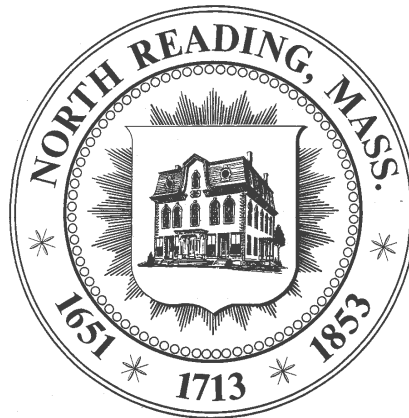


**TOWN OF NORTH READING  
MASSACHUSETTS**

**SPRING ANNUAL  
TOWN MEETING WARRANT**



**MONDAY, JUNE 10, 2024**

**7:00 P.M.**

**North Reading High School, 189 Park Street**

**SELECT BOARD WARRANT ARTICLE  
INFORMATIONAL HEARING  
MONDAY, MAY 20, 2024 AT 8:00 P.M.**

**PROPOSITION 2 ½ OVERRIDE ELECTION  
TUESDAY, JUNE 18, 2024**

Please bring this book with you to the Town Meeting.

## **\*\*\*IMPORTANT INFORMATION REGARDING TOWN MEETING\*\*\***

It is the intention of the Town Moderator and Select Board to convene and conduct the Spring Annual Town Meeting at North Reading Middle/High School located at 189 Park Street on Monday, June 10, 2024 at 7:00 PM.

Under state law, only residents who were registered as voters in North Reading as of May 31, 2024 may participate at this Town Meeting. Residents who were not registered as of that date may attend Town Meeting but may not vote and will be seated separate from registered voters.

This warrant consists of 34 articles to conduct the legislative business of the Town, however the following articles are of particular note:

- **Article 16 – FY 2025 Operating Budget**

This article funds the Town’s operating budget for the upcoming year. This year, two motions will be proposed. The first will be to fund Town government including the public schools to the extent allowed under the limits of state law (Proposition 2 ½) as indicated in the column entitled “Proposition 2 ½ Limit”. The second motion will be to authorize appropriations above the limit of state law as indicated in the column entitled “Override Amount” contingent on a vote at a ballot election scheduled for June 18, 2024. More information about how to vote will be publicized in the coming weeks.

- **Article 18 – Home-Rule Petition: Establish Means-Tested Senior Citizen Property Tax Exemption**

This article would authorize the Town to petition the Legislature for permission to establish a property tax relief program for qualifying senior citizens. The amount by which taxes for qualifying seniors is reduced would be reallocated among all residential property taxpayers.

- **Articles 30-32 – Amend Zoning By-Law to Comply with State Law**

These articles establish a new overlay district that complies with the provisions of Section 3A of MGL c. 40A. The district, like the existing overlay district affecting these properties, allows multi-family housing by right, and establishes regulations for that overlay district, including parking. The overlay district affects two parcels currently located within the Industrial Office zoning district. The provisions of the underlying zoning district, and other zoning overlay districts affecting the properties, remain intact.

- **Article 34 – Fire Station Reconstruction Project Bidding Phase Funding**

This article would fund expenses associated with bidding for the Fire Station reconstruction project. Funding this article would allow the project to be bid out and the results reported to and considered at a future Town Meeting.

The Select Board wishes to call your attention to a **Warrant Article Informational Hearing** on **Monday, May 20, 2024 at 8:00 PM.** Information about the warrant article hearing, including a recording of the hearing, may be found at [www.northreadingma.gov](http://www.northreadingma.gov).

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Italicized information is explanatory in nature.*

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## Report of the North Reading Finance Committee June Town Meeting 2024

To the citizens of North Reading:

The Finance Committee (FinCom) recommendations in this report are meant to help voters make well-informed decisions at our June 10, 2024 Annual Town Meeting. The FinCom's role is to receive the individual operating budget requests from each Town department, review the requests, provide feedback, and hold open meetings to discuss. Our goal is to recommend a budget that addresses the Town's needs, is fiscally responsible, and sustainable.

In an effort to provide a snapshot of the sources of town revenue and town expenses and how this breaks down on the homeowners' real estate tax bill we once again provide a series of charts displaying these data. New numbers for FY25 were not available hence, while the percentages are somewhat unchanged, the dollar amounts will vary for FY25.

The FinCom would like to call your attention to Article 16 as this Article is different than what is considered in the Town's typical Warrants. Article 16 is the Town's operating budget. In a normal year, there is one budget to approve. This year, Article 16 includes a balanced budget (with necessary reductions) and a second budget with additional funding contingent upon an increase in taxes above what is typical in a normal year, known as a "Proposition 2 ½ Override". Proposition 2½ in Massachusetts places a 2.5% limit on property tax increases. Historically inflation has been above 2.5% for a significant majority of the years since its passing into law in 1980, thus resulting in a real decline in local tax revenue and local spending ability.

As we plan for the upcoming fiscal year we do so with the knowledge that, without a general override, maintaining the current level of services will not be possible. Increased needs and inflation which has grown over the years makes this an impossible task. Services, wages and other expenses increase at a greater rate than the mandated 2.5% tax cap set by the state. The Town has been very prudent with expenses and has not sought an override for a considerable period of time despite inflationary pressures. This year, without an override, some budget requests have been denied, various capital items have been unfunded, vacant positions will remain vacant and some personnel and services may need to be eliminated.

Funding a tax cap override will allow the town to balance the annual budget while maintaining the quality education programs, public safety and other municipal services the town has come to expect. We urge you to carefully consider affirmative action on the override budget. Both budgets are presented in the warrant.

We must continue to carefully guard resources for the future with various actions of the Capital budget to include support for needed equipment, roads and structural repairs. Work on plans for the fire station renovation are almost complete. You will find a warrant article at this town meeting that requests funding to bring us to completion of the pre-construction phases of this project. In addition, the override budget includes monies necessary to fund the Chestnut Street bridge project, the Burroughs Road culvert replacement project and the purchase of a new

ladder truck - all necessary items.

We are all experiencing the negative effects of the current economy both as individuals and as municipal and school departments. It is not an easy time. However, if we wish to see the gains achieved through quality education programs, efficient town government, public safety and infrastructure maintenance be sustained we will all have to stretch. The override attempts to maintain current services while allowing for some limited but necessary increases in spending to underfunded areas.

We appreciate the efforts made by all department heads, boards/committees, the Town Administrator, and all the staff in the Finance Department for their work assembling the budget. We also appreciate the Town's engagement in the process through the various budget meetings and informational sessions held the past two months. Through the hard work of municipal and school leaders and the financial planning team the challenges of providing two budgets - one with some unmet needs and an override budget meeting our town's greater needs, are presented. Once again, we urge you to consider approving the override budget.

Abby Hurlbut, Chair

Dan Mills, Vice Chair

Matt Davis, Clerk

Dan Pulver

Janene Imbriano

Don Kelliher

Tim Sutherland (Resigned to be seated on School Committee May 8, 2024)

