: An accessory building is one which is subordinate or incidental to the main use of a building on a lot. The term "accessory building" when used in connection with a farm shall include all structures customarily used for farm purposes and they shall not be limited in size.

Accessory Use: A land use which is subordinate and incidental to a predominant or main use. See Section 3.2 (Use Regulations), Sub-Section 3.2.2.8 (Accessory Uses) for accessory use listing per zoning districts.

4. Relocate the definition of "Fast Food Restaurants" from Section 3.2.2.5-7 to Section 2-Definitions.
5. Revise land use activity description language in Sub-Section 3.2.2.2-Residential Uses, items #1, #3, #8 and #9, as follows:

#1 Change "Detached one-family dwelling" to "Dwelling one-family"

#3 Change "Detached two-family dwelling" to "Dwelling two-family"

#8 Change "Dwelling units over first floor commercial uses" to "Dwelling units over first floor business uses"

#9 Change "In one and two-family dwellings, a mix of residential and commercial uses" to "In one and two-family dwellings, a mix of residential and business uses"

6. Replace the current "Light Manufacturing establishments" land use activity description in Sub-Section 3.2.2.7-1 with the following language:

1. Light Manufacturing establishments.

Storage of goods or materials shall not be permitted on any lot except in an appropriate enclosure and also in compliance with Section 4.1.5. hereof.

7. Revise the land use activity description in Sub-Section 3.2.2.8-8, as follows:

Delete: 8. Child care facility as accessory use to serve employees of principal use.

Add: 8. Day Care Center or any child care facility-including day care and family care as accessory use to serve employees of principal use.

8. Revise Section 5.3 (Storage of Unregistered Motor Vehicles), Sub-Section 5.3.5 (Special Permit Fee) to read as follows:

5.3.5 Special Permit Fee

Each special permit application submitted under section 5.3.1 shall include an application fee in an amount established by majority vote of the special permit granting authority.

9. Add the following sentence to the end of Section 5.7 (Flexible Development), Sub-Section 5.7.3.5:

Three (3) copies of a preliminary conventional subdivision plan are required to be submitted as part of the flexible development preliminary subdivision plan application for use by the Planning Board in determining preference of either flexible or conventional subdivision design.

10. Add the following items #3 and #4 to the list of affordable housing types exempt from the Phased Growth section of the Charlton Zoning By-Law, detailed in Section 5.12 (Phased Growth), Sub-Section 5.12.6 (Exemptions), as follows:

3. Housing that is eligible for inclusion on the Mass. DHCD Subsidized Housing Inventory (SHI) listing.

4. Affordable housing created in accordance with Section 5.15 (Inclusionary Zoning Special Permit) of the Charlton Zoning Bylaw.

11. Revise the definition of “Affordable Housing Unit (AHU)” listed in Section 5.15 (Inclusionary Zoning Special Permit), Sub-Section B (Definitions) by adding the following language to the definition as highlighted in bold below:

1. Affordable Housing Unit (AHU): A dwelling unit available at a cost of no more than 30% of gross household income of those households at or below 80% of the Worcester Primary

Metropolitan Statistical Area (PMSA) median household income as reported by the US Department of Housing and Urban Development, including units listed under MGL Chapter 40B and the Commonwealth's Local Initiative Program **and qualifying for the Mass. DHCD Subsidized Housing Inventory (SHI) listing.**

12. Add to the Charlton Zoning By-Law an "Appendix B: Design Illustrations" that includes a total of nine (9) design samples to visually illustrate examples of the following zoning design concepts:

Figure 1: Accessory Building/Structure
Figure 2: Awnings and Canopies
Figure 3: Buffer
Figure 4: Building Coverage
Figure 5: Floor Area Ratio
Figure 6: Corner Lot & typical lots
Figure 7: Building Height
Figure 8: Yard & Frontage
Figure 9: Sign Types

Please note that these samples are for illustrative example purposes only. For complete details regarding Zoning By-Law performance standards for each of these site or structural design elements, please refer to the appropriate section of the Zoning By-Law text or contact the Building Commissioner/Zoning Enforcement Officer (ZEO) or Planning Board.

SPONSOR: PLANNING BOARD

Motion and second that Article 28 be accepted as printed.

Planning Board supports this motion. 2/3rds vote needed.

Motion and second to amend the main motion so as to accept Article 28 as printed with the exception of deleting number 6.

Motion to amend defeated by Majority Voice Vote as determined by the Moderator.

Main motion to accept Article 28 as printed passes by more than two-thirds Voice Vote as determined by the Moderator.

ARTICLE 29. PETITION- ZONING

Request that the May 2012 Annual Town Meeting vote to amend the Town of Charlton Zoning Map by re-zoning approximately 5.25 acres of the 140-acre parcel owned by Green Hill Realty Trust, located southerly of Route 20, Map 31, Block D, Parcel 4, from Low-Density Residential (R-40) zoning designation to Industrial-General (IG) zoning designation, so as to designate the entire 140-acre parcel as uniformly within the Industrial-General Zone.

SPONSOR: Petition

[Note: Further description provided by owner of land who initiated the petition for the above article and which he had Para Land Surveying, Inc. prepare and provide to the Town:

Zone Change

Suggested Description of Zone Change from Residential-Low Density (R-40) to Industrial-General (IG) at the south side of Sturbridge Road AKA Route 20, Charlton, Massachusetts.

