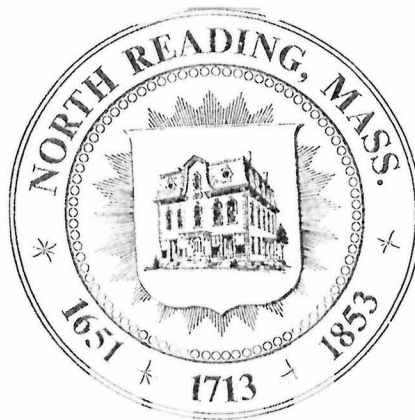


**TOWN OF NORTH READING
MASSACHUSETTS**

**ANNUAL
TOWN MEETING WARRANT**

AND

REPORT OF THE FINANCE COMMITTEE



MONDAY, JUNE 5, 2017

7:00 P.M.

Daniel H. Shay Performing Arts Center, North Reading High School, Park Street
Please bring this book with you to the Town Meeting.

PROCEDURE FOR TOWN MEETING

1. Moderator presides, using Roberts Rules of Order, except as provided by the General Laws, the Charter and By-Laws.
2. Articles in the warrant are considered in the order in which they appear, but voters may move to consider them out of order. (This takes a 4/5 vote of the Town Meeting.)
3. In order for an article to be considered by Town Meeting, it must be moved and seconded. The article is then open for debate by all in attendance.
4. To speak at Town Meeting, stand and say Mr. Moderator. After being recognized by the Moderator, state name and address before making any remarks.
5. Debate may be ended by a voter's "Move the question."
6. Amendments to original motion must be presented in writing to the Moderator. Upon being seconded and discussed, the Moderator calls for a vote. If passed, the original motion, as amended, is then voted.
7. Reconsideration of a vote is permitted only once and only at that session of Town Meeting.

The above information was prepared by the North Reading League of Women Voters.

A CITIZEN'S CHECKLIST FOR TOWN MEETING

To be considered on each vote:

1. **IS IT NECESSARY?** Or is it something that is not really needed or perhaps already being provided by a private or public group?
2. **CAN WE AFFORD IT?** Remember, there is no limit to what we would like, but there is a limit to what we can afford.
3. **WHAT WILL IT ULTIMATELY COST?** Many proposals are like icebergs - only a small fraction of the total cost is apparent on the surface.
4. **HOW WILL IT AFFECT BASIC LIBERTIES?** If it imposes unreasonable or illegal restraints on your life or that of others it should be vigorously opposed.
5. **IS IT IN THE BALANCED BEST INTEREST OF ALL?** If it is designed to benefit a small group of special interests, while taking unfair advantage of others, work for its defeat.
6. **IS IT A "FOOT IN THE DOOR" PROPOSITION?** Compromising a little now may bring an oppressive burden later, either in more regulations or more taxes or a combination of both.
7. **DOES IT PLACE TOO MUCH POWER IN THE HANDS OF ONE INDIVIDUAL OR GROUP?** Once the decisive power is granted to a non-elected public official or a commission as a municipal authority, the private citizen lose effective control.
8. **IS ITS APPEAL BASED ON EMOTIONAL PROPAGANDA OR FACTS?** The further a proposition gets away from facts, the more critical one should be.

TABLE OF CONTENTS

*Each article is accompanied by a "Description..." of what each article does.
Italicized information is explanatory in nature.*

	<u>Page</u>
Report of the Finance Committee	2
Article 1 FY2017 Budget Amendment	6
Article 2 Fund FY2017 Snow and Ice Deficit	6
Article 3 FY2017 Appropriate Funds to Capital Improvement Stabilization Fund	7
Article 4 FY2017 Transfer Funds to Water Stabilization Fund	7
Article 5 FY2017 Appropriate Money to Stabilization Fund	8
Article 6 FY2017 Transfer Funds to Other Post Employment Benefits Liability Trust Fund	8
Article 7 FY2017 Transfer Funds to Solid Waste Stabilization Fund	8
Article 8 Select Town Officers	9
Article 9 Hear and Act on Reports of Town Officers and Committees	9
Article 10 Authorize Director of Public Works to Accept Easements	9
Article 11 Authorize Treasurer to Enter into Compensating Balance Agreements	10
Article 12 Authorize Chapter 90 Highway Construction Funds	10
Article 13 Prior Year Bills	10
Article 14 Fund Construction of Pump Station, Reading and North Reading Water System Improvements for MWRA Water Interconnection	11
Article 15 FY2018 Operating Budget	12
Article 16 FY2018 Capital Expenditures	29
Article 17 Appropriate Funds for Facilities at Arthur J. Kenney Field	30
Article 18 Rescind Authorization to Borrow	30
Article 19 Appropriation of Ban Premiums to Reduce Middle/High School Project Borrowing Costs	31
Article 20 Fund Retirement Obligations	31
Article 21 Transfer Funds to Other Post Employment Benefits Liability Trust Fund	32
Article 22 Appropriate Money for Special Counsel Legal Expenses	32
Article 23 Fund Master Plan	33
Article 24 Amend Code of North Reading and Act on Revolving Funds	33
Article 25 Amend Code – General By-Laws – Regulation of Drones	36
Article 26 Amend Code – General By-Laws – Snow Removal on Streets and Sidewalks	38
Article 27 Amend Code – Zoning By-Laws – Article XXVI – Main Street Mixed Use Overlay	39
Article 28 Authorize Naming of Distance Learning Lab at North Reading Middle/High School	43

REPORT OF THE FINANCE COMMITTEE JUNE TOWN MEETING - 2017

Through the hard work of town and school departments, the School Committee, Finance Committee, the Financial Planning Committee and the Board of Selectman, we are pleased to report that budget gaps for FY2018 have been closed. Many tough decisions had to be made throughout the process, at the price of various expanded offerings. The school's initiative to continue to improve the educational opportunities offered our children - "NRPS 2021" - contains many thoughtful additions. Unfortunately, due to tight money most of these initiatives will have to await funding. The municipal government also had to postpone various projects. Both budgets are level funded for FY2018 through diligent budget cutting and postponement of various items.

The Finance Committee continues to be very concerned with the escalating costs of providing level services to the town. The cost of goods and services continues to rise outpacing revenues generated. It is imperative that we all work together to identify long term solutions to structural issues. Preliminary projections for the next several years indicate substantial deficits are likely.

Health care for school and municipal employees as well as retirees continues to be a major budget driver. Through some new innovative programs, we have managed to contain major increases to this budget item for FY2018, but we can safely assume that next year it may not be as easily contained. Salary contractual obligations consume the larger part of our budgets; several contracts are currently in negotiation or about to be negotiated. The Finance Committee hopes that these can be settled satisfactorily with an eye towards the long term impact to the budgets.

We are very fortunate that through the hard work of the Board of Selectmen, the Economic Development Committee, the CPC, as well as other officials, the Berry Property is in the process of being sold. In the coming years this sale will bring much needed relief to the town. However, assuming all goes smoothly, it will be 3-4 years before the full benefits of this sale are realized. The project will offer increased real estate taxes helping to fund our schools and town for years to come. We must also do additional work towards growing our tax base, which includes commercial development especially along Route 28 and Concord Street. Expanding our commercial tax base is essential to the long-term sustainability of our operating budget.

We have come a long way over the past few years with several major projects underway. The Berry property is one such project but we are also joining the MWRA which will assure quality water to the town. This is a substantial project which comes with a large initial price tag; the completed project will offer not only the security of water on a consistent basis but also ultimately at a somewhat lower price.

The Capital Improvement Planning Committee (Capital) has approved various large cap projects for FY2018 to recommend to the Board of Selectmen. This committee works to recommend needed projects, while keeping our bonding at a manageable level. There is never enough money available for all requests; the committee must decide which projects need immediate funding and which requests can await future funding. These aren't easy decisions since all projects are worthy of consideration. In making these decisions, costs of

postponement, town safety, and the effect on the Capital Budget are all major considerations. You will be asked to vote on the capital budget in this warrant.

The Finance Committee recommends that the Stabilization Fund be maintained at 5% of net revenue (the sum of the levy limit, state aid and local receipts). Currently the Stabilization Fund level is at \$2,255,706. To bring this fund up to the recommended level an additional \$477,104 is necessary. No new monies will be added to this fund at June Town Meeting however we must seriously consider adding to this fund on an ongoing basis. The purpose of this fund is to protect the town in a true emergency and to help sustain our bond rating. It demonstrates the financial health of the town.

The Finance Committee oversees a Reserve Fund. This fund is used to cover unanticipated needs during the year. For example, an emergency repair when a department has exhausted their maintenance budget. Monies remaining in the Reserve Fund at the end of the fiscal year become Free Cash. This year a request from Elder Services to augment their van driver salary was approved. The current balance in the Reserve Fund is \$103,955.38.

The Finance Committee looks forward to the continued cooperative efforts of the town and school committee, boards, departments and citizens as we all work together to address the challenges of the coming years.

We wish to thank the Town Finance Director Elizabeth Rourke, Town Administrator Mike Gilleberto, School Supt. Jon Bernard, School Dept. Director of Finance and Operations Mike Connelly, the School Committee, and the Town Financial Planning Committee for their help in making the hard decisions necessary during this budget process.

Respectfully Submitted,

Abby Hurlbut, Chair
Ben Gamer, Vice Chair
Richard Johnson, Clerk
Jay Sultan
Ted Haggerty
Vinnie Ruschioni
Joe Foti
Don Kelliher
Dan Pulver

TOWN of NORTH READING
REVENUE FORECAST
June 5, 2017

	FY 2017 Budget	FY 2018 Projection
TAXES:		
PRIOR YEAR ADJUSTED LEVY LIMIT	39,546,365	41,028,916
AMENDED FY 2014 NEW GROWTH		
ADD 2.5%	988,659	1,025,723
NEW GROWTH	493,892	375,000
ADJUSTED LEVY LIMIT	41,028,916	42,429,639
DEBT EXCLUSION - PERMANENT	1,745,304	1,690,621
DEBT EXCLUSION - HIGH SCHOOL/MIDDLE	4,574,369	4,630,200
EXCESS LEVY CAPACITY	(6,360)	
TOTAL TAXES	47,342,229	48,750,460
STATE AID: CHERRY SHEET - EXPANDED		
CHAPTER 70	6,937,937	7,010,717
UNRESTRICTED GENERAL GOVERNMENT AID	1,707,214	1,773,795
ANNUAL FORMULA LOCAL AID		
VETERANS' BENEFITS	182,016	171,638
POLICE CAREER INCENTIVE		
EXEMPTIONS: BLIND, ELDERLY, SURV SP	41,609	39,888
CHAPTER TUITION REIMBURSEMENT		
SCHOOL LUNCH - OFFSET RECEIPT		
PUBLIC LIBRARIES - OFFSET RECEIPT	15,550	16,523
STATE OWNED LAND	35,326	35,292
	8,919,652	9,047,853
STATE AID: OTHER		
SBAB REIMBURSEMENT	243,393	243,393
TOTAL STATE AID	9,163,045	9,291,246
LOCAL RECEIPTS:		
MOTOR VEHICLE EXCISE	2,400,000	2,450,000
PENALTIES & INTEREST	220,000	220,000
PAYMENT IN LIEU OF TAXES	254,000	254,000
TRASH FEE	960,000	960,000
FEES	150,000	150,000
CEMETERY	25,000	25,000
DEPARTMENTAL REVENUE	35,000	40,000
LICENSES & PERMITS	385,000	395,000
FINES & FORFEITS	15,000	15,000
INVESTMENT INCOME	10,000	10,000
MUNICIPAL MEDICAID	50,000	50,000
MISC. RECURRING- MEALS TAX	210,000	215,000
MISC. NON-RECURRING	-	-
TOTAL LOCAL RECEIPTS	4,714,000	4,784,000
REVENUE SUB-TOTAL	61,219,274	62,825,706
OTHER FINANCING SOURCES:		
TRANSFR FR RESERVE SEPTIC LOANS	15,872	15,872
DEBT SERVICE STABILIZATION FUND	620,000	1,051,637
CIPC-DEBT SERVICE STABILIZATION FUND		122,029
DEBT EXCLUSION/BATCH PREMIUM	43,916	43,916
TRANSFER FROM CELL TOWER ACCT.	250,000	300,000
TRANSFER FROM CONCOM ACCT.	-	-
TRANSFER FROM CEMETERY ACCT.	10,000	10,000
TRANSFER FROM PERPETUAL CARE	20,000	20,000
TRANSFR FROM AMBULANCE RESERVE	555,126	566,228
TRANSFER FROM WATER (INDIRECT)	432,417	445,521
TRANSFER FROM RECREATION (INDIRECT)	15,637	3,200
TRANSFER FROM SOLID WASTE STAB	-	-
TRANSFER FROM TOWN OWNED LAND	-	-
TRANSFER FROM PREMIUM FOR SALE OF BONDS	86,733	-
TRANSFER FROM STABILIZATION	-	-
OTHER POST EMPLOYMENT TRUST FUND	230,000	250,000
HEALTH INSURANCE TRUST FUND	50,000	50,000
USE OF FREE CASH	-	-
	2,329,701	2,878,403
TOTAL GENERAL FUND REVENUE	63,548,975	65,704,109
Expenditures	63,548,975	65,704,109
Variance	0	0