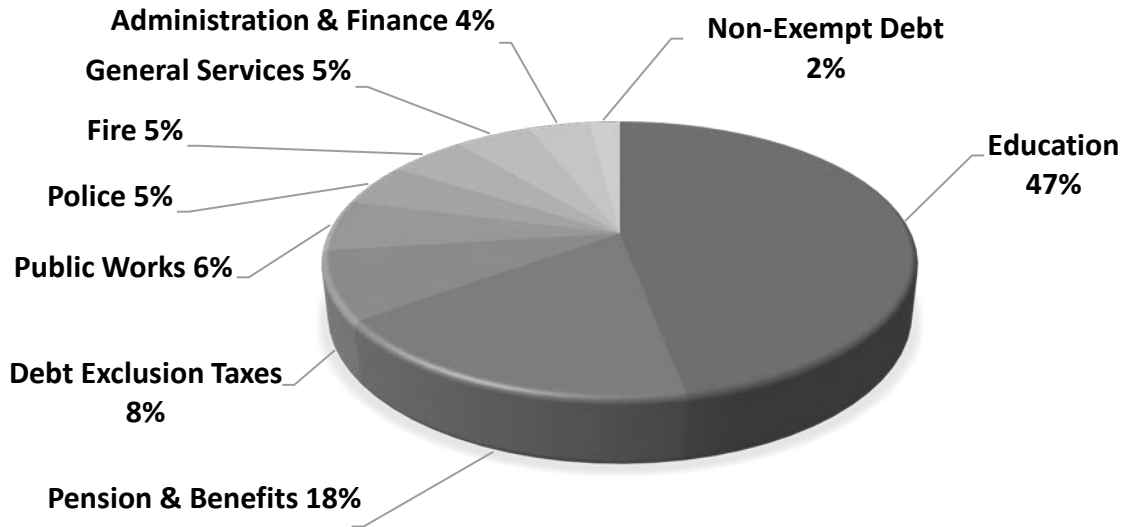
Nick Mirlocca

David Cross

**ESTIMATED ANNUAL TAX ALLOCATION  
FOR A \$750,000 PROPERTY VALUE  
(\$10,500 Tax Bill)**

	<i>Share of \$10,500 Tax Bill</i>	<i>% of Tax Bill</i>
<b>Education</b> Public, Vocational, Technical & Agricultural Schools	\$5,204	50%
<b>Pension &amp; Benefits</b> Current Town and School Employees and Retirees	\$1,927	18%
<b>Exempt Debt Service</b> Middle/High School Construction, Police Station Renovations, Hood School Renovations, Batchelder School Renovations, Smith Property, etc.	\$829	8%
<b>Police Department</b>	\$606	6%
<b>General Services</b> Library, Town Clerk, Elder Services, Veterans' Services, Code Enforcement, Community Planning Commission, Conservation Commission, Parks & Recreation, etc.	\$540	5%
<b>Administration &amp; Finance</b> General Town Administrative Office, Finance Department, Town Counsel, Human Resources, IT Department, General Insurance, Reserve Fund, etc.	\$488	5%
<b>Fire Department</b>	\$464	4%
<b>Public Works</b> Road Maintenance, Engineering, Snow & Ice operations, Tree Maintenance, Solid Waste Management, Street Lighting, Grounds and Cemetery Maintenance, Machinery Maintenance, Facilities Maintenance, etc.	\$442	4%
	<b>\$10,500</b>	<b>100%</b>

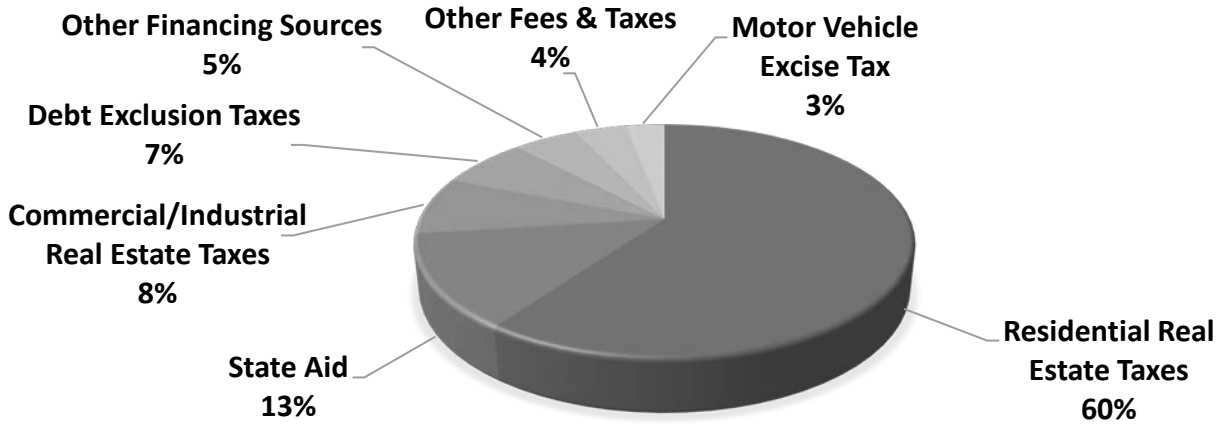
## USES OF FUNDS – FY2024



Education	\$38,262,928	47%
Pension & Benefits	14,605,110	18%
Debt Exclusion Taxes	6,302,988	8%
Public Works	4,768,847	6%
Police	4,396,853	5%
Fire	4,087,918	5%
General Services	3,950,612	5%
Administration & Finance	3,740,272	4%
Non-Exempt Debt (Annual Capital Projects)	1,266,768	2%
<b>TOTAL EXPENSES</b>	<b>\$81,382,296</b>	<b>100%</b>



## SOURCES OF REVENUE – FY2024



Residential Real Estate Taxes	\$48,918,171	60%
State Aid	10,092,621	13%
Commercial/Industrial Real Estate Taxes	6,670,660	8%
Debt Exclusion Taxes	6,059,595	7%
Other Financing Sources	3,640,304	5%
Other Fees & Taxes	3,245,945	4%
Motor Vehicle Excise Tax	2,755,000	3%
<b>TOTAL REVENUE</b>	<b>\$81,382,296</b>	<b>100%</b>

**TOWN of NORTH READING  
FY2025 REVENUE FORECAST  
June 10, 2024**

	FY 2024	FY 2025	FY 2025
	Budget	Prop 2 1/2 Limited Revenue	Override Projection
<b>TAXES:</b>			
PRIOR YEAR ADJUSTED LEVY LIMIT	53,386,821	56,205,453	56,205,453
AMENDED NEW GROWTH	-	-	-
ADD 2.5%	1,334,671	1,405,136	1,405,136
NEW GROWTH	1,483,962	479,362	479,362
ADJUSTED LEVY LIMIT	56,205,453	58,585,590	58,585,590
DEBT EXCLUSION - PERMANENT	1,157,679	816,125	816,125
DEBT EXCLUSION - HIGH SCHOOL/MIDDLE	4,873,765	4,897,486	4,897,486
OPERATING OVERRIDE	-	-	10,000,000
EXCESS LEVY CAPACITY	(38,516)	-	(7,114,773)
<b>TOTAL TAXES</b>	<b>62,198,381</b>	<b>64,299,201</b>	<b>67,184,428</b>
<b>STATE AID: CHERRY SHEET - EXPANDED</b>			
CHAPTER 70	7,492,247	7,727,287	7,727,287
UNRESTRICTED GENERAL GOVERNMENT AID	2,122,634	2,143,860	2,143,860
ANNUAL FORMULA LOCAL AID	-	-	-
VETERANS' BENEFITS	88,249	82,945	82,945
POLICE CAREER INCENTIVE	-	-	-
EXEMPTIONS: BLIND, ELDERLY, SURV SP	64,982	85,757	85,757
CHAPTER TUITION REIMBURSEMENT	322	13,523	13,523
SCHOOL LUNCH -OFFSET RECEIPT	-	-	-
PUBLIC LIBRARIES - OFFSET RECEIPT	30,780	31,601	31,601
STATE OWNED LAND	84,141	84,211	84,211
	9,883,355	10,169,184	10,169,184
<b>STATE AID: OTHER</b>			
SBAB REIMBURSEMENT	243,393	-	-
<b>TOTAL STATE AID</b>	<b>10,126,748</b>	<b>10,169,184</b>	<b>10,169,184</b>
<b>LOCAL RECEIPTS:</b>			
MOTOR VEHICLE EXCISE	2,570,000	2,755,000	2,755,000
PENALTIES & INTEREST	205,000	225,000	225,000
PAYMENT IN LIEU OF TAXES	300,000	325,000	325,000
TRASH FEE	1,250,000	1,301,000	1,301,000
FEES	115,000	120,000	120,000
CEMETERY	25,000	30,000	30,000
DEPARTMENTAL REVENUE	40,000	45,000	45,000
LICENSES & PERMITS	500,000	540,000	540,000
FINES & FORFEITS	4,500	4,500	4,500
INVESTMENT INCOME	300,000	785,000	785,000
MUNICIPAL MEDICAID	-	-	-
MISC. RECURRING- MEALS TAX	30,000	30,000	30,000
MISC. NON-RECURRING	240,000	200,000	200,000
<b>TOTAL LOCAL RECEIPTS</b>	<b>5,579,500</b>	<b>6,360,500</b>	<b>6,360,500</b>
<b>REVENUE SUB-TOTAL</b>	<b>77,904,629</b>	<b>80,828,885</b>	<b>83,714,112</b>
<b>OTHER FINANCING SOURCES:</b>			
TRNSFR FR RESERVE SEPTIC LOANS	-	-	-
DEBT SERVICE STABILIZATION FUND	1,266,768	1,546,860	746,860
CIPC-DEBT SERVICE STABILIZATION FUND	-	-	-
DEBT EXCLUSION/BATCH PREMIUM	43,915	634	634
TRANSFER FROM CELL TOWER ACCT.	300,000	300,000	300,000
TRANSFER FROM CEMETERY ACCT.	25,000	25,000	25,000
TRANSFER FROM PERPETUAL CARE	-	-	-
TRNSFR FROM AMBULANCE RESERVE	700,000	723,940	723,940
TRANSFER FROM WATER (INDIRECT)	524,267	537,374	537,374
TRANSFER FROM RECREATION (INDIRECT)	1,283	1,283	1,283
TRANSFER FROM SOLID WASTE STAB	-	-	-
TRANSFER FROM 104 LOWELL RD. REVOLVING	26,000	-	-
TRANSFER FROM PREMIUM FOR SALE OF BONDS	-	-	-
FREE CASH	707,731	34,043	34,043
PFA STABILIZATION	45,340	195,105	195,105
HEALTH INSURANCE TRUST FUND	-	-	-
REVENUE SURPLUS	-	-	-
	3,640,304	3,364,238	2,564,238
<b>TOTAL GENERAL FUND REVENUE</b>	<b>81,544,933</b>	<b>84,193,123</b>	<b>86,278,350</b>
<b>Expenditures</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Variance</b>	<b>81,544,933</b>	<b>84,193,123</b>	<b>86,278,350</b>