BEGINNING at a point on the southerly side of Route 20 at the current Zone line between IG and R-40 Zone line west of Mayberry Road.

*THENCE west by Route 20 and the crossing the current Residential 40 Zone to at a point at another IG Zone at or near McKinstry Brook also called Globe Brook.
THENCE southerly along the current IG and Residential 40 Zone line at or near said Brook through Assessor Map 31 Block D Parcel 4 to a point on the boundary line between Assessor Map B1, D4, and 31D 7.1.
THENCE northerly along said boundary line and through the R40 Zone to and along the current first described IG Zone line to the point of beginning. The above-described tract contains an approximate area of 5 acres.]*

**Motion and second that Article 29 be accepted as printed.
Planning Board supports this motion. 2/3rds vote needed.
Motion passes by Unanimous Voice Vote.**

ARTICLE 30. PETITION- GENERAL BY-LAW

We, the undersigned registered voters of the Town of Charlton, hereby petition the Board of Selectmen to place the following article within the warrant (agenda) of the Town Meeting of (date): May 21, 2012

In accordance with Chapter 39, section 10 of the Massachusetts General Laws:

Town Meeting directs the Board of Selectmen and other appropriate committees to amend the Charlton General By Law Article XXXV: Junk, Old Metal, and *Second Hand Articles* to govern the placement and maintenance of outdoor “drop boxes” in areas of public access for the purposes of maintaining safe and clean streets and sidewalks.

“Drop box” shall mean any box, container or device placed in an area of public access on a temporary or permanent basis, including devices designed to collect, distribute, or sell any item.

Section 1: Prohibition

4. No person shall keep a “drop box” designed to collect, distribute, or sell any item without a license issued by the Selectmen.

Section 3: Rules, Regulations and Restrictions

3. “Drop boxes” should be properly maintained in a clean and neat condition and in good repair at all times. “Drop boxes” shall be emptied on a regular basis, at least monthly, to prevent overflow.

4. “Drop boxes” shall contain clear identification and phone number of the organization responsible. “Drop boxes” shall clearly state to donors the intended use of the donation.

5. “Drop boxes” shall only be permitted in areas zoned I-G (Industrial General) or CB (Community Business) and shall be set back from property lot lines by a minimum of 15 feet.

SPONSOR: Petition- Kristen Kustigian

Motion and second that Article XXXV: Junk, Old Metal, and *Second Hand Articles* of the Charlton General Bylaws be amended by adding the following at the end of the present text thereof:

“Section 6: Outside Drop Boxes

A. Purpose: The purpose of this section of the bylaw is to promote the maintenance of outdoor “drop boxes” located on or abutting public ways and private ways open to use by the general public, and sidewalks abutting such ways, in a safe and clean condition.

B. "Drop box" as used in this section shall mean any box, container or device, including any such designed to collect, distribute, or sell any item, which is located, on a temporary or permanent basis, in or adjoining a public way or a private way open to use by the general public, or in or adjoining a sidewalk abutting such a way.

C. Each drop box shall:

- (1) be properly maintained in a clean and neat condition and in reasonably good repair at all times;
- (2) be emptied on a regular basis, at least monthly, to prevent overflow;
- (3) contain clear identification, and the telephone number, of the organization responsible for maintenance of the drop box; and
- (4) clearly state thereon, for the benefit of prospective donors, the use to which any donation will be made.

D. No person or entity other than those required by Sections 1 & 2 of this Article shall be required to secure or maintain a license for a drop box, but such boxes shall be subject to any drop box rules, regulations and restrictions, if any, as the Selectmen may adopt pursuant to Section 2 of this Article, and the penalties set forth in Section 5 hereof shall apply to drop boxes.

Majority vote needed.

Motion passes by Majority Voice Vote as determined by the Moderator.

On motion duly made and seconded Meeting adjourned at 10:43PM

* * * * *

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.

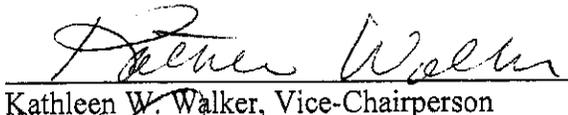
Hereof, fail not, and make due returns of the Warrant with your doings thereon to the Town Clerk at the time and place of holding meeting.

Given under our hands this 27th day of April in the Year of Our Lord Two Thousand and Twelve (2012).

Board of Selectmen

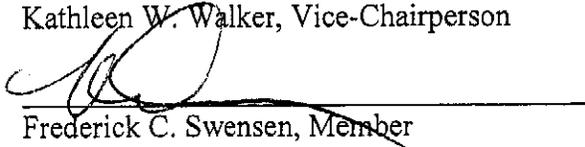


David Singer, Chairperson



Kathleen W. Walker, Vice-Chairperson

Brent Sellew, Clerk

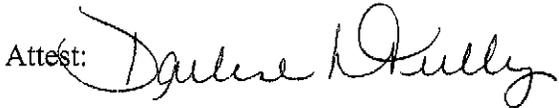


Frederick C. Swensen, Member

Peter J. Boria, Member

A true copy:

Attest:



Posted as directed:

Constable/Police Officer of Charlton, Massachusetts

Richard J. Fiske, Jr. 4-27-2012

	A	I	L	M	N
1	Town of Charlton				
2	FY2013 BUDGET				
3		FY2011	FY2012	FY2013	FY2013
4		VOTED BUDGET	VOTED BUDGET	Department Request	FinCom Recom
5	Department Line Items:				
6	Moderator				
7	Moderator Stipend	150	150	150	75
8	Total Moderator	150	150	150	75
9					
10	Board of Selectmen				
11	Selectmen's Stipend	19,197	19,197	19,197	9,599
12	Town Administrator Salary	108,412	111,122	113,901	113,901
13	Town Administrator Car Allow	2,400	2,400	3,500	3,500
14	Administrative Assistant BOS/TA	45,618	46,531	46,531	47,578
15	Administrative Assistant/Grantwriter	28,725	29,128	29,128	29,783
16	Total Department Salaries	204,352	208,378	212,257	204,361
17	Selectmen's Expense & Equipment	10,000	9,800	9,800	9,800
18	Procurement Bidding	1,000	980	980	980
19	Contract Obligations	26,829	0	80,000	40,000
20	Training & Conferences	1,800	1,764	1,764	1,764
21	Environmental	50,000	49,000	49,000	49,000
22	Special Counsel	5,000	0	0	0
23	Total Department Expenses	94,629	61,544	141,544	101,544
24	Total Board of Selectmen	298,981	269,922	353,801	305,905
25					
26	Finance Committee				
27	Finance Committee Expenses	200	196	196	196
28	Finance Committee Reserve Fund	74,072	72,591	100,000	100,000
29	Total Finance Committee	74,272	72,787	100,196	100,196
30					
31	Town Accountant/Financial Services				
32	Town Acct Salary	69,124	70,508	70,108	68,134
33	Total Department Salary	69,124	70,508	70,108	68,134
34	Town Acct Dept Asst	1	1	1	1
35	Town Acct Expense & Equip.	898	820	1,220	1,220
36	Computer License & Repair	2,990	2,990	2,990	2,990
37	Total Department Expenses	3,889	3,811	4,211	4,211
38	Total Town Accountant	73,013	74,319	74,319	72,345
39					
40	Annual Audit	21,500	22,000	19,000	19,000
41	GASB 34 Compliance	2,500	2,500	2,500	2,500
42	GASB 45 Compliance	5,000	0	0	0
43					
44	Board of Assessors				
45	Assessors Stipend	8,813	8,813	8,813	4,407
46	Director of Assessing Salary	59,427	60,616	60,616	61,980
47	Assessors Certification Comp	1,000	1,000	1,000	1,000
48	Administrative Assistant Wages	39,984	41,583	41,583	41,583
49	Department Assistant Wages	25,398	26,414	26,414	26,414
50	Prop Revaluation Clerk Wages	1	1	1	1
51	Total Department Salaries	134,623	138,427	138,427	135,385

2013 BUDGET - REVENUES				
	VOTED	VOTED	VOTED	ESTIMATE
	FY2010	FY2011	FY2012	FY2013
Funds Available				
Levy Limit	13,344,859	13,850,766	14,407,098	14,927,434
2 1/2 increase	333,621	346,269	360,177	373,108
New Growth	172,286	210,063	260,000	140,000
Levy limit	13,850,766	14,407,098	15,027,275	15,440,542
Debt Exclusions				
Middle School	494,578	527,982	524,489	522,160
Sewer Project	486,425	480,366	554,586	484,109
Library	347,348	340,013	333,720	319,344
Highway Facility		261,682	260,100	252,993
Total Exclusion	1,328,351	1,610,043	1,672,895	1,578,606
Total Tax Levy	15,179,117	16,017,141	16,700,170	17,019,148
State & Local Receipts				
State Receipts- Local Aid	1,276,459	1,225,401	1,136,799	1,225,401
Chapter 70		7,269	21,176	21,633
Other Cherry Sheet Aid	85,713	74,916	54,528	56,056
Meals Tax			168,000	
Local Receipts	2,027,800	2,041,479	2,041,479	2,234,562
Millennium Funds				
Debt Service	360,000	360,000	320,000	320,000
Capital or Stabilization	90,000	90,000	80,000	80,000
General	450,000	450,000	400,000	400,000
Total State & Local	4,289,972	4,249,065	4,221,982	4,337,652
Other Available				
Stabilization	400,000	442,625	240,242	220,971
Ambulance Fees	738,000	738,000	698,000	680,000
Sale Cemetery Lots	6,500	6,500	6,500	9,000
Cable Access Account		12,000	49,140	49,259
Transfer From Other Accounts				
Overlay Surplus	57,880	0		
Bond Premium	4,972	10,410	9,320	8,217
Reserved Debt Exclusion	3,001	0	0	0
Free Cash	0			
Sewer Indirect	43,647	79,953	82,411	86,901
Total Other	1,254,000	1,289,488	1,085,613	1,054,348
Available For Appropriation	20,723,089	21,555,694	22,007,765	22,411,148
Charges Against Revenues				
Overlay	120,000	150,658	130,000	126,000
Overlay Deficits	4,764	34	136	0
State & County	30,414	29,076	29,517	27,685
Snow & Ice Deficit	137,233	162,500	160,777	27,222
Cherry Sheet Offset	12,656	12,052	11,978	13,981
Millennium To Stabilization	90,000	90,000	80,000	80,000
Total Charges	395,067	444,320	412,408	274,888
Available For Appropriation	20,328,022	21,111,374	21,595,357	22,136,260
General Fund Budgets	-20,324,292	-21,101,392	22,012,921	22,136,260

Surplus (Deficit)