TOWN of NORTH READING
FY18 APPROPRIATION PROJECTION
June 5, 2017

APPROPRIATIONS:

DEPARTMENT	FY17 Revised Budget	FY18 Selectmen Recommendations
SELECTMEN	23,413	24,014
MODERATOR	50	50
TOWN ADMIN.	377,023	419,600
SALARY POOL	454,009	502,521
FINANCE COMMITTEE	2,025	2,050
RESERVE FUND	110,000	135,200
FINANCE DIRECTOR	73,703	188,096
ACCOUNTING	288,723	192,119
ASSESSING	219,991	234,468
TREASURY	58,499	64,287
COLLECTION	266,705	279,383
LEGAL COUNSEL	128,000	115,000
INFO SYSTEMS	428,342	467,885
Info Systems Capital	15,000	15,000
TOWN CLERK and Elections	251,155	227,724
Town Clerk Misc. Capital	2,000	0
CONSERVATION COMM.	32,891	34,580
COMMUNITY PLANNING	152,959	163,102
CPC Misc. Capital	0	0
BOARD OF APPEALS	14,831	22,057
POLICE DEPARTMENT	3,712,775	3,845,779
Police Misc. Capital	102,539	105,186
FIRE DEPARTMENT	3,035,041	3,115,246
Fire Misc. Capital	33,100	42,850
CODE ENFORCEMENT	227,252	235,617
EMERGENCY MANAGEMENT	3,478	3,478
DEPT. of PUBLIC WORKS	2,017,522	2,099,768
DPW Misc. Capital	27,675	83,000
FUEL	175,496	150,000
SANITATION	952,664	968,749
HEALTH	225,038	219,059
ELDER SERVICES	149,622	156,839
Elder Services Misc. Capital	0	0
VETERANS' SERVICES	362,655	344,301
LIBRARY	511,528	540,530
RECREATION	211,099	211,099
YOUTH SERVICES	55,478	57,127
GENERAL GOVT. SUB TOTAL	14,702,281	15,265,765
SCHOOL OPERATIONS	28,546,142	29,633,545
GEN. GOVT. & SCHOOL SUB TOTAL	43,248,423	44,899,310
UNAPPROPRIATED and OTHER SHARED COSTS:		
CAPITAL IMPROVEMENT PLAN	150,500	175,000
REGIONAL SCHOOL ASSESSMENT	706,102	583,440
DEBT SERVICE NON-EXEMPT	1,270,384	1,269,892
DEBT SERVICE EXEMPT	6,662,213	6,608,130
DEBT SERVICE - SHORT TERM INTEREST	78,025	69,937
EMPLOYEE BENEFITS	10,059,258	10,531,821
OTHER POST EMPLOYMENT BENEFITS	250,000	300,000
TO CAPITAL IMPROVEMENT STABILIZATION & STABILIZATION		0
STATE & COUNTY CHARGES	162,993	177,559
CHERRY SHEET OFFSETS	15,550	16,048
EXCESS CAPACITY NOT APPROPRIATED		0
RESERVE for ABATE & EXEMPT.	239,558	255,000
SNOW & ICE DEFICIT	221,159	275,000
RETIREMENTS	166,000	207,179
GENERAL LIABILITY INSURANCE	318,810	335,793
RAISE & APPROPRIATE FOR OTHER ARTICLES		
USE OF FREE CASH		
APPROPRIATED at OCTOBER TOWN MEETING		
OTHER COSTS SUB TOTAL	20,300,552	20,804,799
GRAND BUDGET TOTAL	63,548,975	65,704,109
REVENUE PROJECTION	63,548,975	65,704,109
PROJECTED SURPLUS/(DEFICIT)	0	0

COMMONWEALTH OF MASSACHUSETTS

TOWN OF NORTH READING

ANNUAL TOWN MEETING

JUNE 5, 2017

7:00 P.M.

Middlesex, SS.

To either of the Constables of the Town of North Reading in the County of Middlesex, GREETINGS.

IN THE NAME OF THE COMMONWEALTH OF MASSACHUSETTS, you are hereby directed to notify and warn the inhabitants of said Town, qualified to vote in Town affairs, to meet at the Daniel H. Shay Performing Arts Center, North Reading High School, Park Street in said North Reading, on **MONDAY**, the **FIFTH DAY OF JUNE, 2017**, at **seven o'clock** in the evening, then and there to act on the following articles:--

Article 1 FY2017 Budget Amendment

To see if the Town will vote to amend the FY2017 Operating Budget voted under Article 20 of the June 6, 2016 Annual Town Meeting, including the funding of the first year of certain collective bargaining agreements, and appropriate by transfer from unexpended funds remaining in Warrant Articles of previous years, or appropriate by transfer from any available source of funds, or borrow a sum of money for such purposes; or what it will do in relation thereto.

Sponsor: Board of Selectmen

Description...

This is a routine article to provide supplemental funding for department budgets for FY2017, including potentially funding the first year of certain collective bargaining agreements. A request for funds will be available for town meeting, if necessary.

Recommendations ...

Selectmen: Recommendation to be made at Town Meeting.

Finance Committee: Recommendation to be made at Town Meeting.

Article 2 Fund FY2017 Snow and Ice Deficit

To see if the Town will vote to transfer from any available source of funds, or appropriate and transfer from unexpended warrant articles of previous years a sum of money to fund a deficit in the FY2017 Snow and Ice Budget; or what it will do in relation thereto.

Sponsor: Board of Selectmen

Description...

This article provides funds necessary for the Snow and Ice Budget that is in deficit for fiscal year ending June 30, 2017.

Recommendations ...

Selectmen: Recommended.

Finance Committee: Recommended.

Article 3 FY2017 Appropriate Funds to Capital Improvement Stabilization Fund

To see if the Town will vote to transfer a sum of money from the FY2017 Operating Budget voted under Article 20 of the June 6, 2016 Annual Town Meeting, or appropriate by transfer from any available source of funds a sum of money to be added to the Capital Improvement Stabilization Fund established under Article 5 of the October 2007 Town Meeting; or what it will do in relation thereto.

Sponsor: Board of Selectmen

Description...

The Board of Selectmen proposes to transfer surplus funds, if any, to the Town's Capital Improvement Stabilization Fund. The use of this fund includes funding capital purchases in order to reduce the need for borrowing for certain projects. The current balance in the account is \$1,185,575. An estimated amount is to be added to the Fund from various sources under this article.

Recommendations ...

Selectmen: Recommended.

Finance Committee: Recommended.

Article 4 FY2017 Transfer Funds to Water Stabilization Fund

To see if the Town will vote to transfer a sum of money from the FY2017 Operating Budget voted under Article 20 of the June 6, 2016 Annual Town Meeting, FY2017 Water Department retained earnings or appropriate by transfer from any available source of funds a sum of money to be added to the Water Stabilization Fund; or what it will do in relation thereto.

Sponsor: Finance Committee

Description...

The Water Stabilization Fund is used to fund water enterprise capital projects and other water enterprise related purposes. It is proposed an amount be transferred from Water Retained Earnings into the Water Stabilization Fund. The present balance in the Fund is \$448,231.

Recommendations ...

Selectmen: Recommendation to be made at Town Meeting.

Finance Committee: Recommendation to be made at Town Meeting.

Article 5 FY2017 Appropriate Money to Stabilization Fund

To see if the Town will vote to transfer a sum of money from the FY2017 Operating Budget voted under Article 20 of the June 6, 2016 Annual Town Meeting, or appropriate by transfer from any available source of funds a sum of money to be added to the Stabilization Fund; or what it will do in relation thereto.

Sponsor: Finance Committee

Description...

The Board of Selectmen proposes to transfer surplus funds, if any, to the Town's Stabilization Fund. The Stabilization Fund may be used for any lawful purpose, however, it represents the Town's rainy day fund for unexpected emergencies. The current balance in the account is \$2,255,706.

Recommendations ...

Selectmen: Recommendation to be made at Town Meeting.

Finance Committee: Recommendation to be made at Town Meeting

Article 6 FY2017 Transfer Funds to Other Post Employment Benefits Liability Trust Fund

To see if the Town will vote to raise by taxation and appropriate or appropriate by transfer from available funds, a sum of money to the Other Post Employment Benefits Liability Trust Fund established under Article 19 of the June 3, 2013 Town Meeting; or what it will do in relation thereto.

Sponsor: Board of Selectmen

Description...

This article will transfer surplus funds, if any, to supplement a reserve account to pay for future health costs for retirees. It is anticipated that transfers into this account will continue in upcoming fiscal years. The current balance in this account is \$578,724.

Recommendations...

Selectmen: Recommended.

Finance Committee: Recommended.

Article 7 FY2017 Transfer Funds to Solid Waste Stabilization Fund

To see if the Town will vote to transfer a sum of money from the FY2017 Operating Budget voted under Article 20 of the June 6, 2016 Annual Town Meeting, or appropriate by transfer from any available source of funds a sum of money to be added to the Solid Waste Stabilization Fund established under Article 23 of the April 3, 2006 Town Meeting; or what it will do in relation thereto.

Sponsor: Board of Selectmen

Description...

This article seeks to transfer surplus funds, if any, from funding sources including Trash Receipts to be used to offset future Solid Waste costs. The current balance in this account is \$100,553.

Recommendations...

Selectmen: Recommendation to be made at Town Meeting.

Finance Committee: Recommendation to be made at Town Meeting.

Article 8 Select Town Officers

To choose all necessary Town officers not elected by ballot, and determine what instructions shall be given to them.

Sponsor: Board of Selectmen

Description...

This is a customary article required by law which provides for the selection of officers not otherwise specified within the Annual Town Election Ballot, the General By-laws or the Charter.

Recommendations ...

Selectmen: Recommended.

Finance Committee: No action required.

Article 9 Hear and Act on Reports of Town Officers and Committees

To hear and act upon the reports of Town Officers and Committees.

Sponsor: Board of Selectmen

Description...

This is a customary article which provides for Officers and Committees so instructed to report to Town Meeting their progress or recommendations.

Recommendations ...

Selectmen: Recommended.

Finance Committee: No action required.

Article 10 Authorize Director of Public Works to Accept Easements

To see if the Town will vote to authorize the Director of Public Works to accept, on behalf of the Town, easements in perpetuity from owners of record in cases where such easements are deemed necessary or desirable for the installation and maintenance of drainage and water mains, or for other construction, which easements are in the interests of public health, welfare, safety, or convenience to the motoring public; or what it will do in relation thereto.

Sponsor: Board of Selectmen

Description...

This article is presented annually to allow the Director of Public Works to accept easements for the construction and maintenance of water mains, drainage and other purposes.