**TOWN of NORTH READING  
FY25 APPROPRIATION PROJECTION  
June 10, 2024**

**APPROPRIATIONS:**

DEPARTMENT	FY24 Revised Budget	FY25 Prop 2 1/2 Limit	FY25 Override Amount	FY25 Prop 2 1/2 + Override Total
SELECT BOARD	\$ 31,528	\$ 37,199	\$ -	\$ 37,199
MODERATOR	\$ 50	\$ 50	\$ -	\$ 50
TOWN ADMIN.	\$ 392,686	\$ 367,014	\$ 75,000	\$ 442,014
HUMAN RESOURCES	\$ 245,356	\$ 249,432	\$ -	\$ 249,432
SALARY POOL	\$ 408,827	\$ 774,435	\$ 21,763	\$ 796,198
FINANCE COMMITTEE	\$ 2,050	\$ 2,050	\$ -	\$ 2,050
RESERVE FUND	\$ 110,000	\$ 110,000	\$ -	\$ 110,000
FINANCE DIRECTOR	\$ 226,092	\$ 227,613	\$ -	\$ 227,613
ACCOUNTING	\$ 238,112	\$ 245,168	\$ -	\$ 245,168
Accounting Capital	\$ 3,000	\$ -	\$ -	\$ -
ASSESSING	\$ 276,285	\$ 284,869	\$ -	\$ 284,869
Assessing Capital	\$ -	\$ -	\$ -	\$ -
TREASURY	\$ 77,508	\$ 77,508	\$ -	\$ 77,508
COLLECTION	\$ 341,676	\$ 336,629	\$ -	\$ 336,629
LEGAL COUNSEL	\$ 130,500	\$ 130,500	\$ -	\$ 130,500
INFO SYSTEMS	\$ 681,656	\$ 687,514	\$ -	\$ 687,514
Info Systems Capital	\$ 40,000	\$ 23,000	\$ 17,000	\$ 40,000
CONSERVATION COMM.	\$ 45,091	\$ 74,308	\$ -	\$ 74,308
COMMUNITY PLANNING	\$ 217,364	\$ 211,269	\$ -	\$ 211,269
CPC Misc. Capital	\$ -	\$ -	\$ -	\$ -
BOARD OF APPEALS	\$ 12,876	\$ 12,876	\$ -	\$ 12,876
PUBLIC SAFETY DIRECTOR	\$ 30,000	\$ -	\$ -	\$ -
POLICE DEPARTMENT	\$ 4,222,797	\$ 4,156,728	\$ -	\$ 4,156,728
Police Misc. Capital	\$ 144,056	\$ 81,099	\$ 80,000	\$ 161,099
FIRE DEPARTMENT	\$ 3,997,418	\$ 4,200,977	\$ 59,451	\$ 4,260,428
Fire Misc. Capital	\$ 90,500	\$ 78,500	\$ 21,000	\$ 99,500
CODE ENFORCEMENT	\$ 390,301	\$ 394,026	\$ 10,000	\$ 404,026
EMERGENCY MANAGEMENT	\$ 3,478	\$ 3,478	\$ -	\$ 3,478
DEPT. of PUBLIC WORKS	\$ 3,010,658	\$ 3,091,248	\$ 30,000	\$ 3,121,248
DPW Misc. Capital	\$ 54,000	\$ 66,000	\$ -	\$ 66,000
FUEL	\$ 277,684	\$ 225,000	\$ 25,500	\$ 250,500
SANITATION	\$ 1,426,506	\$ 1,445,495	\$ -	\$ 1,445,495
HEALTH	\$ 357,701	\$ 353,261	\$ 10,000	\$ 363,261
PUBLIC SERVICES DIRECTOR	\$ 102,375	\$ 103,360	\$ -	\$ 103,360
TOWN CLERK and Elections	\$ 295,746	\$ 331,152	\$ -	\$ 331,152
Town Clerk Misc. Capital	\$ -	\$ -	\$ -	\$ -
ELDER SERVICES	\$ 235,345	\$ 257,443	\$ 45,500	\$ 302,943
Elder Services Capital	\$ 4,731	\$ -	\$ -	\$ -
VETERANS' SERVICES	\$ 339,037	\$ 242,173	\$ 100,000	\$ 342,173
LIBRARY	\$ 752,257	\$ 770,431	\$ -	\$ 770,431
Library Capital	\$ -	\$ -	\$ -	\$ -
RECREATION	\$ 277,316	\$ 284,977	\$ 53,800	\$ 338,777
Recreation Misc. Capital	\$ -	\$ -	\$ -	\$ -
YOUTH SERVICES	\$ 76,824	\$ 81,120	\$ 25,000	\$ 106,120
	\$ -	\$ -	\$ -	\$ -
<b>GENERAL GOVT. SUB TOTAL</b>	<b>\$ 19,569,387</b>	<b>\$ 20,017,902</b>	<b>\$ 574,014</b>	<b>\$ 20,591,916</b>
SCHOOL OPERATIONS	\$ 37,319,595	\$ 38,772,128	\$ 1,436,318	\$ 40,208,446
<b>GEN. GOVT. &amp; SCHOOL SUB TOTAL</b>	<b>\$ 56,888,982</b>	<b>\$ 58,790,030</b>	<b>\$ 2,010,332</b>	<b>\$ 60,800,362</b>
<b>UNAPPROPRIATED and OTHER SHARED COSTS:</b>				
CAPITAL IMPROVEMENT PLAN				
REGIONAL SCHOOL ASSESSMENT	\$ 943,333	\$ 1,099,403	\$ -	\$ 1,099,403
DEBT SERVICE NON-EXEMPT	\$ 1,332,906	\$ 1,421,835	\$ -	\$ 1,421,835
DEBT SERVICE EXEMPT	\$ 6,031,444	\$ 5,713,611	\$ -	\$ 5,713,611
DEBT SERVICE LITTLE SCHOOL ROOF	\$ 67,275	\$ 65,025	\$ -	\$ 65,025
DEBT SERVICE - SHORT TERM INTEREST	\$ 138,000	\$ 60,000	\$ -	\$ 60,000
EMPLOYEE BENEFITS	\$ 14,605,110	\$ 15,313,813	\$ 74,895	\$ 15,388,708
OTHER POST EMPLOYMENT BENEFITS	\$ 375,000	\$ 425,000	\$ -	\$ 425,000
TO CAPITAL IMPROVEMENT STABILIZATION				
TO STABILIZATION				
STATE & COUNTY CHARGES	\$ 208,956	\$ 213,106	\$ -	\$ 213,106
CHERRY SHEET OFFSETS	\$ 30,780	\$ 30,216	\$ -	\$ 30,216
RESERVE for ABATE & EXEMPT.	\$ 381,171	\$ 450,000	\$ -	\$ 450,000
SNOW & ICE DEFICIT				
RETIREMENTS				
GENERAL LIABILITY INSURANCE	\$ 541,976	\$ 611,084	\$ -	\$ 611,084
<b>OTHER COSTS SUB TOTAL</b>	<b>\$ 24,655,951</b>	<b>\$ 25,403,093</b>	<b>\$ 74,895</b>	<b>\$ 25,477,988</b>
<b>GRAND BUDGET TOTAL</b>	<b>\$ 81,544,933</b>	<b>\$ 84,193,123</b>	<b>\$ 2,085,227 <sup>1</sup></b>	<b>\$ 86,278,350</b>
<b>REVENUE PROJECTION</b>	<b>\$ 81,544,933</b>	<b>\$ 84,193,123</b>		<b>\$ 86,278,350</b>
<b>PROJECTED SURPLUS/(DEFICIT)</b>	<b>\$ (0)</b>	<b>\$ 0</b>		<b>\$ 0</b>

