

RECEIVED

APR 11 2019

TOWN OF AYER  
TOWN CLERK

11:50am

*Annie E. Copeland*

Town of Ayer  
Board of Selectmen  
Ayer Town Hall – 1<sup>st</sup> Floor Meeting Room  
1 Main Street  
Ayer, MA 01432



**Tuesday April 16, 2019**  
**Open Session Meeting Agenda**

- 7:00 PM **Call To Order**  
Pledge of Allegiance; Review and Approve Agenda; Announcements
- Public Input**
- 7:05 PM\* **Approval of USDA loan and Signing of Associated Paperwork – East Main Street**
- 7:10 PM **Public Hearing – National Grid – Petition for Pole and Wire Location (No. 14704433) – Pearl Street**
- 7:15 PM **Joint Appointment of Ayer Shirley Regional School District Committee Member**
- 7:20 PM **Dr. Mary Malone, Superintendent of Schools**  
1. Ratification of E/D Funding
- 7:25 PM **Application for Class II Used Auto Cars Permit**  
Mr. Carlos Obregon, 1 Bishop Road
- 7:30 PM **Ms. Alicia Hersey, Program Manager, Community Development Program Manager**  
1. Approval of FY'18 Housing Rehab Program Income
- 7:35 PM **Supt. Mark Wetzel, Department of Public Works**  
1. Spectacle Pond PFAS Update
- 7:50 PM **Joint Meeting of the BOS and Finance Committee to Review and Approve FY '2020 Budget and May 13, 2019 Annual Town Meeting Warrant**
- 8:20 PM **Town Manager's Report**  
1. Administrative Update/Review of Warrant(s)  
2. Devens Framework Committee
- 8:25 PM **New Business/Selectmen's Questions**  
1. Proposed Homeless Shelter (Selectman Hillman)
- 8:30 PM **Approval of Meeting Minutes**  
March 27, 2019; April 2, 2019
- Adjournment**

*\*Agenda times are for planning purposes only and do not necessarily constitute exact time*

*The next regularly scheduled meeting of the Ayer Board of Selectmen is Tuesday May 7, 2019  
The Annual Town Meeting is scheduled for Monday May 13, 2019 at 7:00 PM in the Auditorium of the ASRHS*

# Town of Ayer

## Treasurer/Tax Collectors Office

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1 Main Street – Ayer, Massachusetts – 01432  
*Barbara Tierney, Treasurer/Tax Collector*  
*Christina Roberts, Assistant Tax Collector*  
*Michelle Bishara, Finance Assistant*

Tel: (978) 772-8209  
Fax: (978) 772-3017

### **East Main Street Water and Sewer Mains Bonds**

On May 12, 2014, the Town authorized borrowing of \$1,245,351 for East Main Street Water and Sewer Mains with the understanding that the United States Department of Agriculture (USDA) would provide permanent financing upon completion of the project. Over the last several years, the Town issued bond anticipation notes to fund the construction work and now is looking to retire the notes with 35 year bonds from the USDA at a fixed interest rate of 2.875%. The total amount of federal aid expected to be received for the project is \$327,800.

The vote for the Board of Selectmen's consideration and approval is attached.

## VOTE OF THE BOARD OF SELECTMEN

I, the Clerk of the Board of Selectmen of the Town of Ayer, Massachusetts (the "Town"), certify that at a meeting of the board held April 16, 2019, of which meeting all members of the board were duly notified and at which a quorum was present, the following votes were unanimously passed, all of which appear upon the official records of the board in my custody:

Voted: that the sale of the following 2.875 percent Bond of the Town dated May 3, 2019 (the "Bond"),

\$1,230,352 Water and Sewer Bond payable in annual principal installments of \$34,177 on May 3 in each of the years 2020 through 2054, inclusive and \$34,157 on May 3, in the year 2055 with interest thereon calculated from May 3, 2019,

to the United States of America, acting through the Rural Utilities Service, United States Department of Agriculture at par and accrued interest, if any, is hereby confirmed. The board hereby covenants with the registered owner from time to time of the Bond that the Town shall maintain rates and charges for the use of the Town's water and sewer systems in an amount which, together with other available funds, shall be sufficient to pay all costs of operating the systems and the entire principal of and interest on the Bond and all other indebtedness of the Town incurred for municipal water and sewer purposes as they become due. The Bond shall nevertheless be a general obligation of the Town, payable from any of its available revenues, including revenues derived from ad valorem taxes levied in accordance with the law upon all taxable property in the Town, subject to the limit imposed by Chapter 59, Section 21C of the General Laws.

Further Voted: that the annual installment amounts may be subsequently amended by the United States of America, acting through the Rural Utilities Service, United States Department of Agriculture, to make minor rounding or computation adjustments, and we hereby authorize the Treasurer to approve such minor changes in the payment schedule, provided that the principal amount, interest rate and term of the Bond remain unchanged.

Further Voted: that the Bond shall be subject to redemption upon such terms and conditions as are set forth in the Bond.

Further Voted: that each member of the Board of Selectmen, the Town Clerk, the Town Treasurer and any other officials of the Town be and hereby are, authorized to take any and all such actions, and execute and deliver such certificates, receipts or other documents as may be determined by them, or any of them, to be necessary or convenient to carry into effect the provisions of the foregoing votes.

I further certify that the votes were taken at a meeting open to the public, that no vote was taken by secret ballot, that a notice stating the place, date, time and agenda for the meeting (which agenda included the adoption of the above votes) was filed with the Town Clerk and a

copy thereof posted on the Town bulletin board and in a manner conspicuously visible to the public at all hours in or on the municipal building that the office of the Town Clerk is located, or, if applicable, in accordance with an alternative method of notice prescribed or approved by the Attorney General as set forth in 940 CMR 29.03(2)(b), at least 48 hours, not including Saturdays, Sundays and legal holidays, prior to the time of the meeting and remained so posted at the time of the meeting, that no deliberations or decision in connection with the sale of the Bond were taken in executive session, all in accordance with G.L. c.30A, §§18-25 as amended.

Dated: April 16, 2019

\_\_\_\_\_  
Clerk of the Board of Selectmen

71125394v.1

DRAFT

RECEIVED  
APR 01 2019

TOWN OF AYER  
TOWN CLERK

11:30am Susan Copeland

**Town of Ayer**  
**Board of Selectmen**  
**Public Hearing Notice**

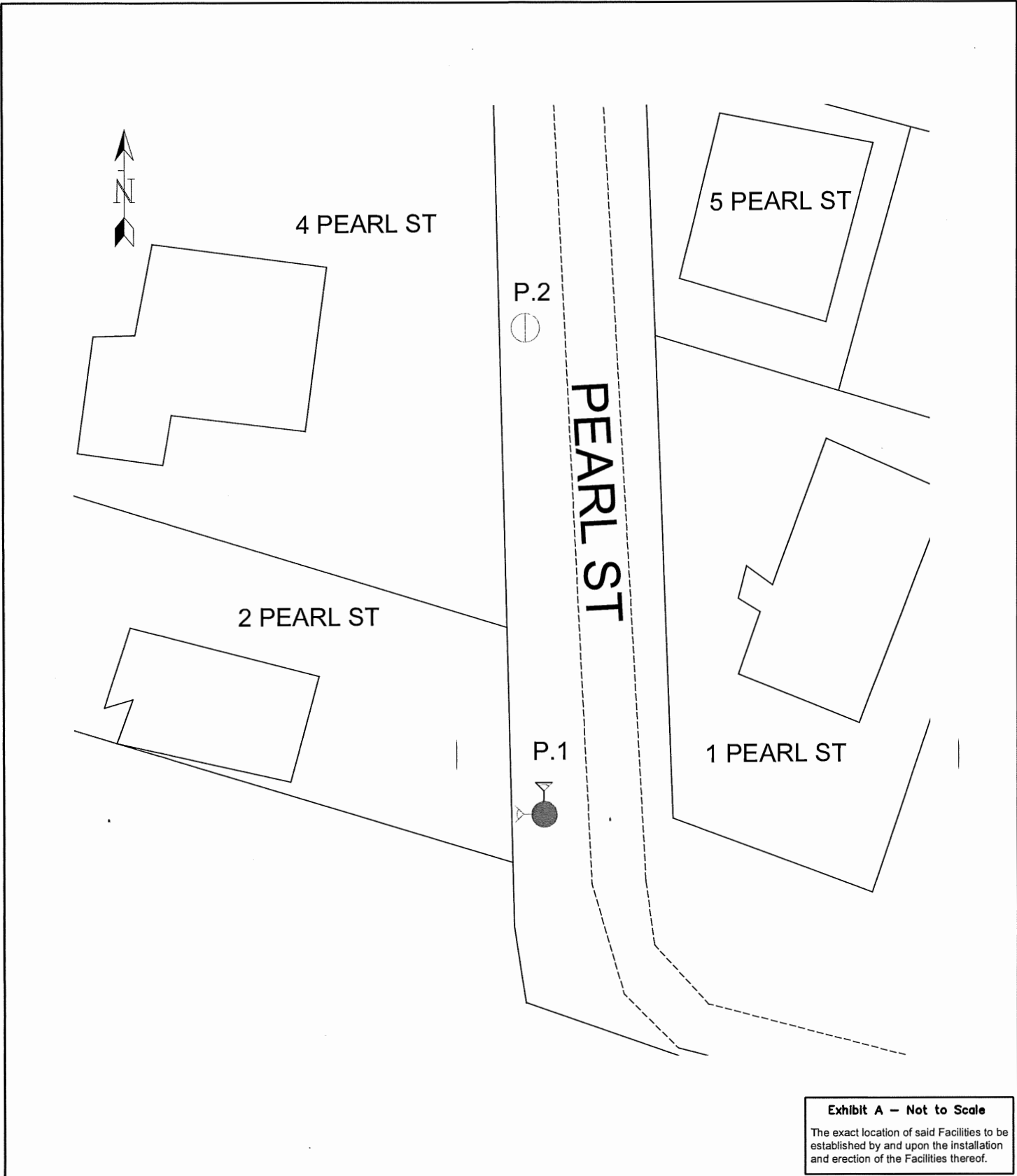


The Ayer Board of Selectmen will be conducting a Public Hearing on Tuesday April 16, 2019 at 7:05 PM at the Ayer Town Hall, 1<sup>st</sup> Floor Meeting Room, 1 Main Street, Ayer, MA 01432 regarding the application by National Grid (#14704433) to locate poles, wires, and fixtures, including the necessary sustaining and protecting fixtures, along and across the following public way:

Pearl Street - National Grid to install 1 SO Pole on Pearl Street beginning at a point approximately 12' feet west of the centerline. National Grid to install pushbrace to the north of pole 1 on Pearl Street support pole 1 on Pearl Street







Copies of the application are available at the Ayer Board of Selectmen's Office Monday, Wednesday and Thursdays from 8am - 4pm; Tuesdays 8am - 7pm and Fridays 8am - 1pm.





**Exhibit A - Not to Scale**  
 The exact location of said Facilities to be established by and upon the installation and erection of the Facilities thereof.

**LEGEND**

-  REPLACE POLE
-  EXISTING JOINTLY OWNED POLE
-  EXISTING N-GRID ANCHOR
-  TOWN ROAD
-  PROPERTY LINE
-  PROPOSED N-GRID PUSH BRACE

**TOWN PERMIT SKETCH  
 RELIABILITY**

Date: 3/28/19

Designer: NOELAL

W/R: 1470433

1 PEARL ST AYER, MA

REPLACING POLE 1 ON PEARL ST, THE ANCHOR AT POLE 1 ON PEARL ST, AND INSTALLING A PUSH BRACE AT POLE 1 PEARL ST. FOR SUPPORT

**nationalgrid**



**Town of Ayer**  
**Board of Selectmen's Office**  
**Transmittal Form - Department Head Review**



- Board of Health
- Department of Public Works
- Police Department
- Fire Department
- Building Inspector/Zoning Enforcement Officer
- Conservation Committee
- Treasurer/Tax Collector
- Town Clerk
- Assessor's Office
- Town Planner
- Economic & Community Development Office

Review Deadline Date Wednesday April 10, 2019

Public Hearing Date Tuesday April 16, 2019, 7:05 PM

Permit Sought Pole Petition

Description Installation of 1 SO Pole on Pearl Street (Please see attached plan)

Submitted by National Grid

Address Pearl Street Telephone 978-772-8220

This plan is submitted for your review, comments, and recommendations. Please return to the Board of Selectmen's Office by the Review Deadline Date so that the Board of Selectmen can consider your recommendation.

Comments:

Signed Bridgette May

Title Health Agent

Date 4/10/19



**Town of Ayer**  
**Board of Selectmen's Office**  
**Transmittal Form - Department Head Review**



- Board of Health
- Department of Public Works
- Police Department
- Fire Department
- Building Inspector/Zoning Enforcement Officer
- Conservation Committee
- Treasurer/Tax Collector
- Town Clerk
- Assessor's Office
- Town Planner
- Economic & Community Development Office

Review Deadline Date Wednesday April 10, 2019

Public Hearing Date Tuesday April 6, 2019, 7:05 PM

Permit Sought Pole Petition

Description Installation of 1 SO Pole on Pearl Street (Please see attached plan)

Submitted by National Grid

Address Pearl Street Telephone 978-772-8220

This plan is submitted for your review, comments, and recommendations. Please return to the Board of Selectmen's Office by the Review Deadline Date so that the Board of Selectmen can consider your recommendation.

Comments:

*OK - we will be paying for it*

Signed *M. W. J.*

Title DPW Supt

Date 4/10/19

Town of Ayer  
Board of Selectmen's Office  
Transmittal Form - Department Head Review



- Board of Health
- Department of Public Works
- Police Department
- Fire Department
- Building Inspector/Zoning Enforcement Officer
- Conservation Committee
- Treasurer/Tax Collector
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Comments: None

Signed [Signature]

Date 4/2/19

Title Ch. of Police

**Town of Aver**  
**Board of Selectmen's Office**  
**Transmittal Form - Department Head Review**



\_\_\_\_ Board of Health  
\_\_\_\_ Department of Public Works  
\_\_\_\_ Police Department  
 Fire Department  
\_\_\_\_ Building Inspector/Zoning Enforcement Officer  
\_\_\_\_ Conservation Committee  
\_\_\_\_ Treasurer/Tax Collector  
\_\_\_\_ Town Clerk  
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Comments: NO ISSUES

Signed *P. Pedy*

Title Fire Chief

Date 4/3/19

Town of Ayer  
Board of Selectmen's Office  
Transmittal Form - Department Head Review



\_\_\_\_\_ Board of Health  
\_\_\_\_\_ Department of Public Works  
\_\_\_\_\_ Police Department  
\_\_\_\_\_ Fire Department  
 Building Inspector/Zoning Enforcement Officer  
\_\_\_\_\_ Conservation Committee  
\_\_\_\_\_ Treasurer/Tax Collector  
\_\_\_\_\_ Town Clerk  
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Comments: NO ISSUES

Signed [Signature]

Title Building/Zoning

Date 4/16/19

**Town of Ayer**  
**Board of Selectmen's Office**  
**Transmittal Form - Department Head Review**



- Board of Health
- Department of Public Works
- Police Department
- Fire Department
- Building Inspector/Zoning Enforcement Officer
- Conservation Committee
- Treasurer/Tax Collector
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Comments:

*conservation has no concerns*

Signed *J. Aubrey*

Title conservation administrator

Date 4/8/19



**Town of Ayer**  
**Board of Selectmen's Office**  
**Transmittal Form - Department Head Review**



Board of Health  
 Department of Public Works  
 Police Department  
 Fire Department  
 Building Inspector/Zoning Enforcement Officer  
 Conservation Committee  
 Treasurer/Tax Collector  
 Town Clerk  
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Comments:

Signed Barbara Tierney

Title Treasurer/Tax Collector

Date 4/4/2019

**Town of Ayer**  
**Board of Selectmen's Office**  
**Transmittal Form - Department Head Review**



- Board of Health
- Department of Public Works
- Police Department
- Fire Department
- Building Inspector/Zoning Enforcement Officer
- Conservation Committee
- Treasurer/Tax Collector
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This plan is submitted for your review, comments, and recommendations. Please return to the Board of Selectmen's Office by the Review Deadline Date so that the Board of Selectmen can consider your recommendation.

Comments: There is no issue c̄ the Town Clerk's office.

Signed *Susan Copeland*

Title *Town Clerk*

Date *April 3, 2019*

**Town of Ayer**  
**Board of Selectmen's Office**  
**Transmittal Form - Department Head Review**



- Board of Health
- Department of Public Works
- Police Department
- Fire Department
- Building Inspector/Zoning Enforcement Officer
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This plan is submitted for your review, comments, and recommendations. Please return to the Board of Selectmen's Office by the Review Deadline Date so that the Board of Selectmen can consider your recommendation.

Comments:

Signed Thomas Hogan

Title Assessing Administrator

Date 4/5/19



**Town of Ayer**  
**Board of Selectmen's Office**  
**Transmittal Form - Department Head Review**



- Board of Health
- Department of Public Works
- Police Department
- Fire Department
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- Conservation Committee
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This plan is submitted for your review, comments, and recommendations. Please return to the Board of Selectmen's Office by the Review Deadline Date so that the Board of Selectmen can consider your recommendation.

Comments: No comments.

Signed [Signature]

Title Town Planner

Date 4-03-2019

Town of Ayer  
Board of Selectmen's Office  
Transmittal Form - Department Head Review



- Board of Health
- Department of Public Works
- Police Department
- Fire Department
- Building Inspector/Zoning Enforcement Officer
- Conservation Committee
- Treasurer/Tax Collector
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Permit Sought Pole Petition

Description Installation of 1 SO Pole on Pearl Street (Please see attached plan)

Submitted by National Grid

Address Pearl Street Telephone 978-772-8220

This plan is submitted for your review, comments, and recommendations. Please return to the Board of Selectmen's Office by the Review Deadline Date so that the Board of Selectmen can consider your recommendation.

Comments: see approval

Signed [Signature]

Title Dir. Community + ECD Dev.

Date 4/1/2019

RECEIVED  
APR 01 2019

TOWN OF AYER  
TOWN CLERK

11:30am *Shirley Copeland*



**Notice of Vacancy for an Ayer Member of the Ayer Shirley Regional School Committee**

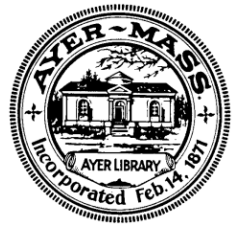
**Application Deadline: Thursday, April 11, 2019 at 12pm (noon)**

**Posted: Monday, April 01, 2019**

The Town of Ayer and Ayer Shirley Regional School Committee are seeking applications for Ayer residents interested in serving on the Ayer Shirley Regional School Committee to fill a recent vacancy. The vacancy will be filled in accordance with the Regional School Agreement and ASRSD School Committee Policy Manual. Applicants must be an Ayer resident and at least 18 years of age. Applicants will be interviewed by a Joint Appointment Meeting of the Ayer Board of Selectmen and remaining Ayer members of the ASRSD School Committee. The selected, appointed applicant will serve almost a one year term until the next Town of Ayer Local Election to be held in April of 2020. Interested, qualified applicants should submit a letter of intent and resume to the Ayer Town Manager, 1 Main Street, Ayer, MA 01432 or via email to [tm@ayer.ma.us](mailto:tm@ayer.ma.us) by the deadline of 12pm (Noon) on Thursday, April 11, 2019.

**Office of the Board of Selectmen  
Office of the Town Manager**

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Town of Ayer| Ayer Town Hall| 1 Main Street| Ayer, MA 01432|978-772-8220| www.ayer.ma.us

**MEMORANDUM**

**DATE:** April 12, 2019

**TO:** Ayer Board of Selectmen

**FROM:** Robert A. Pontbriand  
Town Manager

A handwritten signature in blue ink, appearing to read "R.A.P.", is written over the printed name of Robert A. Pontbriand.

**SUBJECT: Joint Appointment of Ayer Shirley Regional School District Committee Member**

Dear Honorable Selectmen,

As the Board is aware, at the April 16, 2019 BOS Meeting, the Board will be meeting with the Ayer School Committee Members of the ASRSD School Committee to conduct a Joint Appointment to fill the current vacancy on the ASRSD School Committee.

At the request of the ASRSD School Committee and in accordance with the provisions of the Regional Agreement and ASRSD School Committee Policy Manual, the vacancy needed to be posted for at least seven (7) days for interested applicants.

The vacancy was posted on April 1, 2019 through April 11, 2019 with 12pm (Noon) on April 11, 2019 as the deadline for applications. The vacancy was posted on the Town's website and Town's social media. It was also posted by the Ayer Town Clerk on the official posting board outside of the Ayer Town Hall and on the internal bulletin board of Town Hall.

As of the deadline, one application from Mr. Joe Leone (see attached) was received. Mr. Leone will appear before the Joint Appointment Committee to be interviewed and considered for appointment. A simple majority vote of the Joint Appointment Committee is required for appointment.

If you have any questions prior to the meeting, please do not hesitate to contact me directly.

Thank you.

Attachment: Application/Resume of Mr. Joe Leone

To: Robert Pontbriand

I am interested in the position on the Ayer School Committee. I have attached my Resume. I am interested in this position because I have been in education for 46 years educator in 2 roles as a teacher and a coach. I have worked as a consultant to many school districts helping their young teachers. I have worked as a youth minister here in Ayer. Most importantly I have 3 grandchildren in the Ayer System and want to help keep our school system strong.

Thank you for your consideration.

Joseph V. Leone



## Resume

Joseph V. Leone

Ayer, MA 01432

[ccccoach11@gmail.com](mailto:ccccoach11@gmail.com)

## Experience:

### Teaching:

7 <sup>th</sup> Grade Math Oxford Hills Region School Distric South Paris, ME	
ConcordMiddle School Concord, MA	1973 – 1995
Concord – Caelisle Regional H	1995 - 2012
Bishop – Guertin HS	Feb 2013 – April 2013
Ayer – Shirley HS	Sept. 2013 – Oct. 2013

### Coaching:

Concord Carlisle Regional HS	
Asst. Football	1975 – 1987
Head Baseball	1985 – present
Freshman girls Basketball	1996 –2007
Freshman Boys Basketball	2008 - 2012
Freshman Football	1999 – 2012
Hudson Catholic HS	
Head Football	1987 - 1991
Concord Middle School	
7 <sup>th</sup> grade soccer	1973 – 1974
8 <sup>th</sup> grade basketball	1978 – 1987
8 <sup>th</sup> grade Baseball	1978 – 1984

Pop Warner Football	1973 – 1974
14 yr old Summer Baseball	2000 – 2004
5,6 Girls Soccer	2017

### **Educational Experience**

Dimensions of Learning Writing Consortium Trainer / Presenter	1993 - present
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EDCO Cooperative Learning Workshop coordinator	1989 -1992
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Teachers 21 DI Consultant	2012 – present
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### **Related Experience**

#### Mass Baseball Coaches Association

Executive Board	1988 – present
President	1999 – 2001
Awards Chair	2001 – 2017

CCYB Board of Directors	1986 – 2006
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#### CCHS Coaches Association

President	1985 – 1995
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Burlington HS Athletic Hall of Fame Committee	2010 – present
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Concord – Carlisle Athletic Hall of Fame Chair	2008 – present
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Ayer – Shirley Athletic Hall of Fame Committee	2014 - 2016
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# Ayer Shirley Regional School District

William Plunkett  
Director of Finance  
[wplunkett@asrsd.org](mailto:wplunkett@asrsd.org)  
978-772-8600 x1510

April 11, 2019

Ms. Jannice Livingston  
Chair, Ayer Board of Selectmen  
1 Main Street  
Ayer, MA 01432

Mr. Robert Pontbriand  
Ayer Town Manager  
1 Main Street  
Ayer, MA 01432

Dear Ms. Livingston & Mr. Pontbriand,

The DOR has informed the district of a procedural error that was discovered during their certification of the district's FY18 E&D. The DOR is not allowing our scheduled FY19 Budget Transfers of \$520,000 from the certified FY17 E&D balance due to the fact that the transfer numbers were not properly broken out in the FY19 Budget Workbook. The transfer amounts were included in the Reserved Funds section (page 18) and were included in the total of all funds budgeted and approved at Town Meetings.

The appropriate procedure calls for the transfers to be listed in the General Fund Expenditures section (page 1) and the revenue from E&D to be listed as a separate line item in the revenue section (page 1) of the budget workbook. The revenue and expenditures offset so there is no net effect on the assessments to the towns. We have made these corrections and included the transfer amounts from E&D in the Reserved Fund section (page 18) of the amended FY19 budget workbook. There is no change in the assessments to the towns.

On April 10, 2019, the Regional School Committee voted to amend the FY19 Budget to properly record the transfers from E&D in the FY19 Budget. It is now incumbent upon the district to notify the local appropriating authority within 7 days of the RSC vote to approve the amendment. The DOR has advised the district that since the budget transfers do not affect the FY19 assessments to the member towns, the Board of Selectmen of the member towns may elect to waive the 45-day consideration and consider the amended budget approved.



We respectfully ask that you consider this request as it was the intent of the School Committee to include these transfers in the FY19 Budget and we have corrected the presentation of the transfers in the budget workbook. To confirm, we will need a letter signed by the Board of Selectmen Chair and the Town Manager, on Town letterhead, confirming the Board's waiver of the 45-day consideration and approval of the district's amended FY19 Budget. Enclosed is a signature letter template for your letterhead. Thank you for your attention to this matter.

Sincerely,



William Plunkett  
Director of Finance

Enclosure

**Office of the Board of Selectmen  
Office of the Town Manager**

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Town of Ayer| Ayer Town Hall| 1 Main Street| Ayer, MA 01432|978-772-8220| [www.ayer.ma.us](http://www.ayer.ma.us)

April 16, 2019

Ms. Mary Jane Handy, Director of Accounts  
Division of Local Services/MA DOR  
PO Box 9569  
Boston, MA 02114-9569

Dear Ms. Handy,

This letter is to confirm that the Town of Ayer Board of Selectmen has received notification from the Ayer Shirley Regional School Committee that they have approved an amendment to their FY19 Budget on April 10, 2019. This amendment properly presents the transfers from E&D as voted by the ASRSD School Committee on March 6, 2018, to the Capital Stabilization Fund, Special Education Reserve Fund, and OPEB Contribution Account as funded by E&D and as an expenditure from the General Fund.

The Ayer Board of Selectmen has determined that because this was a procedural correction with no change in the assessment to the member towns, to waive the 45-day consideration of the amended budget and approve the ASRSD FY19 Budget as amended.

Respectfully,

---

Jannice L. Livingston  
Chair, Ayer Board of Selectmen

---

Robert A. Pontbriand  
Ayer Town Manager

4/16/19  
7:00  
PM

RECEIVED  
MAR 20 2019

TOWN OF AYER  
SELECTMEN'S OFFICE

Application Fee \$100

Town of Ayer Class I/II/III

THE COMMONWEALTH OF MASSACHUSETTS  
TOWN OF AYER  
APPLICATION FOR A LICENSE TO BUY, SELL, EXCHANGE  
OR ASSEMBLE SECOND HAND MOTOR VEHICLES  
OR PARTS THEREOF  
20 19

I, the undersigned, duly authorized by the concern herein mentioned, hereby apply for a class one/two (please circle) license, to Buy, Sell, Exchange or Assemble second hand motor vehicles or parts thereof, in accordance with the provisions of Chapter 140 of the General Laws.

1. What is the name of the concern? Ultimate Car Care

Business address of concern 1 Bishop Rd, Ayer MA 01432

2. Is the above concern an individual, Individual [redacted]  
co-partnership, an association or a corporation?

3. If an individual, state full name Carlos Obregon [redacted]  
and residential address. Shirley MA 01461

4. If a co-partnership, state full names \_\_\_\_\_  
and residential addresses composing it.

5. If an association or a corporation, \_\_\_\_\_ President  
state full names and residential \_\_\_\_\_ Secretary  
addresses of the principal officers. \_\_\_\_\_ Treasurer

6. Are you engaged principally in the yes  
business of buying, selling or  
exchanging motor vehicles?

If so, is your principal business NO  
the sale of new motor vehicles?

Is your principal business the buying yes  
and selling of second hand motor vehicles?

Is your principal business that of a NO  
motor vehicle junk dealer?