Recommendations ...

Selectmen: Recommended.

Finance Committee: Recommended.

Article 11 Authorize Treasurer to Enter into Compensating Balance Agreements

To see if the Town will vote to authorize its Treasurer/Collector to enter into a compensating balance agreement or agreements for FY2018 pursuant to MGL Chapter 44, Section 53F; or what it will do in relation thereto.

Sponsor: Board of Selectmen

Description...

This is a customary article which allows the Treasurer to enter into compensating balance agreements with banks through which a portion of the interest earnings of deposits are retained by the bank in exchange for services.

Recommendations ...

Selectmen: Recommended.

Finance Committee: Recommended.

Article 12 Authorize Chapter 90 Highway Construction

To see if the Town will accept and expend such sum or sums of money that may be available under the provisions of Massachusetts General Laws, Chapter 90, Section 34, Clause 2(a) or other state roadway reimbursement programs and to authorize the Board of Selectmen to enter into a contract with the Massachusetts Department of Transportation Highway Division for the construction, reconstruction or maintenance of roadways in Town; or what it will do in relation thereto.

Sponsor: Department of Public Works

Description...

This article authorizes the use of Chapter 90 State Highway Aid for road and highway improvements. The Town anticipates receiving \$508,338.27 in Fiscal Year 2018 Chapter 90 Funding for local projects.

Recommendations ...

Selectmen: Recommended.

Finance Committee: Recommended.

Article 13 Prior Year Bills

To see if the Town will vote to raise by taxation and appropriate, or appropriate by transfer from any available source of funds, a sum of money to pay prior year bills; or what it will do in relation thereto.

Sponsor: Board of Selectmen

Description...

This article provides for payment of prior fiscal year bills which were not submitted prior to the end of fiscal year 2016. The requested amount for prior year bills will be available at Town Meeting. A 4/5 vote is required for approval of this article.

Recommendations ...

Selectmen: Recommendation to be made at Town Meeting.

Finance Committee: Recommendation to be made at Town Meeting.

Article 14 Fund Construction of Pump Station, Reading and North Reading Water System Improvements for MWRA Water Interconnection

To see if the Town will vote to raise by taxation and appropriate, appropriate and transfer from unexpended funds remaining in Warrant Articles of previous years, appropriate by transfer from available funds, and/or borrow a sum of money for the purpose of constructing a pump station and provide water system improvements in Reading and North Reading for interconnection with the MWRA water system, including but not limited to the development of design plans for the project, the preparation of bid documents, the oversight of permitting and actual construction of such improvements, and everything incidental or related thereto, and to meet this appropriation, the Town Treasurer, with the approval of the Board of Selectmen, be authorized to borrow under and pursuant to Massachusetts General Laws Chapter 44 Section 7 or Section 8, or any other enabling authority, and to issue bonds or notes of the Town therefor; or what it will do in relation thereto.

Note: Without limiting the generality of the foregoing warrant article, it is expected that the project costs will break down as follows:

Project	Department	Cost	Source of Funds
Reading Water System Improvements – Construction	Water	\$4,670,000	Bond
North Reading System Improvements – Construction	Water	\$1,000,000	Bond
Pump Station – Construction	Water	\$2,550,000	Bond

Sponsor: Board of Selectmen

Description...

This article seeks to fund construction and related expenses associated with the interconnection to the Massachusetts Water Resources Authority, which was approved at the June 2016 Town Meeting.

Recommendations ...

Selectmen: Recommended.

Finance Committee: Recommended.

Article 15 FY 2018 Operating Budget

To see if the Town will vote to fix the compensation of all elected officers, provide for a reserve fund, and allocate sums of money to defray charges and expenses of the Town, including or relating to, but not limited to:

- Town Boards,
- Town Departments,
- Town Committees,
- Debt and the interest thereon, and
- Wages and Salaries
- Employee Benefits

for the fiscal year ending June 30, 2018 to appropriate the funds required for the aforementioned purposes and/or to fund the first year of certain collective bargaining agreements; and to raise these funds by taxation as authorized by MGL Ch. 59, by transferring unexpended funds remaining in accounts established by Warrant Articles of previous Town Meetings or any other available source of funds; or what it will do in relation thereto.

Description...

This Article is the annual operating budget of General Government, including potentially funding the first year of certain collective bargaining agreements, and the School Department. It sets forth appropriations of funds to pay for all the normal costs of providing governmental services to the community for the period of July 1, 2017 to June 30, 2018. The budget is voted in two (2) motions; one for appropriations requiring a majority vote and a second for appropriations requiring a 2/3rd vote.

Recommendations ...

Selectmen: Recommended.

Finance Committee: Recommended.

June 5, 2017

FY2018

FUNCTION SUMMARY						FY2018			FINCOM	
	FY16 Budget	FY16 Expended	FY17 Budget	DEPT REQUEST	SELECTMEN REC				REC	REC
ALL COSTS	65,163,264	63,825,397	67,808,605	70,131,217	70,093,651				70,093,651	
GENERAL GOVERNMENT										
ADMINISTRATION										
FINANCE	1,358,648	733,628	1,397,694	1,482,712	1,534,228				1,534,228	
PUBLIC SAFETY	10,842,552	10,603,867	11,410,221	11,973,059	11,973,059				11,973,059	
PUBLIC WORKS	6,949,088	6,784,145	7,339,223	7,567,215	7,567,215				7,567,215	
GENERAL SERVICES	3,039,569	2,978,650	3,173,357	3,382,499	3,301,517				3,301,517	
LAND USE	1,309,855	1,223,136	1,332,438	1,326,521	1,326,521				1,326,521	
EDUCATION	210,227	192,168	200,681	219,739	219,739				219,739	
DEBT SERVICE	28,126,577	28,102,243	29,252,244	30,216,985	30,216,985				30,216,985	
ENTERPRISES	7,790,477	7,784,465	8,010,624	7,947,959	7,947,959				7,947,959	
	5,536,291	5,413,093	5,692,123	6,014,527	6,006,427				6,006,427	
										64,087,224

Above is a summary, by function, of the FY2018 Operating Budgets of all Town Departments. The detail for these budgets is on the following pages.

THIS SPACE for NOTES

June 5, 2017

FY2018

	FY16 Budget	FY16 Expended	FY17 Budget	DEPT. REQUEST	SELECTMEN REC	FINCOM REC
FUNCTION SUMMARY						
A D M I N I S T R A T I O N						
Moderator	50	50	50	50	50	50
1 SALARIES	50	50	50	50	50	50
2 EXPENSES	-	-	-	-	-	-
The Moderator is an elected position. The responsibilities of the Moderator are the conduct of Town Meetings and the appointment of Finance Committee Members. The moderator may also appoint members to other committees as directed by Town Meeting.						
FINANCE COMMITTEE	1,935	1,043	2,025	2,050	2,050	2,050
3 SALARIES	1,410	839	1,500	1,500	1,500	1,500
4 EXPENSES	525	204	525	550	550	550
The Finance Committee consists of 9 members appointed by the Moderator. The Committee has the responsibility to make recommendations to Town Meeting on all fiscal matters and such other matters as it deems appropriate. The Committee is responsible for administering the Reserve Fund. The Salaries line item is to fund the services of a part-time secretary.						
RESERVE FUND	50,052	-	110,000	135,200	135,200	135,200
5 EXPENSES	50,052	-	110,000	135,200	135,200	135,200
This fund is appropriated to provide for extraordinary and unforeseen expenditures. In FY16 the Reserve Fund was budgeted at \$110,000 of which \$59,949 was transferred to various Departments. The additional budgets and expenditures are included under the appropriate departments.						
GENERAL INSURANCE	371,343	303,145	318,810	335,793	335,793	335,793
6 EXPENSES	371,343	303,145	318,810	335,793	335,793	335,793 *

* Line 6 Fund \$10,432 from WATER REVENUE

This Appropriation is to pay the premiums for the General Insurance of the Town. It covers such things as general liability, buildings and vehicles.

June 5, 2017

FY2018

FUNCTION SUMMARY

	FY16 Budget	FY16 Expended	FY17 Budget	DEPT. REQUEST	SELECTMEN REC	FINCOM REC
TOWN COUNSEL	160,609	158,867	128,000	115,000	115,000	115,000
7 EXPENSES	160,609	158,867	128,000	115,000	115,000	115,000
* Line 7 Fund \$8,000 from WATER REVENUE						
This appropriation is to pay for the legal services. Town Counsel provides legal advice to Town Officials and Boards as well as represents the Town during court proceedings. Also included are funds for the services of Labor Counsel.						
SELECTMEN	23,363	21,576	23,413	24,014	24,014	24,014
8 SALARIES	20,088	18,432	20,088	20,489	20,489	20,489
9 EXPENSES	3,275	3,144	3,325	3,525	3,525	3,525
This appropriation provides for a part-time clerical support for the Board of Selectmen, the services of a recording secretary, and expenses						
TOWN ADMINISTRATOR	343,173	234,090	377,023	419,600	419,600	419,600
10 SALARIES	257,098	194,302	311,473	353,651	353,651	353,651
11 EXPENSES	86,075	39,788	65,550	65,949	65,949	65,949
12 CAPITAL	-	-	-	-	-	-
* Line 10 Fund \$19,679 from WATER REVENUE						
This budget provides for the compensation of the Town Administrator, Administrative Assistant, occasional additional clerical support, and Human Resources Director and Part-Time Benefits Coordinator. Expenses include the administrative costs of General Government, Town Meeting etc.						
Town Administrator	194,302	194,302	192,572	199,181	199,181	199,181
...Salaries	78,575	39,788	42,650	40,250	40,250	40,250
...Expenses	-	-	-	-	-	-
...Capital	272,877	234,090	235,222	239,431	239,431	239,431
Human Resources	62,796	63,796	118,901	154,470	154,470	154,470
...Salaries	7,500	485	22,900	25,699	25,699	25,699
...Expenses	70,296	64,281	141,801	180,169	180,169	180,169
SALARY POOL SUPPLEMENT	408,123	14,858	438,373	451,005	502,521	502,521

13 Overtime and Longevity
Retirement Incentives/Buy-backs
Compensation Change
SALARY POOL SUPPLEMENT

This line item provides for overtime which may be necessary from time to time within the various General Government Departments and included in this line item is the cost of living increase to fund union employee and labor contracts
The budgeted amount for FY16 was \$461,822 of which \$53,698.91 was distributed to various departments where the budget and expenditure is included.

THIS SPACE for NOTES

June 5, 2017

FY2018

FUNCTION SUMMARY

F I N A N C E

	FY16 Budget	FY16 Expended	FY17 Budget	DEPT. REQUEST	SELECTMEN REC	FINCOM REC
FINANCE DIRECTOR	76,712	76,712	73,703	188,096	188,096	188,096
14 SALARIES	76,712	76,712	73,703	188,096	188,096	188,096 *

* Line 14 Fund \$1,568 from WATER REVENUE

The Finance Director is responsible for coordination of the activities between the Accounting, Collector, Treasury, Assessing and Information Technology Departments and for budget development. This line item represents the salary of the Finance Director/Town Accountant for the assumption of these duties as well as compensation as well as the salary for a part-time Assistant Finance Director.

ACCOUNTING

	277,260	244,481	288,723	192,119	192,119	192,119
15 SALARIES	206,585	178,538	211,646	111,844	111,844	111,844 *
16 EXPENSES	70,675	65,943	77,077	80,275	80,275	80,275 *
17 CAPITAL	-	-	-	-	-	-

* Line 15 Fund \$13,082 from WATER REVENUE
* Line 16 Fund \$10,446 from WATER REVENUE

The Accounting Department is staffed with a full-time Administrative Assistant and an Accounting Analyst. This Department is responsible for maintaining the financial records of the Town and the approval of all invoices for payment.