<sup>1</sup> An additional \$800,000 in override funding will be used to fund Debt Service

**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.

**MOTIONS CUSTOMARY TO NORTH READING TOWN MEETINGS**

**MOTION TO ADMIT**

*A motion to admit non-voters to any session of a Town Meeting, which requires a majority vote of the Meeting in accordance with Town By-laws.*

**MOTION TO DISPENSE WITH THE READING OF THE WARRANT AND THE RETURN OF SERVICE BY THE CONSTABLE**

*This waives the requirement to read each article in its entirety as it is printed in the Warrant, which allows the Town Meeting to go directly to the reading of a motion under each article. It also waives the requirement to read the "Return of Service" which is the Constable's attestation that the Warrant was properly posted in accordance with the Town's By-laws.*

**MAIN MOTION**

*The initial motion made under each article to bring it before the Town Meeting for discussion and action. There must be a main motion before any action may be taken on each article.*

**MOTION TO AMEND**

*A motion that proposes to modify or change the action presented under another motion, usually the main motion. The Town Meeting must act on the amendment first; depending on how the amendment is voted will determine whether the main motion will change to reflect the amendment. If the amendment fails, there will be no change to the main motion; however, another motion to amend can be made.*

**MOTION TO CONSIDER OUT OF ORDER**

*A motion allowing an article to be taken out of its sequential order as printed in the Warrant, which requires a 4/5 vote of the meeting in accordance with the Town's By-laws.*

**MOTION TO POSTPONE**

*A motion to defer action on an article to a definite time. In some instances, action on one article may be dependent or impacted by another later-occurring article. In such an instance, a motion could be made to postpone action on the current article until the later-occurring article has been voted.*

**MOTION TO PASS OVER**

*A motion to defer action on an article indefinitely. No action would be taken under the article other than the vote to pass over. If the vote to pass over fails, then the article must be acted upon in some manner.*

**MOTION TO RECESS REGULAR TOWN MEETING**

*A motion to temporarily suspend discussion and action during the Meeting for a brief period of time, usually pre-stated.*

**MOTION TO ADJOURN TO A TIME CERTAIN**

*A motion made to continue the Town Meeting to another specified date, time and place, if necessary.*

**MOTION TO ADJOURN -- SINE DIE**

*A motion to officially close the Town Meeting. This motion can only be made after all articles have been acted upon, and essentially adjourns the Town Meeting without providing for a further date.*

**COMMONWEALTH OF MASSACHUSETTS**

**TOWN OF NORTH READING**

**SPRING ANNUAL TOWN MEETING**

**JUNE 10, 2024**

**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 189 Park Street in said North Reading, on **MONDAY**, the **TENTH DAY OF JUNE, 2024**, at **seven o'clock** in the evening, then and there to act on the following articles:--

**Article 1    FY2024 Budget Amendment**

To see if the Town will vote to amend the FY2024 Operating Budget voted under Article 19 of the June 12, 2023 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:** Select Board

**Description...**

*This is a routine article to provide supplemental funding for department budgets for the fiscal year ending June 30, 2024, including potentially funding the first year of certain collective bargaining agreements. A request for funds will be available for Town Meeting, if necessary.*

**Recommendations ...**

**Select Board:** Recommendation to be made at Town Meeting.

**Finance Committee:** Recommendation to be made at Town Meeting.

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**Article 2    FY2024 Capital Budget Amendment**

To see if the Town will vote to amend the FY 2024 Capital Budget voted under Article 25 of the June 12, 2023 Annual Town Meeting, 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:** Select Board

**Description...**

*This article would amend the FY2024 capital budget adopted at June Town Meeting. Proposed amendments, if any, will be provided at Town Meeting.*

**Recommendations ...**

**Select Board:** Recommendation to be made at Town Meeting.

**Finance Committee:** Recommendation to be made at Town Meeting.

**Article 3 Fund FY2024 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 FY2024 Snow and Ice Budget; or what it will do in relation thereto.

**Sponsor:** Select Board

**Description...**

*This article provides funds necessary for a deficit in the Snow and Ice Budget for the fiscal year ending June 30, 2024.*

**Recommendations ...**

**Select Board:** Recommended.

**Finance Committee:** Recommended.

---

**Article 4 FY2024 Appropriate Funds to Capital Improvement Stabilization Fund**

To see if the Town will vote to 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:** Select Board

**Description...**

*The Select Board proposes to transfer surplus funds 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, and to pay debt service. The current balance in the account is \$1,749,541. An estimated amount is to be added to the Fund from various sources under this article.*

**Recommendations ...**

**Select Board:** Recommended.

**Finance Committee:** Recommended.

---

**Article 5 FY2024 Transfer Funds to Other Post Employment Benefits Liability Trust Fund**

To see if the Town will vote to appropriate by transfer from any available source of 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:** Select Board

**Description...**

*This article will transfer surplus funds, if any, to supplement a reserve account to pay for future health care costs for retirees. The current balance in this account is \$3,866,939.*

**Recommendations ...**

**Select Board:** Recommendation to be made at Town Meeting.

**Finance Committee:** Recommendation to be made at Town Meeting.

**Article 6      FY2024 Appropriate Funds to Stabilization Fund**

To see if the Town will vote to 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:** Select Board

**Description...**

*The Select Board proposes to transfer surplus funds 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 \$4,500,839 .*

**Recommendations ...**

**Select Board:** Recommended.

**Finance Committee:** Recommended.

---

**Article 7      FY2024 Transfer Funds to Solid Waste Stabilization Fund**

To see if the Town will vote to transfer a sum of money from the FY2024 Operating Budget voted under Article 19 of the June 12, 2023 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:** Select Board

**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 \$180,453.*

**Recommendations ...**

**Select Board:** Recommendation to be made at Town Meeting.

**Finance Committee:** Recommendation to be made at Town Meeting.

---

**Article 8      FY2024 Transfer Funds to Water Stabilization Fund**

To see if the Town will vote to transfer a sum of money from the FY2024 Operating Budget voted under Article 19 of the June 12, 2023 Annual Town Meeting, FY2024 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:** Select Board

**Description...**

*The Water Stabilization Fund is used to fund water enterprise capital projects and other water enterprise related purposes. The present balance in the Fund is \$2,608,208. It is proposed an amount be transferred from Water Retained Earnings into the Fund.*

**Recommendations ...**

**Select Board:** Recommended.

**Finance Committee:** Recommended.



**Article 9      FY2024 Appropriate Funds to Participating Funding Arrangement Fund**

To see if the Town will vote to transfer a sum of money from the FY2024 Operating Budget voted under Article 19 of the June 12, 2023 Annual Town Meeting, or appropriate by transfer from any available source of funds a sum of money to be added to the Participating Funding Arrangement Fund established under Article 24 of the June 4, 2018 Town Meeting and re-named under Article 6 of the October 15, 2018 Town Meeting; or what it will do in relation thereto.

**Sponsor:** Select Board

**Description...**

*This Fund is a reserve account to pay for the Town's portion of future employee health insurance costs. The present balance in the account is \$2,174,268.*

**Recommendations ...**

**Select Board:** Recommendation to be made at Town Meeting.

**Finance Committee:** Recommendation to be made at Town Meeting.

---

**Article 10      FY2024 Transfer Funds to School District Reserve Fund for Unanticipated/Unbudgeted Costs for Special Education, Out-of-District Tuition, or Transportation**

To see if the Town will vote appropriate by transfer from available funds a sum of money to the School District Reserve Fund established under Article 23 of the June 10, 2019 Town Meeting for unanticipated or unbudgeted costs associated with special education, out-of-district tuition or transportation; or what it will do in relation thereto.