7. Give a complete description of all the premises to be used for the purpose of carrying on the business.

Paved Area along the right side of the parking lot to be added. Business will also do auto detailing, retail showroom, custom auto upgrades, etc., please see attached building permit application.

8. Are you a recognized agent of a motor vehicle manufacturer? (Yes or No)

If so, state name of manufacturer: NO

9. Have you a signed contract as required by Section 58, Class I? (Yes or  No)

10. Have you ever applied for a license to deal in second hand motor vehicles or parts thereof?

(Yes or  No)

If so, in what city/town: \_\_\_\_\_

Did you receive a license? (Yes or No)

For what year(s): N/A

11. Has any license issued to you in Massachusetts or any other state to deal in motor vehicles or parts thereof ever been suspended or revoked? (Yes or  No)

Sign your name in full: Carlos Obregon  
(Only authorized to represent the concern herein mentioned)

Printed Name: Carlos Obregon

Residence Address: [Redacted], Shirley MA 01464

Phone Number: [Redacted] / 772-9000  
Elaine

**IMPORTANT**

EVERY QUESTION MUST BE ANSWERED WITH FULL INFORMATION, AND FALSE STATEMENTS HEREIN MAY RESULT IN THE REJECTION OF YOUR APPLICATION OR THE SUBSEQUENT REVOCATION OF YOUR LICENSE IF ISSUED.

Note: If the applicant has not held a license in the year prior to this application, he or she must file a duplicate of the application with the registrar. (See Sec. 59)

The provisions of G.L. c. 140, sec. 58 require that holders of Class 1 and 2 licenses maintain a surety bond in the amount of \$25,000 or equivalent financial security to provide protection to customers purchasing vehicles from such license holders. No license is to be issued without proof of such security.



**APPLICANT WILL NOT FILL THE FOLLOWING BLANKS – For office use only**

Application status after investigation: \_\_\_\_\_

(Approved or Disapproved)

License No. \_\_\_\_\_

Fee \$ 100.00

*paid \$100 check 1106*

Zoning Status: \_\_\_\_\_

Signed: \_\_\_\_\_

**TOWN OF AYER**  
**BOARD OF SELECTMEN**

CHAPTER 140 OF THE GENERAL LAWS, TER. ED., WITH AMENDMENTS THERETO

**Section 57. License; When Required; Report of Sales**

No person, except one whose principal business is the manufacture and sale of new motor vehicles but who incidentally acquires and sells second hand vehicles, or a person whose principal business is financing the purchase of or insuring motor vehicles but who incidentally acquires and sells second hand vehicles, shall engage in the business of buying, selling, exchanging or assembling second hand motor vehicles or parts thereof or allow any property under his control to be used as a place of sale or display of motor vehicles without securing a license as provided in section fifty-nine. This section shall apply to any person engaged in the business of conducting auctions for the sale of motor vehicles, and to any person engaged in the business of leasing or renting motor vehicles and who, as an incident to such business, sells or offers to sell any such lease or rental vehicle to the public. All sales of second-hand motor vehicles or part thereof made by any person referred to in this section shall be reported weekly to the registrar of motor vehicles on such forms as may be prescribed by him.

**Section 58. Classes of Licenses**

Licenses granted under the following section shall be classified as follows:

*Class 1.* Any person who is a recognized agent of a motor vehicle manufacturer or a seller of motor vehicles made by such manufacturer whose authority to sell the same is created by a written contract with such manufacturer or with some person authorized in writing by such manufacturer to enter into such contract, and whose principal business is the sale of new motor vehicles, the purchase and sale of second hand motor vehicles being incidental or secondary thereto, may be granted an agent's or a seller's license; provided, that with respect to second hand motor vehicles purchased for the purpose of sale or exchange and not taken in trade for new motor vehicles, such dealer shall be subject to all provisions of this chapter and of rules and regulations made in accordance therewith applicable to holders of licenses of class 2.

*Class 2.* Any person whose principal business is the buying or selling of second hand motor vehicles may be granted a used car dealer's license; provided, however, that such person maintains or demonstrates access to repair facilities sufficient to enable him to satisfy the warranty repair obligations imposed by section seven N 1/4 of chapter ninety. A used car dealer shall remain liable for all warranty repairs made and other obligations imposed by said section seven N 1/4 of said chapter ninety.

*Class 3.* Any person whose principal business is the buying of second hand motor vehicles for the purpose of

remodeling, taking apart or rebuilding and selling the same, or the buying or selling of parts of second hand motor vehicles or tires, or the assembling of second hand motor vehicle parts may be granted a motor vehicle junk license.  
**Section 59. Licensing authorities; expiration; fees; application; prerequisites; premises; ordinance regulations; revocation; notice** Town of Ayer Class I/II License Application Page 4 of 4

The police commissioner in Boston and the licensing authorities in other cities and towns may grant licenses under this section which shall expire on January first following the date of issue unless sooner revoked. The fees for the licenses shall be fixed by the licensing board or officer, but in no event shall any such fee be greater than \$200. Application for license shall be made in such form as shall be approved by the registrar of motor vehicles, in sections fifty-nine to sixty-six, inclusive, called the registrar, and if the applicant has not held a license in the year prior to such application, such application shall be made in duplicate, which duplicate shall be filed with the registrar. No such license shall be granted unless the licensing board or officer is satisfied from an investigation of the facts stated in the application and any other information which they may require of the applicant, that he is a proper person to engage in the business specified in section fifty-eight in the classifications for which he has applied, that said business is or will be his principal business, and that he has available a place of business suitable for the purpose. The license shall specify all the premises to be occupied by the licensee for the purpose of carrying on the licensed business. Permits for a change of situation of the licensed premises or for additions thereto may be granted at any time by the licensing board or officer in writing, a copy of which shall be attached to the license. Cities and towns by ordinance or by-law may regulate the situation of the premises of licensees within class 3 as defined in section fifty-eight, and all licenses and permits issued hereunder to persons within said class 3 shall be subject to the provisions of ordinances and by-laws which are hereby authorized to be made. No original license or permit shall be issued hereunder to a person within said class 3 until after a hearing, of which seven days' notice shall have been given to the owners of the property abutting on the premises where such license or permit is proposed to be exercised. Except in the city of Boston, the licensing board or officer may, in its discretion, waive the annual hearing for renewal of a class 3 license. All licenses granted under this section shall be revoked by the licensing board or officer if it appears, after hearing, that the licensee is not complying with sections fifty-seven to sixty-nine, inclusive, or the rules and regulations made thereunder; and no new license shall be granted to such person thereafter, nor to any person for use on the same premises, without the approval of the registrar. The hearing may be dispensed with if the registrar notifies the licensing board or officer that a licensee is not so complying. In each case where such license is revoked, the licensing board or officer shall forthwith notify the registrar of such revocation. Any person aggrieved by any action of the licensing board or officer refusing to grant, or revoking a license for any cause may, within ten days after such action, appeal therefrom to any justice of the superior court in the county in which the premises sought to be occupied under the license or permit applied for are located. The justice shall, after such notice to the parties as he deems reasonable, give a summary hearing on such appeal, and shall have jurisdiction in equity to review all questions of fact or law and may affirm or reverse the decision of the board or officer and may make any appropriate decree. The parties shall have all rights of appeal as in other cases.

129.00



# TOWN OF AYER

**BUILDING PERMIT APPLICATION**  
1 Main Street, Ayer, MA 01432 978-772-8214

PERMIT NO. \_\_\_\_\_

DATE \_\_\_\_\_

**Incomplete application packages cannot be processed. Form must be filled out completely and legible. Allow up to 30 days to process a complete application.**

The Building Inspector's office hours are Monday, Wednesday and Thursday 8 AM to 11 AM, Tuesday 8 AM to 11 AM and 3 PM to 6 PM and Friday 8 AM to 10 AM. The Office Administrator is located on the third floor and office hours are Monday, Wednesday, and Thursday 8 AM to 4 PM, Tuesday 8 AM to 7 PM and Friday 8 AM to 1 PM.

**ESTIMATED VALUE OF CONSTRUCTION** \_\_\_\_\_

X OWNER Carlos Obregon

CONTRACTOR \_\_\_\_\_

ADDRESS 1 Bishop Rd

ADDRESS \_\_\_\_\_

TOWN/STATE Ayer MA

TOWN/STATE \_\_\_\_\_

F. [REDACTED]

PHONE ( ) \_\_\_\_\_

HOME OWNER TO PERFORM WORK?

CONST. SUPER. LIC. NO. \_\_\_\_\_

NA - YES  NO

HOME IMPROV. REG NO. \_\_\_\_\_

NOTE - Contractors, all applications must have Construction Supervisor License, Home Improvement License, Legal ID, Workers Comp. Certificate and signed copy of contract.

X JOBSITE HOUSE NUMBER 1 STREET Bishop Rd

**SCOPE OF WORK:**

NEW HOUSE  ROOF  WOODSTOVE

RENOVATIONS/ADDITION/REPAIRS  MISC.

X EXPLAIN WORK TO BE PERFORMED: Auto Detailing, Retail Showroom and Accessories, Custom Automotive Upgrades  
- Installation of Overhead Garage Door on Rear of Garage Work Area, front Door - change from single to Double Door.



**Town of Ayer**  
**Board of Selectmen's Office**  
**Transmittal Form - Department Head Review**



- Board of Health
- Department of Public Works
- Police Department
- Fire Department
- Building Inspector/Zoning Enforcement Officer
- Conservation Committee
- Treasurer/Tax Collector
- Town Clerk
- Assessor's Office
- Town Planner
- Economic & Community Development Office

Review Deadline Date Wednesday April 10, 2019

Public Hearing Date Tuesday April 16, 2019 7:00 PM

Permit Sought Class 2 - Used Auto Sales

Description New owner has purchased building. Currently owns Auto Detailing business in Shirley and is relocating to Ayer and is seeking to add a used car sales to his operation.

Submitted by Carlos Obregon

Address 1 Bishop Road Telephone 978-772-9000

This plan is submitted for your review, comments, and recommendations. Please return to the Board of Selectmen's Office by the Review Deadline Date so that the Board of Selectmen can consider your recommendation.

Comments:

Signed Bridgette Pugh  
 Date 4/1/19

Title Health Agent



Town of Ayer  
Board of Selectmen's Office  
Transmittal Form - Department Head Review



Board of Health  
 Department of Public Works  
 Police Department  
 Fire Department  
 Building Inspector/Zoning Enforcement Officer  
 Conservation Committee  
 Treasurer/Tax Collector  
 Town Clerk  
 Assessor's Office  
 Town Planner  
 Economic & Community Development Office

Review Deadline Date Wednesday April 10, 2019  
Public Hearing Date Tuesday April 16, 2019 7:00 PM

Permit Sought Class 2 - Used Auto Sales

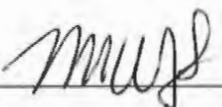
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Submitted by Carlos Obregon

Address 1 Bishop Road Telephone 978-772-9000

This plan is submitted for your review, comments, and recommendations. Please return to the Board of Selectmen's Office by the Review Deadline Date so that the Board of Selectmen can consider your recommendation.

Comments: I would like to see a site plan for where there is going to be cars parked etc. I don't think there is any drainage and developer should attempt to comply with stormwater requirements.

Signed 

Title DPW Supt

Date 4/10/19



**Town of Ayer**  
**Board of Selectmen's Office**  
**Transmittal Form - Department Head Review**



- Board of Health
- Department of Public Works
- Police Department
- Fire Department
- Building Inspector/Zoning Enforcement Officer
- Conservation Committee
- Treasurer/Tax Collector
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Submitted by Carlos Obregon

Address 1 Bishop Road

Telephone 978-772-9000

This plan is submitted for your review, comments, and recommendations. Please return to the Board of Selectmen's Office by the Review Deadline Date so that the Board of Selectmen can consider your recommendation.

Comments: None

Signed [Signature]

Title Chief of Police

Date 3/28/19

Town of Ayer  
Board of Selectmen's Office  
Transmittal Form - Department Head Review



\_\_\_\_\_ Board of Health  
\_\_\_\_\_ Department of Public Works  
\_\_\_\_\_ Police Department  
 Fire Department  
\_\_\_\_\_ Building Inspector/Zoning Enforcement Officer  
\_\_\_\_\_ Conservation Committee  
\_\_\_\_\_ Treasurer/Tax Collector  
\_\_\_\_\_ Town Clerk  
\_\_\_\_\_ Assessor's Office  
\_\_\_\_\_ Town Planner  
\_\_\_\_\_ Economic & Community Development Office

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Submitted by Carlos Obregon

Address 1 Bishop Road Telephone 978-772-9000

This plan is submitted for your review, comments, and recommendations. Please return to the Board of Selectmen's Office by the Review Deadline Date so that the Board of Selectmen can consider your recommendation.

Comments:  
No issues

Signed *R. Pedy*

Title Fire Chief

Date 3-27-19

Town of Ayer  
Board of Selectmen's Office  
Transmittal Form - Department Head Review



\_\_\_\_\_ Board of Health  
\_\_\_\_\_ Department of Public Works  
\_\_\_\_\_ Police Department  
\_\_\_\_\_ Fire Department  
0 \_\_\_\_\_ Building Inspector/Zoning Enforcement Officer  
\_\_\_\_\_ Conservation Committee  
\_\_\_\_\_ Treasurer/Tax Collector  
\_\_\_\_\_ Town Clerk  
\_\_\_\_\_ Assessor's Office  
\_\_\_\_\_ Town Planner  
\_\_\_\_\_ Economic & Community Development Office

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Submitted by Carlos Obregon

Address 1 Bishop Road Telephone 978-772-9000

This plan is submitted for your review, comments, and recommendations. Please return to the Board of Selectmen's Office by the Review Deadline Date so that the Board of Selectmen can consider your recommendation.

Comments: NO Issue's

Signed [Signature]

Title Building/zoning

Date 3/26/19

## Carly Antonellis

---

**From:** Ayer Conservation Commission <concom@ayer.ma.us>  
**Sent:** Tuesday, April 09, 2019 2:02 PM  
**To:** Carly Antonellis  
**Subject:** 1 Bishop Road

Carly-

I have reviewed the plan for the proposed car detailing and sales business at 1 Bishop Road for Conservation. The development on the property is nearly all within the 100' Buffer Zone to a wetland resource area. The proposed used car lot is, however, is outside of the Buffer Zone. I have let the applicant know that, as long as no water is directed into the Buffer Zone by his expansion of the parking area, that Conservation has no further concerns.

Thank you-

Jo-Anne

Jo-Anne Crystoff  
Conservation Administrator

Ayer Conservation Commission  
One Main Street - Ayer Town Hall  
Ayer, MA 01432  
(978) 772-8249 Office Phone  
[concom@ayer.ma.us](mailto:concom@ayer.ma.us)

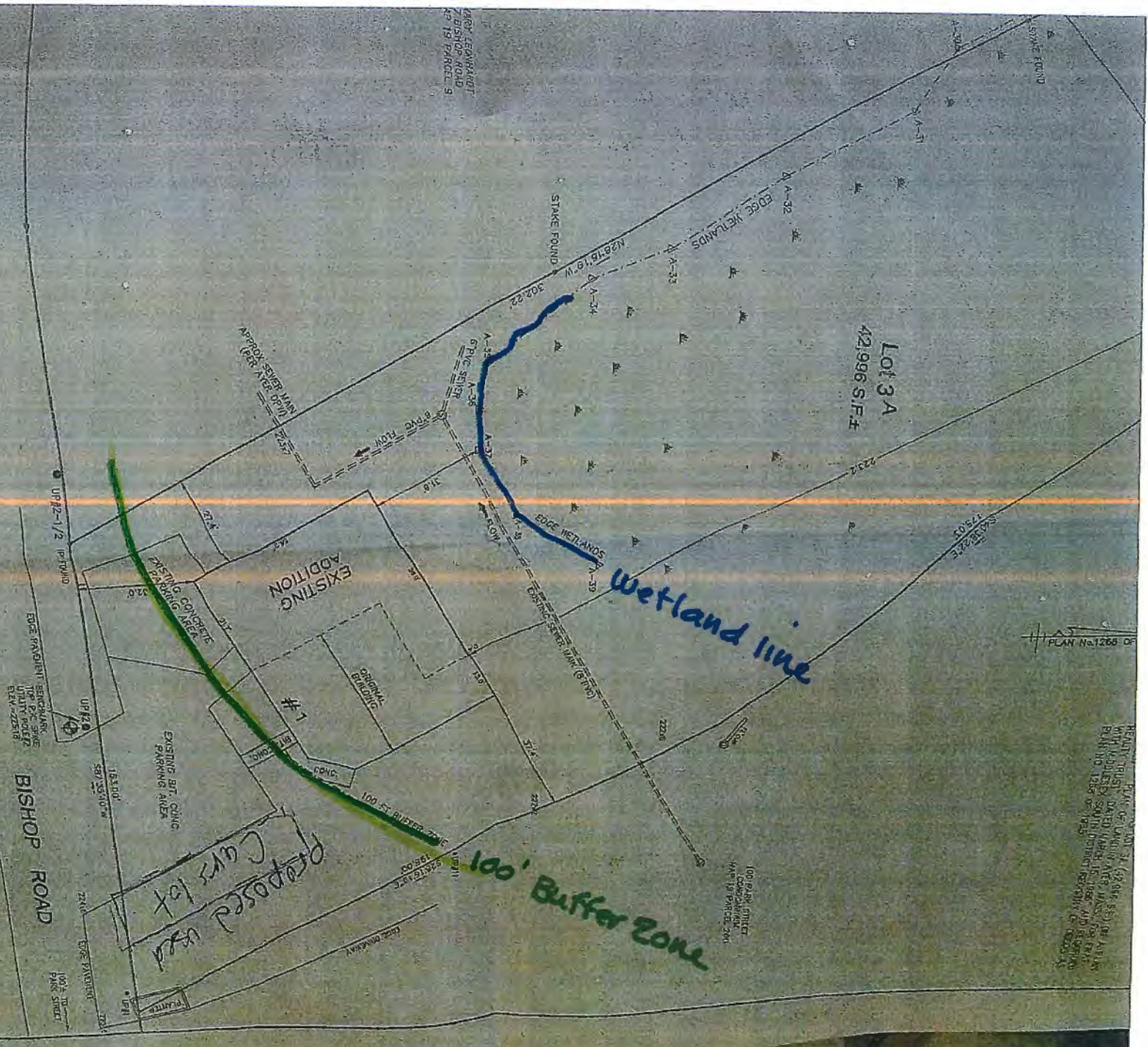


NOTES: THAT THE EXISTING STRUCTURES ARE CONSTRUCTED WHERE SHOWN ON THIS PLAN, AND COMPATIBLE WITH THE ZONING BYLAWS (DIMENSIONAL REQUIREMENTS) OF THE TOWN OF AYER AS OF THE DATE OF THIS PLAN. THAT THE STRUCTURE DOES NOT VIOLATE THE HAZARD ZONE SHOWN ON THE MAP OF THE TOWN OF AYER.



SCALE: 1 INCH = 20 FEET  
**R. WILSON & ASSOCIATES, INC.**  
 LAND SURVEYORS AND CIVIL ENGINEERS  
 312 GREAT ROAD P.O. BOX 226 LITTLETON, MA 01460  
 PHONE: 978-486-0203 FAX: 978-486-0844  
 FILE NO. 1218 DWP NO. 1218P2

PLLOT PLAN OF LAND  
 IN  
**AYER, MASS.**  
 PREPARED FOR: WILLIAM J. MASON  
 11 TALLEY ROAD, LITTLETON, MA 01460  
 DATE: MARCH 24, 2009



RECORD COPY FILED IN THE OFFICE OF THE REGISTRAR OF DEEDS AND RECORDS, MIDDLESEX COUNTY, MASSACHUSETTS, ON MARCH 24, 2009. FILE NO. 1218 OF 1920. REGISTERED PROFESSIONAL ENGINEER, LICENSE NO. 10132.

PLAN No. 1218P2 OF



**Town of Ayer**  
**Board of Selectmen's Office**  
**Transmittal Form - Department Head Review**



\_\_\_\_\_ Board of Health  
\_\_\_\_\_ Department of Public Works  
\_\_\_\_\_ Police Department  
\_\_\_\_\_ Fire Department  
\_\_\_\_\_ Building Inspector/Zoning Enforcement Officer  
\_\_\_\_\_ Conservation Committee  
 Treasurer/Tax Collector  
\_\_\_\_\_ Town Clerk  
\_\_\_\_\_ Assessor's Office  
\_\_\_\_\_ Town Planner  
\_\_\_\_\_ Economic & Community Development Office

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Public Hearing Date Tuesday April 16, 2019 7:00 PM

Permit Sought Class 2 - Used Auto Sales

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Submitted by Carlos Obregon

Address 1 Bishop Road Telephone 978-772-9000

This plan is submitted for your review, comments, and recommendations. Please return to the Board of Selectmen's Office by the Review Deadline Date so that the Board of Selectmen can consider your recommendation.

Comments:

Signed Barbara Tierney

Title Treasurer/Tax Collector

Date 4/4/2019

Town of Ayer  
Board of Selectmen's Office  
Transmittal Form - Department Head Review



- Board of Health
- Department of Public Works
- Police Department
- Fire Department
- Building Inspector/Zoning Enforcement Officer
- Conservation Committee
- Treasurer/Tax Collector
- Town Clerk
- Assessor's Office
- Town Planner
- Economic & Community Development Office

Review Deadline Date Wednesday April 10, 2019

Public Hearing Date Tuesday April 16, 2019 7:00 PM

**RECEIVED**  
MAR 26 2019  
TOWN OF AYER  
TOWN CLERK  
2:20 PM *lf*

Permit Sought Class 2 - Used Auto Sales

Description New owner has purchased building. Currently owns Auto Detailing business in Shirley and is relocating to Ayer and is seeking to add a used car sales to his operation.

Submitted by Carlos Obregon

Address 1 Bishop Road Telephone 978-772-9000

This plan is submitted for your review, comments, and recommendations. Please return to the Board of Selectmen's Office by the Review Deadline Date so that the Board of Selectmen can consider your recommendation.

Comments: No concerns from Town Clerk's office

Signed *Anna E. [Signature]*  
Date March 27, 2019

Title *Town Clerk*



**Town of Ayer**  
**Board of Selectmen's Office**  
**Transmittal Form - Department Head Review**



Board of Health  
 Department of Public Works  
 Police Department  
 Fire Department  
 Building Inspector/Zoning Enforcement Officer  
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Submitted by Carlos Obregon

Address 1 Bishop Road Telephone 978-772-9000

This plan is submitted for your review, comments, and recommendations. Please return to the Board of Selectmen's Office by the Review Deadline Date so that the Board of Selectmen can consider your recommendation.

Comments:

Signed Thomas Hogan

Date 3/28/19

Title Assessing Administrator

Town of Ayer  
Board of Selectmen's Office  
Transmittal Form - Department Head Review



\_\_\_\_\_ Board of Health  
\_\_\_\_\_ Department of Public Works  
\_\_\_\_\_ Police Department  
\_\_\_\_\_ Fire Department  
\_\_\_\_\_ Building Inspector/Zoning Enforcement Officer  
\_\_\_\_\_ Conservation Committee  
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\_\_\_\_\_ Town Clerk  
\_\_\_\_\_ Assessor's Office  
✓ \_\_\_\_\_ Town Planner  
\_\_\_\_\_ Economic & Community Development Office

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Permit Sought Class 2 - Used Auto Sales

Description New owner has purchased building. Currently owns Auto Detailing business in Shirley and is relocating to Ayer and is seeking to add a **used car sales** to his operation.

Submitted by Carlos Obregon

Address 1 Bishop Road Telephone 978-772-9000

This plan is submitted for your review, comments, and recommendations. Please return to the Board of Selectmen's Office by the Review Deadline Date so that the Board of Selectmen can consider your recommendation.

Comments: Zoning 6B. Lot size: .99 acres  
Auto sales and servicing is a permitted use in the '6B' district.  
IF the change in use will result in any external changes to the SFR,  
the new owner will require SFR Plan Review pursuant to A.Z.B.  
Section 3.5.1, A.1 from the Planning Board. \*

Signed Mark P. Ayer Title Town Planner

Date 4-08-2019 \* I would like to discuss with the Building Commissioner, \*O.R. w/ Charlie.

# Town of Ayer

## Office of Community & Economic Development

Town Hall ♦ One Main Street ♦ Ayer, MA 01432 ♦ 978-772-8206 ♦ Fax: 978-772-8208



To: Ayer Board of Selectmen, Chairman Jannice L. Livingston  
From: Alan S. Manoian AICP, Dir. Community & Economic Development  
Date: 4/9/2019  
Re: 1 Bishop Rd. Class 2 – Used Auto sales Permit Request & Site  
Comments/Concerns

In response to the applicant's request for a Class 2 Used Auto Sales Permit at 1 Bishop Rd., the Ayer Office of Community & Economic Development (AOCED) submits the following comments & concerns regarding the proposed operation at the subject location:

1. As the abutting property located at 100 Park Street, in particular the rear of the property and the Bishop Rd. side of the property, are being used as an automobile & commercial truck graveyard with many vehicles in a derelict state and presenting a site highly-detrimental to attracting new quality businesses to this Gateway Location to the Town of Ayer, the (AOCED) would recommend requiring the prospective business operator at 1 Bishop Rd. to submit a "Site Map"/"Plan" showing where the Used Cars will be parked & displayed, so as not to contribute to the existing unsightly conditions at the corner of Bishop Rd. & Park Street.
2. The requested "Site Map"/"Plan" should also show where automobiles & trucks that may be stored on the 1 Bishop Rd. site will be placed.
3. How will the applicant manage derelict/unregistered vehicles on the 1 Bishop Rd. property?
4. The applicant shall review and address "Off-Street Parking Design Standards" as per Ayer Zoning Bylaw, Section 9.1.5 as it relates to the proposed location at 1 Bishop Rd.
5. There is a large existing "Pedestal Sign" structure (for 1 Bishop Rd.) at the corner of Bishop Rd. & Park Street – how will the applicant treat this large signage structure?

(See Attached Images for Reference)





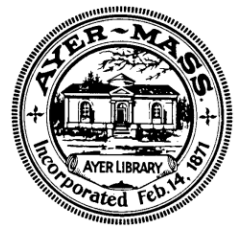






**Office of the Board of Selectmen  
Office of the Town Manager**

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Town of Ayer| Ayer Town Hall| 1 Main Street| Ayer, MA 01432|978-772-8220| www.ayer.ma.us

**MEMORANDUM**

**DATE:** April 12, 2019

**TO:** Ayer Board of Selectmen

**FROM:** Robert A. Pontbriand  
Town Manager

**SUBJECT: Joint Meeting of the BOS and Fin Com to Review and Approve the FY 2020 Budget and the BOS Review and Approval of the May 13, 2019 Annual Town Meeting Warrant**

Dear Honorable Selectmen,

As the BOS is aware, you will be meeting jointly with the Fin Com on April 16, 2019 for the purposes of reviewing and approving the FY 2020 Budget for inclusion in the ATM Warrant for May 13, 2019 and the BOS will be reviewing and approving the ATM Warrant that evening.

I will be making a brief presentation to the BOS and Fin Com on the FY 2020 Budget as well as a brief presentation on the ATM Warrant at the April 16, 2019 BOS Meeting.