0

5/17/2012

	A	I	L	M	N
52		FY2011	FY2012	FY2013	FY2013
53		VOTED BUDGET	VOTED BUDGET	Department Request	FinCom Recom
54	Property Revaluation Expense	4,426	4,337	7,000	4,337
55	Expense & Equipment	18,000	17,640	22,084	17,640
56	Data Collector	5,000	4,900	4,900	4,900
57	GIS View <i>*new</i>			6,267	
58	Appraisal & Attorney Services	7,000	6,860	6,860	6,860
59	Total Department Expenses	34,426	33,737	47,111	33,737
60	Total Assessors	169,049	172,164	185,538	169,122
61					
62	Treasurer				
63	Treasurer Salary	49,164	50,148	50,148	51,277
64	Treasurer Certification	1,000	1,000	1,000	1,000
65	Assistant Treasurer	26,197	27,245	27,245	27,245
66	Total Department Salaries	76,361	78,393	78,393	79,522
67	Banking Services	7,300	7,154	7,800	7,154
68	Certification of Notes	1,800	1,764	2,500	1,764
69	Expense & Equip	3,000	2,919	3,480	2,919
70	Tax Title & Foreclosures	13,434	13,165	15,000	13,165
71	Tax Title Software Annual License	1,014	1,015	1,015	1,015
72	Total Department Expenses	26,548	26,017	29,795	26,017
73	Total Treasurer	102,909	104,410	108,188	105,539
74					
75	Tax Collector				
76	Tax Collector Salary	49,164	50,148	50,148	51,277
77	Assistant Collector	35,555	36,977	36,977	36,977
78	Department Assistant Wages	15,532	6,375	6,375	6,375
79	Collector Certification Compensation	1,000	1,000	1,000	1,000
80	Total Department Salaries	101,251	94,500	94,500	95,629
81	Expense & Equipment	24,967	24,468	24,468	24,468
82	Banking Services	3,513	6,033	6,033	6,033
83	Tax Taking Expense	7,800	7,644	7,644	7,644
84	Total Department Expenses	36,280	38,145	38,145	38,145
85	Total Town Collector	137,531	132,645	132,645	133,774
86					
87	Town Counsel Expense	108,350	106,183	106,183	106,183
88					
89	Personnel Board Expense	1	0	0	0
90					
91	Town Clerk				
92	Town Clerk Salary	43,698	44,572	44,572	45,575
93	Department Assistant	28,948	30,106	30,106	30,106
94	Total Department Salaries	72,646	74,678	74,678	75,681
95	Expenses & Equipment	1,127	1,104	1,104	1,104
96	Town Clerk Book Repairs	0	0	0	0
97	Vital Statistics	0	0	0	0
98	Total Department Expenses	1,127	1,104	1,104	1,104
99	Total Town Clerk	73,773	75,782	75,782	76,785
100					
101	Election & Registration	6,500	6,370	6,870	6,870
102	Special Election	9,020	5,500	14,800	14,800
103	Town Census	4,692	4,598	4,598	4,598

	A	I	L	M	N
104		FY2011	FY2012	FY2013	FY2013
105		VOTED BUDGET	VOTED BUDGET	Department Request	FinCom Recom
106	Total Election & Registration	20,212	16,468	26,268	26,268
107	Street Listing	522	512	512	512
108	Total Registrar	522	512	512	512
109					
110	Conservation Commission				
111	Conservation Administrators Salary	32,435	22,185	32,625	46,210
112	Total Department Salaries	32,435	22,185	32,625	46,210
113	Conservation Comm. Expenses	991	971	971	971
114	Annual Dam Reports/Inspections	4,660	4,567	4,567	4,567
115	Wetlands Protection Fund Expense	0	0	0	0
116	Total Department Expenses	5,651	5,538	5,538	5,538
117	Total Conservation Commission	38,086	27,723	38,163	51,748
118					
119	Planning Board				
120	Planning Board Stipend	2,400	2,400	2,400	1,200
121	Director of Planning	82,544	84,196	84,196	86,091
122	Department Assistant	29,516	30,697	30,697	30,697
123	Total Department Salaries	114,460	117,293	117,293	117,988
124	Planning Studies	1,000	980	980	980
125	Expense & Equipment	7,500	7,350	7,350	7,350
126	Planning Board Computer Mapping	500	490	800	490
127	Total Department Expenses	9,000	8,820	9,130	8,820
128	Total Planning Board	123,460	126,113	126,423	126,808
129					
130	Board of Appeals				
131	Department Assistant Wages	5,508	5,508	5,508	5,508
132	Total Department Salaries	5,508	5,508	5,508	5,508
133	Expenses & Equipment	4,842	4,000	4,000	4,000
134	Court Appearance Reimbursement	0	0	0	0
135	Total Department Expenses	4,842	4,000	4,000	4,000
136	Total Board of Appeals	10,350	9,508	9,508	9,508
137					
138	Economic Development				
139	EDC Expense & Equipment	1,970	1,931	1,931	1,931
140	Total EDC Expenses	1,970	1,931	1,931	1,931
141					
142	Municipal Offices				
143	Senior & Part Time Custodians	35,322	36,016	36,016	36,827
144	Part Time Custodian	12,000	12,240	12,240	12,432
145	Total Department Salaries	47,322	48,256	48,256	49,259
146	Custodial services	1,500	1,470	1,470	1,470
147	Telecommunications	43,000	42,140	42,140	42,140
148	Expense & Equip	150,810	151,294	151,294	110,784
149	Heating Fuel *new				70,379
150	Repairs	26,000	25,480	25,480	25,480
151	Municipal Offices Sewage Treatment Expe	6,500	6,370	6,370	6,370
152	Total Department Expenses	227,810	226,754	226,754	256,623
153	Municipal Offices Expenses	275,132	275,010	275,010	305,882
154					
155	Technology				