**Sponsor:** School Committee

**Description...**

*This article supplements a reserve account to pay for certain unanticipated education costs. Approval to spend money from this fund requires a majority vote of the School Committee and Select Board. The current balance in this account is \$358,509.*

**Recommendations ...**

**Select Board:** Recommended.

**Finance Committee:** Recommended.

**Article 11 FY2024 Appropriate Funds for Legal Expenses – 20 Elm Street**

To see if the Town will vote to 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 legal, engineering, consulting, and/or other services associated with the 20 Elm Street Chapter 40B Comprehensive Permit Application, including any costs incidental or related thereto; or what it will do in relation thereto.

**Sponsor:** Select Board

**Description...**

*This article would provide funding for legal and other expenses, if necessary, related to the 20 Elm Street Chapter 40B Comprehensive Permit Application.*

**Recommendations ...**

**Select Board:** Recommendation to be made at Town Meeting.

**Finance Committee:** Recommendation to be made at Town Meeting.

---

**Article 12 Dissolve 102/104 Lowell Road Regulatory Inspections Revolving Fund**

To see if the Town will vote to amend Chapter 66, §66-1 of the General Bylaws by deleting the “102/104 Lowell Road Regulatory Inspections Revolving Fund”; or what it will do in relation thereto.

**Sponsor:** Select Board

**Description...**

*This article would delete the 102/104 Lowell Road Regulatory Inspections Revolving Fund from the Town bylaws and close the fund, as construction is concluding.*

**Recommendations ...**

**Select Board:** 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:** Select Board

**Description...**

*This article provides for payment of prior fiscal year bills which were not submitted prior to the end of Fiscal Year 2023. The requested amount for prior year bills, if any, will be available at Town Meeting. A 4/5 vote is required for approval of this article.*

**Recommendations ...**

**Select Board:** Recommendation to be made at Town Meeting.

**Finance Committee:** Recommendation to be made at Town Meeting.

## Article 14 Select Town Officers

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

**Sponsor:** Select Board

**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 ...**

**Select Board:** Recommended.

**Finance Committee:** No action required.

---

## Article 15 Hear and Act on Reports of Town Officers and Committees

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

**Sponsor:** Select Board

**Description...**

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

**Recommendations ...**

**Select Board:** Recommended.

**Finance Committee:** No action required.

## Article 16 FY 2025 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
- Wages and Salaries; and
- Employee Benefits

for the fiscal year ending June 30, 2025 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 by taxation as authorized through a referendum to be conducted pursuant to Ch. 59, sec 21C(m) of the Massachusetts General Laws; or what it will do in relation thereto.

**Sponsor:** Select Board

### **Description...**

*This article is the annual operating budget of Town government, including potentially funding the first year of certain collective bargaining agreements, as well as 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, 2024 to June 30, 2025.*

*This year, two motions will be proposed. The first will be to fund Town government including the public schools to the extent allowed under the limits of state law (Proposition 2 ½) as indicated in the column entitled "Proposition 2 ½ Limit". The second motion will be to authorize appropriations above the limit of state law as indicated in the column entitled "Override Amount" contingent on a vote at a ballot election scheduled for June 18, 2024.*

### **Recommendations ...**

**Select Board:** Recommended.

**Finance Committee:** Recommended.

June 10, 2024

FY2025

	FY23 Budget	FY23 Expended	FY24 Budget	DEPT. REQUEST	PROPOSITION 2 1/2 LIMIT	OVERRIDE AMOUNT	Select Board & Fincom Recommend
<b>FUNCTION SUMMARY</b>							
ALL COSTS	84,723,729	81,576,917	87,944,664	92,130,332	90,627,932	2,085,227 *	92,713,159
GENERAL GOVERNMENT:							
ADMINISTRATION	1,919,295	1,272,316	2,233,373	2,509,389	2,281,764	96,763	2,378,527
FINANCE	15,548,957	14,338,931	16,489,439	17,228,259	17,196,114	91,895	17,288,009
PUBLIC SAFETY	9,075,857	8,632,070	9,236,251	9,962,927	9,268,069	180,451	9,448,520
PUBLIC WORKS	4,935,701	4,781,809	4,768,848	5,057,008	4,827,743	55,500	4,883,243
GENERAL SERVICES	1,716,705	1,456,601	1,806,315	2,005,385	1,785,678	170,500	1,956,178
LAND USE	286,349	247,965	275,331	298,454	298,454	-	298,454
EDUCATION	36,481,702	36,461,415	38,262,928	39,871,531	39,871,531	1,436,318	41,307,849
DEBT SERVICE	7,734,826	7,571,511	7,584,756	7,260,470	7,260,470	-	7,260,470
ENTERPRISES	7,024,337	6,814,300	7,287,423	7,936,909	7,838,109	53,800	7,891,909

Above is a summary, by function, of the FY2025 Operating Budgets of all Town Departments. The detail for these budgets is on the following pages.

\* An additional \$800,000 in override funding will be used to fund Line 101

THIS SPACE for NOTES

June 10, 2024

**FY2025**

	FY23 Budget	FY23 Expended	FY24 Budget	DEPT. REQUEST	PROPOSITION 2 1/2 LIMIT	OVERRIDE AMOUNT	Select Board & Fincom Recommend
<b>FUNCTION SUMMARY</b>							
<b>A D M I N I S T R A T I O N</b>							
MODERATOR	50	-	50	50	50	-	50
1 SALARIES	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	2,050	764	2,050	2,050	2,050	-	2,050
3 SALARIES	1,500	550	1,500	1,500	1,500	-	1,500
4 EXPENSES	550	214	550	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	102,179	-	110,000	110,000	110,000	-	110,000
5 EXPENSES	102,179	-	110,000	110,000	110,000	-	110,000
This fund is appropriated to provide for extraordinary and unforeseen expenditures. FY23 was budgeted at \$110,000 of which \$7,820 was transferred to various departments. In those instances, the additional budgets and expenditures are included under the appropriate departments.							
GENERAL INSURANCE	454,307	454,535	541,946	541,946	611,084	-	611,084
6 EXPENSES	454,307	454,535	541,946	541,946	611,084	-	611,084 *
* Line 6 Fund \$12,217 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.							
TOWN COUNSEL	130,500	112,225	130,500	130,500	130,500	-	130,500
7 EXPENSES	130,500	112,225	130,500	130,500	130,500	-	130,500 *
* 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.							

June 10, 2024

FY2025

	FY23 Budget	FY23 Expended	FY24 Budget	DEPT. REQUEST	PROPOSITION 2 1/2 LIMIT	OVERRIDE AMOUNT	Select Board & Fincom Recommend
<b>FUNCTION SUMMARY</b>							
SELECT BOARD	31,304	28,458	31,528	37,199	37,199	-	37,199
8 SALARIES	25,304	25,304	25,528	30,199	30,199	-	30,199
9 EXPENSES	6,000	3,154	6,000	7,000	7,000	-	7,000
This appropriation provides for a part-time clerical support for the Select Board, the services of a recording secretary, and expenses.							
TOWN ADMINISTRATOR	323,182	322,413	392,686	642,014	367,014	75,000	442,014
10 SALARIES	271,882	271,882	345,511	594,339	319,339	75,000	394,339 *
11 EXPENSES	51,300	50,532	47,175	47,675	47,675	-	47,675
12 CAPITAL	-	-	-	-	-	-	-
* Line 10 Fund \$23,044 from WATER REVENUE							
This budget provides for the compensation of the Town Administrator, Administrative Assistant, Grant Writer and occasional additional clerical support. Expenses include the administrative costs of General Government, Town Meeting etc.							
HUMAN RESOURCES	266,286	233,050	245,356	249,432	249,432	-	249,432
13 SALARIES	211,103	211,103	211,806	215,242	215,242	-	215,242
14 EXPENSES	55,183	21,947	33,550	34,190	34,190	-	34,190
15 CAPITAL	-	-	-	-	-	-	-
This budget provides for the compensation of the Human Resources Director and the Benefits Coordinator							
SALARY POOL SUPPLEMENT	609,437	120,870	779,257	796,198	774,435	21,763	796,198
Overtime and Longevity Compensation Change	15,000	120,870	15,000	15,000	15,000	-	15,000
16 SALARY POOL SUPPLEMENT	594,437	79,000	764,257	781,198	759,435	21,763	781,198
	609,437	120,870	779,257	796,198	774,435	21,763	796,198

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 original budgeted amount for FY23 was \$779,257 of which \$169,820 was distributed to various departments where the budget and expenditure are included. An additional \$120,870 was spent directly out of the Salary Pool in FY23.