ASSESSING

	222,033	222,005	219,991	234,468	234,468	234,468
18 SALARIES	180,733	180,734	176,856	187,350	187,350	187,350
19 EXPENSES	41,300	41,272	43,135	47,118	47,118	47,118
20 CAPITAL	-	-	-	-	-	-

The Assessing Department is staffed with a full-time Assessing Manager and 2 full-time clerical staff. In addition, there is a three member part-time Board of Assessors appointed by the Town Administrator. The Assessing Department is responsible for valuing all property within the Town and setting the Tax Rate. The Board also grants abatements and exemptions where warranted.

TREASURY

	60,723	60,723	58,499	64,287	64,287	64,287
21 SALARIES	60,723	60,723	58,499	64,287	64,287	64,287
22 EXPENSES	-	-	-	-	-	-
23 CAPITAL	-	-	-	-	-	-

The Treasurer is the full-time Collector and receives a stipend for the Treasurer's duties. Additional staff consists of 1 full-time clerical person. The responsibilities of this Department include payroll preparation, investment of Town funds, borrowing and administering Employee Benefits.

FY2018

FUNCTION SUMMARY

	FY16 Budget	FY16 Expended	FY17 Budget	DEPT. REQUEST	SELECTMEN REC	FINCOM REC
COLLECTION	263,905	265,146	266,705	279,383	279,383	279,383
24 SALARIES	190,758	190,758	186,008	195,186	195,186	195,186
25 EXPENSES	73,147	74,388	80,697	84,197	84,197	84,197
26 CAPITAL	-	-	-	-	-	-
<p>* Line 24 Fund \$18,165 from WATER REVENUE</p> <p>* Line 25 Fund \$759 from WATER REVENUE</p>						
<p>The Collection Department consists of 1 full-time Collector, who also serves as Treasurer and 3 full-time clerical staff. The responsibilities of this Department include the collection of all taxes due the Town (real estate, personal property and motor vehicle excise). In addition, this department is responsible for the collection of water bills, ambulance bills and trash bills.</p>						
INFORMATION SYSTEMS	469,531	426,401	443,342	482,885	482,885	482,885
27 SALARIES	174,763	126,103	174,303	200,185	200,185	200,185
28 EXPENSES	279,768	284,698	264,039	267,700	267,700	267,700
29 CAPITAL	15,000	15,599	15,000	15,000	15,000	15,000
<p>* Line 27 Fund \$9,789 from WATER REVENUE</p> <p>* Line 28 Fund \$15,041 from WATER REVENUE</p>						
<p>The IT Department is responsible for the data processing effort for General Government. The department is staffed with a full-time Information Technology Director, one full-time computer technician, and one full-time GIS technician.</p>						
PENSIONS & BENEFITS	9,472,388	9,308,399	10,059,258	10,531,821	10,531,821	10,531,821
County Retirement	3,283,343	3,283,343	3,499,063	3,726,502	3,726,502	3,726,502
Workers' Compensation	280,000	267,903	286,622	324,603	324,603	324,603
Employment Security	20,000	19,999	20,000	20,000	20,000	20,000
Health Insurance	5,319,225	5,236,717	5,664,000	5,850,600	5,850,600	5,850,600
Life Insurance	21,000	19,929	21,000	21,000	21,000	21,000
Medicare	493,820	456,392	513,573	534,116	534,116	534,116
Public Safety Disability	30,000	-	30,000	30,000	30,000	30,000
Retired Public Safety Medical	-	-	-	-	-	-
Uninsured Medical	25,000	24,116	25,000	25,000	25,000	25,000
30 PENSIONS & BENEFITS	9,472,388	9,308,399	10,059,258	10,531,821	10,531,821	10,531,821

* Line 30 Fund \$224,953 from WATER REVENUE

* Line 30 Fund \$3,200 from PARKS and RECREATION REVENUE

* Line 30 Fund \$50,000 from HEALTH INSURANCE RECOVERY FUND

* Line 30 Fund \$250,000 from OPEB TRUST FUND

This Line Item funds the various pension and employee benefits paid on behalf of current and retired employees.

THIS SPACE FOR NOTES

FY2018

	FY16 Budget	FY16 Expended	FY17 Budget	DEPT. REQUEST	SELECTMEN REC	FINCOM REC
--	----------------	------------------	----------------	---------------	------------------	---------------

FUNCTION SUMMARY**PUBLIC SAFETY****POLICE DEPARTMENT**

	3,457,977	3,442,821	3,815,314	3,950,965	3,950,965	3,950,965
--	-----------	-----------	-----------	-----------	-----------	-----------

31 SALARIES	3,110,497	3,097,856	3,441,080	3,554,697	3,554,697	3,554,697
32 EXPENSES	263,836	261,613	271,695	291,082	291,082	291,082
33 CAPITAL	83,644	83,352	102,539	105,186	105,186	105,186

Operations
...Salaries
...Expenses
...Capital

	3,073,605	3,074,567	3,404,908	3,518,186	3,518,186	3,518,186
	256,999	260,817	264,858	285,932	285,932	285,932
	83,644	83,352	102,539	105,186	105,186	105,186
	3,414,248	3,418,736	3,772,305	3,909,304	3,909,304	3,909,304

The Police Department presently consists of thirty-two (32) full-time sworn personnel and one (1) non-sworn Administrative Assistant. The Department is administered by the Chief of Police and three (3) Lieutenants. The Patrol force is staffed by six (6) Sergeants and Eighteen (18) Patrol Officers. The Investigative/Prosecution Division is staffed by two (2) fulltime Detectives and one (1) fulltime School Resource Officer. The Community Services Division is staffed by one Sergeant. The Department performs several major functions including but not limited to Law Enforcement, Community Policing, Crime Prevention, Crime Investigation, responding to calls for service, housing prisoners, and Administrative Functions. In addition, the Department is the enforcement branch for Town Government and works with various Town Agencies in investigating and prosecuting cases on their behalf.

Animal Control

Salaries	36,892	23,289	36,172	36,511	36,511	36,511
Expenses	6,837	796	6,837	5,150	5,150	5,150
Capital	-	-	-	-	-	-
	43,729	24,085	43,009	41,661	41,661	41,661

The Animal Control is staffed with (2) part time officers are responsible for the investigation and response to animal related calls for service

FIRE DEPARTMENT

	3,030,289	2,904,773	3,068,141	3,158,096	3,158,096	3,158,096
--	-----------	-----------	-----------	-----------	-----------	-----------

34 SALARIES	2,691,277	2,606,276	2,703,109	2,713,103	2,713,103	2,713,103
35 EXPENSES	301,912	261,584	331,932	402,143	402,143	402,143
36 CAPITAL	37,100	36,903	33,100	42,850	42,850	42,850

* Line 34 Fund \$367,930 from AMBULANCE RESERVE

* Line 35 Fund \$198,298 from AMBULANCE RESERVE

Operations
...Salaries
...Expenses
...Capital

	2,569,677	2,501,343	2,607,509	2,668,103	2,668,103	2,668,103
	149,894	113,790	164,894	184,894	184,894	184,894
	31,100	35,643	27,100	36,850	36,850	36,850
	2,750,671	2,650,777	2,799,503	2,889,847	2,889,847	2,889,847

The Fire Department consists of 22 permanent men and 1 Administrative Assistant. Chief, Deputy Chief, 4 Captains, and 16 Firefighters. The Operations Division provides inspection services, fire prevention and fire suppression.

FUNCTION SUMMARY

	FY16 Budget	FY16 Expended	FY17 Budget	DEPT. REQUEST	SELECTMEN REC	FINCOM REC
Fire Alarm						
...Salaries	10,500	15,881	10,500	10,500	10,500	10,500
...Expenses	6,000	1,260	6,000	6,000	6,000	6,000
...Capital	16,500	17,141	16,500	16,500	16,500	16,500

The Fire Alarm Program is responsible for maintaining the Fire Alarm System throughout the Town as well as the communications system of the Fire Department.

Emergency Medical Service

...Salaries	139,278	130,581	154,298	198,298	198,298	198,298
...Expenses						
...Capital	139,278	130,581	154,298	198,298	198,298	198,298

The EMS Program is responsible for providing the emergency medical & ambulance services to the residents of the Town. The Department currently has 11 Emergency Medical Technicians and 11 Paramedics.

Call Force

...Salaries	45,000	29,000	45,000	45,000	45,000	45,000
...Expenses	2,240	1,342	2,240	8,451	8,451	8,451
...Capital	47,240	30,342	47,240	53,451	53,451	53,451

The Call Department is budgeted for 10 Firefighters who are used to supplement the permanent full-time force on a part-time basis.

Fire & Police Mechanic

...Salaries	76,600	75,933	50,600	-	-	-
...Expenses	-	-	-	-	-	-
...Capital	76,600	75,933	50,600	-	-	-

The Fire/Police mechanic position is not provided to be funded in FY 2018. Maintenance services for the vehicles in these two departments have been moved to each departments' expenses.

EMERGENCY MANAGEMENT

	3,478	3,719	3,478	3,478	3,478	3,478
--	-------	-------	-------	-------	-------	-------

37 SALARIES

38 EXPENSES

39 CAPITAL

CODE ENFORCEMENT

	236,021	232,679	227,252	235,617	235,617	235,617
--	---------	---------	---------	---------	---------	---------

40 SALARIES

41 EXPENSES

42 CAPITAL

Building Inspection

...Salaries	155,121	157,275	152,356	158,055	158,055	158,055
...Expenses	16,315	14,123	12,842	13,317	13,317	13,317
...Capital	171,436	171,398	165,198	171,372	171,372	171,372

The Code Enforcement Department is staffed with a full-time Department Head/Building Inspector, one part-time inspector and one full-time clerical staff for all code enforcement activities. This Department is responsible for issuing all building permits and inspection of all new construction as well as enforcing the Architectural Access Board Regulations and several local bylaws including the Zoning Bylaw.

Plumbing & Gas Inspection

...Salaries	20,720	18,874	20,720	21,096	21,096	21,096
...Expenses	4,000	3,623	2,533	2,833	2,833	2,833
	24,720	22,497	23,253	23,929	23,929	23,929

This program is staffed with a part-time inspector who is responsible for inspecting all new and repaired gas and plumbing installations.

FY2018

Weights & Measures

This program is staffed with a part-time Sealer of Weights and Measures. He is responsible for inspecting all scales and pumps used in connection with the sales of products.

...Salaries
...Expenses
...Capital

This program is staffed with a part-time inspector and a part-time assistant who is responsible for the inspection of all new and changed electrical services.

43	SALARIES
44	EXPENSES
45	CAPITAL

The Board of Health is responsible for the stewardship of the Public Health of the Town. The Board consists of 3 members appointed by the Town Administrator. The Department is staffed with a full-time Health Agent and a full-time Administrative Assistant.

	Salaries
	Expenses

This program provides for the enforcement of Environmental and Sanitary Codes, Local Regulations and Mosquito Control Programs.

Salaries
Expenses
Misc Capital

This program provides for Communicable Disease Surveillance and follow-up Immunization Clinics and Non-Communicable Disease Screenings performed by the Visiting Nurse Association.

FY2018

OPERATIONS

- * Line 46 Fund \$89,004 from WATER REVENUE
- * Line 47 Fund \$24,603 from WATER REVENUE
- * Line 47 Fund \$10,000 from CEMETERY FUNDS
- * Line 47 Fund \$20,000 from PERPETUAL CARE

The Administration element of the Public Works Department is staffed with a Director and 2 full-time administrative staff of which a portion of their salaries are budgeted in the Water Enterprise and Stormwater division. This division is responsible for overseeing and managing the entire Public Works Department.

Engineering is staffed with 1 full-time Engineer who provides technical support to the Public Works Department and other Town Departments. A portion of his salary is budgeted in the Water Enterprise and Stormwater division.

The Road and Street Division is staffed with 8 employees. They perform the construction and seasonal maintenance functions required of the 87.08 miles of Town paved and gravel roadways.

Snow and Ice reflects the costs of Winter Operations for materials and hired equipment.

This budget item provides for the amount to be paid to RMLD to illuminate street lights.