	A	I	L	M	N
156		FY2011	FY2012	FY2013	FY2013
157		VOTED BUDGET	VOTED BUDGET	Department Request	FinCom Recom
158	Computer License/Software	7,000	12,700	12,700	12,700
159	Computer hardware	19,000	18,620	18,620	18,620
160	Computer Maintenance	40,401	39,593	39,593	39,593
161	Computer Training	0	0	0	0
162	Total Technology	66,401	70,913	70,913	70,913
163					
164	Printing Town Reports	3,645	3,572	3,572	2,500
165	Total Printing Expenses	3,645	3,572	3,572	2,500
166					
167	Insurance				
168	General Insurance	331,239	281,239	281,239	271,239
169	Group Insurance health	995,000	995,000	995,000	995,000
170	Group Insurance life	4,500	4,500	4,500	4,500
171	Medicare	65,000	65,000	66,300	65,000
172	Unemployment Compensation	20,000	20,000	20,000	20,000
173	Total Insurance	1,415,739	1,365,739	1,367,039	1,355,739
174					
175	Worcester County Retirement	593,097	624,057	668,628	668,628
176					
177	Grant Matching Funds	1	1	1	1
178					
179	Union Salaries- Longevity	600	1,000	800	800
180					
181	Municipal Gas & Diesel	125,000	122,500	150,000	150,000
182					
183	Land Damage Eminent Domain	1	1	1	1
184					
185					
186	General Government Subtotal	3,741,245	3,677,910	3,897,071	3,862,663
187					
188	Public Safety				
189					
190	Police				
191	Police Department Salaries	1,773,090	1,870,501	1,914,102	1,855,146
192	Total Department Salaries	1,773,090	1,870,501	1,914,102	1,855,146
193	Police Department Expense & Equipment	68,000	66,640	75,137	66,640
194	Police Station Utilities & Maintenance	56,000	55,340	60,200	46,442
195	Grant Matching Funds	0	0	0	0
196	Training & Special Services	20,000	19,600	20,000	19,600
197	Uniform Allowance	4,360	4,273	4,273	2,773
198	Total Department Expenses	148,360	145,853	159,610	135,455
199	Total Police Department	1,921,450	2,016,354	2,073,712	1,990,601
200					
201	Fire				
202	Salaries	1,157,378	1,159,920	1,224,072	1,222,586
203	Total Department Salaries	1,157,378	1,159,920	1,224,072	1,222,586
204	Training & Special Services	10,000	9,800	50,000	9,800
205	Expenses & Equipment	172,000	157,000	186,575	154,575
206	Uniform Allowance	14,250	13,965	14,250	13,965
207	Land Leases			4,000	4,000

	A	I	L	M	N
208		FY2011	FY2012	FY2013	FY2013
209		VOTED BUDGET	VOTED BUDGET	Department Request	FinCom Recom
210	Utilities & Maintenance	41,710	40,876	42,000	31,412
211	Total Department Expenses	237,960	221,641	296,825	213,752
212	Total Fire Department	1,395,338	1,381,561	1,520,897	1,436,338
213					
214	Building Department				
215	Building Comm/ZEO Wages	62,977	65,870	65,870	67,353
216	Assistant Building Inspector	1	1	1	1
217	Administrative Assistant Salary	36,855	38,329	38,329	38,329
218	Total Department Salaries	99,833	104,200	104,200	105,683
219	Building Department Expenses	5,300	5,194	5,194	5,194
220	Total Department Expenses	5,300	5,194	5,194	5,194
221	Total Building Department	105,133	109,394	109,394	110,877
222					
223	Sealer of Weights & Measures				
224	Sealer of Weights & Measures Stipend	2,500	2,500	2,500	2,500
225	Total Department Stipend	2,500	2,500	2,500	2,500
226	Sealer of Weights & Measures Expenses	444	444	444	444
227	Total Department Expenses	444	444	444	444
228	Total Sealer of Weights & Measures	2,944	2,944	2,944	2,944
229					
230	Inspector of Animals				
231	Inspector of Animals Stipend	3,813	3,813	3,813	3,813
232	Total Department Stipend	3,813	3,813	3,813	3,813
233	Expenses	520	510	510	510
234	Total Department Expenses	520	510	510	510
235	Total Inspector of Animals	4,333	4,323	4,323	4,323
236					
237	Emergency Mngmt. Department				
238	Expenses & Equipment	1,970	1,931	1,970	1,931
239	Total Emergency Mngmt. Dept.	1,970	1,931	1,970	1,931
240					
241	Animal Control Officer				
242	Animal Control Officer	33,562	34,234	33,044	31,744
243	Assistant ACO			6,190	5,332
244	Total Department Salaries	33,562	34,234	39,234	37,076
245	Expenses & Equipment	3,437	3,368	3,368	3,368
246	Utilities & Maintenance		0	3,500	0
247	Total Department Expense	3,437	3,368	6,868	3,368
248	Total Animal Control Expenses	36,999	37,602	46,102	40,444
249					
250	Tree Warden				
251	Tree Warden Expense	500	490	490	490
252	Removal of Dangerous Trees	9,842	9,645	9,645	9,645
253	Total Tree Warden	10,342	10,135	10,135	10,135
254					
255	Public Safety Subtotal	3,478,509	3,564,244	3,769,477	3,597,593
256					
257	Education				
258	Bay Path Voc School	726,970	911,325	1,044,237	1,044,237
259	Dudley Charlton Operating Assess	8,093,738	8,331,927	8,744,529	8,744,529