To facilitate these presentations and discussion, I have attached the Proposed FY 2020 Omnibus Budget and the DRAFT ATM Warrant for your review (See attached). Additionally, I offer the following key points on the FY 2020 Omnibus Budget and the ATM Warrant as follows:

**FY 2020 Omnibus Budget Highlights:**

- The FY 2020 Omnibus Budget totals \$15,127,722 which represents a \$793,028 increase or a 5.53% from the FY 2019 Budget.
- The FY 2020 Omnibus Budget contains no new personnel positions.
- The principal budget drivers of the FY 2020 Omnibus Budget Increase are as follows:

\$236,643 (Extraordinary Increase in the County Retirement Assessment)  
\$143,950 (Three Collective Bargaining Agreements: DPW, Fire, Police Sergeants)  
\$70,000 (Storm Drains and Culverts Replacements)  
\$65,000 (FY 2020 Health & Life Insurance)  
\$36,000 (FY 2020 COLA Increase of 2% for Non-Union Personnel)  
\$32,190 (Notes and Bonds Principal)  
\$22,919 (Interest)  
\$17,250 (Increases in Police Maintenance Agreements)  
\$12,000 (New OSHA and DLS Requirements)  
\$10,000 (FICA Medicare)

- New items in the FY 2020 Omnibus Budget

DPW/GIS Engineering Internship Program	\$4,500
HVAC Software Upgrade	\$9,500
Lock Box Services for Treasurer/Tax Coll.	\$6,000
Increase in Tax Title Services	\$7,000
APD Membership in NEMLEC	\$5,500
Depot Square Improvements	\$9,500
Storm Drains and Culverts	\$70,000

- Key Reductions/Adjustments to the FY 2020 Omnibus Budget

Reduction to Town Counsel Budget	(\$20,000)
Unemployment Compensation	(\$19,400)
Consolidation of BOH Admin	(\$10,095)
New COA MART Van Contract	(\$3,398)
TADS Program Moved to ASRSD	(\$4,000)
Memorial Day (Reflect Actual Costs)	(\$1,000)
Personnel Board	(\$500)

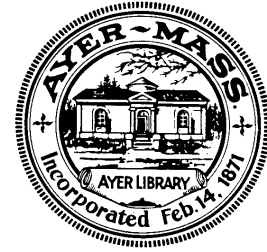
**Annual Town Meeting Warrant for May 13, 2019 Overview:**

- There is the need for a two Article Special Town Meeting prior to Annual Town Meeting to address a prior year bill and a supplemental appropriation for the Transfer Station.
- The Annual Town Meeting Warrant consists of 38 Articles and 1 Citizen’s Petition.
- Article 3 (DPW); Article 4 (Fire); Article 5 (Sergeants) are the three collective bargaining agreement funding articles. The TM will make a brief presentation at Town Meeting on the cost impacts.
- Article 6 is the FY 2020 Omnibus. The Executive Bi-Board is developing a presentation for the Budget as well as a Budget Booklet for Town Meeting.
- Article 9 is the Nashoba Valley Technical School Roof Project.
- Article 10 thru 13 are the Town’s Enterprise Fund Articles.
- Article 14 the Revolving Fund Article. We are adding three new Revolving Funds this year: Senior Activities Fund; Senior Store; and Recycling Fund.
- Article 15 are the Capital Requests recommended by the Capital Planning Committee that would be funded by borrowing a total of \$980,425.
- Article 16 is the Capital Exclusion for the Fire Engine in the amount of \$650,000
- Article 17 are the Capital Requests recommended by the Capital Planning Committee that would be funded from Free Cash totaling \$288,000.
- Article 18 would reprogram the \$45,950 originally approved by the 2018 ATM as the Police Station HVAC System to the Town-wide HVAC Project on recommendation of the Facilities Department. By doing this, the Town has an opportunity to maximize these funds and receive additional grant funds.

- Articles 19 and 20 transfer funds from completed water projects (19) and from water retained earnings (20) to the Grove Pond Filter Media Replacement Project.
- Articles 21 and 22 transfer funds from completed sewer projects (21) and from sewer retained earnings (22) to the Sewer Infiltration Inflow Repairs Project.
- Article 23 is for the \$10,000 from Free Cash for the Sandy Pond Beach Basketball Hoops
- Article 24 replenishes the UDAG Account with \$233,000 from Free Cash due to the Worthen Dale/Depot Square Settlement.
- Article 25 appropriates a total of \$300,000 into the Town's GASB-45/OPEB. \$177,000 is from Free Cash and \$123,000 is derived from the Town's Local Meals Tax.
- Article 29 is a required Article by the Department of Revenue in that Town Meeting must authorize the financial components of a Community Host Agreement.
- Article 30 puts \$180,000 of Free Cash into Capital Stabilization and \$10,698 into Stabilization.
- Articles 31 thru 34 are the Community Preservation Articles.
- Articles 35 thru 37 are for various utility easements need for various DPW projects.
- Article 38 would authorize the Board of Selectmen to issue utility easements in the future not subject to Town Meeting approval
- Citizen Petition: Zoning Bylaw Amendment: Large Scale Solar Set Back
- Citizen Petition: Length of Term

Thank you.

Attachment(s): FY 2020 Omnibus Budget  
 FY 2020 Budget  
 2019 Annual Town Meeting Warrant



# Town of Ayer

## SPECIAL TOWN MEETING WARRANT

**\*\*DRAFT\*\***

Ayer Shirley Regional High School Auditorium  
141 Washington Street  
Ayer, MA 01432  
May 13, 2019 at 7:00 PM

Commonwealth of Massachusetts  
Middlesex, ss.

### GREETINGS:

In the name of the Commonwealth of Massachusetts you are hereby directed to notify and warn the inhabitants of the Town of Ayer qualified to vote in Town Elections and Affairs to meet at the Auditorium in the Ayer Shirley Regional High School located at 141 Washington Street, Ayer, Massachusetts on Monday, the Thirteenth (13<sup>th</sup>) day of May, 2019, at seven o'clock in the evening (7:00 PM) then and there to act on the following articles:

Hereof fail not and make due return of this warrant with your doings thereof to the Town Clerk before the date appointed for said meeting.

Given under our hands this 16<sup>th</sup> day of April AD 2019.

Jannice L. Livingston, Chair

\_\_\_\_\_  
Christopher R. Hillman, Vice Chair

\_\_\_\_\_  
Scott A. Houde, Clerk

The Ayer Board of Selectmen

Any persons needing disability related assistance (such as signing, etc.) at the town meeting please contact the Selectmen's Office at 978-772-8220 before May 1, 2019. We shall make every reasonable effort to assist you. Large print version of the text of this warrant is available upon request.

*For more information, please visit the Town's website: [www.ayer.ma.us](http://www.ayer.ma.us)*

**ARTICLE 1: PRIOR YEAR BILL**

To see if the Town will transfer from Free Cash and appropriate the following amount to pay unpaid bills of Fiscal Year 2018, as authorized under General Laws Chapter 44, or take any action thereon or in relation thereto:

<b>Department</b>	<b>Vendor</b>	<b>Amount</b>
DPW – Street Lights	CimCon	\$6,350.00

*Explanatory Note: This Article is to pay a prior year bill for FY 2018 that was incurred due to the Street Lights Upgrade.*

Sponsor: Board of Selectmen  
Finance Committee:

3/4ths Vote Required

**ARTICLE 2: SUPPLEMENTAL APPROPRIATION**

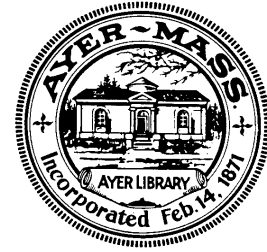
To see if the Town will transfer from Free Cash and appropriate the sum of \$50,000 as a supplemental appropriation to Article 8 Solid Waste Enterprise direct costs of the May 14, 2018 Annual Town Meeting, or take any action thereon or in relation thereto.

*Explanatory Note: This Article is to fund a supplemental appropriation in the amount of \$50,000 is to fund the balance of the FY 2019 operations of the Solid Waste Transfer Station. The factors driving this supplemental appropriation have been recent increases in recycling costs and increases in trash/hauling fees.*

Sponsor: Board of Selectmen  
Finance Committee:

Simple Majority Vote





# Town of Ayer

## ANNUAL TOWN MEETING WARRANT

**\*\*DRAFT\*\***

Ayer Shirley Regional High School Auditorium  
141 Washington Street  
Ayer, MA 01432  
May 13, 2019 at 7:15 PM

Commonwealth of Massachusetts  
Middlesex, ss.

### GREETINGS:

In the name of the Commonwealth of Massachusetts you are hereby directed to notify and warn the inhabitants of the Town of Ayer qualified to vote in Town Elections and Affairs to meet at the Auditorium in the Ayer Shirley Regional High School located at 141 Washington Street, Ayer, Massachusetts on Monday, the Thirteenth (13<sup>th</sup>) day of May, 2019, at seven and five minutes o'clock in the evening (7:05 PM) then and there to act on the following articles:

Hereof fail not and make due return of this warrant with your doings thereof to the Town Clerk before the date appointed for said meeting.

Given under our hands this 16<sup>th</sup> day of April AD 2019.

Jannice L. Livingston, Chair

---

Christopher R. Hillman, Vice Chair

---

Scott A. Houde, Clerk

The Ayer Board of Selectmen

Any persons needing disability related assistance (such as signing, etc.) at the town meeting please contact the Selectmen's Office at 978-772-8220 before May 1, 2019. We shall make every reasonable effort to assist you. Large print version of the text of this warrant is available upon request.

*For more information, please visit the Town's website: [www.ayer.ma.us](http://www.ayer.ma.us)*

**ARTICLE 1: TOWN ELECTIONS**

The Town Elections are the first article of business and were held on Monday, April 22, 2019.

**ARTICLE 2: SALARIES OF ELECTED OFFICIALS**

To see if the Town will vote to fix the salary and compensation of elected officers of the Town of Ayer, as provided by Section 108, Chapter 41 off the General Laws, as amended, or take any action thereon or in relation thereto.

	<u>FY-19 SALARY</u>	<u>FY-20 SALARY</u>	<u>% OF CHANGE</u>
Moderator	\$510	\$520.20	2%
Selectmen: Chair	\$2,556	\$2,607.12	2%
Selectmen: Members (2)	\$2,280	\$2,325.60	2%
Assessors: Chair	\$2,530	\$2,580.60	2%
Assessors: Members (2)	\$2,254	\$2,299.08	2%

*Explanatory Note: This article is required as Town Meeting sets the salaries of elected officials pursuant to MGL Chapter 41, Section 108. The proposed 2% increase reflects a Cost of Living Adjustment for all paid elected officials as recommended by the Town Manager and voted by the Board of Selectmen on March 19, 2019.*

Sponsor: Board of Selectmen  
Finance Committee:

Simple Majority Vote Required

**ARTICLE 3: CONTRACT FUNDING: AYER DEPARTMENT OF PUBLIC WORKS UNION LOCAL #1703**

To see if the Town will vote to raise and appropriate or transfer from available funds a sum of money to fund the first year cost items of a collective bargaining agreement between the Town of Ayer and the Ayer Department of Public Works Union Local #1703, AFSCME 93 for the period of July 1, 2019, through June 30, 2022, or take any action thereon or in relation thereto.

*Explanatory Note: Per MGL Chapter 150 E, Union Contracts are subject to the appropriation of funds by Town Meeting. The FY 2020 estimated total cost of the Contract is \$41,136 (including enterprise fund wages). Memorandum of Agreement available on Town’s website ([www.ayer.ma.us](http://www.ayer.ma.us)). Presentation to be made at Town Meeting.*

Sponsor: Board of Selectmen  
Finance Committee:

Simple Majority Vote Required

*For more information, please visit the Town’s website: [www.ayer.ma.us](http://www.ayer.ma.us)*

**ARTICLE 4: CONTRACT FUNDING: AYER INTERNATIONAL FIREFIGHTERS ASSOCIATION LOCAL #2544**

To see if the Town will vote to raise and appropriate or transfer from available funds a sum of money to fund the first year cost items of a collective bargaining agreement between the Town of Ayer and the Ayer International Fire Fighters Association Local #2544 or the period of July 1, 2019, through June 30, 2022, or take any action thereon or in relation thereto.

*Explanatory Note: Per MGL Chapter 150 E, Union Contracts are subject to the appropriation of funds by Town Meeting. The FY 2020 estimated total cost of the Contract is \$83,209. Memorandum of Agreement available on Town’s website ([www.ayer.ma.us](http://www.ayer.ma.us)). Presentation to be made at Town Meeting.*

Sponsor: Board of Selectmen  
Finance Committee:

Simple Majority Vote Required

**ARTICLE 5: CONTRACT FUNDING: AYER POLICE SUPERIOR OFFICERS NEPBA #32**

To see if the Town will vote to raise and appropriate or transfer from available funds a sum of money to fund the first year cost items of a collective bargaining agreement between the Town of Ayer and the Ayer Police Superior Officers, NEPBA #32 for the period of July 1, 2019, through June 30, 2022, or take any action thereon or in relation thereto.

*Explanatory Note: Per MGL Chapter 150 E, Union Contracts are subject to the appropriation of funds by Town Meeting. The FY 2020 estimated total cost of the Contract is \$19,605. Memorandum of Agreement available on Town’s website ([www.ayer.ma.us](http://www.ayer.ma.us)). Presentation to be made at Town Meeting.*

Sponsor: Board of Selectmen  
Finance Committee:

Simple Majority Vote Required

**ARTICLE 6: OMNIBUS BUDGET**

To see if the Town will vote to raise and appropriate and transfer \$198,184 from Free Cash the following sum or sums of money for the Omnibus items, or take any action thereon or in relation thereto:

- Dept. 100: General Government
- Dept. 200: Finance
- Dept. 300: Public Safety
- Dept. 400: Public Works
- Dept. 500: Human Services
- Dept. 600: Education
- Dept. 700: Management Support

*For more information, please visit the Town’s website: [www.ayer.ma.us](http://www.ayer.ma.us)*

**FY2020 Omnibus Budget**

	<b>FY2018 Actual</b>	<b>FY2019 Approved</b>	<b>FY2020 Proposed</b>	<b>Difference</b>		<b>Notes</b>
<b>Department 100 - General Government</b>						
01 Selectmen	\$215,710.00	\$246,308.00	\$261,760.00	\$15,452.00	6.27%	includes \$13,192 in wage increases and \$2,500 for summer intern
02 Town Counsel	\$188,359.00	\$130,000.00	\$110,000.00	(\$20,000.00)	-15.38%	reduced to more accurately reflect FY19 actual expense
03 Town Clerk	\$80,015.00	\$121,075.00	\$129,730.00	\$8,655.00	7.15%	increased by wage increases only
04 Moderator	\$510.00	\$520.00	\$530.00	\$10.00	1.92%	
05 Parking Tickets	\$1,076.00	\$1,500.00	\$1,500.00	\$0.00	0.00%	
06 Public Buildings & Property Maintenance	\$332,510.00	\$343,498.00	\$359,669.00	\$16,171.00	4.71%	includes \$4,811 in wage increases and \$9,500 for HVAC software upgrade
07 Registrations & Elections	\$14,946.00	\$20,946.00	\$20,946.00	\$0.00	0.00%	
08 Postage	\$16,144.00	\$20,000.00	\$20,000.00	\$0.00	0.00%	
09 American Legion	\$600.00	\$600.00	\$600.00	\$0.00	0.00%	
10 Memorial Day	\$376.00	\$2,000.00	\$1,000.00	(\$1,000.00)	-50.00%	reduced to more accurately reflect past expense
11 4th of July Celebration	\$10,000.00	\$10,000.00	\$10,000.00	\$0.00	0.00%	
12 Holiday Lights	\$10,000.00	\$10,000.00	\$10,000.00	\$0.00	0.00%	
13 Teenage Anxiety Depression Solutions (TADS)	\$0.00	\$4,000.00	\$0.00	(\$4,000.00)	-100.00%	ASRSD to include in assessment in FY2020
14 Personnel Board	\$0.00	\$500.00	\$0.00	(\$500.00)	-100.00%	
<b>Department 100 Total</b>	<b>\$870,246.00</b>	<b>\$910,947.00</b>	<b>\$925,735.00</b>	<b>\$14,788.00</b>	<b>1.62%</b>	
<b>Department 200 - Finance</b>						
01 Town Accountant	\$212,995.00	\$200,359.00	\$207,317.00	\$6,958.00	3.47%	increased by wage increases only
02 Benefits & Payroll	\$69,650.00	\$75,541.00	\$77,138.00	\$1,597.00	2.11%	increased by wage increases only
03 Computer Support - Financial Systems	\$46,918.00	\$48,615.00	\$48,713.00	\$98.00	0.20%	
04 Assessors	\$171,737.00	\$182,158.00	\$186,778.00	\$4,620.00	2.54%	
05 Treasurer/Tax Collector	\$149,720.00	\$157,724.00	\$176,984.00	\$19,260.00	12.21%	includes \$11,960 in wage increases plus \$6,000 increase in lock box services which is offset by interest income for FY2020
06 Health & Life Insurance	\$1,487,628.00	\$1,709,057.00	\$1,774,672.00	\$65,615.00	3.84%	\$46,437 of this cost is offset by Shirley Dispatch Regional Assessment
07 General Insurance	\$221,300.00	\$199,356.00	\$212,837.00	\$13,481.00	6.76%	includes 3% premium increase and \$7,500 for Fire flood insurance reduced to reflect FY19 estimated actual expense (expense based mainly on claims and there are no claims being paid)
09 Unemployment Compensation	\$31,384.00	\$25,000.00	\$5,600.00	(\$19,400.00)	-77.60%	extraordinary expense for FY2020 due mainly to a recent disability retirement; the increase from FY2020 to FY2021 is expected to be \$100,163
10 County Retirement Assessment	\$1,363,375.00	\$1,450,939.00	\$1,687,582.00	\$236,643.00	16.31%	
11 Notes & Bonds(Principal)	\$820,041.00	\$1,073,719.00	\$1,105,909.00	\$32,190.00	3.00%	
12 Interest	\$131,448.00	\$226,375.00	\$249,294.00	\$22,919.00	10.12%	
13 Tax Title	\$1,244.00	\$8,000.00	\$15,000.00	\$7,000.00	87.50%	increased in order to "catch up" with old receivables to be taken to tax title increased for FY2020 estimated wage increases; \$3,592 of this cost is offset by Shirley Dispatch Regional Assessment
14 FICA Medicare	\$104,248.00	\$112,500.00	\$122,500.00	\$10,000.00	8.89%	
15 Finance Committee	\$235.00	\$500.00	\$500.00	\$0.00	0.00%	
16 Reserve Fund	\$123,029.00	\$150,000.00	\$150,000.00	\$0.00	0.00%	
<b>Department 200 Total</b>	<b>\$4,934,952.00</b>	<b>\$5,619,843.00</b>	<b>\$6,020,824.00</b>	<b>\$400,981.00</b>	<b>7.14%</b>	
<b>Department 300 - Public Safety</b>						
01 Police Department	\$2,419,781.00	\$2,750,029.00	\$2,881,381.00	\$131,352.00	4.78%	includes \$105,802 in wage increases, \$17,250 increases in service maintenance agreements, \$5,500 for NEMLEC membership and \$2,400 for college reimbursement for new dispatchers
01A Region Dispatch	\$0.00	\$57,592.00	\$57,841.00	\$249.00	0.43%	
02 Fire Department	\$1,665,039.00	\$1,732,137.00	\$1,846,103.00	\$113,966.00	6.58%	includes \$96,795 in wage increases, \$10,173 costs related to new OSHA mandates and \$6,050 increase in clothing allowances under new contract

**FY2020 Omnibus Budget**

	<b>FY2018 Actual</b>	<b>FY2019 Approved</b>	<b>FY2020 Proposed</b>	<b>Difference</b>		<b>Notes</b>
03 Building Department	\$94,216.00	\$103,653.00	\$107,537.00	\$3,884.00	3.75%	increased by wage increases only
04 Emergency Management	\$12,461.00	\$21,860.00	\$22,605.00	\$745.00	3.41%	
05 Animal Control Officer (Dog Officer)	\$13,629.00	\$14,293.00	\$14,799.00	\$506.00	3.54%	increased by wage increases only
06 Animal/Barn Inspector	\$2,600.00	\$2,600.00	\$2,600.00	\$0.00	0.00%	
07 Tree Warden	\$42,459.00	\$44,701.00	\$44,901.00	\$200.00	0.45%	increased by wage increases only
<b>Department 300 Total</b>	<b>\$4,250,185.00</b>	<b>\$4,726,865.00</b>	<b>\$4,977,767.00</b>	<b>\$250,902.00</b>	<b>5.31%</b>	
<b>Department 400 - Public Works</b>						
01 Public Works	\$1,067,413.00	\$1,184,634.00	\$1,275,100.00	\$90,466.00	7.64%	includes \$32,451 in wage increases, \$9,500 for Depot Sq. streetscape, \$70,000 in increases for storm drains and culvert replacements and \$23,000 reduction in fuel
02 Snow & Ice Removal	\$341,621.00	\$320,000.00	\$320,000.00	\$0.00	0.00%	
03 Public Works - Street Lighting	\$44,246.00	\$40,000.00	\$40,000.00	\$0.00	0.00%	
04 Care of Graves	\$2,500.00	\$2,500.00	\$3,750.00	\$1,250.00	50.00%	increase for Woodlawn Cemetery maintenance of veterans graves
<b>Department 400 Total</b>	<b>\$1,455,780.00</b>	<b>\$1,547,134.00</b>	<b>\$1,638,850.00</b>	<b>\$91,716.00</b>	<b>5.93%</b>	
<b>Department 500 - Human Services</b>						
01 Council on Aging	\$154,037.00	\$179,113.00	\$175,715.00	(\$3,398.00)	-1.90%	decreased to more accurately reflect the new contract with MART
02 Board of Health	\$15,539.00	\$18,388.00	\$2,375.00	(\$16,013.00)	-87.08%	the duties of the BOH admin staff were absorbed by the Management Support staff in late FY19 for an estimated savings of \$10,095
03 Nashoba Assoc.. Board of Health	\$26,711.00	\$28,047.00	\$29,449.00	\$1,402.00	5.00%	FY2020 assessment
04 Parks Department	\$142,776.00	\$151,268.00	\$159,151.00	\$7,883.00	5.21%	includes \$5,883 in wage increases and \$2,000 in DLS training and equipment upgrades
05 Ayer/Shirley Youth Football & Cheerleading	\$4,000.00	\$4,000.00	\$4,000.00	\$0.00	0.00%	
06 Little League	\$4,000.00	\$4,000.00	\$4,000.00	\$0.00	0.00%	
07 Veterans Agent	\$19,084.00	\$19,609.00	\$19,893.00	\$284.00	1.45%	
08 Veterans Benefits	\$141,629.00	\$140,000.00	\$140,000.00	\$0.00	0.00%	
09 Library	\$571,239.00	\$595,277.00	\$607,369.00	\$12,092.00	2.03%	includes \$9,795 in wage increases and \$2,297 increase in books to meet state requirements
10 Disabilities Comm.	\$0.00	\$500.00	\$500.00	\$0.00	0.00%	
<b>Department 500 Total</b>	<b>\$1,079,015.00</b>	<b>\$1,140,202.00</b>	<b>\$1,142,452.00</b>	<b>\$2,250.00</b>	<b>0.20%</b>	
<b>Department 600 - Management Support</b>						
01 Conservation Commission	\$55,086.00	\$57,669.00	\$61,219.00	\$3,550.00	6.16%	increased by wage increases only
02 Economic & Community Development	\$35,182.00	\$37,439.00	\$39,180.00	\$1,741.00	4.65%	includes \$1,691 in wage increases
03 Town Planner	\$56,507.00	\$81,428.00	\$85,540.00	\$4,112.00	5.05%	includes \$3,612 in wage increases
04 Historical Commission	\$750.00	\$750.00	\$750.00	\$0.00	0.00%	
05 Montachusett Reg. Plan. Comm.	\$2,390.00	\$2,450.00	\$2,511.00	\$61.00	2.49%	FY2020 assessment
06 Mngmt Support (printing & reporting)	\$47,665.00	\$51,804.00	\$66,083.00	\$14,279.00	27.56%	the duties of the BOH admin staff were absorbed by the Management Support staff in late FY19 for an estimated savings of \$10,095; \$11,779 of the \$14,279 increase is due to wage increases and \$1,500 for increase in training
07 Information Technology	\$142,568.00	\$158,163.00	\$166,811.00	\$8,648.00	5.47%	includes \$4,122 in wage increases and \$4,476 for increases in services
<b>Department 600 Total</b>	<b>\$340,148.00</b>	<b>\$389,703.00</b>	<b>\$422,094.00</b>	<b>\$32,391.00</b>	<b>8.31%</b>	



**FY2020 Omnibus Budget**

<b>FY2018 Actual</b>	<b>FY2019 Approved</b>	<b>FY2020 Proposed</b>	<b>Difference</b>		<b>Notes</b>
<b>Total Summary by Department</b>					
Dept 100 - General Government	\$870,246.00	\$910,947.00	\$925,735.00	\$14,788.00	1.62%
Dept 200 - Finance	\$4,934,952.00	\$5,619,843.00	\$6,020,824.00	\$400,981.00	7.14%
Dept 300 - Public Safety	\$4,250,185.00	\$4,726,865.00	\$4,977,767.00	\$250,902.00	5.31%
Dept 400 - Public Works	\$1,455,780.00	\$1,547,134.00	\$1,638,850.00	\$91,716.00	5.93%
Dept 500 - Human Services	\$1,079,015.00	\$1,140,202.00	\$1,142,452.00	\$2,250.00	0.20%
Dept 600 - Management Support	\$340,148.00	\$389,703.00	\$422,094.00	\$32,391.00	8.31%
<b>Total Operating Budgets</b>	<b>\$12,930,326.00</b>	<b>\$14,334,694.00</b>	<b>\$15,127,722.00</b>	<b>\$793,028.00</b>	<b>5.53%</b>

*Explanatory Note: Please see insert for Omnibus Budget. Presentation to be made at Town Meeting. Omnibus Budget represents a 2% Cost of Living Adjustment (COLA) as recommended by the Town Manager and approved by the Board of Selectmen on March 19, 2019. Presentation on the Budget to be made at Town Meeting.*

Sponsor: Board of Selectmen  
Finance Committee:

Simple Majority Vote Required

**ARTICLE 7: FY 2020 AYER SHIRLEY REGIONAL SCHOOL DISTRICT ASSESSMENT**

To see if the Town will vote to raise and appropriate the sum of \$11,013,083 and to transfer \$98,000 from Free Cash as required to fund the Town's FY 2020 assessment for the Ayer Shirley Regional School District, and to raise and appropriate the sum of \$952,315 for the Town's portion of the ASRSD High School Building Project debt service, or take any action thereon or in relation thereto.

Sponsor: Ayer Shirley Regional School Committee  
Board of Selectmen:  
Finance Committee:

Simple Majority Vote Required

**ARTICLE 8: FY 2020 NASHOBA VALLEY TECHNICAL VOCATIONAL SCHOOL ASSESSMENT**

To see if the Town will vote to raise and appropriate the sum of \$764,256 required to fund the FY 2020 assessment for the Nashoba Valley Regional Technical High School, or take any action thereon or in relation thereto.

Sponsor: Nashoba Valley Technical Vocational School Committee  
Board of Selectmen:  
Finance Committee:

Simple Majority Vote Required

**ARTICLE 9: NASHOBA VALLEY TECHNICAL VOCATIONAL MSBA ROOF PROJECT**

To see if the Town will approve the Three Million, Seven Hundred Four Thousand, Six Hundred and Sixteen Dollars (\$3,704,616) borrowing authorized by the Nashoba Valley Technical High School District for the purpose of paying costs of the Replacement of Roofs, Windows, and Doors at Nashoba Valley Technical High School, 100 Littleton Road, Westford, MA 01886, including the payment of all costs incidental or related thereto (the "Project"), which proposed repair project would materially extend the useful life of the school and preserve an asset that otherwise is capable of supporting the required educational program, 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 Committee. The MSBA's grant program is a non-entitlement, discretionary program based on need, as determined by the MSBA, and any Project

*For more information, please visit the Town's website: [www.ayer.ma.us](http://www.ayer.ma.us)*

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) fifty-five percent (55%) 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 thereon or in relation thereto.

*Explanatory Note: The estimated cost for the Town of Ayer's portion of this roof project would be \$13,000 per year for a twenty year bond for an estimated total cost of \$260,000.*

Sponsor: Nashoba Valley Technical Vocational School Committee  
Board of Selectmen:  
Finance Committee:

Simple Majority Vote Required

### **ENTERPRISE FUND ARTICLES**

**Handouts will be provided at Town Meeting with further detail on Articles No. 10 – 13**

#### **ARTICLE 10: SOLID WASTE**

To see if the Town will vote to raise and appropriate or transfer from available funds the following funds to operate the solid waste department:

Direct costs of \$435,550 of which \$296,842 is to come from solid waste revenue, \$22,915 is to come from solid waste retained earnings and \$115,793 is to come from the tax levy, and indirect costs of \$113,802 to come from the tax levy; or take any action thereon or in relation thereto.