Tree Expenses consist of the yearly contractual costs to maintain and remove trees

FY2018

Machinery Maintenance

The Machinery Maintenance program is staffed by 2 full-time mechanics. Their responsibility is to maintain the DPW fleet consisting of 60 vehicles as well as 56 pieces of equipment both motorized and non-motorized.

Salaries	134,798	123,847	93,142	121,714	97,753	97,753
Expenses	16,300	9,862	9,500	21,300	21,300	21,300
Capital	-	-	-	15,000	15,000	15,000
	<u>151,098</u>	<u>133,709</u>	<u>102,642</u>	<u>158,014</u>	<u>134,053</u>	<u>134,053</u>

Town Buildings

Town Buildings employs 7 full-time facilities maintenance manager/superintendent and 1 full-time laborer. This budget includes the costs for cleaning, maintaining, minor and major repairs and operating all public buildings except schools.

Salaries	197,410	158,237	158,024	187,803	187,803
.....	88,562	51,163	104,903	104,903	104,903
Expenses					
.....					
Capital					

SOLID WASTE MANAGEMENT

The Solid Waste Management program provides contractual trash & recycling services as well as salaries to check the trash trucks and cover Saturday trash drop off at DPW facility

51 EXPENSES

Year	Number of people (millions)
2000	135,000
2005	145,000

The Fuel Budget provides funds to pay for all Town Vehicles except the those belonging to the School Department and the Enterprise Funds

FY2018

GENERAL SERVICES

TOWN CLERK		229,486	228,264	253,155	227,724	227,724	227,724
52	SALARIES	192,125	192,124	201,638	192,799	192,799	192,799
53	EXPENSES	37,361	36,140	49,517	34,925	34,925	34,925
54	CAPITAL	-	-	2,000	-	-	-
	Clerk						
	...Salaries	173,711	177,049	168,356	180,315	180,315	180,315
	...Expenses	15,402	14,670	18,701	16,250	16,250	16,250
	...Capital	-	-	2,000	-	-	-
		<u>189,113</u>	<u>191,719</u>	<u>189,057</u>	<u>196,565</u>	<u>196,565</u>	<u>196,565</u>
<p>The Town Clerk's office is staffed by a full-time Town Clerk and 2 full-time clerical staff. This Office is responsible for maintaining all vital statistics of the Town, including births, marriages, deaths, and records of all boards and committees. This office also maintains the minutes of Town Meetings and is responsible for conducting the annual census.</p>							
	Elections						
	...Salaries	18,414	15,076	33,282	12,484	12,484	12,484
	...Expenses	21,959	21,470	30,816	18,675	18,675	18,675
	...Capital	-	-	-	-	-	-
		<u>40,373</u>	<u>36,545</u>	<u>64,098</u>	<u>31,159</u>	<u>31,159</u>	<u>31,159</u>
<p>The Elections program is responsible for conducting all elections and Town Meetings. This program is also responsible for maintaining lists of registered voters within the Town.</p>							
ELDER SERVICES		163,801	163,296	149,622	156,839	156,839	156,839
55	SALARIES	140,822	140,822	134,002	140,779	140,779	140,779
56	EXPENSES	14,879	14,429	15,620	16,060	16,060	16,060
57	CAPITAL	8,100	8,045	-	-	-	-
<p>Elder Services is staffed with a full-time Director, a full-time van driver, and a full-time clerk. This department provides a variety of services to the elderly including a hot lunch program, "Meals on Wheels", home care, clinics and transportation.</p>							
VETERANS' SERVICES		362,733	284,116	362,655	344,301	344,301	344,301
58	SALARIES	47,508	46,407	45,415	46,611	46,611	46,611
59	EXPENSES	315,225	237,709	317,240	297,690	297,690	297,690
60	CAPITAL	-	-	-	-	-	-

The Veterans' Department is staffed with a full-time Veterans' Agent. The services provided include state public assistance, VA benefits, referral services and fuel assistance.

FY2018

LIBRARY

The Library budget includes funding for a full-time Director and Assistant Director, 2 full-time professional librarians, 5 part-time staff and 4 substitute staff. The Library is currently open 51 hours per week.

64 SALARIES

65 EXPENSES

The Youth Services Department is staffed by a full-time Youth Services Director.

CONSERVATION COMM

The Conservation Commission (ConCom) consists of 5 appointed members and 2 alternates. The Commission has jurisdiction over all activities which take place in Wetlands. These activities are highly regulated by the State. The ConCom holds public hearings to determine whether an activity within the Commission's jurisdiction can be approved and sets conditions under which they can occur. The budget continues to provide part-time clerical support and a part-time Conservation Agent related to a contractual basis.

69 SALARIES
70 EXPENSES
71 CAPITAL

The Community Planning Commission (CPC) consists of 5 elected members. The CPC has jurisdiction of all planning activities within the Town. It approves all sub-divisions. The Commission is supported by a full-time administrator and a full-time secretary.

72	SALARIES
73	EXPENSES

The Board of Appeals (ZBA) consists of 3 appointed members and up to 3 alternates. The ZBA has the responsibility of granting variances and special permits from the Zoning By-Law and hearing appeals of the Building Inspector.

FUNCTION SUMMARY		FY16 Budget	FY16 Expended	FY17 Budget	DEPT. REQUEST	SELECTMEN REC	FINCOM REC
E D U C A T I O N							
PUBLIC SCHOOLS		27,495,074	27,493,745	28,546,142	29,633,545	29,633,545	29,633,545
SALARIES							
74	TEACHERS	23,057,980	22,933,574	23,930,259	24,752,649	24,752,649	24,752,649
		17,292,680	17,235,198	18,087,829	18,806,794	18,806,794	18,806,794
75	ADMINISTRATION	2,639,339	2,650,319	2,695,951	2,746,820	2,746,820	2,746,820
76	PARAPROFESSIONALS/TUTORS	1,390,344	1,334,118	1,448,876	1,433,340	1,433,340	1,433,340
77	CUSTODIAL	1,146,528	1,126,974	1,100,661	1,070,302	1,070,302	1,070,302
78	ATHLETICS	295,807	300,689	295,607	306,453	306,453	306,453
79	HEALTH SERVICES	7,677	7,830	7,988	7,988	7,988	7,988
80	TRANSPORTATION SPED	132,125	122,997	137,064	136,464	136,464	136,464
81	TECHNOLOGY SUPPORT	153,480	155,449	156,283	156,283	156,283	156,283
82	SALARY POOL SUPPLEMENT				88,205	88,205	88,205
		4,437,094	4,560,171	4,615,883	4,880,896	4,880,896	4,880,896
EXPENSES							
83	DISTRICT LEADERSHIP & ADMINISTRATION	176,744	200,231	173,734	189,727	189,727	189,727
84	INSTRUCTION	982,800	1,037,247	1,007,982	1,039,891	1,039,891	1,039,891
85	STUDENT SERVICES	346,286	413,352	366,325	417,675	417,675	417,675
86	OPERATION & MAINTENANCE OF PLANT	1,330,200	1,203,992	1,383,003	1,501,676	1,501,676	1,501,676
87	FIXED CHARGES	102,500	89,337	87,500	87,750	87,750	87,750
88	COMMUNITY SERVICES	4,000	4,188	4,750	4,750	4,750	4,750
89	EQUIPMENT		29,549				
90	SPECIAL ED TUITION	1,494,564	1,582,235	1,592,589	1,639,427	1,639,427	1,639,427
91	SMALL CAPITAL						
92	UNASSIGNED REDUCTION						
93	REGIONAL VOTECH & ESSEX AGRICUL	631,503	608,498	706,102	583,440	583,440	583,440

FUNCTION SUMMARY		FY16 Budget	FY16 Expended	FY17 Budget	DEPT. REQUEST	SELECTMEN REC	FINCOM REC
DEBT SERVICE							
School Debt							
Batchelder Plans	17,593	17,593		12,150	11,785	11,785	11,785
Batchelder Renovations	772,675	772,675		779,595	765,533	765,533	765,533
Device Initiative 06/15	-	-		17,400	17,400	17,400	17,400
High School Hot Water System	-	-		-	-	-	-
High/Middle Construction	4,506,800	4,506,800		4,629,600	4,630,200	4,630,200	4,630,200
Hood & High Modulars	38,968	38,968		37,725	36,448	36,448	36,448
Hood School Renovation	330,630	330,630		320,830	311,030	311,030	311,030
Little School Asbestos Abatement	5,375	5,375		5,250	5,150	5,150	5,150
Little School Roof 10/15	-	-		86,720	81,000	81,000	81,000
Middle Boiler/Little Soffit	19,358	19,358		18,825	18,278	18,278	18,278
Modular Classrooms 10/06	82,759	82,759		79,875	76,625	76,625	76,625
Modulars 3	56,525	56,525		54,750	52,925	52,925	52,925
School Asbestos Abatement 06/13	11,476	11,476		6,025	5,925	5,925	5,925
School Boiler 06/11	32,000	32,000		31,250	30,500	30,500	30,500
School Rack Truck	-	-		-	-	-	-
School Rack Truck 06/13	17,348	17,348		15,750	15,450	15,450	15,450
School Roof Repairs 10/09	12,113	12,113		11,863	11,663	11,663	11,663
School Security 10/07	5,763	5,763		5,550	5,300	5,300	5,300
School Security 10/08	-	-		-	-	-	-
School technology 05/11	23,750	23,750		23,150	17,550	17,550	17,550
04 Dump Truck - 35,000 GVW	10,535	10,535		10,180	-	-	-
Ambulance 10/10	35,400	35,400		34,500	33,600	33,600	33,600
Building on the Common Improve. 10/09	24,225	24,225		23,725	23,325	23,325	23,325
Cemetery Upgrade 10/06	-	-		-	-	-	-
Cemetery Upgrade 10/09	-	-		-	-	-	-
Class A Fire Pumper 10/12	135,740	135,740		130,950	123,500	123,500	123,500
Cruisers 10/05	-	-		-	-	-	-
Culvert Installation 4/10	37,150	37,150		31,250	30,500	30,500	30,500
DPW Dump Truck 10/11	30,750	30,750		30,000	29,250	29,250	29,250
DPW Garage Improvements 10/09	5,175	5,175		5,050	-	-	-
DPW Lift	-	-		-	-	-	-
DPW Small Dump Truck	-	-		-	-	-	-
DPW Truck 06/13	19,254	19,254		15,650	15,350	15,350	15,350
DPW Truck 10/09	-	-		-	-	-	-
Drain System Repairs 6/14	15,094	15,094		11,850	11,650	11,650	11,650
Drain System Repairs 6/15	-	-		6,200	6,200	6,200	6,200
Dump Truck 04/06	12,394	12,394		11,950	11,450	11,450	11,450
Dump Truck 10/05	10,200	10,200		-	-	-	-
Eisenhaure Park	193,731	193,731		188,419	182,169	182,169	182,169
Fire Department Vehicle 10/09	-	-		-	-	-	-
Fire Pumper - E4	15,842	15,842		15,285	-	-	-
Fire Pumper 10/05	31,453	31,453		30,363	29,188	29,188	29,188
Fire Station AC 6/14	6,248	6,248		5,900	5,800	5,800	5,800
Fire Station Improvements 06/15	-	-		10,440	10,440	10,440	10,440
Fire Station Improvements 06/16	-	-		-	-	-	-
Flint Library Repairs 04/09	-	-		21,783	21,783	21,783	21,783
GIS Base Map 6/15	5,906	5,906		5,781	5,681	5,681	5,681
Light Fixtures-Municipal Bldgs 10/09	-	-		16,800	16,800	16,800	16,800
Leader 10/05	5,606	5,606		5,481	5,381	5,381	5,381
Munis Software 10/12	11,650	11,650		11,225	10,800	10,800	10,800
Park St. Bridge	92,656	92,656		87,550	85,850	85,850	85,850
Police Communications Equip. 10/09	7,606	7,606		7,394	7,144	7,144	7,144
Police Facility Improvements 06/13	5,075	5,075		-	-	-	-
Police Station Renovations	8,674	8,674		5,402	5,300	5,300	5,300
	599,764	599,764		581,564	561,658	561,658	561,658