	A	I	L	M	N
260		FY2011	FY2012	FY2013	FY2013
261		VOTED BUDGET	VOTED BUDGET	Department Request	FinCom Recom
262	Dudley Charlton Transportation	1,394,504	1,526,248	1,526,248	1,357,909
263	Dudley Charlton Capital Assess	550,953	542,473	532,325	532,325
264	Agricultural Tuition	42,594	43,872	43,872	45,188
265	Agricultural Transportation	20,280	20,280	20,280	20,280
266	Education Subtotal	10,829,039	11,376,125	11,911,491	11,744,468
267					
268					
269	Public Works & Facilities				
270					
271	Highway Department				
272	Highway Salaries	600,262	551,299	590,184	584,978
273	Total Department Salaries	600,262	551,299	590,184	584,978
274	Expenses & Equipment	94,128	92,245	99,745	89,245
275	Uniform Allowance	6,663	6,530	4,500	4,500
276	Road Machinery Maintenance	78,000	76,440	76,440	76,440
277	Construction Drainage	20,000	19,600	19,600	19,600
278	Dam Repairs	2,500	2,450	2,450	2,450
279	Storm Water Management	0	0	0	0
280	Total Department Expense	201,291	197,265	202,735	192,235
281	Total Highway Salaries and Expenses	801,553	748,564	792,919	777,211
282					
283	Reconstruct, Repair, Paving roads	43,717	42,843	75,000	42,843
284	Total Highway Dept	845,270	791,407	867,919	820,054
285					
286	Snow & Ice Removal	175,000	175,000	175,000	175,000
287					
288	Street Lighting	58,608	58,608	58,608	58,608
289					
290	Cemetery Department				
291	Cemetery Commissioners Stipend	2,000	2,000	2,000	1,000
292	Cemetery Supt Salary	46,343	47,270	47,270	48,334
293	Care of Cemeteries-Temporary Personnel	15,000	15,000	18,000	15,000
294	Cemetery Overtime	0	0	1,000	0
295	Total Department Salaries	63,343	64,270	68,270	64,334
296	Cemetery Expense & Equipment	10,870	10,653	10,653	10,653
297	Total Department Expenses	10,870	10,653	10,653	10,653
298	Total Cemetery Dept. Expenses	74,213	74,923	78,923	74,987
299					
300					
301	Total Public Works & Facility	1,153,091	1,099,938	1,180,450	1,128,649
302					
303	Human Services				
304					
305	Board of Health				
306	Board of Health Stipends	1,535	1,535	1,535	768
307	Administrative Assistant Salary	20,610	21,425	21,425	21,425
308	Department Assistant Salary	13,997	14,555	14,555	14,555
309	Department Assistant 2 Salary	2,500	2,500	2,500	2,500
310	Total Department Salaries	38,642	40,015	40,015	39,248
311	Expense & Equipment	4,000	3,920	3,920	3,920

	A	I	L	M	N
312		FY2011	FY2012	FY2013	FY2013
313		VOTED BUDGET	VOTED BUDGET	Department Request	FinCom Recom
314	Health Agent Expense	10,650	10,437	10,437	10,437
315	Inspection Expense	8,000	7,840	7,840	7,840
316	Post Closure Monitoring	12,000	11,760	11,760	11,760
317	Total Department Expenses	34,650	33,957	33,957	33,957
318	Total Board of Health	73,292	73,972	73,972	73,205
319					
320	Council on Aging				
321	COA Director Salary	44,073	44,955	44,955	45,967
322	Staff Salaries	59,890	60,337	60,337	60,337
323	Total Department Salaries	103,963	105,292	105,292	106,304
324	Expenses & Equipment	10,955	10,736	10,736	10,736
325	Tri Valley Elder Services	0	0	0	0
326	Total Department Expenses	10,955	10,736	10,736	10,736
327	Total COA	114,918	116,028	116,028	117,040
328					
329	Veterans Department				
330	Veterans Agent Salary	8,820	8,997	8,997	9,200
331	Total Department Salaries	8,820	8,997	8,997	9,200
332	Veterans Benefits	17,586	17,234	35,186	35,186
333	Expenses & Equipment	800	700	700	700
334	Veterans War Monument	0	0	0	0
335	Total Department Expenses	18,386	17,934	35,886	35,886
336	Total Veterans Department	27,206	26,931	44,883	45,088
337					
338	American Legion Lease	3,000	3,000	3,000	3,000
339					
340	Human Services Subtotal	218,416	219,931	237,883	238,331
341					
342	Culture & Recreation				
343					
344	Library Department				
345	Library Director Salary	58,632	59,805	68,079	61,300
346	Youth Services/ Asst. Director	35,707	36,422	36,273	37,242
347	Library Dept. Salaries	116,102	120,527	140,283	140,283
348	Total Department Salaries	210,441	216,754	244,635	238,825
349	Library Dept. Expense & Equipment	70,718	69,303	99,105	69,303
350	Total Department Expenses	70,718	69,303	99,105	69,303
351	Total Library Department	281,159	286,057	343,740	308,128
352					
353	Recreation Department				
354	Recreation Commission Stipend	1,500	1,500	1,500	750
355	Total Department Stipend	1,500	1,500	1,500	750
356	Expense & Equipment	16,666	16,333	16,333	16,333
357	Field Maintenance Contract	69,466	68,077	68,758	68,758
358	Total Department Expenses	86,132	84,410	85,091	85,091
359	Total Recreation Department	87,632	85,910	86,591	85,841
360					
361	Other Recreation/Events				
362	Memorial Day	394	386	386	386
363	Old Home Day Expenses	1,477	1,447	1,447	1,447