THIS SPACE for NOTES

June 10, 2024

FY2025

	FY23 Budget	FY23 Expended	FY24 Budget	DEPT. REQUEST	PROPOSITION 2 1/2 LIMIT	OVERRIDE AMOUNT	Select Board & Fincom Recommend
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**FUNCTION SUMMARY**

**F I N A N C E**

FINANCE DIRECTOR	297,667	184,920	226,092	227,613	227,613	-	227,613
17 SALARIES	297,667	184,920	226,092	227,613	227,613	-	227,613 *

\* Line 17 Fund \$1,837 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 for an Assistant Finance Director.

ACCOUNTING	225,671	229,633	241,112	245,168	245,168	-	245,168
18 SALARIES	139,321	143,377	142,662	144,718	144,718	-	144,718 *
19 EXPENSES	86,350	86,256	95,450	100,450	100,450	-	100,450 *
20 CAPITAL	-	-	3,000	-	-	-	-

\* Line 18 Fund \$15,319 from WATER REVENUE

\* Line 19 Fund \$12,232 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	245,614	243,363	276,285	284,869	284,869	-	284,869
21 SALARIES	189,182	187,834	197,948	205,235	205,235	-	205,235
22 EXPENSES	56,432	55,529	78,337	79,634	79,634	-	79,634
23 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	78,189	78,296	77,508	77,508	77,508	-	77,508
24 SALARIES	78,189	78,296	77,508	77,508	77,508	-	77,508
25 EXPENSES	-	-	-	-	-	-	-
26 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.



June 10, 2024

FY2025

	FY23 Budget	FY23 Expended	FY24 Budget	DEPT. REQUEST	PROPOSITION 2 1/2 LIMIT	OVERVERRIDE AMOUNT	Select Board & Fincom Recommend
<b>FUNCTION SUMMARY</b>							
COLLECTION	345,816	340,983	341,676	351,774	336,629	-	336,629
27 SALARIES	257,820	257,820	250,905	256,503	241,358	-	241,358 *
28 EXPENSES	87,996	83,163	90,771	95,271	95,271	-	95,271 *
29 CAPITAL	-	-	-	-	-	-	-
<p>* Line 27 Fund \$21,272 from WATER REVENUE                      * Line 28 Fund \$889 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>							
<b>INFORMATION SYSTEMS</b>							
	668,288	564,764	721,656	727,514	710,514	17,000	727,514
30 SALARIES	79,587	79,587	188,156	184,014	184,014	-	184,014 *
31 EXPENSES	548,701	453,617	493,500	503,500	503,500	-	503,500 *
32 CAPITAL	40,000	31,560	40,000	40,000	23,000	17,000	40,000
<p>* Line 30 Fund \$11,464 from WATER REVENUE                      * Line 31 Fund \$17,614 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 IT Director and one full-time computer technician.</p>							
<b>PENSIONS &amp; BENEFITS</b>							
	13,687,712	12,696,972	14,605,110	15,313,813	15,313,813	74,895	15,388,708
County Retirement	4,992,898	4,854,543	5,210,793	5,552,840	5,552,840	-	5,552,840
Workers' Compensation	376,304	294,338	322,934	363,156	363,156	-	363,156
Employment Security	20,000	4,299	20,000	20,000	20,000	-	20,000
Health Insurance	7,572,676	6,868,684	8,299,556	8,598,747	8,598,747	74,895	8,673,642
Life Insurance	21,000	21,363	21,000	21,210	21,210	-	21,210
Medicare	649,834	618,998	675,827	702,860	702,860	-	702,860
Public Safety Disability	30,000	30,000	30,000	30,000	30,000	-	30,000
Retired Public Safety Medical	-	-	-	-	-	-	-
Uninsured Medical	25,000	4,747	25,000	25,000	25,000	-	25,000
33 PENSIONS & BENEFITS	13,687,712	12,696,972	14,605,110	15,313,813	15,313,813	74,895	15,388,708 *

\* Line 33 Fund \$279,621 from WATER REVENUE  
 \* Line 33 Fund \$1,283 from PARKS and RECREATION REVENUE  
 \* Line 33 Fund \$300,000 from CELL TOWER REVENUE  
 \* Line 33 Fund \$195,105 from PFA STABILIZATION

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

THIS SPACE for NOTES

June 10, 2024

FY2025

	FY23 Budget	FY23 Expended	FY24 Budget	DEPT. REQUEST	PROPOSITION 2 1/2 LIMIT	OVERRIDE AMOUNT	Select Board & Fincom Recommend
<b>FUNCTION SUMMARY</b>							
<b>PUBLIC SAFETY</b>							
PUBLIC SAFETY ADMINISTRATION	30,082	30,082	30,000	30,000	-	-	-
34 SALARIES	30,082	30,082	30,000	30,000	-	-	-
35 EXPENSES	-	-	-	-	-	-	-
Public Safety Administration consists of one Director of Public Safety, and has the administrative responsibility for the protection of persons and property, including the functions of police, fire, emergency management, public health, sealing of weights and measures, health and safety inspection, and such other public safety services as may be assigned by charter or bylaw.							
POLICE DEPARTMENT	4,245,127	4,161,064	4,366,853	4,317,827	4,237,827	80,000	4,317,827
36 SALARIES	3,797,188	3,752,893	3,937,039	3,846,206	3,766,206	80,000	3,846,206
37 EXPENSES	331,880	294,430	285,758	310,522	310,522	-	310,522
38 CAPITAL	116,059	113,741	144,056	161,099	161,099	-	161,099 *
* Line 38 Fund \$17,043 from FREE CASH							
Operations							
...Salaries	3,774,858	3,730,684	3,913,868	3,822,603	3,742,603	80,000	3,822,603
...Expenses	329,080	293,115	282,958	307,722	307,722	-	307,722
...Capital	116,059	113,741	144,056	161,099	161,099	-	161,099
	4,219,997	4,137,540	4,340,882	4,291,424	4,211,424	80,000	4,291,424
The Police Department consists of thirty-two (32) full-time sworn personnel, one (1) non-sworn Administrative Assistant, one (1) non-sworn Mental Health/Substance Abuse Clinician and one (1) non-sworn Substance Abuse Grant Director. 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. 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	22,330	22,209	23,171	23,603	23,603	-	23,603
...Expenses	2,800	1,315	2,800	2,800	2,800	-	2,800
...Capital	-	-	-	-	-	-	-
	25,130	23,524	25,971	26,403	26,403	-	26,403
The Animal Control is staffed with (1) part time officer who is responsible for the investigation and response to animal related calls for service.							

THIS SPACE for NOTES

June 10, 2024

FY2025

	FY23 Budget	FY23 Expended	FY24 Budget	DEPT. REQUEST	PROPOSITION 2 1/2 LIMIT	OVERRIDE AMOUNT	Select Board & Fincom Recommend
<b>FUNCTION SUMMARY</b>							
FIRE DEPARTMENT	4,036,585	3,764,528	4,067,918	4,844,335	4,279,477	80,451	4,359,928
39 SALARIES	3,487,935	3,339,880	3,539,268	4,168,585	3,760,878	71,000	3,831,878 *
40 EXPENSES	458,150	375,003	458,150	576,250	419,099	9,451	428,550 *
41 CAPITAL	90,500	49,645	90,500	99,500	99,500	-	99,500 *
<p>* Line 39 Fund \$552,690 from AMBULANCE RESERVE                      * Line 40 Fund \$171,250 from AMBULANCE RESERVE                      * Line 41 Fund \$9,000 from FREE CASH</p>							
Operations							
...Salaries	3,482,935	3,283,714	3,534,268	4,163,585	3,755,878	50,000	3,805,878
...Expenses	241,900	213,541	241,900	364,000	227,849	9,451	237,300
...Capital	71,000	30,907	71,000	80,000	80,000	-	80,000
	3,795,835	3,528,162	3,847,168	4,607,585	4,063,727	59,451	4,123,178
<p>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. This year's request includes the addition of a four firefighters to increase the on duty shift level.</p>							
Fire Alarm							
...Salaries	-	-	-	-	-	-	-
...Expenses	20,000	11,507	22,000	18,000	18,000	-	18,000
...Capital	18,000	17,449	18,000	18,000	18,000	-	18,000
	38,000	28,956	40,000	36,000	36,000	-	36,000
<p>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.</p>							
Emergency Medical Service							
...Salaries	-	-	-	-	-	-	-
...Expenses	166,250	149,955	171,250	171,250	171,250	-	171,250
...Capital	-	-	-	-	-	-	-
	166,250	149,955	171,250	171,250	171,250	-	171,250
<p>The EMS Program is responsible for providing the emergency medical &amp; ambulance services to the residents of the Town. The Department currently has 8 Emergency Medical Technicians and 14 Paramedics.</p>							
Call Force							
...Salaries	5,000	56,166	5,000	5,000	5,000	21,000	26,000
...Expenses	30,000	-	23,000	23,000	2,000	-	2,000
...Capital	-	-	-	-	-	-	-
	35,000	56,166	28,000	28,000	7,000	21,000	28,000
<p>The Call Department is budgeted to supplement the permanent full-time force on a part-time basis.</p>							
Fire & Police Mechanic							
...Salaries	-	-	-	-	-	-	-
...Expenses	-	-	-	-	-	-	-
...Capital	1,500	1,289	1,500	1,500	1,500	-	1,500
	1,500	1,289	1,500	1,500	1,500	-	1,500
<p>Maintenance services for the vehicles in these two departments have been moved to each departments expenses.</p>							