FY2018

FUNCTION SUMMARY

	FY16 Budget	FY16 Expended	FY17 Budget	DEPT. REQUEST	SELECTMEN REC	FINCOM REC
Police Technology/Remodel 04/07	37,222	37,222	36,113	34,863	34,863	34,863
Public Safety Exterior Repairs 6/14	6,001	6,001	5,700	5,600	5,600	5,600
Replace Culverts	6,853	6,853	6,675	6,493	6,493	6,493
Replace Dump Truck 40&41 6/15	-	-	23,040	23,040	23,040	23,040
Replace Wood Chipper 6/14	11,965	11,965	10,550	10,350	10,350	10,350
Road Program 04/06	-	-	-	-	-	-
Road Program 10/07	-	-	-	-	-	-
Road Program 10/09	-	-	-	-	-	-
Roads 10/04	-	-	-	-	-	-
Senior Van 6/14	-	-	-	-	-	-
Sewer FEIR 06/15	15,847	15,847	10,550	10,350	10,350	10,350
Skug River Culvert 6/14	-	-	26,000	46,000	46,000	46,000
Smith Property	19,671	19,671	18,450	18,150	18,150	18,150
Stormwater	239,238	239,238	233,025	226,638	226,638	226,638
Stormwater 4/10	25,492	25,492	24,426	23,656	23,656	23,656
Technology 10/07	-	-	-	-	-	-
Title V	5,588	5,588	5,375	5,125	5,125	5,125
Town Hall Doors 6/14	10,868	10,868	10,868	10,868	10,868	10,868
Town Hall Generator	5,444	5,444	5,250	5,150	5,150	5,150
Town Hall Renovations 6/15	5,338	5,338	5,125	-	-	-
Town Hall Roof	-	-	15,600	10,600	10,600	10,600
Town Road 06/13	52,600	52,600	51,113	49,363	49,363	49,363
Town Road 06/15	14,798	14,798	11,200	6,050	6,050	6,050
Town Road Program 6/14	-	-	14,000	14,000	14,000	14,000
Town Wfr 06/16	25,169	25,169	23,600	23,200	23,200	23,200
Wastewater DEIR 06/13	15,125	15,125	5,250	17,800	17,800	17,800
Short Term Interest & Admin. Fee	40,000	33,987	49,500	5,150	5,150	5,150
94 DEBT SERVICE	7,790,477	7,784,465	8,010,624	7,947,959	7,947,959	7,947,959

* Line 94 Fund \$43,916 from RESERVE for DEBT EXCLUSION

* Line 94 Fund \$15,872 from RESERVE for SEPTIC LOANS

* Line 94 Fund \$300,000 from CELL TOWER REVENUE

* Line 94 Fund \$1,173,666 from CAPITAL IMPROVEMENT STABILIZATION FUND

June 5, 2017

FY2018

	FY16 Budget	FY16 Expended	FY17 Budget	DEPT REQUEST	SELECTMEN REC	FINCOM REC
FUNCTION SUMMARY						
ENTERPRISE FUNDS						
WATER DEPARTMENT	3,495,358	3,436,264	3,601,945	3,869,337	3,861,237	3,861,237
95 SALARIES	725,122	693,873	724,590	751,126	743,026	*
96 EXPENSES	2,226,991	2,216,319	2,231,603	2,351,648	2,351,648	*
97 CAPITAL	-	2,715	125,000	8,000	8,000	*
98 DEBT	543,245	523,357	520,752	758,563	758,563	*
* Line 95 Fund \$743,026 from WATER REVENUE * Line 96 Fund \$2,351,648 from WATER REVENUE * Line 97 Fund \$8,000 from WATER REVENUE * Line 98 Fund \$758,563 from WATER REVENUE The Water Department employs 1 superintendent, 1 foreman and 3 water plant operators, 1 meter reader and 2 equipment operators. Administrative support is provided by the DPW Administrative Division.						
HILLVIEW COUNTRY CLUB	1,504,909	1,451,720	1,467,270	1,505,758	1,505,758	1,505,758
99 SALARIES	28,594	28,863	29,166	30,759	30,759	*
100 EXPENSES	950,315	946,938	951,104	984,240	984,240	*
101 IN LIEU OF TAX PAYMENT	-	-	-	-	-	*
102 L.U.C. EXPENSES	-	-	-	-	-	*
103 CAPITAL	50,000	-	35,000	65,000	65,000	*
104 DEBT	476,000	475,919	452,000	425,759	425,759	*
*Line 99 Fund \$30,759 from HILLVIEW REVENUE *Line 100 Fund \$984,240 from HILLVIEW REVENUE *Line 103 Fund \$65,000 from HILLVIEW REVENUE *Line 104 Fund \$425,759 from HILLVIEW REVENUE						

PARKS AND RECREATION ENTERPRISE	536,024	525,109	622,908	639,432	639,432	639,432
105 SALARIES	401,925	406,678	481,758	463,755	463,755	*
106 EXPENSES	134,099	118,431	133,250	149,975	149,975	*
107 CAPITAL	-	-	27,900	25,702	25,702	*
*Line 105 Fund \$211,099 from RAISE and APPROPRIATE *Line 106 Fund \$252,656 from PARKS & RECREATION REVENUE *Line 107 Fund \$149,975 from PARKS & RECREATION REVENUE *Line 107 Fund \$19,252 from PARKS & RECREATION REVENUE *Line 107 Fund \$6,450 from PARKS & RECREATION RETAINED EARNINGS The Recreation Department is staffed by a full-time Operations Director/Department Head, a full-time Parks Director, a full-time Secretary, a full-time DPW/Parks employee and seasonal employees. The General Fund will subsidize the enterprise and pay for the salaries of the Parks and Recreation Operations Director/Department Head, Parks Director and Recreation Director. The enterprise account is responsible for the salary of the Program Coordinator, Secretary and the costs of all seasonal employees and all other types of expenses. The enterprise account funds are derived from user fees, recreation programs, functions, and corporate rentals. Seasonal employees are hired to assist in grounds maintenance, as recreation program counselors, and as food service employees.						

SUMMARY						
GENERAL GOVERNMENT	23,709,919	22,525,595	24,853,614	25,951,746	25,922,280	25,922,280
EDUCATION	28,126,577	28,102,243	29,252,244	30,216,985	30,216,985	30,216,985
DEBT SERVICE	7,790,477	7,784,465	8,010,624	7,947,959	7,947,959	7,947,959
ENTERPRISES	5,536,291	5,413,093	5,692,123	6,014,527	6,006,427	6,006,427
TOTAL BUDGET	65,163,264	63,825,397	67,808,605	70,131,217	70,093,651	70,093,651

Article 16 FY 2018 Capital Expenditures

To see if the Town will vote to raise by taxation and appropriate, appropriate and transfer from unexpended funds remaining in Warrant Articles of previous years, or appropriate by transfer from available funds or borrow pursuant to any applicable enabling authority, a sum of money for the purchase of items of a capital nature including, but not limited to, the possible projects and funding sources set forth below, and further to authorize the Town Administrator to sell or trade-in items rendered surplus by such purchases; or what it will do in relation thereto.

Project	Department	Cost	Source of Funds
Communications	Fire	\$535,000	Bond
Library Flat Roof Replacement	Town Buildings	\$ 45,000	Raise and Appropriate
Town Road	DPW- Highway	\$300,000	Bond
Replace #22 2004 F-250 Truck	DPW- Highway	\$ 45,500	Raise and Appropriate
Elementary Wireless Infra. Upgrade	Schools	\$107,357	Capital Improve. Stab
Computer/Equipment Replacement Plan	IT	\$ 35,000	See Notes ^{1*}
Bathroom Facilities at Field	Board of Selectmen	\$200,000	Bond
Computer Devices	Schools	\$ 60,000	Capital Improve. Stab.
Replace Engine 3	Fire	\$575,000	Bond
Town Hall Floor Installation	Town Buildings	\$ 50,000	Raise and Appropriate
Police Station – Plumbing Repairs	Town Buildings	\$ 36,617	Free Cash
Library – Plumbing Repairs	Town Buildings	\$ 35,046	Free Cash
Replace SUV	DPW- Highway	\$ 36,000	Free Cash
Batchelder/Peabody St. Entrance Repair	Schools	\$ 25,000	Bond
Asphalt Hot Box	DPW- Highway	\$ 30,000	Free Cash
NPDES Stormwater Compliance	DPW - Engineering	\$ 62,000	See Notes ^{2*}
Meter Replacement	Water	\$250,500	Bond
Water Main Replace/Unaccepted Ways	Water	\$ 45,000	Water Infra. Stabilization
GIS Upgrades	Water	\$ 25,000	Water Infra. Stabilization

*** Notes**

1 - \$12,337 Free Cash, \$22,663 Raise and Appropriate for a total of \$35,000.

2 - \$11,837 Free Cash, \$50,163 Capital Improvement Stabilization for a total of \$62,000.

Sponsor: Board of Selectmen

Description...

This article, required by the Town Charter, annually funds the purchase and replacement of capital equipment for various Town Departments including the School Department as recommended by the Capital Improvement Planning Committee.

Recommendations ...

Selectmen: Recommended.

Finance Committee: Recommended.

Article 17 Appropriate Funds for Facilities at Arthur J. Kenney Field

To see if the Town will vote to raise by taxation and appropriate, or appropriate by transfer from unexpended funds remaining in Warrant Articles of previous years, or appropriate by transfer from any available source of funds, or borrow a sum of money to fund the design, construction, reconstruction or remodeling of facilities at the Arthur J. Kenney Field including, but not limited to, public restrooms, including any costs incidental or related thereto; or what it will do in relation thereto.

Sponsor: Board of Selectmen

Description...

This article seeks to fund the construction and/or reconstruction of public facilities, including, but not limited to, public restrooms at Arthur J. Kenney Field.

Recommendations ...

Selectmen: Recommendation to be made at Town Meeting.

Finance Committee: Recommendation to be made at Town Meeting.

Article 18 Rescind Authorization to Borrow

To see if the Town will vote to rescind the authorized, but unissued balances of various borrowing authorizations approved by the Town from time to time, which amounts are no longer needed to pay costs of completing the projects for which they were originally approved, or to take any other action relative thereto.

Sponsor: Board of Selectmen

Description...

This is a routine article seeking to rescind bond authorizations that are no longer needed because the respective projects are completed or have been abandoned.

Recommendations ...

Selectmen: Recommendation to be made at Town Meeting.

Finance Committee: Recommendation to be made at Town Meeting.

Article 19 Appropriation of Ban Premiums to Reduce Middle/High School Project Borrowing Costs

To see if the Town will vote to appropriate the premium paid to the Town upon the sale of bonds or notes issued for the Middle/High School Construction project, which are the subject of a Proposition 2 ½ debt exclusion, to pay for costs of the project being financed by such bonds or notes and to reduce the amount authorized under Article 1 of the March 18, 2013 Special Town Meeting to be borrowed for such project, but not yet issued by the Town by the same amount; or what it will do in relation thereto.

Sponsor: Board of Selectmen

Description...

This article proposes to apply a Ban Premium, received at the time of sale of bans for the High/Middle School Project, to pay for project costs previously approved. The total amount borrowed for the project is to be reduced by the same amount. These actions are consistent with the advisory issued by the Department of Revenue on the impact of ban premiums on borrowings financed by a debt exclusion. A similar action was taken on Ban Premiums at the June 2013 and June 2104 Town Meetings.

Recommendations ...

Selectmen: Recommended.

Finance Committee: Recommended.

Article 20 Fund Retirement Obligations

To see if the Town will vote to raise by taxation and appropriate or appropriate by transfer from available funds a sum of money for the purpose of funding FY2018 retirement obligations; or what it will do in relation thereto.