Sponsor: Board of Selectmen  
Finance Committee:

Simple Majority Vote Required

#### **ARTICLE 11: AMBULANCE**

To see if the Town will vote to raise and appropriate or transfer from available funds the following funds to operate the ambulance department:

Direct costs of \$198,595 is to come from ambulance revenue, and indirect costs of \$388,654 of which \$256,305 is to come from ambulance revenue and \$65,000 from ambulance retained earnings and \$67,349 is to come from the tax levy; or take any action thereon or in relation thereto.

Sponsor: Board of Selectmen  
Finance Committee:

Simple Majority Vote Required

#### **ARTICLE 12: SEWER**

To see if the Town will vote to raise and appropriate or transfer from available funds the following funds to operate the sewer department:

*For more information, please visit the Town's website: [www.ayer.ma.us](http://www.ayer.ma.us)*

Direct costs of \$2,965,062 of which \$2,945,622 is to come from sewer revenue and \$19,440 to come from the tax levy and indirect costs of \$350,424 of which \$130,368 to come from sewer revenue and \$220,056 is to come from sewer retained earnings; or take any action thereon or in relation thereto.

Sponsor: Board of Selectmen  
Finance Committee:

Simple Majority Vote Required

### **ARTICLE 13: WATER**

To see if the Town will vote to raise and appropriate or transfer from available funds the following funds to operate the water department:

Direct costs of \$2,143,334 to come from water revenue and indirect costs of \$279,466 to come from water revenue; or take any action thereon or in relation thereto.

Sponsor: Board of Selectmen  
Finance Committee:

Simple Majority Vote Required

### **REVOLVING FUNDS ARTICLE**

### **ARTICLE 14: REVOLVING FUNDS ARTICLE – NEW BYLAW**

To see if the Town will vote pursuant to the provisions of G.L. c.44, §53E½, as most recently amended, to (1) establish the following revolving funds and fiscal year spending limits as set forth below, and further (2) to amend the General By-laws by inserting a new by-law, Article LV: Revolving Funds, establishing various revolving funds, specifying the departmental receipts to be credited to each fund, the departmental purposes or programs for which each fund may be expended, and the entity authorized to expend each fund, such bylaw to provide as follows:

#### **Article LV - Revolving Funds**

Section 1 - There are hereby established in the Town of Ayer pursuant to the provisions of G.L. c.44, §53E½, the following Revolving Funds, from which the specified department head, board, committee, or officer may incur liabilities against and spend monies from without appropriation in accordance with the limitations set forth in this by-law.

Section 2 - Fringe benefits of full-time employees whose salaries or wages are paid from the fund shall also be paid from the fund.

Section 3 - No liability shall be incurred in excess of the available balance of the fund.

Section 4 - The total amount spent during a fiscal year shall not exceed the amount authorized by Annual Town Meeting or any increase therein as may later be authorized by the Board of Selectmen and Finance Committee in accordance with G.L. c.44, §53E½.

Section 5 - Interest earned on monies credited to a revolving fund established by this by-law shall be credited to the General Fund.

*For more information, please visit the Town's website: [www.ayer.ma.us](http://www.ayer.ma.us)*

Section 6 - Authorized Revolving Funds

<u>REVOLVING FUND PROGRAM OR PURPOSE</u>	<u>DEPARTMENT RECEIPTS TO BE CREDITED TO FUND</u>	<u>REPRESENTATIVE OR BOARD ENTITY AUTHORIZED TO SPEND</u>
<b>FIRE ALARM FUND</b> - fire alarm repairs and replacement	Fire alarm box assessment fees and fines for needless and false alarms	Fire Chief
<b>HAZARDOUS MATERIALS FUND</b> - replacement of supplies and expenses	Fees and charges from Hazardous Materials incidents	Fire Chief
<b>FOURTH OF JULY FUND</b> - purchasing and promoting the event	Receipts from vendor fees	4th of July Committee, with the approval of the Board of Selectmen
<b>DPW INSPECTION FEES FUND</b> - funding inspections of road construction, drainage facilities, and water and sewer line installations	Fees and charges from developers and contributions	Superintendent of Public Works
<b>TOWN HALL MAINTENANCE FUND</b> -costs related to operation, maintenance, repair and/or reconstruction at Town Hall and its grounds	Fees assessed for use of Town Hall facilities	Board of Selectmen
<b>SENIOR ACTIVITES FUND</b> Assist in supporting the costs of activities for senior citizens	Fees are collected and used towards senior activities	Council on Aging
<b>SENIOR STORE</b> Costs to supply store located at the Senior Center with convenience Items for seniors	Receipts from sales of items at the store	Council on Aging
<b>RECYCLING FUND</b> Assist in supporting the costs of recycling initiatives and recycling projects	Receipts from donations and grants	Superintendent of Public Works

Section 7 - Procedures and Reports - Except as provided in General Laws Chapter 44, §53E½ and this by-law, all applicable state and local laws and regulations that govern the receipt, custody, expenditure and payment of town funds shall apply to the use of revolving funds established and authorized by this by-law.

And, further, to establish the following fiscal year spending limit for such funds:

Authorized Revolving Funds	Fiscal Year Expenditure Limit
<b>FIRE ALARM FUND</b>	\$ 75,000
<b>HAZARDOUS MATERIALS FUND</b>	\$ 10,000
<b>FOURTH OF JULY FUND</b>	\$ 25,000
<b>DPW INSPECTION FEES FUND</b>	\$100,000
<b>TOWN HALL MAINTENANCE FUND</b>	\$ 10,000
<b>SENIOR ACTIVITES FUND</b>	\$5,000

For more information, please visit the Town's website: [www.ayer.ma.us](http://www.ayer.ma.us)

<b>SENIOR STORE</b>	\$5,000
<b>RECYCLING FUND</b>	\$10,000

Or take any action thereon or in relation thereto.

*Explanatory Note: The provisions of the Municipal Modernization Act include revisions to G.L. c.44, §53E 1/2. Revolving funds must now be established by bylaw and will not need an annual vote of Town Meeting unless a revolving fund is added/ deleted or a limit needs to be changed.*

Sponsor: Board of Selectmen  
Finance Committee:

Simple Majority Vote Required

**BORROW ARTICLE**

**ARTICLE 15: CAPITAL BUDGET REQUESTS**

To see if the Town will vote to authorize the Treasurer, with the approval of the Board of Selectmen, to borrow the sums set out in the Warrant and hereby listed for the purposes of funding the following equipment, services, and public works projects as contained in the Capital Budget, each sum hereafter to be voted on separately, or take any action thereon or in relation thereto.

<b><u>Department</u></b>	<b><u>Item</u></b>	<b><u>Amount</u></b>
Facilities	Town Hall HVAC Replacement	\$90,000
DPW- Admin	Main St. & Columbia St. Design Engineering Phase I	\$250,000
DPW- Highway	Road Paving	\$150,000
Water Enterprise	Groton Shirley Road Water Main Loop Engineering	\$50,000
	Grove Pond Filter Media Replacement	\$158,074
Sewer Enterprise	Infiltration/Inflow Repairs	\$282,351
<b>Total:</b>		<b>\$980,425</b>

*Explanatory Note: All of the above Capital Budget requests and amounts were reviewed by and recommended by the Town's Capital Planning Committee.*

Board of Selectmen:  
Finance Committee:

Two Thirds Vote Required

For more information, please visit the Town's website: [www.ayer.ma.us](http://www.ayer.ma.us)



**CAPITAL EXCLUSION ARTICLE**

**ARTICLE 16: AUTHORIZATION FOR CAPITAL EXCLUSION FOR THE FIRE DEPARTMENT - FIRE ENGINE #2 REPLACEMENT**

To see if the Town will vote to be allowed to assess an additional \$650,000 in real estate and personal property taxes in order to fund an appropriation to purchase and equip a fire engine (to replace existing engine #2); said funds to be expended under the direction of the Board of Selectmen; or take any action thereon or in relation thereto

Sponsor: Board of Selectmen  
Finance Committee:

Simple Majority Vote Required

**TRANSFER ARTICLES**

**ARTICLE 17: CAPITAL BUDGET REQUESTS**

To see if the Town will vote to transfer from Capital Stabilization the following sums hereby listed for the purpose of funding the following equipment, services and public works projects as contained in the Capital Budget, each sum hereafter to be voted on separately, or take any action thereon or in relation thereto:

Facilities	Town Hall access control phase 2	\$40,000
Information Technology	Replace/upgrade Windows 7 computers to Windows 10	\$60,000
Fire Department	Extractor washer/Gear dryer	\$18,000
Parks Department	East side perimeter path Pirone Park	\$35,000
	Sandy Pond beach irrigation system	\$20,000
DPW Admin	Main St light upgrades	\$70,000
DPW Highway	0 Park St paving	\$25,000
	Mobile sign boards	\$20,000
	<b>Total</b>	<b>\$288,000</b>

Sponsor: Capital Planning Committee

*For more information, please visit the Town's website: [www.ayer.ma.us](http://www.ayer.ma.us)*

Board of Selectmen: Recommends  
Finance Committee:

Two Thirds Vote Required

### **ARTICLE 18: CAPITAL BUDGET REAUTHORIZATION**

To see if the Town will vote to revise and appropriate the borrow authorization from Article 13 “Automated HVAC system for Police Station” of the May 14, 2018 Town Meeting in the amount of \$45,950 and revise and appropriate to “Town-wide HVAC Controls” in the amount of \$45,950; or take any action thereon or in relation thereto.

*Explanatory Note: This Article would revise/repurpose the original Capital Budget Project for the “Automated HVAC system for Police Station” in the amount of \$45,950 as approved by Article 13 of the May 14, 2018 to the “Town-wide HVAC Controls” in the amount of \$45,950. This is on recommendation by the Town’s Facilities Director for the purposes of leveraging these funds for DOER Green Communities grant funds for HVAC controls not only for the Police Station but Town-wide.*

Sponsor: Board of Selectmen  
Finance Committee:

Two Thirds Vote Required

### **ARTICLE 19: TRANSFERS UNEXPENDED BOND PROCEEDS FOR GROVE POND FILTER MEDIA REPLACEMENT**

To see if the Town will vote to transfer the following amounts that were previously appropriated and raised by borrowing under the following votes of the Town, as such amounts are no longer needed to complete the projects for which they were initially borrowed, to pay the additional cost of the Grove Pond filter media replacement:

<b>Amount to be Transferred</b>	<b>Warrant Article</b>	<b>Meeting Date</b>	<b>Original Purpose</b>
\$951	19	May 14, 2012	Cross county water main transmission engineering
\$24,629	18	May 13, 2013	Spec Pond filter valve replacement
\$42,565	20	May 9, 2016	Wright Road water main loop

Or take any action thereon or in relation thereto.

*Explanatory Note: This Article transfers unexpended bond proceeds from previously approved and completed water projects (as indicated in the Article) and transfers them to pay toward the Grove Pond Filter Media Replacement Project.*

Sponsor: Board of Selectmen  
Finance Committee:

Simple Majority Vote

*For more information, please visit the Town’s website: [www.ayer.ma.us](http://www.ayer.ma.us)*

**ARTICLE 20: TRANSFER OF RECEIPTS RESERVED FOR BORROW FOR GROVE POND FILTER MEDIA REPLACEMENT**

To see if the Town will vote to transfer \$48,781 from water receipts reserved for borrow to pay the additional cost of the Grove Pond filter media replacement; or take any action thereon or in relation thereto.

*Explanatory Note: This Article transfers \$48,781 from water receipts reserved for borrow and transfers them to pay the additional cost of the Grove Pond Filter Media Replacement Project.*

Sponsor: Board of Selectmen  
Finance Committee:

Simple Majority Vote

**ARTICLE 21: TRANSFER UNEXPENDED BOND PROCEEDS FOR SEWER INFILTRATION INFLOW REPAIRS**

To see if the Town will vote to transfer the following amounts that were previously appropriated and raised by borrowing under the following votes of the Town, as such amounts are no longer needed to complete the projects for which they were initially borrowed, to pay the additional cost of the Sewer infiltration inflow repairs:

<b>Amount to be Transferred</b>	<b>Warrant Article</b>	<b>Meeting Date</b>	<b>Original Purpose</b>
\$2,020	2	June 8, 2015	Stony Brook pump station replacement

Or take any action thereon or in relation thereto.

Sponsor: Board of Selectmen  
Finance Committee:

Simple Majority Vote

**ARTICLE 22: TRANSFER OF RECEIPTS RESERVED FOR BORROW FOR SEWER INFILTRATION INFLOW REPAIRS**

To see if the Town will vote to transfer \$65,629 from sewer receipts reserved for borrow to pay the additional cost of the Sewer Infiltration Inflow Repairs, or take any action thereon or in relation thereto.

*Explanatory Note: This Article transfers \$65,629 from sewer receipts reserved for borrow and transfers them to pay the additional cost of the Sewer Infiltration Inflow Repairs.*

*For more information, please visit the Town's website: [www.ayer.ma.us](http://www.ayer.ma.us)*

Sponsor: Board of Selectmen  
Finance Committee:

Simple Majority Vote

**ARTICLE 23: REPLACE BASKETBALL HOOPS AT SANDY POND BEACH**

To see if the Town will vote to appropriate and transfer \$10,000 from Free Cash to replace the basketball hoops at Sandy Pond Beach, or take any action thereon or in relation thereto.

Sponsor: Board of Selectmen  
Finance Committee:

Simple Majority Vote

**ARTICLE 24: UDAG REPLENISHMENTS**

To see if the Town will vote to transfer \$230,000 from Free Cash to replenish the Urban Development Action Grant (UDAG) account for the following:

Worthen Dale/Depot Square Eminent Domain Settlement: \$230,000

**Total: \$230,000**

Or take any action thereon or in relation thereto.

*Explanatory Note: This article will replenish the Town's UDAG Fund in the amounts set forth in the article. These funds were used from the UDAG's unrestricted funds for purposes that did not have a repayment mechanism in place.*

Sponsor: Board of Selectmen  
Finance Committee:

Simple Majority Vote Required

**ARTICLE 25: GASB-45/OPEB (Post-Employment Benefits) FUND**

To see if the Town will vote to raise and appropriate \$123,000 and transfer \$177,000 from Free Cash, totaling the sum of \$300,000 to meet the Town's obligations under the Government Accounting Standards Board (GASB) Statement 45 to fund the Town's future obligation for the cost of other post-employment benefits (OPEB), or take any action thereon or in relation thereto.

*Explanatory Note: This Article funds the Town's GASB-45/OPEB, Post-Employment Benefits in the total sum of \$300,000 with \$123,000 derived from the Town's Local Meals Tax and \$177,000 from Free Cash as recommended by the Town's OPEB Board of Trustees.*

Sponsor: Board of Selectmen  
Finance Committee:

Simple Majority Vote Required

*For more information, please visit the Town's website: [www.ayer.ma.us](http://www.ayer.ma.us)*

**RAISE & APPROPRIATE ARTICLES**

**ARTICLE 26: FIRST YEAR'S INTEREST-GENERAL FUND BORROWING**

To see if the Town will vote to raise and appropriate the sum of \$41,650 required to provide for the first year's interest charges and associated administrative expenses on all General Fund borrowing/bonding authorized by this Town Meeting, or take any action thereon or in relation thereto.

Sponsor: Board of Selectmen  
Finance Committee:

Simple Majority Vote Required

**ARTICLE 27: FUNDING FOR AQUATIC WEED CONTROL FOR TOWN PONDS**

To see if the Town will vote to raise and appropriate the sum of \$30,000 for the purpose of funding the aquatic weed control program for the Town's ponds, and any incidental and related costs and expenses; or take any action thereon or in relation thereto. Funds are to be spent by June 30, 2022; unexpended funds on June 30, 2022, to close and revert to general fund balance.

*Explanatory Note: Funding from this Article will be used by the Conservation Commission for the purposes of the aquatic weed control of all the Town's ponds.*

Sponsor: Board of Selectmen  
Finance Committee:

Simple Majority Vote Required

**ARTICLE 28: FUNDING FOR CONSERVATION FUND**

To see if the Town will vote to raise and appropriate the sum of \$5,000 for the purpose of funding the Town's Conservation Fund established pursuant to the provisions of G.L. c. 40, sec 8C, or take any action thereon or in relation thereto.

*Explanatory Note: This Article would appropriate \$5,000 into the Town's Conservation Fund established by Town Meeting and administered by the Conservation Commission for the purposes of acquiring conservation land in the Town.*

Sponsor: Board of Selectmen  
Finance Committee:

Simple Majority Vote Required

*For more information, please visit the Town's website: [www.ayer.ma.us](http://www.ayer.ma.us)*

**ARTICLE 29: FUNDING OF PROJECTS AND PROGRAMS FROM THE  
COMMUNITY HOST AGREEMENT BETWEEN THE  
TOWN OF AYER AND CENTRAL AVE.  
COMPASSIONATE CARE, INC./LATE SPRING, INC.**

To see if the Town will vote to raise and appropriate or transfer from available funds the following sums hereby listed for the purposes of funding the items set forth in the Host Community Agreement between the Town of Ayer and Central Ave. Compassionate Care, Inc./Late Spring, Inc. and any incidental and related costs and expenses, said funds to be derived from the community impact fee provided pursuant to the Host Community Agreement; or take any action thereon or in relation thereto:

Ayer Youth Works Program	\$30,000
Ayer Shirley Regional School District's D.A.R.E. Program	\$6,500
Ayer Fire Department S.A.F.E. Program	\$1,500
"Welcome to Ayer" Sign (materials and installation)	\$12,000
<u>Total:</u>	<u>\$50,000</u>

*Explanatory Note: The funding for each of these projects and programs as set forth by the Article will be derived from funds obtained through the Host Community Agreement between the Town of Ayer and Central Ave Compassionate Care, Inc./Late Spring, Inc. as executed on March 27, 2018 and on file with the Town Clerk's Office and posted on the Town's website at [www.ayer.ma.us](http://www.ayer.ma.us) and deposited in the Town's General Fund for appropriation.*

Sponsor: Board of Selectmen  
Finance Committee:

Simple Majority Vote Required

**ARTICLE 30: STABILIZATION FUND**

To see if the Town will vote transfer \$190,698 from Free Cash or such other sum or sums of money, with \$10,698 to be credited to the Stabilization Fund under the provisions of Chapter 40, Section 5B of the General Laws, and \$180,000 to be credited to the Capital Stabilization Fund per the Town's Financial Policies or take any action thereon or in relation thereto.

*Explanatory Note: This Article transfers \$10,698 from Free Cash into the Town's Stabilization Fund and transfers \$180,000 into the Town's Capital Stabilization Fund for a total transfer of \$190,698.*

Sponsor: Board of Selectmen  
Finance Committee:

Simple Majority Vote Required

*For more information, please visit the Town's website: [www.ayer.ma.us](http://www.ayer.ma.us)*



## COMMUNITY PRESERVATION ACT ARTICLES

### **ARTICLE 31: COMMUNITY PRESERVATION ACT**

To see if the Town will hear and act on the report of the Community Preservation Committee on the Fiscal Year 2020 Community Preservation Act budget, and appropriate from the estimated FY 2020 Community Preservation Fund revenues:

- A sum of money equal to five percent, and not to exceed \$5,000 to meet the administrative expenses and all other necessary and proper expenses of the Community Preservation Committee for Fiscal Year 2020.

And further, to reserve for future appropriation from the estimated FY 2020 Community Preservation Fund revenues the following sums of money, as recommended by the Community Preservation Committee, for each of the following purposes:

- A sum of money equal to \$110,774 more or less, for acquisition, creation and preservation of open space excluding land for recreational use, and
- A sum of money equal to \$22,155 more or less, for acquisition, preservation, restoration and rehabilitation of historic resources, and
- A sum of money equal to \$22,155 more or less, for acquisition, creation and preservation and support of community housing.

And the remainder sum of \$49,464 for the Community Preservation FY 2019 Budgeted Reserve.

Or take any action thereon or in relation thereto.

*Explanatory Note: Disbursement required by the Commonwealth of Massachusetts under M.G.L. Chapter 44B for the estimated FY 2020 Community Preservation Fund revenues.*

Sponsor: Community Preservation Committee  
Board of Selectmen:  
Finance Committee:

Simple Majority Vote Required

### **ARTICLE 32: COMMUNITY PRESERVATION FUND FY 2020 TRANSFER OF FUNDS**

To see if the Town will vote to transfer from Community Preservation Fund FY 2020 estimated annual revenues, the sum of \$12,000 to be added to that appropriated for the Community Preservation Committee FY 2020 administrative expenses under Article 31, such sum to be used for due diligence, including title searches and related administrative tasks, for potential open space acquisitions; or take any action thereon or in relation thereto.

*For more information, please visit the Town's website: [www.ayer.ma.us](http://www.ayer.ma.us)*

*Explanatory Note: Due diligence for future appropriations by the Community Preservation Committee for general open space purposes.*

Sponsor: Community Preservation Committee

Board of Selectmen:

Finance Committee:

Simple Majority Vote Required

### **ARTICLE 33: AYER COMMUNITY GARDEN PROJECT**

To see if the Town will vote to transfer from the Community Preservation Fund Balance Reserve from the Open Space Category the sum of money no to exceed \$41,000 to support the creation of the Ayer Community Garden, located on Town property on Barnum Road (Parcel 34-137); or take any action thereon or in relation thereto.

*Explanatory Note: This Article will help fund the costs for constructing the raised beds, soil/loam, walkway material, small gardening equipment, locked storage shed and locked chain link fencing for the Ayer Community Garden from the Open Space Category of the Town's Community Preservation Fund.*

Sponsor: Community Preservation Committee

Board of Selectmen:

Finance Committee:

Simple Majority Vote Required

### **ARTICLE 34: FORMER CENTRAL FIRE STATION HISTORICAL AND AFFORDABLE HOUSING PROJECT**

To see if the Town will vote to transfer from the Community Preservation Fund Balance Reserve from the Housing Category, the sum of money not to exceed \$150,000; and vote to transfer from the Historic Resources Category the sum of money not to exceed \$40,000 to support the creation of six affordable apartment and continue the historic restoration of the Former Central Fire Station located on Washington Street; or take any action thereon or in relation thereto.

*Explanatory Note: This Article will help fund the creation of six (6) affordable rental units plus the on-going historical preservation renovations of the Former Central Fire Station Located on Washington Street. The total funding from this Article is \$190,000 with \$150,000 coming from the Housing Category of the Town's Community Preservation Fund and \$40,000 coming from the Historic Resources Category of the Town's Community Preservation Fund. The historical preservation work will be done in accordance with the Secretary of the Interior's standards.*

Sponsor: Community Preservation Committee

Board of Selectmen:

Finance Committee:

Simple Majority Vote Required

*For more information, please visit the Town's website: [www.ayer.ma.us](http://www.ayer.ma.us)*

**ARTICLE 35: ACQUISITION OF EASEMENTS FOR ROUTE 2A (EAST MAIN STREET) MASSACHUSETTS DEPARTMENT OF TRANSPORTATION PROJECT**

To see if the Town will vote to authorize the Board of Selectmen to acquire, by purchase, gift, eminent domain or otherwise, permanent and temporary easements in certain parcels of land adjacent to and/or contiguous to East Main Street as depicted on a plan entitled “Massachusetts Department of Transportation Highway Division Plan and Profile of Route 2A (East Main Street) in the Town of Ayer Middlesex County,” dated March 21, 2019, as said plan may be amended, on file with the Town Clerk, and in parcels of land located within 200 feet of said parcels and in parcels adjacent to East Main Street, as such additional areas may be shown on said plan, as hereinafter revised, for public way purposes, including, without limitation, drainage, utility, slope, grading and construction of improvements and structures, and other related purposes, to enable the Town to undertake the East Main Street (Route 2A) improvement project; and, further, vote to transfer the care, custody, and control of a portion or portions of Town-owned property or properties shown on the aforesaid plans from the board or officer having custody of the same for the purposes for which such properties are currently held to the Board of Selectmen for public way and related purposes and further to dedicate said portion or portions of the Town-owned properties for the foregoing purposes, or take any action thereon or in relation thereto.

*Explanatory Note: This Article would authorize the Board of Selectmen to acquire the various easements required for the East Main Street Project.*

Sponsor: Board of Selectmen  
Finance Committee:

Simple Majority Vote Required

**ARTICLE 36: GRANT OF EASEMENT TO MASSACHUSETTS ELECTRIC COMPANY – MACPHERSON ROAD**

To see if the Town will vote to authorize the Board of Selectmen to grant an easement to Massachusetts Electric Company for the transmission of electric current upon Town-owned property located on the southerly side of MacPherson Road, Ayer, described in deeds recorded with the Middlesex South Registry of Deeds in Book 13524, Page 646 as amended in Book 16376, Page 496, said easement shown on a sketch plan entitled “Sketch to Accompany the Easement for the Installation/Replacement of Conduit,” dated January 10, 2019, on file with the Town Clerk, on such terms and conditions as the Board of Selectmen deems appropriate, or take any action thereon or in relation thereto.

*Explanatory Note: This Article would authorize the Board of Selectmen to grant an easement to the Massachusetts Electric Company for the transmission of electric lines for the Wastewater Treatment Plant.*

Sponsor: Board of Selectmen  
Finance Committee:

Simple Majority Vote Required

*For more information, please visit the Town’s website: [www.ayer.ma.us](http://www.ayer.ma.us)*

**ARTICLE 37: GRANT OF EASEMENT TO NATIONAL GRID –  
TRANSFER STATION UTILITIES**

To see if the Town will vote to authorize the Board of Selectmen to grant an easement to National Grid for the transmission of electric current upon Town-owned property located on the easterly side of Groton-Harvard Road, being Assessor’s Map 13, Parcel 3 described in a deed recorded with the Middlesex South Registry of Deeds in Book 47465, Page 544, said easement shown on a sketch plan entitled “Solid Waste Transfer Station Site Layout and Utilities,” dated November 1986, on file with the Town Clerk, on such terms and conditions as the Board of Selectmen deems appropriate, or take any action thereon or in relation thereto.

*Explanatory Note: This Article would authorize the Board of Selectmen to grant an easement to National Grid for electric lines for the purposes of the Transfer Station’s electric utilities.*

Sponsor: Board of Selectmen  
Finance Committee:

Simple Majority Vote Required

**ARTICLE 38: BYLAW ARTICLE REGARDING AUTHORIZATION OF  
UTILITY EASEMENTS [PLACEHOLDER]**

**[Waiting on Language from Town Counsel]**

To see if the Town will vote to authorize

**CITIZEN’S PETITIONS**

**ZONING BYLAW AMENDMENT: LARGE SCALE SOLAR SET BACK**

To see if the Town will vote to amend Section 8.5.6.4.1 of the Ayer Zoning Bylaw by replacing the text thereof in its entirety and substituting the following:

- 8.5.6.4.1 Large-Scale Ground Mounted Solar Energy Systems shall adhere to the same set-backs as are required for principal buildings in the underlying Ayer zoning districts; except where located in or near residentially zoned areas all STRUCTURES in Large-Scale Ground Mounted Solar Energy Systems shall be set back from the LOT LINE of any adjacent LOT which is situated in any of the Residential Districts by 150 feet. The set-back area shall be maintained in its natural vegetated state and shall not be disturbed.

*Explanatory Note: Citizen’s Petition filed by Ayer Resident Mr. Kevin Horgan with the Ayer Town Clerk on April 8, 2019 and qualified signatures of seventeen (17) voters were certified by the Ayer Registrars of Voters.*

*For more information, please visit the Town’s website: [www.ayer.ma.us](http://www.ayer.ma.us)*

## LENGTH OF TERM

That we change the length of term concerning our elected officials so that they may serve a maximum of 6 consecutive years on the same Board or Committee. After one year while not serving on that Board or Committee, they may run again for election to that same Board or Committee. During this year sabbatical, they may run for election, or be appointed to any other Board of Committee. Any elected official currently serving more than 6 years may finish their elected term.

*Explanatory Note: Citizen's Petition filed by Ayer Resident Ruth Maxant-Schulz with the Ayer Town Clerk on April 12, 2019 and qualified signatures of ten (10) voters were certified by the Ayer Registrars of Voters.*

A True Copy Attest: \_\_\_\_\_  
**Susan E. Copeland**  
**Town Clerk & Tax Collector**

**Date:** April 16, 2019

As directed in the foregoing warrant, I have this day posted three attested copies in three public places, one of which was the Town Hall at least fourteen days before said meeting, all as herein directed.