June 10, 2024

FY2025

	FY23 Budget	FY23 Expended	FY24 Budget	DEPT. REQUEST	PROPOSITION 2 1/2 LIMIT	OVERRIDE AMOUNT	Select Board & Fincom Recommend
<b>FUNCTION SUMMARY</b>							
<b>EMERGENCY MANAGEMENT</b>							
	3,478	2,859	3,478	3,478	3,478	-	3,478
42 SALARIES	-	-	-	-	-	-	-
43 EXPENSES	3,478	2,859	3,478	3,478	3,478	-	3,478
44 CAPITAL	-	-	-	-	-	-	-
<b>CODE ENFORCEMENT</b>	<b>390,402</b>	<b>329,805</b>	<b>390,301</b>	<b>404,026</b>	<b>394,026</b>	<b>10,000</b>	<b>404,026</b>
45 SALARIES	360,767	314,463	359,766	375,891	365,891	10,000	375,891
46 EXPENSES	29,635	15,342	30,535	28,135	28,135	-	28,135
47 CAPITAL	-	-	-	-	-	-	-
Building Inspection							
...Salaries	262,339	246,139	259,842	267,704	267,704	-	267,704
...Expenses	19,750	7,948	19,750	17,750	17,750	-	17,750
...Capital	-	-	-	-	-	-	-
	282,089	254,087	279,592	285,454	285,454	-	285,454
The Code Enforcement Department is staffed with a full-time Department Head/Building Inspector, one fulltime inspector, one per diem 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	44,764	25,569	44,400	49,590	44,590	5,000	49,590
...Expenses	3,750	2,911	4,650	4,250	4,250	-	4,250
	48,514	28,480	49,050	53,840	48,840	5,000	53,840
This program is staffed with two part-time inspectors who are responsible for inspecting all new and repaired gas and plumbing installations.							
Weights & Measures							
...Salaries	7,300	7,000	7,300	7,370	7,370	-	7,370
...Expenses	2,360	1,651	2,360	2,360	2,360	-	2,360
	9,660	8,651	9,660	9,730	9,730	-	9,730
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.							
Electrical Inspection							
...Salaries	46,364	35,755	48,224	51,227	46,227	5,000	51,227
...Expenses	3,775	2,832	3,775	3,775	3,775	-	3,775
...Capital	-	-	-	-	-	-	-
	50,139	38,587	51,999	55,002	50,002	5,000	55,002
This program is staffed with two part-time inspectors who is responsible for the inspections of all new and changed electrical services.							
<b>HEALTH</b>	<b>370,182</b>	<b>343,732</b>	<b>357,701</b>	<b>363,261</b>	<b>353,261</b>	<b>10,000</b>	<b>363,261</b>
48 SALARIES	262,249	262,249	249,768	255,328	255,328	-	255,328
49 EXPENSES	107,933	81,483	107,933	107,933	97,933	10,000	107,933
50 CAPITAL	-	-	-	-	-	-	-
Administration							
...Salaries	182,272	182,272	186,744	190,401	190,401	-	190,401
...Expenses	6,020	12,537	6,020	6,020	6,020	-	6,020
...Capital	-	-	-	-	-	-	-
	188,292	194,809	192,764	196,421	196,421	-	196,421
The Board of Health is responsible for establishing the public health policies 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 Administrative Assistant.							

June 10, 2024

FY2025

**FUNCTION SUMMARY**

	FY23 Budget	FY23 Expended	FY24 Budget	DEPT. REQUEST	PROPOSITION 2 1/2 LIMIT	OVERRIDE AMOUNT	Select Board & Fincom Recommend
Environmental Health							
...Salaries	101,913	65,446	101,913	101,913	91,913	10,000	101,913
...Expenses	101,913	65,446	101,913	101,913	91,913	10,000	101,913
This program provides for the enforcement of Environmental and Sanitary Codes, Local Regulations and Mosquito Control Programs.							
Community Health							
...Salaries	79,977	79,977	63,024	64,927	64,927	-	64,927
...Expenses	-	3,500	-	-	-	-	-
...Misc Capital	-	-	-	-	-	-	-
	79,977	83,477	63,024	64,927	64,927	-	64,927
This program provides for Communicable Disease Surveillance and follow-up, Immunization Clinics and Non-Communicable Disease Screenings performed by a part-time Public Health Nurse.							

**PUBLIC WORKS**

	FY23 Budget	FY23 Expended	FY24 Budget	DEPT. REQUEST	PROPOSITION 2 1/2 LIMIT	OVERRIDE AMOUNT	Select Board & Fincom Recommend
OPERATIONS	3,232,130	3,206,564	3,064,658	3,361,013	3,157,248	30,000	3,187,248
51 SALARIES	1,359,991	1,487,492	1,444,121	1,612,664	1,446,899	-	1,446,899 *
52 EXPENSES	1,819,939	1,669,678	1,566,537	1,682,349	1,644,349	30,000	1,674,349 *
53 CAPITAL	52,200	49,394	54,000	66,000	66,000	-	66,000 *
* Line 51 Fund \$104,227 from WATER REVENUE							
* Line 52 Fund \$29,638 from WATER REVENUE							
* Line 52 Fund \$25,000 from CEMETERY FUNDS							
* Line 53 Fund \$8,000 from FREE CASH							

	FY23 Budget	FY23 Expended	FY24 Budget	DEPT. REQUEST	PROPOSITION 2 1/2 LIMIT	OVERRIDE AMOUNT	Select Board & Fincom Recommend
Administration							
...Salaries	155,856	152,201	165,259	172,736	127,736	-	127,736
...Expenses	26,000	22,103	34,000	42,000	34,000	-	34,000
...Capital	-	-	-	-	-	-	-
	181,856	174,304	199,259	214,736	161,736	-	161,736
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							
...Salaries	46,713	43,919	48,547	48,253	48,253	-	48,253
...Expenses	30,300	27,910	35,800	35,800	35,800	-	35,800
...Capital	-	-	-	-	-	-	-
	77,013	71,829	84,347	84,053	84,053	-	84,053
Engineering is staffed with one full-time Engineer who provides technical support to the Public Works Department and other Town Departments and one full-time GIS technician. A portion of both salaries are budgeted in the Water Enterprise and Stormwater division.							
Road & Street							
...Salaries	471,175	493,877	461,116	466,538	466,538	-	466,538
...Expenses	187,733	187,207	193,733	203,733	203,733	-	203,733
...Capital	-	-	7,000	14,500	14,500	-	14,500
	658,908	681,084	661,849	684,771	684,771	-	684,771

The Road and Street Division is staffed with 7 employees. They perform the construction and seasonal maintenance functions required of the 87.08 miles of Town paved and gravel roadways.