Sponsor: Board of Selectmen

Description...

This article will provide funding for obligations in the anticipated amount of \$207,179 owed to municipal and school employees who are retiring during FY2018. The Town has established a Retirement Trust Fund for this purpose, but due to past early retirements, the Fund is insufficient to meet the obligations. Therefore, additional funding is needed.

Recommendations ...

Selectmen: Recommended.

Finance Committee: Recommended.

Article 21 Transfer Funds to Other Post Employment Benefits Liability Trust Fund

To see if the Town will vote to raise by taxation and appropriate or appropriate by transfer from available funds, a sum of money to the Other Post Employment Benefits Liability Trust Fund established under Article 19 of the June 3, 2013 Town Meeting; or what it will do in relation thereto.

Sponsor: Board of Selectmen

Description...

This article supplements a reserve account to pay for future health costs for retirees. The current balance in this account is \$ 578,724.

Recommendations ...

Selectmen: Recommended.

Finance Committee: Recommended.

Article 22 Appropriate Money for Special Counsel Legal Expenses

To see if the Town will vote to raise by taxation and appropriate, or appropriate by transfer from unexpended funds remaining in Warrant Articles of previous years, or appropriate by transfer from any available source of funds a sum of money for negotiation, mediation and/or litigation with PMA Consultants, LLC and Dore and Whittier Architects, Inc. concerning the Secondary School Building Project, including any costs incidental or related thereto; or what it will do in relation thereto.

Sponsor: Board of Selectmen

Description...

This article would provide additional funding for legal expenses related to the Secondary School Building Project.

Recommendations ...

Selectmen: Recommended.

Finance Committee: Recommendation to be made at Town Meeting.

Article 23 Fund Master Plan

To see if the Town will vote to raise by taxation and appropriate, or appropriate by transfer from unexpended funds remaining in Warrant Articles of previous years, or appropriate by transfer from any available funds, or borrow a sum of money to fund an updated Community Development Plan pursuant to MGL Chapter 41, Section 81D; or what it will do in relation thereto.

Sponsor: Community Planning Commission

Description...

The article requests funds to update the Town's Community Development Plan (Master Plan). The most recent Master Plan was completed in 2004. The Master Plan will follow the format prescribed by MGL Chapter 41, Section 81D, and will include chapters addressing housing, transportation/circulation, economic development, land use, and natural/cultural resources. Planning work recently completed in the areas of economic development, housing and transportation will be incorporated into the Master Plan update.

Recommendations ...

Selectmen: Recommended.

Finance Committee: Recommended.

Article 24 Amend Code of North Reading and Act on Revolving Funds

To see if the Town will vote pursuant to the provisions of General Laws, Chapter 44, Section 53E½, as most recently amended, to (1) establish and/or reauthorize the following revolving funds for FY 2018 and establish annual spending limits as set forth below, and further (2) to amend the Code of North Reading Town By-Laws by adding a new Chapter 66 – Finance, Article 1, Revolving Funds, § 66-1, Establishment of Revolving Accounts; establishing and/or reauthorizing 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:

§ 66-1, Establishment of Revolving Accounts

There are hereby established in the Town of North Reading pursuant to the provisions of General Laws, Chapter 44, section 53E½, the following Revolving Funds:

PROGRAM or PURPOSE	DEPARTMENT RECEIPTS	REPRESENTATIVE or BOARD AUTHORIZED TO SPEND
Conservation (Wetland Protection)	Received in connection with Conservation Department Programs)	Conservation Commission
Damon Tavern (Maintenance and Repair of Damon Tavern)	Received in connection with Lease of Damon Tavern	Historical Commission and the Department of Public Works
Rain Barrel (purchasing additional rain barrels and related costs)	Received in connection with Sale of rain barrels	Water Department
Recycling Promotion (meeting the expenses of recycling programs)	Received in connection with the sale of recyclable products	Department of Public Works
Department of Elder Affairs (providing assistance for the operation of elderly related programs)	Received in connection with Department of Elder Affairs programs	Department of Elder Affairs
Emergency Management "All Hazards" (meeting the expenses related to assisting in the cleanup of spills of hazardous materials)	Received in connection with emergency management programs	Fire Chief
Youth Services (meeting the expenses of the Youth Services Department's salaries and/or expenses)	Received in connection with Youth Services department salaries and/or programs	Youth Services Committee
Library Activity Room (upkeep and maintenance of the library building)	Received from the operation of certain programs in the Library Activity Room	Library Trustees
Board of Health Clinic (meet expenses for routine immunization and emergency dispensing clinics)	Received from certain immunization clinics and grants	Board of Health

Expenditures from each revolving fund set forth herein shall be subject to the limitation established by Town Meeting, or any increase therein, all as may be authorized in accordance with G.L. c.44, §53E½.

And to set fiscal year spending limits for such revolving funds as follows:

Program or Purpose	FY Spending Limit
Conservation (Wetland Protection)	\$100,000
Damon Tavern (Maintenance and Repair of Damon Tavern)	\$78,000
Rain Barrel (purchasing additional rain barrels and related costs)	\$5,000
Recycling Promotion (meeting the expenses of recycling programs)	\$5,000
Department of Elder Affairs (providing assistance for the operation of elderly related programs)	\$12,000
Emergency Management "All Hazards" (meeting the expenses related to assisting in the cleanup of spills of hazardous materials)	\$15,000
Youth Services (meeting the expenses of the Youth Services Department's salaries and/or expenses)	\$80,000
Library Activity Room (upkeep and maintenance of the library building)	\$15,000
Board of Health Clinic (meet expenses for routine immunization and emergency dispensing clinics)	\$25,000

or act on anything relative thereto.

Sponsor: Board of Selectmen

Description...

Recent changes to state law require the Town to establish a bylaw in this fashion in order to continue the practice of utilizing revolving accounts. Once established, these accounts serve to dedicate revenues from the identified departments to certain purposes as described in the article.

Recommendations ...

Selectmen: Recommended.

Finance Committee: Recommended.

Article 25 Amend Code – General By-Laws – Regulation of Drones

To see if the Town will vote to amend the Code of North Reading General By-Law by adding a new Chapter 9 - Standards For Operation of Unmanned Aircraft Systems; and to amend the list of fines under Chapter 1, General Provisions 1-5.B.(3), Violations and Penalties, to include those specified under Chapter 9, which provides as follows:

§ 9-1. Definitions.

For this bylaw, the following terms shall have the following meanings:

CIVIL UAS –An unmanned aircraft or unmanned aircraft system operated by any person for any purposes other than strictly hobby or recreational purposes, including, but not limited to, commercial purposes or in furtherance of, or incidental to, any business or media service or agency.

MODEL AIRCRAFT – An unmanned aircraft or unmanned aircraft system operated by any person strictly for hobby or recreational purposes.

PERSON —An individual, partnership, corporation, association or other legal entity.

PUBLIC UAS- An unmanned aircraft or unmanned aircraft system operated by any public agency for government related purposes.

UNMANNED AIRCRAFT –An aircraft, including, but not limited to, an aircraft commonly known as a “drone,” that is operated without the possibility of direct human intervention from within or on the aircraft.

UNMANNED AIRCRAFT SYSTEM –An unmanned aircraft and associated elements, including, but not limited to, any communication links and components that control the unmanned aircraft.

§ 9-2. Authorization to operate.

Subject to the provisions of this bylaw, a person that is authorized by federal law to operate unmanned aircraft systems may operate an unmanned aircraft system in the Town of North Reading for any lawful purpose if the unmanned aircraft system is operated in a manner consistent with federal law.

§ 9-3. Interference with emergency responders.

A person shall not operate an unmanned aircraft system in a manner that knowingly and intentionally interferes with any of the following while performing their official duties:

- A. A law enforcement officer;
- B. A firefighter;
- C. Emergency medical personnel; or
- D. Search and rescue personnel.

§ 9-4. Operation regulations.

A. No person shall operate any model aircraft or civil UAS within the Town of North Reading in a careless or reckless manner so as to endanger the life or property of another. The standard of what constitutes careless and reckless operation shall be the same as the standard set forth in any federal statutes or regulations governing aeronautics, including, but not limited to, Federal Aviation Rule 91.13.

B. No person shall knowingly and intentionally operate an unmanned aircraft within a distance that, if the person were to be present personally rather than through remote operation of an unmanned aircraft, would be a violation of a restraining order or other judicial order.

C. No person shall knowingly and intentionally operate an unmanned aircraft system to capture photographs, video or audio recordings of an individual in a manner that invades an individual's reasonable expectation of privacy.

D. No person shall operate any model aircraft within the Town of North Reading beyond the visual line of sight of the person operating the model aircraft. The operator must use his or her own natural vision to observe the model aircraft. People other than the operator may not be used in lieu of the operator for maintaining visual line of sight of the model aircraft. "Visual line of sight" means that the operator has an unobstructed view of the model aircraft. The use of vision-enhancing devices, such as binoculars, night vision goggles, powered vision magnifying devices, and goggles or other devices designed to provide a first-person view from the model aircraft, do not constitute a visual line of sight of the person operating the model aircraft.

E. Excluding takeoff and landing, no person shall operate any model aircraft or civil UAS within the Town of North Reading closer than 25 feet to any individual, except the operator or person(s) assisting the operator.

F. No person shall operate any model aircraft or civil UAS within the Town of North Reading in a manner that is prohibited by any federal statute or regulation governing aeronautics.

§ 9-5. Exceptions.

This bylaw shall not apply to any public UAS operated pursuant to, and in compliance with, the terms and conditions of any current and enforceable authorization granted by the Federal Aviation Administration.

§ 9-6. Enforcement; violations and penalties.

A. Whoever violates any provision of this bylaw shall be subject to a fine of \$300 for each violation. Each violation shall constitute a separate offense.

B. Enforcement of this bylaw shall be by the Chief of Police and/or his designee and may be enforced by noncriminal disposition in accordance with the provisions of § 1-5 of the Town's Bylaws and MGL c. 40, §21D, or through any other lawful process. Nothing in this bylaw shall preclude the Police Department from enforcing any applicable state law.

or what it will do in relation thereto.

Sponsor: Board of Selectmen

Description...

This article proposes to establish a bylaw to protect citizens from invasions of privacy, potential trespassers and address safety issues presented by careless drone operations, which are not otherwise the subject of federal law.

Recommendations ...

Selectmen: Recommended.

Finance Committee: Recommendation to be made at Town Meeting.

Article 26 Amend Code – General By-Laws Snow Removal on Streets and Sidewalks

To see if the Town will vote to amend the Code of North Reading General By-Laws by deleting Chapter 158-9 Snow Removal on Streets and Sidewalks and replacing it as follows:

§ 158-9. Snow removal on streets and sidewalks.

A. The tenant or occupant, and in case there is no tenant or occupant, the owner or any other person having the care of any building or lot of land which is used for non-residential purposes abutting upon any street or public place within the Town where there is a sidewalk, shall clear sidewalks of snow and ice within 24 hours after the snow ceases to fall. If the sidewalk becomes covered with ice that cannot be readily removed, the tenant, occupant, or owner shall place a sufficient amount of sand, salt or similar commercially available off-the-shelf snow/ice melting materials on the sidewalk so as to render it safe for pedestrians. Failure to comply with the requirements of this section may result in the Town causing the snow and ice to be removed, and the costs of such removal, if not paid by the tenant, occupant, or other person within thirty (30) days of the issuance of a statement therefor by the Town, shall be assessed and collected in accordance with the provisions of General Laws Chapter 80. The foregoing shall not limit the remedies set forth in Subsection D.

B. The owner, or any other person having the care of any non-residential building abutting upon or any part of which stands within fifteen (15) feet of the line of any street, the roof of which building pitches or slopes toward the street or sidewalk, shall fit or provide such roof with snow barriers or guards sufficient to prevent the sliding of snow and ice from such building onto any part of the street or sidewalk. Failure to comply with the requirements of this section may result in the Town causing the snow and ice to be removed from the public sidewalks, and the costs of such removal, if not paid by the tenant, occupant, or other person within thirty (30) days of the issuance of a statement therefor by the Town, shall be assessed and collected in accordance with the provisions of General Laws Chapter 80. The foregoing shall not limit the remedies set forth in Subsection D.