\_\_\_\_\_  
**Constable**

**Date:** April 16, 2019

*For more information, please visit the Town's website: [www.ayer.ma.us](http://www.ayer.ma.us)*

FY2020 DRAFT BUDGET

ACCOUNTS FOR:			FY2016	FY2017	FY2018	FY2019	FY2019	FY2020			
GENERAL FUND			ACTUALS	ACTUALS	ACTUALS	ACTUALS	BUDGET	REQUEST	Mvmt '19 to '20	% increase/decrease	COMMENT
<b>1114 MODERATOR</b>											
1114	51100	MODERATOR STIPEND	500.00	500.00	510.00	0.00	520.00	530.00	10.00	1.92%	
<b>TOTAL</b>	<b>MODERATOR</b>		<b>500.00</b>	<b>500.00</b>	<b>510.00</b>	<b>0.00</b>	<b>520.00</b>	<b>530.00</b>	<b>10.00</b>		
<b>1122 BOARD OF SELECTMEN</b>											
1122	51100	SELECTMEN STIPENDS	6,975.96	6,975.96	7,116.00	3,024.55	7,259.00	7,404.00	145.00	2.00%	set by Town Meeting
1122	51110	ASSIST TOWN MANAGER	73,267.36	74,207.52	75,239.50	33,076.82	95,923.00	99,978.00	4,055.00	4.23%	
1122	51120	TOWN MANAGER	115,832.77	120,394.08	125,081.00	45,374.40	131,586.00	137,578.00	5,992.00	4.55%	per new TM contract
		COLLEGE INCENTIVE						3,000.00	3,000.00	100.00%	per new TM contract
1122	51130	WAGES CLERICAL	0.00	0.00	68.00	1,615.00	0.00	2,500.00	2,500.00	0.00%	summer internship program
1122	51140	LONGEVITY	200.00	230.00	260.00	290.00	490.00	550.00	60.00	12.24%	
1122	51300	OVERTIME	3,350.26	3,558.49	3,780.15	0.00	0.00	0.00	0.00	0.00%	
1122	52000	SERVICES	946.45	1,405.34	1,082.76	409.17	1,250.00	1,250.00	0.00	0.00%	
1122	52100	CLERICAL SERVICES	0.00	0.00	0.00	0.00	800.00	0.00	-800.00	-100.00%	
1122	54000	SUPPLIES	847.75	314.64	212.99	0.00	1,000.00	0.00	-1,000.00	-100.00%	
1122	54200	OFFICE SUPPLIES	16.00	7,677.86	221.99	109.56	0.00	1,000.00	1,000.00	0.00%	
1122	57000	OTHER CHARGES & EXPENSES	2,014.84	3,436.19	2,647.71	1,549.00	3,000.00	3,500.00	500.00	16.67%	increase in training \$500
1122	58000	LAND APPRAISALS	0.00	0.00	0.00	0.00	5,000.00	5,000.00	0.00	0.00%	
<b>TOTAL</b>	<b>BOARD OF SELECTMEN</b>		<b>203,451.39</b>	<b>218,200.08</b>	<b>215,710.10</b>	<b>85,448.50</b>	<b>246,308.00</b>	<b>261,760.00</b>	<b>15,452.00</b>	<b>6.27%</b>	
<b>1126 BENEFITS &amp; PAYROLL MANAGER</b>											
1126	51000	PAYROLL & BENEFITS MGR WAGES	63,209.68	63,916.80	65,781.50	23,018.41	67,491.00	69,088.00	1,597.00	2.37%	
1126	52000	SERVICES	0.00	121.50	2,700.00	750.00	4,800.00	4,800.00	0.00	0.00%	
1126	54000	SUPPLIES	1,122.98	1,195.59	468.75	0.00	1,450.00	1,450.00	0.00	0.00%	
1126	54200	OFFICE SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%	
1126	57000	OTHER CHARGES & EXPENSES	475.78	297.51	699.66	25.00	1,800.00	1,800.00	0.00	0.00%	
<b>TOTAL</b>	<b>BENEFITS &amp; PAYROLL MANAGER</b>		<b>64,808.44</b>	<b>65,531.40</b>	<b>69,649.91</b>	<b>23,793.41</b>	<b>75,541.00</b>	<b>77,138.00</b>	<b>1,597.00</b>	<b>2.11%</b>	
<b>1132 RESERVE FUND</b>											
1132	57800	RESERVE FUND APPROP	139,934.00	77,378.80	123,029.00	0.00	150,000.00	150,000.00	0.00	0.00%	
<b>TOTAL</b>	<b>RESERVE FUND</b>		<b>139,934.00</b>	<b>77,378.80</b>	<b>123,029.00</b>	<b>0.00</b>	<b>150,000.00</b>	<b>150,000.00</b>	<b>0.00</b>	<b>0.00%</b>	
<b>1135 TOWN ACCOUNTANT</b>											
1135	51100	TOWN ACCOUNTANT SALARY	98,319.44	99,848.16	103,727.77	36,715.51	106,475.00	108,615.00	2,140.00	2.01%	stepped out
1135	51110	TOWN ACCT ASSIST-WAGES	47,558.32	48,295.49	60,047.32	18,943.20	52,534.00	57,274.00	4,740.00	9.02%	per union contract





**FY2020 DRAFT BUDGET**

ACCOUNTS FOR:			FY2016	FY2017	FY2018	FY2019	FY2019	FY2020			
GENERAL FUND			ACTUALS	ACTUALS	ACTUALS	ACTUALS	BUDGET	REQUEST	Mvmt '19 to '20	% increase/decrease	COMMENT
01145C	52000	SERVICES	3,844.81	4,092.41	4,283.19	307.80	11,000.00	17,000.00	6,000.00	54.55%	\$6,000 for Century bank lock box to now be recorded and offsetting interest credited to revenue
01145C	54000	SUPPLIES	1,346.86	421.86	593.80	239.93	2,100.00	2,100.00	0.00	0.00%	
01145C	54200	OFFICE SUPPLIES	0.00	0.00	0.00	527.83	750.00	750.00	0.00	0.00%	
01145C	57000	OTHER CHARGES & EXPENSES	2,315.39	13,985.94	288.54	999.27	2,112.00	3,412.00	1,300.00	61.55%	\$1,300 added per Treasurer/Collector contract for annual school and conferences
<b>TOTAL</b>	<b>TREASURER/TAX COLLECTOR</b>		<b>158,958.19</b>	<b>151,880.32</b>	<b>149,720.14</b>	<b>48,435.33</b>	<b>157,724.00</b>	<b>176,984.00</b>	<b>19,260.00</b>	<b>12.21%</b>	
<b>1147 FINANCE COMMITTEE</b>											
1147	57000	OTHER CHARGES & EXPENSES	176.00	226.00	235.00	180.00	500.00	500.00	0.00	0.00%	level funded
<b>TOTAL</b>	<b>FINANCE COMMITTEE</b>		<b>176.00</b>	<b>226.00</b>	<b>235.00</b>	<b>180.00</b>	<b>500.00</b>	<b>500.00</b>	<b>0.00</b>	<b>0.00%</b>	
<b>1148 PARKING TICKETS</b>											
1148	52000	SERVICES	1,000.00	1,000.00	1,075.78	357.64	1,500.00	1,500.00	0.00	0.00%	
<b>TOTAL</b>	<b>PARKING TICKETS</b>		<b>1,000.00</b>	<b>1,000.00</b>	<b>1,075.78</b>	<b>357.64</b>	<b>1,500.00</b>	<b>1,500.00</b>	<b>0.00</b>	<b>0.00%</b>	
<b>1151 TOWN COUNSEL</b>											
1151	51000	WAGES	5,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%	
1151	52000	MISCELLANEOUS PROFESSIONAL SE	19,675.00	9,380.00	79,320.00	0.00	0.00	0.00	0.00	0.00%	
1151	53090	LEGAL SERVICES	108,000.00	74,902.85	109,038.53	20,171.40	130,000.00	110,000.00	-20,000.00	-15.38%	
1151	54000	SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%	
<b>TOTAL</b>	<b>TOWN COUNSEL</b>		<b>132,675.00</b>	<b>84,282.85</b>	<b>188,358.53</b>	<b>20,171.40</b>	<b>130,000.00</b>	<b>110,000.00</b>	<b>-20,000.00</b>	<b>-15.38%</b>	
<b>1154 MANAGEMENT SUPPORT</b>											
1154	51000	MGMT SUPPORT WAGES	0.00	40,052.06	35,487.15	15,091.20	42,804.00	52,083.00	9,279.00	21.68%	The Board of Health position is absorbed by this position for an estimated savings of \$10,095
1154	51300	OVERTIME	0.00	0.00	0.00	0.00	0.00	2,500.00	2,500.00	0.00%	added by Town Manager, for minutes taker
1154	52000	SERVICES	1,346.40	1,285.18	3,290.48	195.30	3,500.00	5,000.00	1,500.00	42.86%	increase in training town-wide
1154	53410	PRINTING SERVICES	2,827.56	2,831.35	7,048.43	2,775.40	4,000.00	4,500.00	500.00	12.50%	increase in cost
1154	54000	SUPPLIES	2,481.25	2,002.22	1,626.87	0.00	1,000.00	1,500.00	500.00	50.00%	based on prior year actuals
1154	54200	OFFICE SUPPLIES	0.00	0.00	37.05	357.76	0.00	0.00	0.00	0.00%	
1154	57000	OTHER CHARGES & EXPENSES	68.69	78.90	175.00	0.00	500.00	500.00	0.00	0.00%	
<b>TOTAL</b>	<b>MANAGEMENT SUPPORT</b>		<b>6,723.90</b>	<b>46,249.71</b>	<b>47,664.98</b>	<b>18,419.66</b>	<b>51,804.00</b>	<b>66,083.00</b>	<b>14,279.00</b>	<b>27.56%</b>	
<b>1158 TAX TITLE FORECLOSURE</b>											
1158	52000	TAX TITLE FORECLOSURE SERVICE	1,531.58	1,920.75	1,243.83	6,362.30	8,000.00	15,000.00	7,000.00	87.50%	to more accurately reflect annual expenditures. Includes annual software costs. will need to do additional takings and various filings for at least the next 2 fiscal years
<b>TOTAL</b>	<b>TAX TITLE FORECLOSURE</b>		<b>1,531.58</b>	<b>1,920.75</b>	<b>1,243.83</b>	<b>6,362.30</b>	<b>8,000.00</b>	<b>15,000.00</b>	<b>7,000.00</b>	<b>87.50%</b>	

**FY2020 DRAFT BUDGET**

ACCOUNTS FOR:			FY2016	FY2017	FY2018	FY2019	FY2019	FY2020			
GENERAL FUND			ACTUALS	ACTUALS	ACTUALS	ACTUALS	BUDGET	REQUEST	Mvmt '19 to '20	% increase/decrease	COMMENT
<b>1161 TOWN CLERK</b>											
1161	51100	TOWN CLERK SALARY	30,873.75	32,106.13	32,544.30	23,198.40	67,475.00	70,512.00	3,037.00	4.50%	
1161	51110	ASSISTANT WAGES	44,827.36	45,516.72	46,680.27	19,732.00	50,200.00	55,818.00	5,618.00	11.19%	
1161	51300	OVERTIME	48.11	0.00	0.00	0.00	0.00	0.00	0.00	0.00%	
1161	52000	SERVICES	0.00	736.56	0.00	0.00	800.00	800.00	0.00	0.00%	
1161	54000	SUPPLIES	286.34	152.85	408.10	0.00	400.00	400.00	0.00	0.00%	
1161	54200	OFFICE SUPPLIES	0.00	0.00	33.00	102.08	0.00	0.00	0.00	0.00%	
1161	57000	OTHER CHARGES & EXPENSES	205.00	634.05	349.24	852.29	2,200.00	2,200.00	0.00	0.00%	
<b>TOTAL</b>	<b>TOWN CLERK</b>		<b>76,240.56</b>	<b>79,146.31</b>	<b>80,014.91</b>	<b>43,884.77</b>	<b>121,075.00</b>	<b>129,730.00</b>	<b>8,655.00</b>	<b>7.15%</b>	
<b>1162 ELECTIONS &amp; REGISTRATIONS</b>											
1162	51000	ELECTIONS STIPEND (ASST CLERK)	1,000.00	1,000.00	1,000.00	0.00	1,000.00	1,000.00	0.00	0.00%	
1162	51100	REGISTRARS SALARIES	972.00	972.00	324.00	0.00	1,296.00	1,296.00	0.00	0.00%	
1162	51130	ELECTION WORKERS WAGES	0.00	0.00	0.00	3,259.50	9,000.00	9,000.00	0.00	0.00%	
1162	51300	OVERTIME	224.49	0.00	0.00	570.62	0.00	0.00	0.00	0.00%	
1162	52000	CENSUS SERVICES	973.18	908.28	3,052.02	0.00	2,500.00	2,500.00	0.00	0.00%	
1162	52100	SERVICE-ELECTION WORKERS	3,930.88	6,710.25	4,077.88	0.00	0.00	0.00	0.00	0.00%	
1162	53040	COMPUTER SERVICES	3,463.75	5,346.47	5,056.59	4,652.33	6,000.00	6,000.00	0.00	0.00%	
1162	54200	OFFICE SUPPLIES	545.99	1,070.93	1,285.52	847.94	650.00	650.00	0.00	0.00%	
1162	57000	OTHER CHARGES & EXPENSES	217.08	328.13	149.99	500.12	500.00	500.00	0.00	0.00%	
<b>TOTAL</b>	<b>ELECTIONS &amp; REGISTRATIONS</b>		<b>11,327.37</b>	<b>16,336.06</b>	<b>14,946.00</b>	<b>9,830.51</b>	<b>20,946.00</b>	<b>20,946.00</b>	<b>0.00</b>	<b>0.00%</b>	
<b>1164 TOWN HALL POSTAGE FUND</b>											
1164	53400	POSTAGE	15,614.30	20,136.35	16,144.43	6,221.89	20,000.00	20,000.00	0.00	0.00%	level funded
<b>TOTAL</b>	<b>TOWN HALL POSTAGE FUND</b>		<b>15,614.30</b>	<b>20,136.35</b>	<b>16,144.43</b>	<b>6,221.89</b>	<b>20,000.00</b>	<b>20,000.00</b>	<b>0.00</b>	<b>0.00%</b>	
<b>1166 INFORMATION TECHNOLOGY</b>											
1166	51100	INFO TECH WAGES	78,999.29	82,404.56	85,657.76	30,981.60	90,107.00	94,229.00	4,122.00	4.57%	
1166	52000	IT SERVICES	25,754.54	21,746.53	30,806.77	19,448.22	37,428.00	43,904.00	6,476.00	17.30%	increase \$4,476 due to additional services
1166	52100	WEBSITE DESIGN & MAINTENANCE	1,200.00	3,700.00	3,700.00	1,200.00	4,200.00	4,200.00	0.00	0.00%	
1166	53040	SOFTWARE MAINTENANCE	0.00	89.94	1,107.00	0.00	0.00	0.00	0.00	0.00%	
1166	53200	TRAINING	699.00	0.00	1,600.07	1,749.36	3,000.00	3,000.00	0.00	0.00%	
1166	53400	COMMUNICATIONS	1,162.75	731.88	465.89	243.96	828.00	828.00	0.00	0.00%	
1166	54000	IT SUPPLIES	4,617.30	5,573.57	5,167.06	1,146.83	7,000.00	5,000.00	-2,000.00	-28.57%	move \$2,000 to services
1166	54200	OFFICE SUPPLIES	0.00	0.00	0.00	0.00	0.00	50.00	50.00	0.00%	
1166	57000	OTHER CHARGES & EXPENSES	292.26	1,161.10	1,564.06	242.46	600.00	600.00	0.00	0.00%	
1166	58000	HARDWARE & SOFTWARE	11,228.74	18,694.59	12,499.09	1,048.52	15,000.00	15,000.00	0.00	0.00%	

FY2020 DRAFT BUDGET

ACCOUNTS FOR:		FY2016	FY2017	FY2018	FY2019	FY2019	FY2020			
GENERAL FUND		ACTUALS	ACTUALS	ACTUALS	ACTUALS	BUDGET	REQUEST	Mvmt '19 to '20	% increase/decrease	COMMENT
<b>TOTAL</b>	<b>INFORMATION TECHNOLOGY</b>	123,953.88	134,102.17	142,567.70	56,060.95	158,163.00	166,811.00	8,648.00	5.47%	
	<b>1171 CONSERVATION COMMISSION</b>									
1171	51000 CONSERVATION AGENT WAGES	21,399.00	40,639.89	39,136.38	18,897.16	53,724.00	57,274.00	3,550.00	6.61%	
1171	51300 OVERTIME	508.06	0.00	0.00	0.00	0.00	0.00	0.00	0.00%	
1171	52000 SERVICES	348.40	552.44	14,665.67	205.21	870.00	870.00	0.00	0.00%	
1171	53020 CONSULTING SERVICES	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%	
1171	54000 SUPPLIES	2,406.56	66.24	214.24	0.00	450.00	450.00	0.00	0.00%	
1171	54200 OFFICE SUPPLIES	0.00	0.00	0.00	12.68	0.00	0.00	0.00	0.00%	
1171	55801 PUBLIC HEARINGS EXPENSE	0.00	0.00	0.00	0.00	400.00	400.00	0.00	0.00%	
1171	57000 OTHER CHARGES & EXPENSES	1,047.30	572.58	1,069.71	561.00	2,225.00	2,225.00	0.00	0.00%	
<b>TOTAL</b>	<b>CONSERVATION COMMISSION</b>	25,709.32	41,831.15	55,086.00	19,676.05	57,669.00	61,219.00	3,550.00	6.16%	
	<b>1175 TOWN PLANNER</b>									
1175	51000 TOWN PLANNER	0.00	0.00	56,004.22	27,388.80	79,428.00	83,040.00	3,612.00	4.55%	
1175	53400 COMMUNICATIONS	0.00	0.00	478.94	203.96	500.00	500.00	0.00	0.00%	
1175	54200 OFFICE SUPPLIES	0.00	0.00	23.99	0.00	500.00	500.00	0.00	0.00%	
1175	57000 OTHER CHARGES & EXPENSES	0.00	0.00	0.00	0.00	1,000.00	1,500.00	500.00	50.00%	added by Town Manager, increased training
<b>TOTAL</b>	<b>TOWN PLANNER</b>	0.00	0.00	56,507.15	27,592.76	81,428.00	85,540.00	4,112.00	5.05%	
	<b>1181 URBAN DEVELOPMENT(MRPC)</b>									
1181	56600 REGIONAL PLANNING ASSESS	2,274.41	2,331.27	2,389.55	2,449.29	2,450.00	2,511.00	61.00	2.49%	FY2020 assessment
<b>TOTAL</b>	<b>URBAN DEVELOPMENT(MRPC)</b>	2,274.41	2,331.27	2,389.55	2,449.29	2,450.00	2,511.00	61.00	2.49%	
	<b>1188 PLANNING &amp; DEVELOPMENT</b>									
1188	51000 DIRECTOR-PLN & DEV WAGES	20,084.85	33,846.48	35,181.72	12,754.82	36,989.00	38,680.00	1,691.00	4.57%	
1188	53400 COMMUNICATIONS	0.00	0.00	0.00	0.00	200.00	200.00	0.00	0.00%	
1188	54000 SUPPLIES	0.00	0.00	0.00	0.00	250.00	300.00	50.00	20.00%	
<b>TOTAL</b>	<b>PLANNING &amp; DEVELOPMENT</b>	20,084.85	33,846.48	35,181.72	12,754.82	37,439.00	39,180.00	1,741.00	4.65%	
	<b>1192 PUBLIC BLDGS &amp; PROP MAINT</b>									
1192	51000 FACILITIES DIRECTOR	69,304.35	65,383.68	71,503.57	23,695.20	68,716.00	71,848.00	3,132.00	4.56%	
1192	51100 CUSTODIAN	34,432.08	35,174.00	35,760.48	13,147.20	38,527.00	40,206.00	1,679.00	4.36%	
1192	51300 OVERTIME	0.00	0.00	271.57	196.80	1,000.00	1,000.00	0.00	0.00%	
1192	52000 SERVICES (TOWN HALL)	1,624.92	5,171.08	7,186.78	3,862.35	3,800.00	5,500.00	1,700.00	44.74%	cost increases/adding panic button/ rodent contract
1192	52000A SERVICES (ADVOCATES)	0.00	288.00	0.00	0.00	0.00	0.00	0.00	0.00%	
1192	52000F SERVICES (FIRE)	1,140.00	1,150.00	1,672.00	996.00	3,000.00	3,000.00	0.00	0.00%	

FY2020 DRAFT BUDGET

ACCOUNTS FOR:			FY2016	FY2017	FY2018	FY2019	FY2019	FY2020			
GENERAL FUND			ACTUALS	ACTUALS	ACTUALS	ACTUALS	BUDGET	REQUEST	Mvmt '19 to '20	% increase/decrease	COMMENT
1192	52000P	SERVICES (POLICE)	1,317.08	2,880.00	1,473.50	1,504.00	1,000.00	1,000.00	0.00	0.00%	cost increase/ rodent contract
1192	52100	HEAT (TOWN HALL)	7,796.89	12,310.17	14,847.69	203.07	20,000.00	20,000.00	0.00	0.00%	
1192	52100A	UTILITES (ADVOCATES)	0.00	1,358.35	114.95	0.00	0.00	0.00	0.00	0.00%	
1192	52100F	HEAT (FIRE)	6,569.04	8,848.02	13,316.98	914.07	15,600.00	15,600.00	0.00	0.00%	
1192	52100P	HEAT (POLICE)	6,468.55	7,844.39	11,276.19	338.74	13,000.00	13,000.00	0.00	0.00%	
1192	52200	ELECTRIC (TOWN HALL)	8,618.97	10,508.60	11,727.94	3,490.10	15,000.00	14,000.00	-1,000.00	-6.67%	
1192	52200A	ELECTRIC ADVOCATES BUILDING	0.00	696.28	156.38	0.00	0.00	0.00	0.00	0.00%	
1192	52200F	ELECTRIC (FIRE)	14,246.94	16,205.51	15,940.61	2,559.24	20,000.00	19,000.00	-1,000.00	-5.00%	
1192	52200P	ELECTRIC (POLICE)	10,153.37	13,331.06	11,354.92	2,063.91	18,000.00	17,000.00	-1,000.00	-5.56%	
1192	52200W	ELECTRIC-OLD FIRE	246.85	407.70	387.09	0.00	0.00	0.00	0.00	0.00%	
1192	52400	VENDOR R&M -TOWN HALL	15,875.16	26,341.06	29,264.64	1,979.81	22,800.00	25,000.00	2,200.00	9.65%	three year trend of a 5K overage yearly/ 100 plus year old building
1192	52400A	REPAIRS & MAINT-ADVOCATES	0.00	2,880.92	0.00	0.00	0.00	0.00	0.00	0.00%	
1192	52400F	VENDOR R&M-FIRE	17,753.69	12,843.29	16,608.23	10,882.06	18,600.00	18,600.00	0.00	0.00%	
1192	52400P	VENDOR R&M-POLICE	16,403.76	11,729.52	13,902.62	4,647.56	18,600.00	18,600.00	0.00	0.00%	
1192	52400W	VENDOR R&M-OLD FIRE STATION	0.00	0.00	5,114.00	0.00	0.00	0.00	0.00	0.00%	
1192	52420	MAINTENANCE SERV (TOWN HALL)	7,328.11	5,589.25	11,387.46	2,036.00	6,000.00	6,000.00	0.00	0.00%	
1192	52420F	MAINTENANCE SERV (FIRE)	4,527.00	5,432.46	6,411.55	3,254.00	6,000.00	6,000.00	0.00	0.00%	
1192	52420P	MAINTENANCE SERV (POLICE)	2,767.66	2,783.80	2,660.03	1,496.75	3,800.00	3,800.00	0.00	0.00%	
1192	52600	GROUNDSKEEP'G SERVICE TOWN H	2,200.00	2,053.00	3,770.00	897.00	2,600.00	2,600.00	0.00	0.00%	
1192	52600P	GROUNDSKEEPING-POLICE	1,264.74	956.00	1,372.00	0.00	2,000.00	2,500.00	500.00	25.00%	we need to start having a mid summer trimming. Trees and bushes are getting so large we can't park
1192	52900P	WASTE REMOVAL POLICE	963.01	1,037.58	1,088.31	288.75	1,600.00	1,600.00	0.00	0.00%	
1192	53041	PHONE (TOWN HALL)	4,701.85	4,193.10	4,091.87	1,412.02	6,000.00	6,000.00	0.00	0.00%	
1192	53400	COMMUNICATIONS (CELL CHUCK)	738.63	954.36	1,191.16	426.71	875.00	875.00	0.00	0.00%	
1192	54000	SUPPLIES (TOWN HALL)	2,904.88	1,496.24	5,220.43	1,352.63	4,680.00	4,880.00	200.00	4.27%	\$200 increase for yearly price increases
1192	54000F	SUPPLIES (FIRE)	1,474.83	146.16	3,089.07	70.89	2,500.00	2,700.00	200.00	8.00%	\$200 increase for yearly price increases
1192	54000P	SUPPLIES (POLICE)	5,181.41	4,080.82	5,725.29	3,828.81	4,800.00	5,000.00	200.00	4.17%	\$200 increase for yearly price increases
1192	54100	CLOTHING SUPPLIES	0.00	0.00	0.00	213.37	0.00	200.00	200.00	0.00%	clothing for Paul
1192	54200	OFFICE SUPPLIES	1,534.86	105.97	150.08	13.49	200.00	200.00	0.00	0.00%	
1192	54320	BLDG RPR SUPPLIES (TOWN HALL)	4,694.52	1,453.86	1,106.45	1,047.90	3,000.00	4,000.00	1,000.00	33.33%	\$1,500 increase with all the office moves / 3rd floor
1192	54320A	BLDG REPAIRS (ADVOCATES)	0.00	11.80	0.00	0.00	0.00	0.00	0.00	0.00%	
1192	54320F	BLDG RPR SUPPLIES (FIRE)	1,360.55	1,285.18	903.91	360.01	2,000.00	2,000.00	0.00	0.00%	
1192	54320P	BLDG RPR SUPPLIES (POLICE)	3,763.28	2,029.14	4,253.20	483.66	2,000.00	2,000.00	0.00	0.00%	
1192	57000	OTHER CHARGES	291.95	182.98	449.07	10.30	1,300.00	1,960.00	660.00	50.77%	OSHA classes for Paul and I / procurement classes for Chuck / mileage
1192	58300	A/C 911 COMPUTER ROOM POLICE	0.00	0.00	4,950.00	0.00	0.00	0.00	0.00	0.00%	
1192	58400	POLICE & FIRE LOTS SEAL & PAIN	0.00	0.00	8,800.00	0.00	0.00	0.00	0.00	0.00%	
1192	58500	POLICE-ADMIN OFFICE CARPET	0.00	0.00	4,010.40	0.00	0.00	0.00	0.00	0.00%	
1192	58600	FIRE COMMAND/DAY ROOM CARPE	0.00	0.00	0.00	0.00	3,000.00	1,500.00	-1,500.00	-50.00%	
1192	58700	POLICE ENTRANCE CARPET	0.00	0.00	0.00	0.00	2,500.00	0.00	-2,500.00	-100.00%	
1192	58800	TH-LED MAIN DIRECTORY	0.00	0.00	0.00	1,757.47	3,000.00	0.00	-3,000.00	-100.00%	
1192	58900	TH-VARIOUS PAINTING	0.00	0.00	0.00	0.00	8,000.00	5,000.00	-3,000.00	-37.50%	
		FENCE REPAIR-APD						5,000.00	5,000.00	0.00%	two temporary repairs need in FY19 / 8 ft fence falling over into next doors yard