	A	J	L	M	N
364		FY2011	FY2012	FY2013	FY2013
365		VOTED BUDGET	VOTED BUDGET	Department Request	FinCom Recom
366	Fourth of July Fireworks Fund	0	0	0	0
367	Total Other Recreation	1,871	1,833	1,833	1,834
368					
369	Total Recreation	89,503	87,743	88,424	87,674
370					
371	Historical Commission Expense	985	965	965	965
372					
373	Historical District Expense	197	193	193	193
374					
375	Culture & Recreation Subtotal	371,844	374,958	433,322	396,960
376					
377	Long Term Debt Service				
378	General Obligation Bonds - Principal	133,000	30,000	0	0
379	Library Bond Principal	240,000	240,000	240,000	240,000
380	Highway Facility Principal	180,000	180,000	180,000	180,000
381	Landfill Cap Principal	50,000	50,000	50,000	50,000
382	Dark Fiber Principle		35,000	35,000	35,000
383	General Obligation Bonds - Interest	7,335	1,350	0	0
384	Library Bond - Interest	104,520	93,720	82,920	82,920
385	Highway Facility - Interest	84,600	80,100	75,600	75,600
386	Landfill cap Interest	13,500	12,250	11,000	11,000
387	Dark Fiber Interest		1,820	840	840
388	Total Long Term Debt	812,955	724,240	675,360	675,360
389					
390	Interest on Temporary Loans	10,000	5,000	10,000	5,000
391					
392	Total Debt Service	822,955	729,240	685,360	680,360
393					
394	Assmt - Central MA Reg Planning	2,715	2,715	3,128	3,128
395	Assmt- M.O.R.E		0	0	0
396	Total - Assessments	2,715	2,715	3,128	3,128
397					
398	Sewer Ent General Fund Transfer	480,366	554,586	484,108	484,108
399	Water Ent General Fund Transfer	0	0	0	0
400					
401	Total Expenses	21,098,180	21,599,647	22,602,290	22,136,260
402	Total Revenue	21,101,392	21,595,357	22,136,260	22,136,260
403					
404					
405					
406	PERCENTAGE BY FUNCTION	FY11	FY12	FY13	FY13
407	General Government	18%	17%	17%	17%
408	Public Safety	16%	17%	17%	16%
409	Education	51%	53%	53%	53%
410	Public Works	5%	5%	5%	5%
411	Human Services	1%	1%	1%	1%
412	Culture & Recreation	2%	2%	2%	2%
413	Debt Service	4%	3%	3%	3%

	FY11	FY2012	FY2013	FY2013
FY 13 Water/Sewer Budgets	Voted	Voted	Department Request	FinCom Proposed Budget
Department Line Items:				
Sewer Enterprise Fund				
Salaries and Wages	62,700	64,764	66,707	62,222
Commissioner Salaries	6,000	6,000	6,000	6,000
Maint and Equip	823,434	876,793	876,800	876,800
Legal Other	15,000	25,000	15,000	15,000
Loan Admin Fees	16,868	16,091	0	0
Group Insurance	10,825	11,850	11,850	11,850
FICA	1,200	1,250	1,200	1,200
Pension	9,627	10,735	11,360	11,360
WPAT Loan Fee	19,339		14,764	14,764
Indirect Costs (Approved In General Budget)	64,048	63,007	55,000	70,488
Property Insurance (Approved In General Budget)			16,413	16,413
Engineering and Consultant Services	30,000	35,000	20,000	20,000
Old Line Decommission	10,000		0	0
Capital and Replacement	72,000	53,000	59,300	59,300
new permit I & I	77,000	44,000	44,000	44,000
GIS	5,100	5,100	5,100	5,100
ARRA Fund Single Audit			0	0
Sewer Debt-Principal	843,873	868,480	839,063	839,063
Sewer Debt Interest	247,961	230,463	193,392	193,392
Meter purchase	25,000	25,000	15,000	15,000
Total Expenses	2,339,975	2,336,533	2,179,536	2,175,051
Revenues				
User Fees	784,986	790,836	765,643	765,643
MTA Surcharge	161,898	268,300	166,399	166,399
Other Fees	1,325	1,325	0	0
Transfer From Fund Balance Account For Futu	66,831			
Retained Earnings	230,870	134,544	217,073	212,588
General Fund Transfer	503,769	554,586	484,108	484,108
Fund Bal/Privilege Fees	156,548	151,410	176,095	176,095
Betterments	369,700	372,525	370,218	370,218
Total Revenue	2,275,927	2,273,526	2,179,536	2,175,051
Water Enterprise Fund				
Salaries and Wages	12,854	13,284	13,683	12,745
Maint and Equip	25,000	25,000	25,000	25,000
Legal Other	20,000	20,000	15,000	15,000
Engineering	15,000	35,000	20,000	20,000
Water Debt -Principal	279,547	275,341	207,360	207,360
Water Debt -Interest	66,735	60,655	60,817	60,817
Loan Admin Fee	14,959	6,104	5,737	5,737
Water Expense Total	484,095	435,384	347,597	346,659
Revenues				
Retained Earnings	81,337			
F/B Millenium- Water				77,814
Water Stabilization Fund	409,097	435,384	347,597	268,845
Water Revenue Total	490,434	435,384	347,597	346,659