C. No person shall lay, throw or place or cause to be placed any snow or ice on any portion of any street or sidewalk within the town, which has been cleared or plowed for travel. No snow shall be plowed across any public way by any private plow to deposit snow from one property to another. No snow shall be deposited in such a way as to obstruct the operation of any fire hydrant, including Fire Department connections to buildings, cisterns and dry hydrants. This provision shall be in addition to the provisions of § 158-6.

D. This bylaw shall be enforceable through the non-criminal disposition provided for in § 1-5. The penalty for violation shall be \$300 per offense. Each day or portion thereof during which

a violation continues shall constitute a separate offense. The Chief of the North Reading Police Department or his/her designee and the Director of the North Reading Department of Public Works or his/her designee shall be authorized to enforce this bylaw.

E. To the extent that any particular provision of this bylaw is determined to be invalid, such invalidation shall not affect the validity of any other provision.

Sponsor: Board of Selectmen

Description...

This article proposes to update the existing bylaw and to strengthen the Town's ability to enforce the bylaw by increasing the fine and allowing the Town to recover fines as well as the cost of plowing or removing snow at properties that are not in compliance.

Recommendations ...

Selectmen: Recommended.

Finance Committee: Recommendation to be made at Town Meeting.

Article 27 **Amend Code – Zoning By-Laws – Article XXVI – Main Street Mixed Use Overlay**

To see if the Town will vote to amend the North Reading Zoning Bylaw by inserting a new Article XXVI, Main Street Mixed Use Overlay District, which provides as follows:

§ 200-157. Purpose.

The purpose of the Main Street Mixed Use Overlay District is to provide opportunities for the development of new multi-family housing within the Town, in the interest of providing a variety of needed housing types; to encourage the revitalization of an important commercial district within a key section of Main Street and Winter Street by introducing residential development to support new and existing retail, restaurants and other businesses and services; and to foster a town-center-type development pattern, in accordance with planning studies and recommendations completed by the local Regional Planning Agency with and for the Town.

§ 200-158. Applicability.

This article applies to any property to be placed within the Main Street Mixed Use Overlay District and shall include the following parcels that are listed below and are shown on the Main Street Mixed Use Overlay District Map on file in the Community Planning Department. The Main Street Mixed Use Overlay District is herein established as an overlay district.

Area (acres)	Map and Parcel	Street Number	Street Name
21.19	Map 24 Parcel 36	97	Main Street
3.16	Map 24 Parcel 35	103	Main Street
0.98	Map 24 Parcel 47	107	Main Street
0.93	Map 24 Parcel 50	109	Main Street
0.50	Map 24 Parcel 34	68	Winter Street
3.00	Map 24 Parcel 52	0	Winter Street
0.95	Map 24 Parcel 08	73	Winter Street
2.24	Map 24 Parcel 49	66	Winter Street
1.40	Map 25 Parcel 51	133	Main Street
1.30	Map 25 Parcel 55	0R	Winter Street

§ 200-159. Effect of overlay district.

The Main Street Mixed Use Overlay District regulations of this article apply in addition to the underlying zoning district regulations. The Main Street Mixed Use Overlay is an overlay district superimposed on the underlying zoning districts, including without limitation any other overlay districts, now or hereafter established by the Zoning Bylaw. The use, dimensional, parking and other regulations governing the underlying zoning district(s) shall remain in full force, and are not amended or modified by this article. A development or project shall comply completely with underlying zoning, but may also contain within it multi-family residential uses as provided for in this article.

§ 200-160. Use regulations.

A. In addition to all of the uses allowed by right and by special permit within the underlying Highway Business Zoning District, multi-family dwellings are permitted by right as a component of a mixed use development; provided, however, that multi-family residential uses cannot exceed 80% of the total square footage of buildings on any parcel. The remaining 20%, at least, of total building square footage, must be occupied by another use allowed by right or by special permit.

B. Assisted living facilities, senior housing, and 55 and over age-restricted/active adult housing are permitted by right but may not exceed 80% of the total square footage of buildings on any parcel. The remaining 20%, at least, of total building square footage, must be occupied by another use allowed by right or by special permit.

§ 200-161. Dimensional and density regulations.

A. The dimensional and density regulations of the underlying zoning district, Highway Business, are to be adhered to within the Main Street Mixed Use Overlay District.

B. Multiple principle buildings are allowed on one lot. The minimum separation between buildings shall be two times the required side yard setback.

§ 200-162. Parking requirements.

A. The minimum required off-street parking shall be two spaces per dwelling unit.

B. The required parking spaces may be located in an accessory garage, in a dedicated parking area on the lot, or stacked within the driveway serving the development. When the parking spaces are located outside, the area used for parking shall be graded and drained so as to prevent surface water accumulation within the parking area and to prevent surface water runoff to an adjoining property or the public way.

C. Dimensions of outdoor parking spaces shall be a minimum of 10 feet by 20 feet.

Dimensions of indoor parking garage spaces shall be a minimum of 9 feet by 18 feet.

D. There shall be a landscaped buffer of not less than four feet between any driveway and the nearest side lot line, and no paved surface areas and no off-street parking shall be permitted within the buffer zone.

§ 200-163. Severability.

In the event that one or more of the provisions of this article are determined to be illegal or unenforceable by a court of competent jurisdiction, then the illegality or unenforceability of any such provision shall not affect the validity of any other provision of this article which remains in full force and effect.

and further to amend the Town of North Reading Zoning Map to add a new Main Street Mixed Use Overlay District consisting of the following parcels:

Area (acres)	Map and Parcel	Street Number	Street Name
21.19	Map 24 Parcel 36	97	Main Street
3.16	Map 24 Parcel 35	103	Main Street
0.98	Map 24 Parcel 47	107	Main Street
0.93	Map 24 Parcel 50	109	Main Street
0.50	Map 24 Parcel 34	68	Winter Street
3.00	Map 24 Parcel 52	0	Winter Street
0.95	Map 24 Parcel 08	73	Winter Street
2.24	Map 24 Parcel 49	66	Winter Street
1.40	Map 25 Parcel 51	133	Main Street
1.30	Map 25 Parcel 55	0R	Winter Street

or what it will do in relation thereto.

Sponsor: Community Planning Commission

Description...

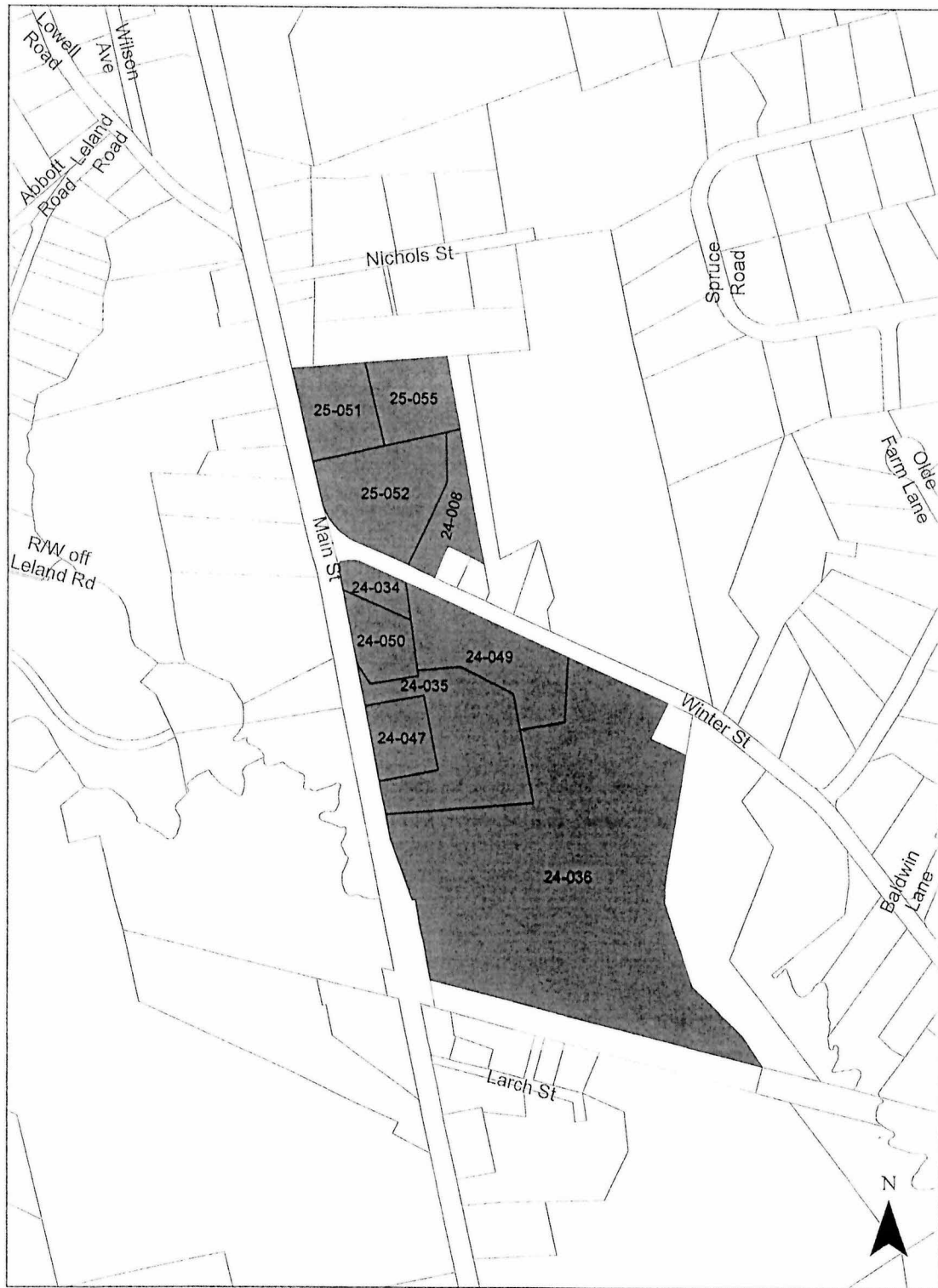
This warrant article would enable residential multi-family development within the new overlay district, as a component of a mixed-use project.

Recommendations ...

Selectmen: Recommendation to be made at Town Meeting.

Finance Committee: Recommendation to be made at Town Meeting.

Main Street Mixed Use Overlay District



Legend

 Main Street Mixed Use Overlay Parcels

0 0.035 0.07 0.14 Miles

Town of North Reading, MA

Article 28 Authorize Naming of Distance Learning Lab at North Reading Middle/High School

To see if the Town will vote to name the Distance Learning Lab at North Reading Middle/High School in honor of Dr. David S. Troughton, former Superintendent of Schools.

Sponsor: North Reading School Committee

Description...

This article requests to name the Distance Learning Lab at North Reading Middle/High School in honor of Dr. David S. Troughton, who served as Superintendent of Schools in North Reading from 1994 to 2009.

Recommendations ...

Selectmen: Recommendation to be made at Town Meeting.

Finance Committee: Recommendation to be made at Town Meeting.

And you are directed to serve this Warrant by posting up attested copies, fourteen days at least before the time of holding said meeting, in accordance with the Code of the Town of North Reading.

HEREOF FAIL NOT, and make due return of this Warrant, with your doings thereon, to the Town Clerk, at the time and place of meeting, as aforesaid.

Given under our hands this eighth day of May in the year of our Lord two thousand and seventeen.

BOARD OF SELECTMEN

Michael A. Prisco, Chairman
Kathryn M. Manupelli, Vice Chairman
Andrew J. Schultz, Clerk
Robert J. Mauceri
Stephen J. O'Leary

A True Copy: Attest
John J. Firriello, Constable