FY2020 DRAFT BUDGET

ACCOUNTS FOR:			FY2016	FY2017	FY2018	FY2019	FY2019	FY2020			
GENERAL FUND			ACTUALS	ACTUALS	ACTUALS	ACTUALS	BUDGET	REQUEST	Mvmt '19 to '20	% increase/decrease	COMMENT
		ENTRY 1ST FLOOR - AFD						3,000.00	3,000.00	0.00%	common areas in 1st floor fire station needs replacement
		HVAC - TH						9,500.00	9,500.00	0.00%	can't log on to java anymore to access our HVAC system/ needs system upgrade already quoted
<b>TOTAL</b>	<b>PUBLIC BLDGS &amp; PROP MAINTENANCE</b>		<b>257,648.93</b>	<b>269,143.33</b>	<b>332,510.42</b>	<b>89,429.87</b>	<b>343,498.00</b>	<b>359,669.00</b>	<b>16,171.00</b>	<b>4.71%</b>	
<b>1193 GENERAL INSURANCE</b>											
1193	57430	FIRE CASUALTY LIABILITY	140,705.61	117,909.44	135,700.48	98,369.58	98,369.58	108,821.00	10,451.42	10.62%	add 3% plus fire flood ins of \$7,500
		POLICE & FIRE ACCIDENT INSURANCE	173,289.00	120,470.00	31,179.87	37,262.18	54,854.42	56,500.00	1,645.58	3.00%	
		WORKER'S COMPENSATION	33,936.58	46,991.16	54,420.00	46,132.00	46,132.00	47,516.00	1,384.00	3.00%	
<b>TOTAL</b>	<b>GENERAL INSURANCE</b>		<b>347,931.19</b>	<b>285,370.60</b>	<b>221,300.35</b>	<b>181,763.76</b>	<b>199,356.00</b>	<b>212,837.00</b>	<b>13,481.00</b>	<b>6.76%</b>	
<b>1210 POLICE DEPARTMENT</b>											
1210	51100	POLICE DEPT-SALARIES	1,579,691.69	1,864,604.80	1,975,316.76	683,167.02	2,279,630.00	2,347,783.00	68,153.00	2.99%	2 new part time dispatchers; includes \$17,148 impact of Superior Officers bnew contract
1210	51300	POLICE DEPT-OVERTIME	212,158.24	168,385.16	194,474.21	54,530.92	225,795.00	261,974.00	36,179.00	16.02%	\$230,311 - 2% increase Extra 4 hrs OT once a month = \$50,108
1210	51310	POLICE DEPT-COURT TIME	22,123.53	15,206.46	12,619.06	3,737.84	16,000.00	16,000.00	0.00	0.00%	
1210	51320	TRAINING OVERTIME	0.00	20,642.56	15,366.96	10,639.60	10,530.00	12,000.00	1,470.00	13.96%	
1210	51900	CLOTHING	0.00	0.00	0.00	0.00	400.00	400.00	0.00	0.00%	
1210	51901	CLOTHING- CRUMPTON	941.22	1,250.00	1,249.64	216.97	1,250.00	1,250.00	0.00	0.00%	
1210	51902	CLOTHING- LUCIER	0.00	462.00	1,083.45	0.00	1,250.00	1,250.00	0.00	0.00%	
1210	51903	CLOTHING - CHIEF	911.23	757.93	986.77	143.88	1,563.00	1,563.00	0.00	0.00%	
1210	51904	CLOTHING- HADLEY	0.00	0.00	0.00	0.00	400.00	400.00	0.00	0.00%	New Dispatcher - Monica
1210	51905	CLOTHING-DAVIS	0.00	0.00	0.00	565.00	1,250.00	1,250.00	0.00	0.00%	
1210	51906	CLOTHING- KULARSKI	1,563.00	1,563.00	1,561.40	0.00	1,563.00	1,563.00	0.00	0.00%	
1210	51907	CLOTHING- CUNNINGHAM	1,250.00	1,249.90	1,250.90	58.97	1,250.00	1,250.00	0.00	0.00%	
1210	51908	CLOTHING-HERRSTROM	391.94	368.96	392.94	0.00	400.00	400.00	0.00	0.00%	
1210	51909	CLOTHING-BRISSETTE	346.65	360.61	400.00	226.99	400.00	400.00	0.00	0.00%	
1210	51910	CLOTHING- CALLAHAN	1,216.60	1,250.00	0.00	0.00	1,250.00	1,250.00	0.00	0.00%	New Officer
1210	51911	CLOTHING-HARTY	1,250.00	906.86	1,223.00	153.94	1,250.00	1,250.00	0.00	0.00%	
1210	51912	CLOTHING-PEARSON	1,119.55	899.44	1,237.43	306.86	1,250.00	1,250.00	0.00	0.00%	
1210	51913	CLOTHING-BARHIGHT	1,563.00	1,560.59	1,368.79	610.63	1,563.00	1,563.00	0.00	0.00%	
1210	51914	CLOTHING-FICHTER	1,184.50	1,235.00	1,200.44	0.00	1,250.00	1,250.00	0.00	0.00%	
1210	51915	CLOTHING- COTE	947.82	1,248.85	1,192.95	663.92	1,250.00	1,250.00	0.00	0.00%	
1210	51916	CLOTHING-PRIEST	0.00	0.00	0.00	0.00	0.00	400.00	400.00	0.00%	DRP
1210	51917	CLOTHING-ROGERS	1,250.00	832.95	0.00	0.00	1,250.00	1,250.00	0.00	0.00%	
1210	51918	CLOTHING- HERON	344.23	312.39	0.00	0.00	400.00	1,250.00	850.00	212.50%	Michael Nicolo
1210	51919	CLOTHING- MACDONALD	948.45	1,250.00	1,250.00	282.85	1,250.00	1,250.00	0.00	0.00%	
1210	51920	CLOTHING-SCOTT	0.00	0.00	775.95	0.00	1,250.00	1,250.00	0.00	0.00%	
1210	51921	CLOTHING-BIGELOW	1,242.64	1,250.00	1,245.98	0.00	1,250.00	1,250.00	0.00	0.00%	
1210	51922	CLOTHING- PT NON REGION	75.00	0.00	0.00	48.00	150.00	150.00	0.00	0.00%	Kyle/Colleen
1210	51923	CLOTHING-GILL	949.94	1,250.00	1,249.84	1,335.85	1,250.00	1,250.00	0.00	0.00%	
1210	51925	CLOTHING-EDMONDS	950.00	1,250.00	1,249.64	0.00	1,250.00	1,250.00	0.00	0.00%	

**FY2020 DRAFT BUDGET**

ACCOUNTS FOR:			FY2016	FY2017	FY2018	FY2019	FY2019	FY2020			
GENERAL FUND			ACTUALS	ACTUALS	ACTUALS	ACTUALS	BUDGET	REQUEST	Mvmt '19 to '20	% increase/decrease	COMMENT
1210	51926	CLOTHING-MCNULTY	0.00	0.00	45.00	0.00	400.00	400.00	0.00	0.00%	
1210	51927	CLOTHING-GOODWIN	0.00	0.00	0.00	0.00	1,250.00	400.00	-850.00	-68.00%	
1210	51928	CLOTHING-LANSING	0.00	0.00	533.83	123.98	1,250.00	1,250.00	0.00	0.00%	
1210	52000	SERVICES	226.99	26,923.20	12,499.39	1,907.10	0.00	0.00	0.00	0.00%	
1210	52400	POLICE-VEHIC MAINT/REPAIR	12,995.93	14,166.09	15,806.70	1,447.60	13,000.00	13,000.00	0.00	0.00%	
1210	52440	EQUIPMENT REPAIR	3,440.88	8,729.08	1,515.00	1,605.07	7,000.00	7,000.00	0.00	0.00%	
1210	52600	GROUNDSKEEPING SERVICE	546.91	0.00	0.00	0.00	0.00	0.00	0.00	0.00%	
1210	53021	POLICE-PHYSICAL EXAM	2,555.00	2,260.00	3,182.20	1,368.97	1,000.00	1,000.00	0.00	0.00%	
1210	53040	POLICE-COMPUTER	359.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%	
1210	53200	POLICE-TRAINING	6,000.04	10,508.00	7,975.14	5,649.00	9,000.00	9,000.00	0.00	0.00%	
1210	53400	POLICE-COMMUNICATIONS	18,986.24	14,174.07	15,821.13	5,398.74	13,240.00	13,240.00	0.00	0.00%	
1210	53401	POLICE-RADIO REPAIR	620.00	180.00	3,232.13	0.00	760.00	760.00	0.00	0.00%	
1210	53402	POLICE-MAINT AGREEMENT	26,339.02	27,743.87	33,266.74	29,121.22	36,900.00	54,150.00	17,250.00	46.75%	See maintenance agreements Spreadsheet (6 new)
1210	53403	POLICE-EQUIPMENT REPAIR	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%	
1210	53800	POLICE-PHOTOGRAPHY	0.00	0.00	0.00	0.00	1,000.00	1,000.00	0.00	0.00%	
1210	54000	SUPPLIES	52,178.40	39,303.66	26,316.34	5,766.14	14,585.00	14,585.00	0.00	0.00%	
1210	54200	OFFICE SUPPLIES	12,246.34	10,627.82	22,727.02	255.59	3,800.00	3,800.00	0.00	0.00%	
1210	54800	VEHICLE SUPPLIES	703.95	5,900.35	3,652.85	264.95	5,000.00	5,000.00	0.00	0.00%	
1210	54900	PRISONER SUPPLIES	0.00	4.68	1,112.65	0.00	800.00	800.00	0.00	0.00%	
1210	55821	DUES/SUBSCRIPTIONS	4,755.66	5,258.00	5,227.10	3,934.94	5,300.00	10,800.00	5,500.00	103.77%	Adding NEMLEC \$5,500 yr
1210	55890	CONFERENCES	2,777.46	2,143.80	2,855.75	1,457.19	5,100.00	5,100.00	0.00	0.00%	
1210	57000	OTHER CHARGES & EXPENSES	527.87	2,488.75	2,577.70	593.93	0.00	0.00	0.00	0.00%	
1210	57410	COLLEGE REIMBURSEMENT	606.00	1,621.30	1,335.00	337.50	23,300.00	25,700.00	2,400.00	10.30%	New Dispatchers added 800yr each
1210	58590	CRUISER	38,586.00	39,000.00	43,403.35	45,064.50	49,800.00	49,800.00	0.00	0.00%	includes cruiser computer
<b>TOTAL</b>	<b>POLICE DEPARTMENT</b>		<b>2,016,870.92</b>	<b>2,299,130.13</b>	<b>2,419,781.13</b>	<b>860,985.66</b>	<b>2,750,029.00</b>	<b>2,881,381.00</b>	<b>131,352.00</b>	<b>4.78%</b>	
<b>01210R</b>	<b>REGION DISPATCH</b>										
01210R	51100	REGION DISPATCH WAGES	0.00	0.00	0.00	0.00	18,796.00	36,048.00	17,252.00	91.79%	
01210R	51300	REGION DISPATCH OVERTIME	0.00	0.00	0.00	0.00	37,196.00	20,193.00	-17,003.00	-45.71%	
01210R	51924	CLOTHING-PROVIDAKES	0.00	0.00	0.00	0.00	400.00	400.00	0.00	0.00%	
01210R	51929	CLOTHING-PT REGION	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%	
01210R	51930	CLOTHING-CAULEY	0.00	0.00	0.00	0.00	400.00	400.00	0.00	0.00%	
01210R	51931	CLOTHING-BUELOW	0.00	0.00	0.00	32.99	400.00	400.00	0.00	0.00%	
01210R	51932	CLOTHING-TRINQUE	0.00	0.00	0.00	0.00	400.00	400.00	0.00	0.00%	
01210R	53200	POLICE-TRAINING	0.00	0.00	0.00	598.00	0.00	0.00	0.00	0.00%	
<b>TOTAL</b>	<b>REGION DISPATCH</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>630.99</b>	<b>57,592.00</b>	<b>57,841.00</b>	<b>249.00</b>	<b>0.43%</b>	this cost is offset by Shirley Assessment
<b>1220</b>	<b>FIRE DEPARTMENT</b>										
1220	51000	FIRE CALL PAY	35,000.08	52,923.98	63,674.11	18,456.56	70,596.00	72,008.00	1,412.00	2.00%	

**FY2020 DRAFT BUDGET**

ACCOUNTS FOR:

GENERAL FUND			FY2016	FY2017	FY2018	FY2019	FY2019	FY2020			
			ACTUALS	ACTUALS	ACTUALS	ACTUALS	BUDGET	REQUEST	Mvmt '19 to '20	% increase/decrease	COMMENT
1220	51100	FIRE DEPT WAGES	1,120,759.58	1,157,433.56	1,194,149.00	456,499.86	1,195,999.00	1,256,577.00	60,578.00	5.07%	includes \$49,113 for impact of firefighters new contract
1220	51110	TEMPORARY REPLACE WAGES	0.00	1,052.48	0.00	0.00	0.00	0.00	0.00	0.00%	
1220	51300	FIRE DEPT-OVERTIME	253,853.72	232,226.21	239,463.08	102,313.31	289,045.00	306,936.00	17,891.00	6.19%	includes \$14,932 for impact of firefighters new contract
1220	51310	CALL OVERTIME	55,872.80	60,367.04	67,002.05	13,550.50	61,200.00	68,114.00	6,914.00	11.30%	increase in calls and \$3,114 for impact of firefighters new contract
1220	51320	TRAINING OVERTIME	6,197.28	7,819.17	12,212.16	3,076.76	10,612.00	20,612.00	10,000.00	94.23%	includes \$10,000 for impact of firefighters new contract
1220	52000	SERVICES	48,986.19	27,110.53	24,753.95	29,182.26	40,255.00	42,204.00	1,949.00	4.84%	
1220	54000	SUPPLIES	34,916.38	29,367.95	30,398.48	10,270.10	30,430.00	37,722.00	7,292.00	23.96%	includes \$6,050 for impact of firefighters contract
	NEW	OSHA Impact						10,173.00	10,173.00	100.00%	costs broken down by person for needed medical items; revised by Chief 2/6/19 email
1220	54200	OFFICE SUPPLIES	0.00	0.00	0.00	364.29	0.00	0.00	0.00	0.00%	not included in budget info for privacy reasons
1220	54500	FLOOD REPAIRS & REPLACEMENTS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%	
1220	57000	OTHER CHARGES & EXPENSES	8,122.65	12,139.68	17,717.10	3,396.78	18,000.00	18,257.00	257.00	1.43%	see breakout sheet
1220	58000	TURN OUT GEAR	9,946.56	10,169.10	11,855.93	12,633.92	12,000.00	13,500.00	1,500.00	12.50%	added money to purchase new traffic vests
1220	58200	CARPET TRAINING ROOM	0.00	0.00	3,813.47	0.00	0.00	0.00	0.00	0.00%	
1220	58300	PRESSURE WASHER & ELECTRIC	0.00	0.00	0.00	895.00	4,000.00	0.00	-4,000.00	-100.00%	
<b>TOTAL</b>	<b>FIRE DEPARTMENT</b>		<b>1,573,655.24</b>	<b>1,590,609.70</b>	<b>1,665,039.33</b>	<b>650,639.34</b>	<b>1,732,137.00</b>	<b>1,846,103.00</b>	<b>113,966.00</b>	<b>6.58%</b>	
<b>1241 BUILDING INSPECTION</b>											
1241	51100	INSPECTOR WAGES	30,781.37	35,929.65	81,028.75	29,397.60	85,253.00	89,137.00	3,884.00	4.56%	
1241	51110	ASSIST BUILDING INSPECTOR	21,950.00	22,986.00	480.00	0.00	2,400.00	2,400.00	0.00	0.00%	
1241	51120	SECRETARY WAGES	13,528.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%	
1241	52000	SERVICES	2,605.61	37,810.61	4,961.88	203.96	1,000.00	1,000.00	0.00	0.00%	
1241	52100	BUILDING COMMISSIONER SERVICE:	0.00	15,173.48	0.00	350.00	0.00	0.00	0.00	0.00%	
1241	54000	SUPPLIES	881.86	800.34	530.84	0.00	1,500.00	1,500.00	0.00	0.00%	
1241	54200	OFFICE SUPPLIES	392.78	5,673.28	346.01	0.00	1,500.00	1,500.00	0.00	0.00%	
1241	54201	WEIGHTS/MEASURES-SUPPLIES	3,996.00	3,996.00	3,996.00	1,665.00	4,500.00	4,500.00	0.00	0.00%	
1241	57000	OTHER CHARGES & EXPENSES	2,803.00	2,018.04	2,872.71	0.00	7,500.00	7,500.00	0.00	0.00%	
<b>TOTAL</b>	<b>BUILDING INSPECTION</b>		<b>76,938.62</b>	<b>124,387.40</b>	<b>94,216.19</b>	<b>31,616.56</b>	<b>103,653.00</b>	<b>107,537.00</b>	<b>3,884.00</b>	<b>3.75%</b>	
<b>1247 BARN INSPECTOR</b>											
1247	51100	BARN INSPECTOR-STIPEND	2,600.00	2,600.00	2,600.00	0.00	2,600.00	2,600.00	0.00	0.00%	
<b>TOTAL</b>	<b>BARN INSPECTOR</b>		<b>2,600.00</b>	<b>2,600.00</b>	<b>2,600.00</b>	<b>0.00</b>	<b>2,600.00</b>	<b>2,600.00</b>	<b>0.00</b>	<b>0.00%</b>	
<b>1291 EMERGENCY MANAGEMENT</b>											
1291	51100	EMERGENCY MGMT STIPEND	5,331.80	5,469.36	5,581.68	4,243.86	12,260.00	12,505.00	245.00	2.00%	increased for Chief's contract
1291	52000	SERVICES	6,203.22	6,740.00	6,740.00	6,740.00	7,000.00	7,000.00	0.00	0.00%	quote from Code Red
1291	54000	SUPPLIES	223.60	0.00	139.00	0.00	2,500.00	3,000.00	500.00	20.00%	gear for CERT team
1291	54200	OFFICE SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%	
1291	57000	OTHER CHARGES & EXPENSES	0.00	0.00	0.00	0.00	100.00	100.00	0.00	0.00%	

**FY2020 DRAFT BUDGET**

ACCOUNTS FOR:		FY2016	FY2017	FY2018	FY2019	FY2019	FY2020			
GENERAL FUND		ACTUALS	ACTUALS	ACTUALS	ACTUALS	BUDGET	REQUEST	Mvmt '19 to '20	% increase/decrease	COMMENT
<b>TOTAL</b>	<b>EMERGENCY MANAGEMENT</b>	<b>11,758.62</b>	<b>12,209.36</b>	<b>12,460.68</b>	<b>10,983.86</b>	<b>21,860.00</b>	<b>22,605.00</b>	<b>745.00</b>	<b>3.41%</b>	
	<b>1292 ANIMAL CONTROL OFFICER</b>									
1292	51100 ANIMAL CONTROL OFF-SALARY	11,128.51	11,988.77	12,228.37	4,417.20	12,811.00	13,317.00	506.00	3.95%	12 hrs/wk 52 wk/yr 624hrs x \$21.34 = 13,316.16 (Step 8)
1292	52000 SERVICES	1,527.22	183.90	304.00	0.00	908.00	908.00	0.00	0.00%	
1292	54000 SUPPLIES	400.23	186.41	546.34	202.37	374.00	374.00	0.00	0.00%	
1292	54200 OFFICE SUPPLIES	0.00	0.00	0.00	28.81	0.00	0.00	0.00	0.00%	
1292	57000 OTHER CHARGES & EXPENSES	45.00	0.00	550.00	0.00	200.00	200.00	0.00	0.00%	
<b>TOTAL</b>	<b>ANIMAL CONTROL OFFICER</b>	<b>13,100.96</b>	<b>12,359.08</b>	<b>13,628.71</b>	<b>4,648.38</b>	<b>14,293.00</b>	<b>14,799.00</b>	<b>506.00</b>	<b>3.54%</b>	
	<b>1294 TREE WARDEN</b>									
1294	51100 TREE WARDEN STIPEND	5,843.04	5,960.04	6,078.96	0.00	0.00	0.00	0.00	0.00%	
1294	51110 TREE WARDEN WAGES	1,905.00	3,765.00	2,925.00	3,461.58	16,201.00	10,200.00	-6,001.00	-37.04%	
1294	52000 SERVICES	30,377.47	33,387.57	28,942.38	18,222.96	22,000.00	28,000.00	6,000.00	27.27%	
1294	53100 POLICE DETAILS	0.00	0.00	4,004.96	495.50	2,000.00	3,000.00	1,000.00	50.00%	
1294	54000 SUPPLIES	182.81	994.70	185.57	139.88	1,000.00	1,000.00	0.00	0.00%	
1294	54200 OFFICE SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%	
1294	55400 EQUIPMENT/SUPPLIES	0.00	0.00	0.00	0.00	3,000.00	2,000.00	-1,000.00	-33.33%	
1294	57000 OTHER CHARGES & EXPENSES	229.74	344.81	321.70	0.00	500.00	701.00	201.00	40.20%	
<b>TOTAL</b>	<b>TREE WARDEN</b>	<b>38,538.06</b>	<b>44,452.12</b>	<b>42,458.57</b>	<b>22,319.92</b>	<b>44,701.00</b>	<b>44,901.00</b>	<b>200.00</b>	<b>0.45%</b>	
	<b>1331 SCHOOL DEPT-VOCATIONAL ED</b>									
1331	52000 VOCATIONAL EDUCATION TUITIONS	705,284.00	731,147.00	632,697.00	340,272.50	680,545.00	764,256.00	83,711.00	12.30%	per Nashoba Valley Technical High School Assessment
<b>TOTAL</b>	<b>SCHOOL DEPT-VOCATIONAL</b>	<b>705,284.00</b>	<b>731,147.00</b>	<b>632,697.00</b>	<b>340,272.50</b>	<b>680,545.00</b>	<b>764,256.00</b>	<b>83,711.00</b>	<b>12.30%</b>	
	<b>1335 ASRSD ASSESSMENT</b>									
1335	52000 ASRSD ASSESSMENT	9,803,576.00	10,074,800.00	10,368,599.00	5,188,503.85	10,693,991.00	11,113,083.00	419,092.00	3.92%	per ASRSD draft budget 2/5/19 (includes debt service on Middle/High schools)
		1,011,879.00	1,004,944.00	984,707.00		976,899.00	952,315.00	(24,584.00)	-2.52%	need status of HS filed project
<b>TOTAL</b>	<b>ASRSD ASSESSMENT</b>	<b>10,815,455.00</b>	<b>11,079,744.00</b>	<b>11,353,306.00</b>	<b>5,188,503.85</b>	<b>11,670,890.00</b>	<b>12,065,398.00</b>	<b>394,508.00</b>	<b>3.38%</b>	
	<b>1336 TEENAGE ANXIETY &amp; DEPRESSION</b>									
1336	52000 TEENAGE ANXIETY & DEPRESSION	0.00	0.00	0.00	0.00	4,000.00	0.00	-4,000.00	-100.00%	ASRSD to include the entire \$12,000 in thei budget
<b>TOTAL</b>	<b>TEENAGE ANXIETY &amp; DEPRESSION</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>4,000.00</b>	<b>0.00</b>	<b>-4,000.00</b>	<b>-100.00%</b>	
	<b>1410 DPW-ADMINISTRATION</b>									
1410	51100 DPW ADMIN WAGES	286,478.41	302,141.87	317,434.71	118,394.48	338,031.00	353,697.00	15,666.00	4.63%	

**FY2020 DRAFT BUDGET**

ACCOUNTS FOR:			FY2016	FY2017	FY2018	FY2019	FY2019	FY2020			
GENERAL FUND			ACTUALS	ACTUALS	ACTUALS	ACTUALS	BUDGET	REQUEST	Mvmt '19 to '20	% increase/decrease	COMMENT
1410	51300	OVERTIME	469.94	539.32	3,447.98	1,391.29	500.00	500.00	0.00	0.00%	
1410	52000	SERVICES	2,421.83	578.72	1,545.00	343.23	500.00	500.00	0.00	0.00%	
1410	52100	UTILITIES	6,672.71	7,275.10	8,479.25	266.82	15,000.00	15,000.00	0.00	0.00%	includes highway garage
1410	52400	REPAIR & MAINTENANCE	830.56	3,753.33	2,257.10	165.00	2,500.00	2,500.00	0.00	0.00%	
1410	52440	VEHICLE REPAIR	0.00	35.00	0.00	0.00	0.00	0.00	0.00	0.00%	
1410	52700	RENTALS	2,053.58	2,185.80	2,132.19	821.23	2,000.00	2,000.00	0.00	0.00%	
1410	53000	PROF/TECH SERVICES	4,420.92	14,824.43	5,639.91	0.00	3,000.00	3,000.00	0.00	0.00%	
1410	53400	COMMUNICATIONS	6,998.00	8,894.02	8,939.62	6,295.09	10,000.00	10,000.00	0.00	0.00%	Bills - \$8K per year
1410	54000	SUPPLIES	0.00	1,370.54	165.26	376.13	0.00	0.00	0.00	0.00%	
1410	54200	OFFICE SUPPLIES	4,910.76	3,732.40	3,149.67	1,125.39	5,000.00	4,000.00	-1,000.00	-20.00%	
1410	54320	BLDG & EQPT REP/MAINT SUPPLIES	0.00	0.00	0.00	0.00	5,000.00	1,000.00	-4,000.00	-80.00%	
1410	54500	CUSTODIAL SUPPLIES	69.98	48.82	9.99	34.83	500.00	500.00	0.00	0.00%	
1410	54600	SAFETY SUPPLIES	0.00	87.50	0.00	0.00	500.00	500.00	0.00	0.00%	
1410	54800	VEHICULAR SUPPLIES	40.43	0.00	0.00	0.00	500.00	500.00	0.00	0.00%	
1410	54900	FOOD-PRISONERS	0.00	0.00	171.24	0.00	0.00	0.00	0.00	0.00%	
1410	57000	TRAINING DUES MEMBERSHIPS	5,310.93	3,946.73	3,178.85	549.00	5000	5,000.00	0.00	0.00%	
1410	58100	DPW Operations Center add'l costs			49,525.25						
<b>TOTAL</b>	<b>DPW-ADMINISTRATION</b>		<b>320,678.05</b>	<b>349,413.58</b>	<b>406,076.02</b>	<b>129,762.49</b>	<b>388,031.00</b>	<b>398,697.00</b>	<b>10,666.00</b>	<b>2.75%</b>	
<b>1420 DPW-HIGHWAY DEPARTMENT</b>											
1420	51100	HIGHWAY WAGES	277,339.79	280,320.56	301,379.29	107,006.61	306,975.00	315,071.00	8,096.00	2.64%	impact of contract negotiations
1420	51300	OVERTIME	14,233.96	11,914.52	15,414.04	1,604.19	15,238.00	18,391.00	3,153.00	20.69%	5% of Wages based on past 3 years
1420	51900	CLOTHING REIMBURSEMENT	3,558.33	3,324.99	3,500.00	1,750.00	3,500.00	3,500.00	0.00	0.00%	
1420	52100	SERVICE	2,050.00	0.00	0.00	0.00	0.00	2,000.00	2,000.00	0.00%	Separate gas for Admin & Highway (UTILITIES)
1420	52200	LINE PAINTING	9,050.96	8,309.77	8,327.48	0.00	9,800.00	9,800.00	0.00	0.00%	
1420	52310	CROSSWALKS	0.00	8,390.00	0.00	0.00	2,500.00	2,500.00	0.00	0.00%	
1420	52400	BLDGS & GROUNDS UPKEEP	7,158.15	4,153.33	7,014.50	0.00	5,000.00	5,000.00	0.00	0.00%	
1420	52410	ROAD MAINTENANCE	12,385.00	0.00	3,124.75	12,475.52	8,000.00	8,000.00	0.00	0.00%	
1420	52440	VEHICLE REPAIR	150.00	548.78	435.91	0.00	1,000.00	500.00	-500.00	-50.00%	Average of past 3 years
1420	52470	SECURITY	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%	
1420	52700	RENTALS	0.00	760.00	109.39	754.30	0.00	750.00	750.00	0.00%	
1420	53000	PROF/TECH SERVICES	2,174.39	15,391.22	2,697.85	1,425.59	4,000.00	4,000.00	0.00	0.00%	
1420	53100	POLICE DETAILS	6,272.18	8,417.22	5,642.96	1,198.04	10,000.00	10,000.00	0.00	0.00%	
1420	53400	COMMUNICATIONS	506.02	862.77	223.44	265.86	1,500.00	1,000.00	-500.00	-33.33%	
1420	54200	OFFICE SUPPLIES	1,050.47	1,366.87	371.47	24.16	1,000.00	1,000.00	0.00	0.00%	
1420	54600	SAFETY SUPPLIES	2,202.98	1,005.75	1,041.32	388.19	2,100.00	3,000.00	900.00	42.86%	OSHA Implementation
1420	54800	VEHICULAR SUPPLIES	2,900.60	675.05	881.88	323.61	2,600.00	2,600.00	0.00	0.00%	
1420	54900	FOOD & FOOD SERVICE SUPP	0.00	0.00	0.00	0.00	500.00	500.00	0.00	0.00%	
1420	55400	PUBLIC WORKS SUPPLIES	34,301.69	28,773.39	12,885.88	4,903.77	25,000.00	25,000.00	0.00	0.00%	
1420	55460	LINE PAINTING SUPPLIES	1,606.50	2,136.00	1,145.27	0.00	1,500.00	2,000.00	500.00	33.33%	