		HO/S Fin Com Recommend	Raise and Appropriate	Stabilization	Retained Earnings	Transfer from Other Available Funds	
				1,478,913	999,636		
10	<u>FY12 Inter/intra Departmental Transfers</u>						
	Field Maintenance Contract	4,863				4,863	General Insurance
	Contract Obligations	3,000				3,000	Unemployment Insurance
	Police Salaries	20,000				20,000	Insurance Recovery Fund
	Highway Salaries	15,000				15,000	General Insurance
	Elections and Registration	610				610	Town Clerk- Census
	Veterans Benefits	4,000				4,000	Health Insurance
	Municipal Gas and Diesel	25,000				25,000	General Insurance
	Environmental- LSP Services	264				264	General Insurance
	EDC- Expenses- Guidebook	990				990	General Insurance
	Conservation Agent	6,135				6,135	General Insurance
	Grinder pumps and parts	57,155			57,155		
	Fire Department Expense	12,000				12,000	General Insurance
	Police Training & Special Services	2,000				2,000	Police Uniform Allowance
	Police Expense and Equipment	5,000				5,000	Police Station Utilities
	Collector Expense & Equipment	1,500				1,500	Collector Banking Services
	Assistant Treasurer Salary	130				130	Treasurer Salary
	Banking Services	660				660	Treasurer Salary
	Certify Notes	255				255	Unemployment Insurance
	MEDICARE	2,400				2,400	Unemployment Insurance
11	<u>FY13 Budget-General Budget</u>	22,136,260	21,177,030	220,971		738,259	Amb Fees, Cable, Cemetery
12	<u>FY13 Budget-Water Budget</u>	346,659				77,814	F/B Millenium Fund
						268,845	Water Stablization Fund
13	<u>FY13 Budget-Sewer Budget</u>	2,175,051				765,643	User Fees
						166,399	MTA Surcharge
						212,588	Retained Earnings
						484,108	General Fund Transfer
						176,095	Fund Bal/Privilege Fees
						370,218	Betterments
15	<u>FY 13 Transfer to Stabilization Fund</u>	80,000	80,000				(from Millennium Fund to Stablization)

Article	Item	FY12 FinCom Recommend	FY12 Appropriate	Stabilization Fund	State Revenue Fund	Other	Notes
16	Capital Items and Related Contracts						
	Municipal Gas Tank	80,000		80,000			
	Sign By-law Revision Project	6,450		6,450			
	Demo Quonset Hut	31,000		31,000			
	Sewer Dept- Asphalt Plant & Driveway	56,109			56,109		
	Sewer Dept- PM Burlingame Pumps	12,000			12,000		
	Sewer Dept- Furnace 165-K BTUs	8,000			8,000		
	Stamp Machine	5,000		5,000			
18	Designing Constructing... Bay Path School	3,471,125				3,471,125	Debt Exclusion
22	Town Hall ADA Upgrades and Housing Rehab	450,000				450,000	Borrowing
	Total Used			343,421	133,264		
	Remaining in Accounts			1,215,492	866,372		
				includes adding \$80,000 from Millennium			

ARTICLE 22. CDBG grant authorization- town hall ADA upgrades and Housing Rehal

\$ 450,000.00 15 year service
2% interest

year		Balance End		Annual
		\$ 450,000.00		cost
1	\$ 30,000.00	\$ 420,000.00	\$ 9,000.00	\$ 39,000.00
2	\$ 30,000.00	\$ 390,000.00	\$ 8,400.00	\$ 38,400.00
3	\$ 30,000.00	\$ 360,000.00	\$ 7,800.00	\$ 37,800.00
4	\$ 30,000.00	\$ 330,000.00	\$ 7,200.00	\$ 37,200.00
5	\$ 30,000.00	\$ 300,000.00	\$ 6,600.00	\$ 36,600.00
6	\$ 30,000.00	\$ 270,000.00	\$ 6,000.00	\$ 36,000.00
7	\$ 30,000.00	\$ 240,000.00	\$ 5,400.00	\$ 35,400.00
8	\$ 30,000.00	\$ 210,000.00	\$ 4,800.00	\$ 34,800.00
9	\$ 30,000.00	\$ 180,000.00	\$ 4,200.00	\$ 34,200.00
10	\$ 30,000.00	\$ 150,000.00	\$ 3,600.00	\$ 33,600.00
11	\$ 30,000.00	\$ 120,000.00	\$ 3,000.00	\$ 33,000.00
12	\$ 30,000.00	\$ 90,000.00	\$ 2,400.00	\$ 32,400.00
13	\$ 30,000.00	\$ 60,000.00	\$ 1,800.00	\$ 31,800.00
14	\$ 30,000.00	\$ 30,000.00	\$ 1,200.00	\$ 31,200.00
15	\$ 30,000.00	\$ -	\$ 600.00	\$ 30,600.00
total	\$ 450,000.00		total	\$ 522,000.00