FY2020 DRAFT BUDGET

ACCOUNTS FOR:			FY2016	FY2017	FY2018	FY2019	FY2019	FY2020			
GENERAL FUND			ACTUALS	ACTUALS	ACTUALS	ACTUALS	BUDGET	REQUEST	Mvmt '19 to '20	% increase/decrease	COMMENT
1420	55470	TRAFFIC SIGNS	0.00	2,990.00	5,196.96	2,148.37	5,000.00	5,000.00	0.00	0.00%	
1420	57000	TRAINING DUES MEMBERSHIPS	286.43	1,136.20	500.22	518.90	1,200.00	1,200.00	0.00	0.00%	
1420	58000	LANDSCAPING NEW ADMIN BLDG	0.00	0.00	0.00	6,923.00	5,000.00	0.00	-5,000.00	-100.00%	
	NEW	DOG POUND DEMOLITION						0.00	0.00	0.00%	
	NEW	DEPOT SQ STREETScape						9,500.00	9,500.00	0.00%	
<b>TOTAL</b>	<b>DPW-HIGHWAY DEPARTMENT</b>		<b>377,227.45</b>	<b>380,476.42</b>	<b>369,892.61</b>	<b>141,710.11</b>	<b>411,413.00</b>	<b>430,312.00</b>	<b>18,899.00</b>	<b>4.59%</b>	
<b>1421 DPW-STORMWATER MANAGEMENT</b>											
1421	51100	STORM WATER WAGES	0.00	2,340.00	3,922.50	0.00	2,500.00	7,200.00	4,700.00	188.00%	GIS Intern
1421	52000	STORMWATER SERVICES	0.00	3,879.49	6,248.56	5,700.00	12,000.00	12,000.00	0.00	0.00%	NPDES Permit Requirements
1421	52300	CATCH BASIN CLEANING	0.00	9,391.14	9,620.68	0.00	10,000.00	10,000.00	0.00	0.00%	
1421	52310	DEBRIS DISPOSAL	0.00	9,895.63	0.00	0.00	5,000.00	5,000.00	0.00	0.00%	
1421	52400	REPAIRS & MAINTENANCE	0.00	13,280.00	0.00	120.00	8,000.00	8,000.00	0.00	0.00%	
1421	53000	MISC PROF/TECH SERVICES	0.00	8,390.33	4,660.75	2,826.28	10,000.00	10,000.00	0.00	0.00%	
1421	53100	POLICE DETAILS	0.00	3,538.16	2,539.88	5,865.32	5,000.00	5,000.00	0.00	0.00%	
1421	53400	COMMUNICATIONS	0.00	1,063.92	479.88	159.96	1,000.00	500.00	-500.00	-50.00%	Average of past 3 years
1421	54200	OFFICE SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%	
1421	54800	VEHICULAR SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%	
1421	55400	PUBLIC WORKS SUPPLIES	0.00	12,106.87	14,446.39	2,709.11	15,000.00	15,000.00	0.00	0.00%	
1421	57000	OTHER CHARGES & EXPENSES	0.00	141.00	2,322.00	0.00	0.00	0.00	0.00	0.00%	
1421	58000	STORM DRAIN UPGRADES	0.00	75,699.71	50,000.00	75,000.00	75,000.00	100,000.00	25,000.00	33.33%	Mark originally asked for \$75,000 drain upgrades and \$55,000 for culvert replacements
1421	58100	CULVERT REPLACEMENTS	0.00	0.00	48,356.71	42,676.51	55,000.00	100,000.00	45,000.00	81.82%	but also requested \$100,000 for each in capital; when asked, he said he had duplicated the request and needed \$100,000 in each. As in the past, we are rolling into the operating
<b>TOTAL</b>	<b>DPW-STORMWATER MANAGEMENT</b>		<b>0.00</b>	<b>139,726.25</b>	<b>142,597.35</b>	<b>135,057.18</b>	<b>198,500.00</b>	<b>272,700.00</b>	<b>74,200.00</b>	<b>37.38%</b>	<b>budget</b>
<b>1422 SNOW REMOVAL</b>											
1422	51100	SNOW REMOVAL WAGES	1,409.28	3,841.40	3,886.84	0.00	2,000.00	2,000.00	0.00	0.00%	Average of past 3 years
1422	51300	OVERTIME	43,184.46	108,130.76	98,242.71	0.00	77,000.00	77,000.00	0.00	0.00%	Average of past 3 years
1422	52000	SNOW SERVICES	11,299.75	39,074.75	34,386.74	0.00	30,000.00	30,000.00	0.00	0.00%	Hired one additional contractor due to loss of 2 plow drivers
1422	52440	VEHICLE REPAIR	1,911.81	11,331.97	4,213.65	1,720.98	10,000.00	10,000.00	0.00	0.00%	Average of past 3 years
1422	53000	PROFESSIONAL SERVICES	0.00	159.72	144.00	0.00	0.00	0.00	0.00	0.00%	
1422	53100	POLICE DETAILS	373.44	1,757.36	3,157.86	0.00	3,000.00	3,000.00	0.00	0.00%	Average of past 3 years
1422	54800	VEHICULAR SUPPLIES	20,056.66	24,198.00	24,133.76	9,164.39	22,000.00	22,000.00	0.00	0.00%	
1422	54810	FUEL	8,473.27	26,615.08	36,706.00	0.00	40,000.00	40,000.00	0.00	0.00%	
1422	54820	SNOW-REGIONAL SCHOOL	0.00	0.00	0.00	0.00	10,000.00	10,000.00	0.00	0.00%	
1422	55400	PUBLIC WORKS SUPPLIES	6,104.64	9,070.17	3,167.52	245.10	6,000.00	6,000.00	0.00	0.00%	
1422	55410	SALT & SAND	114,282.93	182,006.10	133,581.79	13,486.69	120,000.00	120,000.00		0.00%	1850 tons @ \$65 (used 2800 in FY17)
<b>TOTAL</b>	<b>SNOW REMOVAL</b>		<b>207,096.24</b>	<b>406,185.31</b>	<b>341,620.87</b>	<b>24,617.16</b>	<b>320,000.00</b>	<b>320,000.00</b>	<b>0.00</b>	<b>0.00%</b>	



**FY2020 DRAFT BUDGET**

ACCOUNTS FOR:			FY2016	FY2017	FY2018	FY2019	FY2019	FY2020			
GENERAL FUND			ACTUALS	ACTUALS	ACTUALS	ACTUALS	BUDGET	REQUEST	Mvmt '19 to '20	% increase/decrease	COMMENT
<b>1424 STREET LIGHTING</b>											
1424	52100	STREET LIGHTS	35,823.52	51,027.92	37,766.74	5,006.22	30,000.00	30,000.00	0.00	0.00%	
1424	52400	REPAIRS & MAINTENANCE	7,906.45	10,847.76	4,731.96	0.00	5,000.00	5,000.00	0.00	0.00%	
1424	53000	MISC PROF/TECH SERVICES	2,318.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%	
1424	55400	PUBLIC WORKS SUPPLIES	21,708.54	133.58	1,746.87	0.00	5,000.00	5,000.00	0.00	0.00%	
1424	57000	OTHER CHARGES & EXPENSES	0.00	24.00	0.00	0.00	0.00	0.00	0.00	0.00%	
<b>TOTAL</b>	<b>STREET LIGHTING</b>		<b>67,756.51</b>	<b>62,033.26</b>	<b>44,245.57</b>	<b>5,006.22</b>	<b>40,000.00</b>	<b>40,000.00</b>	<b>0.00</b>	<b>0.00%</b>	
<b>1425 DPW-FUEL</b>											
1425	52400	REPAIRS & MAINTENANC	25,355.00	363.75	418.50	0.00	1,500.00	1,500.00	0.00	0.00%	
1425	54810	FUEL-DPW	47,244.84	43,533.53	48,552.97	22,902.88	38,500.00	18,500.00	-20,000.00	-51.95%	
1425	54820	FUEL-POLICE	0.00	5,583.63	0.00	0.00	24,000.00	24,000.00	0.00	0.00%	
1425	54830	FUEL-FIRE	0.00	0.00	0.00	0.00	11,000.00	11,000.00	0.00	0.00%	
1425	54840	FUEL-AYER HOUSING	(1,335.14)	(1,607.59)	(1,504.27)	0.00	1,500.00	0.00	-1,500.00	-100.00%	
1425	54850	FUEL-PARK	(828.08)	(1,050.38)	(1,295.72)	(495.46)	1,500.00	0.00	-1,500.00	-100.00%	
<b>TOTAL</b>	<b>DPW-FUEL</b>		<b>70,436.62</b>	<b>46,822.94</b>	<b>46,171.48</b>	<b>22,407.42</b>	<b>78,000.00</b>	<b>55,000.00</b>	<b>-23,000.00</b>	<b>-29.49%</b>	
<b>1429 DPW-EQUIPMENT REPAIR</b>											
1429	51100	EQUIP REPAIR WAGES	55,897.76	57,782.11	59,001.39	20,534.40	60,200.00	61,041.00	841.00	1.40%	impact of contract negotiations
1429	51300	OVERTIME	2,644.75	1,390.52	1,038.56	64.83	1,805.00	1,800.00	-5.00	-0.28%	3% of wages
1429	51900	CLOTHING REIMBURSEMENT	700.00	700.00	700.00	350.00	700.00	700.00	0.00	0.00%	
1429	52400	REPAIRS & MAINTENANCE	1,095.47	4,898.99	3,841.27	864.50	4,700.00	4,700.00	0.00	0.00%	
1429	52440	VEHICLE REPAIR	13,484.22	3,631.29	3,187.87	12,099.55	11,500.00	20,000.00	8,500.00	73.91%	includes \$4,000 increase for H-15 fender rust & paint, \$5,000 for H-14 Dump Truck repairs
1429	52700	RENTALS	0.00	1,056.80	2,091.60	587.00	1,000.00	1,000.00	0.00	0.00%	
1429	52900	WASTE REMOVAL	125.82	0.00	556.83	0.00	500.00	500.00	0.00	0.00%	
1429	53000	MISC PROF/TECH SERVICES	80.00	312.00	171.20	44.14	635.00	1,000.00	365.00	57.48%	OSHA Inventory
1429	53400	COMMUNICATION	0.00	0.00	23.20	0.00	150.00	150.00	0.00	0.00%	
1429	54200	OFFICE SUPPLIES	22.19	7.29	20.92	0.00	0.00	0.00	0.00	0.00%	
1429	54320	BLDG & EQPT REP/MAINT	5.66	104.40	758.80	0.00	250.00	250.00	0.00	0.00%	
1429	54600	SAFETY SUPPLIES	207.00	174.95	239.53	0.00	250.00	250.00	0.00	0.00%	
1429	54800	VEHICULAR SUPPLIES	26,894.44	20,932.69	25,749.11	9,149.34	20,000.00	20,000.00	0.00	0.00%	
1429	55400	PUBLIC WORKS SUPPLIES	7,833.55	6,357.90	5,275.65	1,432.67	7,000.00	7,000.00	0.00	0.00%	
1429	57000	OTHER CHARGES & EXPENSES	105.00	8.30	20.00	100.00	0.00	0.00	0.00	0.00%	
<b>TOTAL</b>	<b>DPW-EQUIPMENT REPAIR</b>		<b>109,095.86</b>	<b>97,357.24</b>	<b>102,675.93</b>	<b>45,226.43</b>	<b>108,690.00</b>	<b>118,391.00</b>	<b>9,701.00</b>	<b>8.93%</b>	
<b>1491 CEMETERY DEPARTMENT</b>											TBD
1491	52000	SERVICES	2,500.00	2,500.00	2,500.00	0.00	2,500.00	3,750.00	1,250.00	50.00%	includes increase of \$1,250 requested by Woodlawn

**FY2020 DRAFT BUDGET**

ACCOUNTS FOR:		FY2016	FY2017	FY2018	FY2019	FY2019	FY2020			
GENERAL FUND		ACTUALS	ACTUALS	ACTUALS	ACTUALS	BUDGET	REQUEST	Mvmt '19 to '20	% increase/decrease	COMMENT
<b>TOTAL</b>	<b>CEMETERY DEPARTMENT</b>	2,500.00	2,500.00	2,500.00	0.00	2,500.00	3,750.00	1,250.00	50.00%	
	<b>1512 BOARD OF HEALTH</b>									
1512	51000 BOH SECRETARY WAGES	14,662.19	14,609.41	14,806.92	5,521.50	16,013.00	0.00	-16,013.00	-100.00%	This position is absorbed by the Management Support position for an estimated savings of \$10,095
1512	52000 SERVICES	0.00	130.56	241.39	0.00	1,000.00	1,000.00	0.00	0.00%	
1512	54000 SUPPLIES	0.00	0.00	0.00	0.00	100.00	100.00	0.00	0.00%	
1512	54200 OFFICE SUPPLIES	241.48	153.29	223.59	0.00	425.00	425.00	0.00	0.00%	
1512	57000 OTHER CHARGES & EXPENSES	150.00	150.00	267.00	150.00	850.00	850.00	0.00	0.00%	
<b>TOTAL</b>	<b>BOARD OF HEALTH</b>	15,053.67	15,043.26	15,538.90	5,671.50	18,388.00	2,375.00	-16,013.00	-87.08%	
	<b>1513 NASHOBA BOARD OF HEALTH</b>									
1513	53050 NASHOBA-NURSING SERVICES	7,591.80	7,971.40	8,369.96	4,394.24	8,789.00	9,228.00	439.00	4.99%	FY2020 assessment
1513	53055 NASHOBA BOARD OF HEALTH	16,958.96	17,467.72	18,341.12	9,629.08	19,258.00	20,221.00	963.00	5.00%	FY2020 assessment
<b>TOTAL</b>	<b>NASHOBA BOARD OF HEALTH</b>	24,550.76	25,439.12	26,711.08	14,023.32	28,047.00	29,449.00	1,402.00	5.00%	
	<b>1540 DISABILITIES COMMISSION</b>									
1540	52000 SERVICES	0.00	0.00	0.00	0.00	500.00	500.00	0.00	0.00%	
1540	54200 OFFICE SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%	
1540	57000 OTHER CHARGES & EXPENSES	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%	
<b>TOTAL</b>	<b>DISABILITIES COMMISSION</b>	0.00	0.00	0.00	0.00	500.00	500.00	0.00	0.00%	
	<b>1541 COUNCIL ON AGING</b>									
1541	51000 COUNCIL ON AGING WAGES	97,580.73	102,282.32	131,088.37	45,237.79	152,513.00	144,715.00	-7,798.00	-5.11%	FY19 budgeted amount was VERY conservative because the impact of the new contract with MART was unknown.
1541	52000 SERVICES	10,786.42	8,800.96	8,502.91	5,770.68	17,000.00	13,000.00	-4,000.00	-23.53%	
1541	53065 AROBICS INSTRUCTOR	4,000.00	4,000.00	4,000.00	1,800.00	6,000.00	6,000.00	0.00	0.00%	
1541	54000 SUPPLIES	4,765.98	4,124.73	1,961.25	1,080.93	2,000.00	3,100.00	1,100.00	55.00%	
1541	54200 OFFICE SUPPLIES	0.00	130.00	0.00	186.49	800.00	400.00	-400.00	-50.00%	
1541	54900 FOOD SUPPLIES	882.43	616.65	927.38	359.99	200.00	900.00	700.00	350.00%	
1541	57000 OTHER CHARGES & EXPENSES	9,602.47	8,944.18	7,557.09	1,033.81	600.00	1,600.00	1,000.00	166.67%	
1541	57100 COA PROGRAMS	0.00	0.00	0.00	1,588.00	0.00	6,000.00	6,000.00	0.00%	included in Other Charges in past
<b>TOTAL</b>	<b>COUNCIL ON AGING</b>	127,618.03	128,898.84	154,037.00	57,057.69	179,113.00	175,715.00	-3,398.00	-1.90%	
	<b>1543 VETERANS AGENT</b>									
1543	51100 VETERANS AGENT WAGES	18,218.90	18,438.08	18,806.62	6,614.82	19,109.00	19,493.00	384.00	2.01%	
1543	52000 SERVICES	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%	
1543	54000 SUPPLIES	157.38	0.00	269.00	0.00	300.00	200.00	-100.00	-33.33%	Reduced projected supplies down \$100

**FY2020 DRAFT BUDGET**

ACCOUNTS FOR:			FY2016	FY2017	FY2018	FY2019	FY2019	FY2020			
GENERAL FUND			ACTUALS	ACTUALS	ACTUALS	ACTUALS	BUDGET	REQUEST	Mvmt '19 to '20	% increase/decrease	COMMENT
1543	54200	OFFICE SUPPLIES	0.00	0.00	8.79	0.00	100.00	100.00	0.00	0.00%	
1543	57000	OTHER CHARGES & EXPENSES	0.00	0.00	0.00	0.00	100.00	100.00	0.00	0.00%	
<b>TOTAL</b>	<b>VETERANS AGENT</b>		<b>18,376.28</b>	<b>18,438.08</b>	<b>19,084.41</b>	<b>6,614.82</b>	<b>19,609.00</b>	<b>19,893.00</b>	<b>284.00</b>	<b>1.45%</b>	
<b>1547 VETERANS BENEFITS</b>											
1547	53170	VETERANS SERVICES	121,553.48	147,512.75	141,629.06	55,862.91	140,000.00	140,000.00	0.00	0.00%	Veterans Benefits to remain at \$140,000 as we are on target for FY19
<b>TOTAL</b>	<b>VETERANS BENEFITS</b>		<b>121,553.48</b>	<b>147,512.75</b>	<b>141,629.06</b>	<b>55,862.91</b>	<b>140,000.00</b>	<b>140,000.00</b>	<b>0.00</b>	<b>0.00%</b>	
<b>1610 LIBRARY DEPARTMENT</b>											
1610	51100	LIBRARY WAGES	317,504.96	342,484.00	359,440.80	114,617.28	382,597.00	392,392.00	9,795.00	2.56%	
1610	52000	SERVICES	73,363.60	86,657.50	91,801.59	34,541.78	85,300.00	85,300.00	0.00	0.00%	
1610	54000	LBY-BOOKS A-V PERIODICALS	94,807.12	113,515.28	109,576.93	40,407.67	113,103.00	115,400.00	2,297.00	2.03%	This line must equal 19% of total library operating budget.
1610	54100	LIBRARY PATRON COMPUTERS	0.00	0.00	0.00	2,445.20	0.00	0.00	0.00	0.00%	11% of the Books budget can be used for Patron Computers
1610	54200	OFFICE SUPPLIES	11,206.32	19,019.22	10,419.27	4,964.04	12,277.00	6,277.00	-6,000.00	-48.87%	
1610	54300	LIBRARY SUPPLIES	0.00	0.00	0.00	1,489.39	0.00	6,000.00	6,000.00	0.00%	
1610	57000	OTHER CHARGES & EXPENSES	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%	
1610	58000	OTHER CAPITAL OUTLAY	0.00	0.00	0.00	972.56	2,000.00	2,000.00	0.00	0.00%	
<b>TOTAL</b>	<b>LIBRARY DEPARTMENT</b>		<b>496,882.00</b>	<b>561,676.00</b>	<b>571,238.59</b>	<b>199,437.92</b>	<b>595,277.00</b>	<b>607,369.00</b>	<b>12,092.00</b>	<b>2.03%</b>	
<b>1650 PARK DEPARTMENT</b>											
1650	51000	LIFEGUARD WAGES	32,226.42	28,141.51	34,032.94	25,315.88	38,874.00	40,974.00	2,100.00	5.40%	adjustment for increase in minimum wage
1650	51100	PARKS DIRECTOR WAGES	61,267.60	63,458.48	65,843.76	23,901.60	69,407.00	72,036.00	2,629.00	3.79%	
1650	51110	ASSISTANT WAGES	13,604.19	11,784.35	17,052.67	8,070.68	14,962.00	16,116.00	1,154.00	7.71%	adjustment for increase in minimum wage
1650	52000	SERVICES	9,692.87	7,023.09	5,825.63	1,119.69	12,000.00	12,000.00	0.00	0.00%	
1650	52400	BLDGS & GROUNDS UPKEEP	763.22	1,203.90	2,211.13	178.44	2,000.00	2,000.00	0.00	0.00%	
1650	52440	VEHICLE REPAIR	35.00	634.82	2,260.62	1,257.10	1,000.00	1,000.00	0.00	0.00%	
1650	52900	ADD'L FUNDS- SERVICES	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%	
1650	54000	SUPPLIES	8,443.92	12,767.97	10,740.35	4,770.68	11,025.00	11,025.00	0.00	0.00%	
1650	54101	BASEBALL EQPT/SUPPLIES	0.00	0.00	1,117.30	0.00	0.00	0.00	0.00	0.00%	
1650	54103	SWIMMING EQPT/SUPPLIES	1,460.40	1,304.12	1,118.68	310.67	1,000.00	1,000.00	0.00	0.00%	
1650	54200	OFFICE SUPPLIES	0.00	0.00	0.00	200.32	0.00	0.00	0.00	0.00%	
1650	54610	BUILDING & GROUNDS SUPPLIES	2,044.43	0.00	1,187.68	0.00	0.00	0.00	0.00	0.00%	
1650	54800	VEHICULAR SUPPLIES	453.57	101.51	889.78	58.29	0.00	0.00	0.00	0.00%	
1650	54900	ADD'L FUNDS-EQUIPMENT/SUPPLIE	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%	
1650	57000	OTHER CHARGES & EXPENSES	11,099.10	130.59	495.46	0.00	1,000.00	3,000.00	2,000.00	200.00%	Increase to compensate DLS Training and equipment upgrades
1650	58000	CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%	
<b>TOTAL</b>	<b>PARK DEPARTMENT</b>		<b>141,090.72</b>	<b>126,550.34</b>	<b>142,776.00</b>	<b>65,183.35</b>	<b>151,268.00</b>	<b>159,151.00</b>	<b>7,883.00</b>	<b>5.21%</b>	

**FY2020 DRAFT BUDGET**

ACCOUNTS FOR:			FY2016	FY2017	FY2018	FY2019	FY2019	FY2020			
GENERAL FUND			ACTUALS	ACTUALS	ACTUALS	ACTUALS	BUDGET	REQUEST	Mvmt '19 to '20	% increase/decrease	COMMENT
<b>1652 AYER SHIRLEY FOOTBALL &amp; CHEERLEAD</b>											
1652	52000	AYER SHIRLEY FOOTBALL & CHEER	4,000.00	4,000.00	4,000.00	0.00	4,000.00	4,000.00	0.00	0.00%	
<b>TOTAL</b>	<b>AYER SHIRLEY FOOTBALL</b>		<b>4,000.00</b>	<b>4,000.00</b>	<b>4,000.00</b>	<b>0.00</b>	<b>4,000.00</b>	<b>4,000.00</b>	<b>0.00</b>	<b>0.00%</b>	
<b>1653 LITTLE LEAGUE</b>											
1653	52000	LITTLE LEAGUE	4,000.00	4,000.00	4,000.00	0.00	4,000.00	4,000.00	0.00	0.00%	
<b>TOTAL</b>	<b>LITTLE LEAGUE</b>		<b>4,000.00</b>	<b>4,000.00</b>	<b>4,000.00</b>	<b>0.00</b>	<b>4,000.00</b>	<b>4,000.00</b>	<b>0.00</b>	<b>0.00%</b>	
<b>1691 HISTORICAL COMMISSION</b>											
1691	52000	SERVICES	27.00	0.00	750.00	0.00	250.00	250.00	0.00	0.00%	
1691	54000	SUPPLIES	152.74	297.00	0.00	0.00	0.00	0.00	0.00	0.00%	
1691	54200	OFFICE SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%	
1691	57000	OTHER CHARGES & EXPENSES	0.00	0.00	0.00	0.00	500.00	500.00	0.00	0.00%	
1691	58000	OTHER CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%	
<b>TOTAL</b>	<b>HISTORICAL COMMISSION</b>		<b>179.74</b>	<b>297.00</b>	<b>750.00</b>	<b>0.00</b>	<b>750.00</b>	<b>750.00</b>	<b>0.00</b>	<b>0.00%</b>	
<b>1692 PUBLIC CELEBRATIONS DEPT</b>											
1692	55840	MEMORIAL DAY SUPPLIES	486.11	279.96	375.52	0.00	2,000.00	1,000.00	-1,000.00	-50.00%	revised by TA based on historical actual expenses
<b>TOTAL</b>	<b>PUBLIC CELEBRATIONS DE</b>		<b>486.11</b>	<b>279.96</b>	<b>375.52</b>	<b>0.00</b>	<b>2,000.00</b>	<b>1,000.00</b>	<b>-1,000.00</b>	<b>-50.00%</b>	
<b>1695 AMERICAN LEGION POST 139</b>											
1695	55870	AMERICAN LEGION POST 139	600.00	600.00	600.00	0.00	600.00	600.00	0.00	0.00%	level fund
<b>TOTAL</b>	<b>AMERICAN LEGION POST 1</b>		<b>600.00</b>	<b>600.00</b>	<b>600.00</b>	<b>0.00</b>	<b>600.00</b>	<b>600.00</b>	<b>0.00</b>	<b>0.00%</b>	
<b>1697 4TH OF JULY-FIREWORKS</b>											
1697	52000	4TH OF JULY-FIREWORKS	7,000.00	7,000.00	7,000.00	7,000.00	7,000.00	7,000.00	0.00	0.00%	level fund
1697	52100	SERVICES OTHER	3,000.00	3,000.00	3,000.00	3,000.00	3,000.00	3,000.00	0.00	0.00%	
1697	54000	PURCHASE OF SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%	
<b>TOTAL</b>	<b>4TH OF JULY-FIREWORKS</b>		<b>10,000.00</b>	<b>10,000.00</b>	<b>10,000.00</b>	<b>10,000.00</b>	<b>10,000.00</b>	<b>10,000.00</b>	<b>0.00</b>	<b>0.00%</b>	
<b>1698 HOLIDAY LIGHTS</b>											
1698	52000	HOLIDAY LIGHTS SERVICES	0.00	10,000.00	10,000.00	0.00	10,000.00	10,000.00	0.00	0.00%	
<b>TOTAL</b>	<b>HOLIDAY LIGHTS</b>		<b>0.00</b>	<b>10,000.00</b>	<b>10,000.00</b>	<b>0.00</b>	<b>10,000.00</b>	<b>10,000.00</b>	<b>0.00</b>	<b>0.00%</b>	

FY2020 DRAFT BUDGET

ACCOUNTS FOR:

GENERAL FUND

			FY2016	FY2017	FY2018	FY2019	FY2019	FY2020	Mvmt '19 to '20	% increase/decrease	COMMENT
			ACTUALS	ACTUALS	ACTUALS	ACTUALS	BUDGET	REQUEST			
<b>1710 RETIREMENT OF DEBT</b>											
1710	59100	PRINC'L PAYMENTS-REGULAR	783,000.00	947,900.00	820,041.00	85,000.00	1,073,719.00	1,105,909.00	32,190.00	3.00%	
<b>TOTAL</b>	<b>RETIREMENT OF DEBT</b>		<b>783,000.00</b>	<b>947,900.00</b>	<b>820,041.00</b>	<b>85,000.00</b>	<b>1,073,719.00</b>	<b>1,105,909.00</b>	<b>32,190.00</b>	<b>3.00%</b>	
<b>1751 INTEREST</b>											
1751	59150	LONG-TERM INTEREST	197,111.45	176,089.76	131,447.66	45,458.25	226,375.00	249,294.00	22,919.00	10.12%	
<b>TOTAL</b>	<b>INTEREST</b>		<b>197,111.45</b>	<b>176,089.76</b>	<b>131,447.66</b>	<b>45,458.25</b>	<b>226,375.00</b>	<b>249,294.00</b>	<b>22,919.00</b>	<b>10.12%</b>	
<b>1911 RETIREMENT &amp; PENSION CON</b>											
1911	51730	COUNTY RETIREMENT ASSESS	1,343,292.00	1,429,491.00	1,363,375.00	1,450,939.00	1,450,939.00	1,687,582.00	236,643.00	16.31%	this is assuming the discount is received, \$1,718,371 before discount this cost will increase \$100,163 from FY20 to FY21
<b>TOTAL</b>	<b>RETIREMENT &amp; PENSION C</b>		<b>1,343,292.00</b>	<b>1,429,491.00</b>	<b>1,363,375.00</b>	<b>1,450,939.00</b>	<b>1,450,939.00</b>	<b>1,687,582.00</b>	<b>236,643.00</b>	<b>16.31%</b>	
<b>1913 UNEMPLOYMENT COMPENSATION</b>											
1913	51710	UNEMPLOYMENT COMPENSATION	24,510.00	3,130.66	31,384.24	1,004.82	25,000.00	5,600.00	-19,400.00	-77.60%	admin fee \$1,600 per year (reduced from \$2,320 per year savings from changing from UTC to Pinnacle) plus claims \$4,000
<b>TOTAL</b>	<b>UNEMPLOYMENT COMPENSATION</b>		<b>24,510.00</b>	<b>3,130.66</b>	<b>31,384.24</b>	<b>1,004.82</b>	<b>25,000.00</b>	<b>5,600.00</b>	<b>-19,400.00</b>	<b>-77.60%</b>	
<b>1919 OTHER EMPLOYEE BENEFITS</b>											
1919	51740	FICA MEDICARE	92,117.84	98,183.38	104,248.15	40,483.44	112,500.00	122,500.00	10,000.00	8.89%	includes FY20 salary adjustments \$3,592 of this cost is offset by Shirley Assessment
<b>TOTAL</b>	<b>OTHER EMPLOYEE BENEFITS</b>		<b>92,117.84</b>	<b>98,183.38</b>	<b>104,248.15</b>	<b>40,483.44</b>	<b>112,500.00</b>	<b>122,500.00</b>	<b>10,000.00</b>	<b>8.89%</b>	
<b>1940 GROUP HEALTH &amp; LIFE INSUR</b>											
1940	57420	HEALTH INSURANCE	1,184,534.93	1,264,351.05	1,388,602.96	376,575.03	1,536,000.00	1,628,660.00	92,660.00	6.03%	9.5% premium increase Fallon plans & 5.5% increase Tufts and Harvard Pilgrim
1940	57421	HEALTH-RETIREE EXP FROM OTHEF	0.00	401.37	0.00	0.00	0.00	0.00	0.00	0.00%	
1940	57422	REGION DISPATCH HEALTH	0.00	0.00	0.00	0.00	42,408.00	46,437.00	4,029.00	9.50%	this cost is offset by Shirley Assessment
1940	57425	LIFE INSURANCE	11,985.07	12,285.10	11,489.60	2,786.55	12,850.00	16,300.00	3,450.00	26.85%	adjusted for current participation (90 actives & 126 retirees)
1940	57439	HSA ADMIN FEES	0.00	0.00	0.00	13.75	0.00	75.00	75.00	0.00%	health equity monthly fees for current subscriber
1940	57440	HRA BENEFITS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%	
1940	57445	HRA ADMINISTRATION FEES	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%	
1940	57446	FSA ADMIN FEES	1,847.25	2,229.75	1,992.25	973.00	3,600.00	2,300.00	-1,300.00	-36.11%	adjusted for 19 enrollments & 5 new participants at current quarterly rate
1940	57447	FSA BENEFITS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%	
1940	57448	HEALTH SECTION 21 COST	0.00	0.00	0.00	23,806.45	23,808.00	0.00	-23,808.00	-100.00%	
1940	57450	WELLNESS COORDINATOR	1,221.96	0.00	0.00	0.00	0.00	0.00	0.00	0.00%	
1940	57460	HEALTH INSURANCE W/H CREDIT	23,528.96	21,541.10	17,519.32	4,456.24	16,541.00	10,000.00	-6,541.00	-39.54%	adjusted to current employees receiving benefit; declining cost through employee attrition
1940	57480	MEDICARE PENALTIES	1,497.00	1,688.40	1,768.80	1,058.60	1,650.00	3,500.00	1,850.00	112.12%	adjusted for additional retirees

**FY2020 DRAFT BUDGET**

ACCOUNTS FOR:			FY2016	FY2017	FY2018	FY2019	FY2019	FY2020			
GENERAL FUND			ACTUALS	ACTUALS	ACTUALS	ACTUALS	BUDGET	REQUEST	Mvmt '19 to '20	% increase/decrease	COMMENT
1940	57490	HEALTH BUY-OUT PROGRAM	75,743.29	67,931.66	66,254.73	20,831.03	72,200.00	67,400.00	-4,800.00	-6.65%	based on FY19 participants plus 1
<b>TOTAL</b>	<b>GROUP HEALTH &amp; LIFE IN</b>		<b>1,300,358.46</b>	<b>1,370,428.43</b>	<b>1,487,627.66</b>	<b>430,500.65</b>	<b>1,709,057.00</b>	<b>1,774,672.00</b>	<b>65,615.00</b>	<b>3.84%</b>	
<b>TOTAL</b>	<b>GENERAL FUND</b>		<b>23,096,880.45</b>	<b>24,399,049.74</b>	<b>24,916,326.27</b>	<b>10,869,739.05</b>	<b>26,685,629.00</b>	<b>27,957,376.00</b>	<b>1,271,747.00</b>	<b>4.77%</b>	

1628660

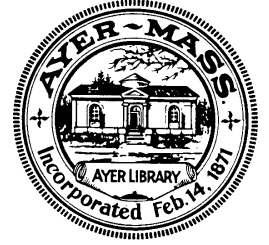
		\$ increase over FY19	% of total increase	% of total FY20 budget
<b>Summary of major budget increases (over \$10,000)</b>				
Treasurer/Tax Collector		176,984.00	19,260.00	1.51%
Facilities		359,669.00	16,171.00	1.27%
General Insurance		212,837.00	13,481.00	1.06%
<b>Police (net)</b>		<b>2,939,222.00</b>	<b>131,601.00</b>	<b>10.35%</b>
<b>Fire</b>		<b>1,846,103.00</b>	<b>113,966.00</b>	<b>8.96%</b>
Nashoba Valley HS Assessment		764,256.00	83,711.00	6.58%
<b>ASRSD Assessment</b>		<b>12,065,398.00</b>	<b>394,508.00</b>	<b>31.02%</b>
DPW - Highway		430,312.00	18,899.00	1.49%
DPW - Stormwater		272,700.00	74,200.00	5.83%
Princ'l payments - long term debt		1,105,909.00	32,190.00	2.53%
<b>Middlesex Retirement Assessment</b>		<b>1,687,582.00</b>	<b>236,643.00</b>	<b>18.61%</b>
Health Insurance		1,774,672.00	65,615.00	5.16%
		<b>23,458,660.00</b>	<b>1,180,985.00</b>	
all other		4,498,716.00	90,762.00	7.14%
		<b>26,685,629.00</b>	<b>27,957,376.00</b>	<b>100.00%</b>
Nashoba Valley HS Assessment		680,545.00	764,256.00	83,711.00
ASRSD Assessment		11,670,890.00	12,065,398.00	394,508.00
<b>Without schools</b>		<b>14,334,194.00</b>	<b>15,127,722.00</b>	<b>793,528.00</b>
				<b>5.54%</b>



# Town of Ayer

## Department of Planning & Development

Town Hall ♦ One Main Street ♦ Ayer, MA 01432 ♦ 978-772-8221 ♦ 978-772-8208 (fax)



### **MEMORANDUM**

TO: Ayer Board of Selectmen

CC: Robert Pontbriand, Town Administrator  
Lisa Gabree, Town Accountant

FR: Alan S. Manoian, AICP, Community & Economic Development Director  
Alicia Hersey, Community Development Program Manager

RE: Program Income 2018

DT: April 10, 2019

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As of March 31, 2019 Ayer's Housing Rehab Program Income is at \$95,492.45. This number includes a FY18 Program Income number of \$85,813.58. In compliance with DHCD program rules 2% (\$1,716.27) will be returned to the State. After the 2% is taken out the Program Income account will total \$93,776.18.

When a Town recoups program income greater than \$35,000 in any given year DHCD must approve any use of that money. I am proposing that the Town request DHCD approval for the following uses of this money:

Reinvestment in the Housing Rehab Program	\$51,000
Housing Rehab Program Delivery	\$ 8,000
Development of a Ayer Housing Production Plan	\$20,000
Administration	<u>\$14,000</u>
Total	\$93,000

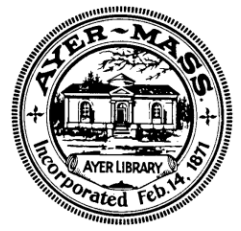
The proposal to DHCD would consist of an amendment to the FY18 CDBG grant, expanding our Housing Rehab program by \$73,000. The goal would be to rehab an additional 3 units with this fund.

We are requesting that \$20,000 be set aside for the formulation and provision of a Housing Production Plan for the Town of Ayer.

**Request the Board of Selectmen vote on the FY18 Program Income Proposed Budget.**

**Office of the Board of Selectmen  
Office of the Town Manager**

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Town of Ayer| Ayer Town Hall| 1 Main Street| Ayer, MA 01432|978-772-8220| www.ayer.ma.us

**MEMORANDUM**

**DATE:** April 12, 2019

**TO:** Ayer Board of Selectmen

**FROM:** Robert A. Pontbriand  
Town Manager

**SUBJECT: Town Manager's Report for the April 16, 2019 Ayer BOS Meeting**

Dear Honorable Selectmen,

I am pleased to transmit to you the following Town Manager's Report for the April 16, 2019 BOS Meeting. If you have any questions prior to the meeting, please do not hesitate to contact me directly. Thank you.

Administrative Update/Review of Warrant(s):

- I will provide a brief Administrative Update at the meeting of the various activities, initiatives, and projects of the Administration since the BOS last met on April 2, 2019. I have reviewed, approved, and signed the following Town Warrants since the BOS last met on April 2, 2019:
  - Accounts Payable Warrant #19-20 in the amount of \$2,290,517.60 was reviewed, approved and signed on April 2, 2019
  - Payroll Warrant #19-20 in the amount of \$321,585.63 was reviewed, approved and signed on April 9, 2019

Devens Framework Committee:

- The Board has previously discussed the attached proposal from the Town of Harvard to create a Devens Framework Committee consisting of the BOS Chair, Town Manager, and one other Town Representative to work among the Towns and with MassDevelopment Devens (See Attached).
- It is respectfully recommended that the BOS consider approving this approach to the Devens Framework Committee so that we can begin to work on the issue(s) of studying Devens Disposition in a formal Framework. It is recommended that the BOS appoint the BOS Chair, Town Manager, and the Town's Community and Economic Development as the Ayer representatives to the Devens Framework Committee.
- Additionally, the Town of Ayer continues to advertise and work on receiving applicants for appointment to the Ayer - Devens Disposition Study on the local level.

Thank you.

Attachment: Devens Framework Committee Correspondence from the Town of Harvard

**OFFICES OF THE  
SELECT BOARD AND  
TOWN ADMINISTRATOR**

13 Ayer Road, Harvard, Massachusetts 01451  
(978) 456-4100

www.harvard.ma.us  
(978) 456-4107 fax



March 4, 2019

RECEIVED  
MAR 08 2019

Town of Ayer  
Town Manager Robert Pontbriand  
Board of Selectmen Janice Livingston  
1 Main Street  
Ayer, MA 01432

TOWN OF AYER  
SELECTMEN'S OFFICE

Subject: Devens Permanent Government Framework Committee

Dear Mr. Pontbriand & Ms. Livingston,

Thank you for taking the time during this busy budget season to meet with us. We greatly appreciated your questions and input, and look forward to future opportunities to meet with you regarding resolution of Devens permanent governance.

We are writing you now to see if the Selectmen in your town would agree to participate in a special committee to work with MassDevelopment and the Devens Enterprise Commission (DEC) on advancing this planning for the future of Devens.

Lauren Liss, President of MassDevelopment has responded to the January 8, 2019 letter sent by the Town of Harvard and the Harvard/Devens Jurisdiction Committee. She agreed that "time spent now cooperatively developing a mutual framework for identifying issues" would be worthwhile. Ms. Liss suggested that all parties get together to work toward "cooperatively developing a mutual framework" that would facilitate the eventual establishment of permanent governance at Devens. In the letter, on which each town was copied, Ms. Liss acknowledges that consultant services would be procured to analyze the implications of such a transition, but only after all parties are able to agree upon and execute a Memorandum of Agreement which would set forth the "agreed upon planning process."

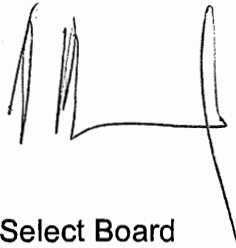
At this time, we would like to suggest that the Towns of Ayer, Harvard and Shirley form such a committee comprised of the Chair of the Board of Selectmen, Town Administrator and the Chair of a citizens committee such as the Harvard/Devens Jurisdiction Committee. We would also invite MassDevelopment and the DEC to be represented. The individual citizens committees could be constituted however each town desires; the purpose of those committees would be to facilitate public and town government input and communication within their respective towns. In addition, Harvard has encouraged participation in its committee by appointing two Devens residents; Ayer may elect to do the same should it form a similar committee.

The Harvard Select Board will be asked to take up the matter and consider a vote to participate in an ad hoc "Devens Permanent Government Framework Committee" constituted as described above in the near future. We would be pleased to work with Ayer and Shirley should your Town agree with this initiative.

Thank you for your consideration of this, and as always, we are available at your convenience to discuss this further.

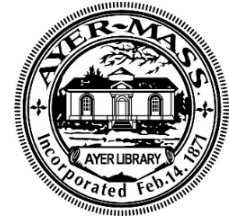
Sincerely,

Handwritten signature of Lucy B. Wallace in cursive script.

Handwritten signature of Victor Normand in cursive script, featuring a large 'V' and 'N'.

Lucy B. Wallace, Chair, Select Board  
Victor Normand, Chair, Harvard-Devens Jurisdiction Committee

**Town of Ayer  
Board of Selectmen  
Ayer Town Hall – 1<sup>st</sup> Floor Meeting Room  
Ayer, MA 01432**



*Broadcast and Recorded by APAC*

**Tuesday March 27, 2019**  
**Open Session Meeting Minutes**

**BOS Present:** Jannice L. Livingston, Chair; Christopher R. Hillman, Vice – Chair; Scott A. Houde, Clerk

**Also Present:** Robert A. Pontbriand, Town Manager  
Carly M. Antonellis, Assistant Town Manager

**Call to Order:** J. Livingston called the meeting to order at 6:02 PM.

**Pledge of Allegiance:** BOS members and meeting attendees stood and recited the Pledge of Allegiance.

**Approval of Agenda:**

**Motion:** A motion was by S. Houde and seconded by C. Hillman to approve the agenda. **Motion passed 3-0.**

**Announcements:** None

**Applicant Presents Proposed Project – “Ayer Green Residences”:** Project proponent Attorney Adam Costa and Engineer Cal Goldsmith addressed the BOS. They presented a brief overview of the project thus far, stating they had submitted a request for a Local Initiative Program (LIP) endorsement for a Multifamily Affordable Housing Proposal known as “Ayer Green Residences” which was originally permitted as a solar development site. He stated that because of pending legal action brought forth by the abutters, the project proponent has investigated other options to develop the site, including Affordable Housing. The proposed conceptual plan consists of 55 units, 25% of which will be designated as affordable. He stated that the plan in front of the BOS, was the second iteration of the plan based on initial feedback from Town Staff.

Cal Goldsmith from GPR gave an overview of the project as it relates to permitting and construction of the site. He stated he anticipated needing a permit from the Army Corps of Engineers because they would be distributing over 5,000 square feet of wetlands. He also stated that the design approach has changed since an initial meeting and it now incorporates a Traditional Neighborhood design, with each unit having a front porch. He stated that stormwater management on the site will be a challenge. He stressed that the development proposal was still in the conceptual phase and that there is enough flexibility for the architects to design suitable housing. He’d also like to add new trails throughout the site, to connect to the Rail Trail. He noted the project’s proximity to the Town’s largest employers, the Nashoba Valley Medical Center and the Ayer Shirley Regional School District.

**Overview of the 40B Process:** R. Pontbriand gave an overview of the 40B process, noting that the BOS cannot “stop” or “deny” the project. He stated that the difference with the LIP process and a traditional 40B is that the BOS can choose to enter into a Memorandum of Agreement (MOA) with the project proponent. DHCD will work with the Town and developers, offering technical assistance throughout the process. R. Pontbriand noted that if the BOS was to enter into a MOA with the applicant, the MOA is enforceable against the developer as a contract. If the project proponent chooses not to go the LIP route, there is no opportunity for the BOS to enter into the MOA.

**Review of Department Head Concerns:** J. Livingston asked Department Heads to come up and give an overview of their concerns with the project.

DPW Superintendent M. Wetzel referenced his letter to the BOS dated February 13, 2019. He stated that the site design is very complicated and that he is concerned with the single point of entry and exit. He stressed that the developer will need a “Plan B” for another point of access. He stressed the need for effective stormwater management and looping the water mains for increased quality. He also will need to test the sewer capacity to the site.

Conservation Agent Jo-Anne Crystoff stated her concerns on behalf of the Conservation Commission with the wetland crossing for the roadway and anticipated the need for a consultant to assist the Conservation Commission throughout the project. She also shares the concerns relating to stormwater and its impact on wetland resources. Conservation Commission Co-Chair Bonnie Tillotson added that the area is cited as an ACEC, Area of Critical Environmental Concern.

Community and Economic Development Director Alan Manoian also referenced his memo to the BOS from February. He stated that Planning Board members and the Town Planner recently attended CPTC's 40B training conference and that the 40B program is designed to meet regional affordable housing needs.

Town Planner M. Archambault shared the concerns of his colleagues. His major concern relates to the access road off of Washington Street, leading to the proposed development. He stated that under typical Open Space Residential Development, 31 units would be allowed.

Police Chief William Murray stated that his primary concern is from a public safety and security standpoint. He'd like to see adequate lighting and is also concerned about the access road off of Washington Street.

**Public Comments:** Kevin Horgan, 16 Madigan Lane read a letter into the record opposing the project due to lack of detailed drawings, having a single access road to the proposed development and comments raised by the Fire Chief relating to roadways.

Ken Diskin, 180 Washington Street read parts of a letter previously sent to the BOS opposing the project due to the lack of submitted qualifications by the developer. He suggested that the BOS make a field visit to see the proposed development site. J. Livingston stated that field visits are not a purview of the Board of Selectmen, rather the Planning Board. K. Diskin also questioned whether the proposed project fit within the parameters of the Town's Master Plan.

**Board Deliberation on Next Steps:** C. Hillman asked the project proponent's Attorney if, after a comprehensive permit was issued, the development could be sold. A. Costa stated that yes and that was likely the route that his client would pursue, after permitting.

BOS members agreed on pursuing a MOA with the Developer to maintain control throughout the process. R. Pontbriand asked them for specifics they would like included in the MOA. BOS members stated that the proposed development should not increase in size, meaning to not exceed 55 units and to ensure proper lighting. C. Antonellis suggested that she and the Town Manager draft an MOA with Town Counsel to be negotiated with the project proponent for the BOS to ultimately authorize.

**Motion:** A motion was made by C. Hillman and seconded by S. Houde to authorize the Town Manager and Town Counsel to enter into a Memorandum of Agreement for Ayer Green Residences for final approval by the Board of Selectmen. **Motion passed 3-0.**

**Adjournment:**

**Motion:** A motion was made by C. Hillman and seconded by S. Houde to adjourn at 7:30 PM. **Motion passed 3-0.**

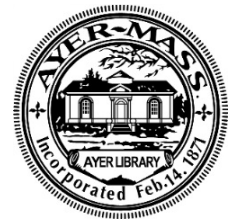
Minutes Recorded and Submitted by Carly M. Antonellis, Assistant Town Manager

**Date Minutes Approved by BOS:** \_\_\_\_\_

**Signature Indicating Approval:** \_\_\_\_\_



**Town of Ayer  
Board of Selectmen  
Ayer Town Hall – 1<sup>st</sup> Floor Meeting Room  
Ayer, MA 01432**



*Broadcast and Recorded by APAC*

**Tuesday April 2, 2019**  
**Open Session Meeting Minutes**

**BOS Present:** Jannice L. Livingston, Chair; Christopher R. Hillman, Vice – Chair; Scott A. Houde, Clerk

**Also Present:** Robert A. Pontbriand, Town Manager  
Carly M. Antonellis, Assistant Town Manager

**Call to Order:** J. Livingston called the meeting to order at 7:01 PM.

**Pledge of Allegiance:** BOS members and meeting attendees stood and recited the Pledge of Allegiance.

**Approval of Agenda:** S. Houde asked to amend the agenda by adding a Vicksburg Square update under “New Business”.

**Motion:** A motion was by S. Houde and seconded by J. Livingston to approve the agenda, as amended.  
**Motion passed 3-0.**

**Announcements:** None

**Moment of Silence in Remembrance of Ernie Blasetti:** The BOS observed a moment of silence in memory of Mr. Ernie Blasetti, the Town of Ayer’s Boston Post Cane recipient who recently passed away.

**Public Input:** None

**Supt. Mark Wetzel, Dept. of Public Works:** M. Wetzel updated the BOS that new guard rail has been installed on Westford Road by Catania Spagna. He also informed the BOS that Castle Rock will be filming portions of their 2<sup>nd</sup> season at the DPW Brush Dump.

*National Grid License and Assent Agreements/MacPherson Road* – M. Wetzel presented an Assent Agreement and License Agreement between the Town of Ayer and National Grid. These agreements are relative to the installation of distribution equipment for electrical service upgrades for the wastewater treatment plan. M. Wetzel is also preparing a permanent easement warrant article for the upcoming Annual Town Meeting.

**Motion:** A motion was made by J. Livingston and seconded by S. Houde to approve the Assent Agreement as presented. **Motion passed 3-0.**

**Motion:** A motion was made by J. Livingston and seconded by S. Houde to approve the License Agreement as presented. **Motion passed 3-0.**

**Public Hearing – FY ’20 Water and Sewer Rates:** S. Houde opened the public hearing at 7:11 PM by reading the Public Hearing notice as advertised in the Nashoba Valley Voice on March 22 and March 29, 2019. M. Wetzel gave a presentation on the water and sewer rate setting procedure, stating that the Rate Review Committee is recommending a 2% increase for the FY ’20 water rate and a 3% increase for the FY ’20 sewer rate. The Rate Review Committee is also recommending that the BOS adopt a Water Conservation Rate and increase the water connection fees. As part of the presentation, M. Wetzel stated that the average water and sewer user will see an approximately \$11.20 increase over last year’s bill. Also as compared to other Massachusetts towns, Ayer water users pay significantly below the state median and sewer users pay slightly higher than the state median.

The proposed Water Conservation Rate is for outdoor use of water and allows for a second meter which bills for only water and not sewer. This is for users that water their lawns in the summer months. M. Wetzel stated that in order to encourage water conservation, the Rate Review Committee recommends that water only meters be billed at the top tier of \$3.84 per hundred cubic feet.

The proposed increase in the water connection fees has been recommended by the Rate Review Committee, as it has not been updated since 2010. M. Wetzel presented a slide with the proposed fee increases:

	Current	Proposed
Connection Fee - 1" Service	\$3,000	\$3,600 per ERU
Connection Fee - 1 - 1/2" Service	\$4,500	\$3,600 per ERU
Connection Fee - 2" Service	\$6,750	\$3,600 per ERU
Connection Fee - 3" Service	\$10,000	\$10,000
Connection Fee - 4" Service	\$15,500	\$15,500
Connection Fee - 6" Service	\$23,500	\$23,500
Connection Fee - 8" Service	\$35,000	\$35,000
Connection Fee - 10" Service	\$35,000	\$35,000
Connection Fee - 12" Service	\$35,000	\$35,000
Connection Fee - Outside Use Meter	\$0	\$ 1,080

J. Livingston asked for any Public Input. Ruth Maxant-Schulz, 17 Taft Street asked questions about the impact of the Town of Groton connecting to Ayer's system. M. Wetzel explained that the Town of Groton is being treated as a normal customer, but were given a two year grace period for connection fees, to allow time for further development. Ms. Maxant-Schulz also asked why the Conservation Rate was billed at the top tier and is wondering if there could be a reduction for farming use. J. Livingston stated that providing for a reduced rate for farmers would be difficult to implement and police.

**Motion:** A motion was by C. Hillman and seconded by J. Livingston to approve the 2% increase for the FY '20 water rates. **Motion passed 3-0.**

**Motion:** A motion was by S. Houde and seconded by J. Livingston to approve the 3% increase for the FY'20 sewer rates. **Motion passed 3-0.**

**Motion:** A motion was by C. Hillman and seconded by S. Houde to adopt a Water Conservation Rate at \$3.84 per hundred cubic feet. **Motion passed 3-0.**

**Motion:** A motion was by J. Livingston and seconded by S. Houde to approve an increase in the water connection fees as presented. **Motion passed 3-0.**

**Motion:** A motion was made by J. Livingston and seconded by S. Houde to close the Public Hearing at 7:40 PM. **Motion passed 3-0.**

**Mr. Alan Manoian, Dir. Community and Economic Development:** A. Manoian presented an outline of a proposed Roadway Litter Removal Program. He would like to begin a pilot program the first year on Westford Road. He'd like to do a sponsorship approach with the businesses in the industrial parks off of Westford Road. Per the Town's Public Safety officials, a police detail will be necessary. A. Manoian has been in contact with Adopt-A-Highway Litter Removal Service of America, Inc., who specialize in these types of programs.

*Welcome to Ayer Sign Update* – A. Manoian presented different sign options for the Welcome to Ayer sign being proposed for East Main Street as a part of the Host Community Agreement with Gage Cannabis. The BOS preferred an engraved rock-style sign.

**Town Manager's Report:** *Administrative Update/Review of Warrant(s)* – R. Pontbriand referenced the Town Warrants in the meeting packet that he reviewed, approved and signed since the BOS last met on March

19, 2019. He gave a brief Administrative Update to the BOS regarding the various activities, initiatives, and projects including the appointment of fulltime Police Officer Tim Ialeggio; the commencement of the Town Hall wiring project and the Site Plan approval of the solar array on the capped landfill. R. Pontbriand also announced that School Committee Member Dan Gleason has resigned and thanked Mr. Gleason for his years of service. There will be a joint appointment made by the BOS and the remaining members of the Ayer members of the Ayer Shirley Regional School Committee at the April 16, 2019 BOS meeting.

*FY '20 Budget Update* – R. Pontbriand informed the BOS that the Administration continues to focus on the budget and is anticipating a 5% increase. The BOS and the Finance Committee will meet in a joint session on April 16, 2019 to approve the budget and warrant for the Annual Town Meeting.

*Acceptance of Historic Gifts* – R. Pontbriand informed the BOS that he received correspondence from Ms. Anne Sroka who has offered a donation of St. Andrew's materials on behalf of the Lois Underwood Revocable Trust. The donation includes various photographs, art and books. The total donation amount is \$4,200.

**Motion:** A motion was by S. Houde and seconded by J. Livingston to accept the donation of historic gifts and place them under the custodianship of the Historic Commission. **Motion passed 3-0.**

**New Business/Selectmen's Questions:** *Vicksburg Square Update (S. Houde)* - S. Houde informed the BOS that MassDevelopment was starting to have more meetings relative to the Vicksburg Square proposal and gave the upcoming meeting dates. S. Houde would like input from department heads relative to the proposed zoning change.

**Approval of Meeting Minutes:**

**Motion:** A motion was made by C. Hillman and seconded by S. Houde to approve the meeting minutes from March 19, 2019. **Motion passed 3-0.**

**Adjournment:**

**Motion:** A motion was made by S. Houde and seconded by C. Hillman to adjourn at 8:33 PM. **Motion passed 3-0.**

Minutes Recorded and Submitted by Carly M. Antonellis, Assistant Town Manager

**Date Minutes Approved by BOS:** \_\_\_\_\_

**Signature Indicating Approval:** \_\_\_\_\_