**FUNCTION SUMMARY**

	FY23 Budget	FY23 Expended	FY24 Budget	DEPT. REQUEST	PROPOSITION 2 1/2 LIMIT	OVERRIDE AMOUNT	Select Board & Fincom Recommend
Snow & Ice	-	127,508	-	-	-	-	-
...Salaries	570,900	443,232	175,000	175,000	175,000	-	175,000
...Expenses	570,900	570,740	175,000	175,000	175,000	-	175,000
Snow and Ice reflects the costs of Winter Operations for materials and hired equipment.							
Street Lighting	78,782	67,070	93,356	93,356	93,356	-	93,356
...Expenses							
This budget item provides for the amount to be paid to RMLD to illuminate street lights.							
Trees	-	-	-	120,765	-	-	-
...Salaries	45,000	38,489	45,000	55,000	55,000	-	55,000
...Expenses	45,000	38,489	45,000	175,765	55,000	-	55,000
Tree Expenses consist of the yearly contractual costs to maintain and remove trees.							
Machinery Maintenance	148,643	147,770	168,225	172,309	172,309	-	172,309
...Salaries	166,800	147,815	166,800	166,800	166,800	-	166,800
...Expenses	21,500	21,108	16,500	9,500	9,500	-	9,500
...Capital	336,943	316,693	351,525	348,609	348,609	-	348,609
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.							
Cemetery, Parks and Grounds	151,926	190,484	167,096	169,001	169,001	-	169,001
...Salaries	27,500	19,763	27,500	27,500	27,500	-	27,500
...Expenses	9,000	8,876	4,500	16,000	16,000	-	16,000
...Capital	188,426	219,123	199,096	212,501	212,501	-	212,501
This program employs 3 full-time employees and reflects maintenance in parks and grounds, and the Town's three cemeteries. The Town is currently expanding Riverside Cemetery.							
Town Buildings	147,672	156,205	152,041	173,582	173,582	-	173,582
...Salaries	524,336	489,269	626,760	678,860	648,860	30,000	678,860
...Expenses	21,700	19,410	26,000	26,000	26,000	-	26,000
...Capital	693,708	664,884	804,801	878,442	848,442	30,000	878,442
Town Buildings employs 1 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.							
Stormwater	238,006	175,528	281,837	289,481	289,481	-	289,481
...Salaries	162,588	226,821	168,588	204,300	204,300	-	204,300
...Expenses	-	-	-	-	-	-	-
...Capital	400,594	402,349	450,425	493,781	493,781	-	493,781
This program provides for administrative, engineering & professional services for management of the town stormwater & drainage system. A portion of the DPW Administrative & Town Engineer salaries are budgeted in the Stormwater budget.							

June 10, 2024

**FY2025**

	FY23 Budget	FY23 Expended	FY24 Budget	DEPT. REQUEST	PROPOSITION 2 1/2 LIMIT	OVERRIDE AMOUNT	Select Board & Fincom Recommend
<b>FUNCTION SUMMARY</b>							
SOLID WASTE MANAGEMENT	1,400,887	1,374,578	1,426,506	1,445,495	1,445,495	-	1,445,495

54 SALARIES	21,663	16,899	22,313	24,144	24,144	-	24,144
55 EXPENSES	1,379,224	1,357,679	1,404,193	1,421,351	1,421,351	-	1,421,351 *

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.

FUEL / VEHICLE POOL	302,684	200,667	277,684	250,500	225,000	25,500	250,500
56 EXPENSES	302,684	200,667	277,684	250,500	225,000	25,500	250,500

The Fuel Budget provides funds to pay for fuel for all Town Vehicles except the those belonging to the School Department.

**G E N E R A L S E R V I C E S**

PUBLIC SERVICES ADMINISTRATION	102,850	81,202	102,375	103,360	103,360	-	103,360
57 SALARIES	100,000	79,419	98,475	99,460	99,460	-	99,460
58 EXPENSES	2,850	1,783	3,900	3,900	3,900	-	3,900

Public Services Administration consists of one Director of Public Services and has the administrative responsibility of overseeing the functions of Town Clerk, Elder Services, Veterans, Library, Youth Services, Recreation, and such other public services as may be assigned by charter or bylaw

TOWN CLERK	321,238	284,879	295,746	331,152	331,152	-	331,152
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59 SALARIES	260,151	234,281	245,921	251,447	251,447	-	251,447
60 EXPENSES	61,087	50,598	49,825	79,705	79,705	-	79,705 *
61 CAPITAL	-	-	-	-	-	-	-
Clerk	208,462	210,294	206,568	196,327	196,327	-	196,327
...Salaries	20,801	22,287	23,475	37,305	37,305	-	37,305
...Expenses	-	-	-	-	-	-	-
...Capital	229,263	232,581	230,043	233,632	233,632	-	233,632

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.

Elections	51,689	23,987	39,353	55,120	55,120	-	55,120
...Salaries	40,286	28,311	26,350	42,400	42,400	-	42,400
...Expenses	-	-	-	-	-	-	-
...Capital	91,975	52,298	65,703	97,520	97,520	-	97,520

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.

June 10, 2024

FY2025

	FY23 Budget	FY23 Expended	FY24 Budget	DEPT. REQUEST	PROPOSITION 2 1/2 LIMIT	OVERRIDE AMOUNT	Select Board & Fincom Recommend
<b>FUNCTION SUMMARY</b>							
<b>ELDER SERVICES</b>	215,150	183,531	240,076	338,519	257,443	45,500	302,943
62 SALARIES							
63 EXPENSES	194,022	165,924	212,932	260,701	225,125	-	225,125
64 CAPITAL	21,128	17,607	22,413	77,818	32,318	45,500	77,818
	-	-	4,731	-	-	-	-
Elder Services is staffed with a full-time Director, Clerk, Outreach Assitant and two (2) part-time van drivers. This department provides a variety of services to the elderly including a hot lunch program, " Meals on Wheels", home care, clinics and transportation.							
<b>VETERANS' SERVICES</b>	348,983	198,318	339,037	350,804	242,173	100,000	342,173
65 SALARIES	87,093	87,093	89,747	100,814	92,183	-	92,183
66 EXPENSES	261,890	111,225	249,290	249,990	149,990	100,000	249,990
67 CAPITAL	-	-	-	-	-	-	-
The Veterans' Department is staffed with a full-time Veterans' Agent and a part time Administrative Assistant . The services provided include state public assistance, VA benefits, referral services and fuel assistance.							
<b>LIBRARY</b>	665,769	666,880	752,257	775,431	770,431	-	770,431
68 SALARIES	524,552	524,551	606,112	618,853	618,853	-	618,853
69 EXPENSES	141,217	142,329	146,145	151,578	151,578	-	151,578
70 CAPITAL	-	-	-	5,000	-	-	-
The Library budget includes funding for a full-time Director and Assistant Director, 3 full-time professional staff, 8 part-time staff and 4 substitute technicians. The Library is currently open 51 hours per week. This years request includes the addition of a full-time Library Program Coordinator.							
<b>YOUTH SERVICES</b>	62,715	41,791	76,824	106,120	81,120	25,000	106,120
71 SALARIES	56,995	36,469	69,367	95,700	70,700	25,000	95,700
72 EXPENSES	5,720	5,322	7,457	10,420	10,420	-	10,420
The Youth Services Department is staffed by a full-time Youth Services Director.							



FY2025

	FY23 Budget	FY23 Expended	FY24 Budget	DEPT. REQUEST	PROPOSITION 2 1/2 LIMIT	OVERRIDE AMOUNT	Select Board & Fincom Recommend
<b>FUNCTION SUMMARY</b>							
<b>L A N D U S E</b>							
CONSERVATION COMM	48,357	38,498	45,091	74,308	74,308	-	74,308
73 SALARIES	27,032	21,238	23,000	66,197	66,197	-	66,197
74 EXPENSES	21,325	17,260	22,091	8,111	8,111	-	8,111
75 CAPITAL	-	-	-	-	-	-	-
<p>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 retained on a contractual basis.</p>							
PLANNING COMMISSION	221,423	197,813	217,364	211,269	211,269	-	211,269
76 SALARIES	169,853	169,853	170,794	173,699	173,699	-	173,699
77 EXPENSES	46,570	22,960	46,570	37,570	37,570	-	37,570
78 CAPITAL	5,000	5,000	-	-	-	-	-
<p>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 Town Planner and a full-time secretary.</p>							
BOARD of APPEALS	16,569	11,654	12,876	12,876	12,876	-	12,876
79 SALARIES	9,569	9,569	9,376	9,376	9,376	-	9,376
80 EXPENSES	7,000	2,085	3,500	3,500	3,500	-	3,500
<p>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. The ZBA is staffed with Clerical Support.</p>							

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FY2025

	FY23 Budget	FY23 Expended	FY24 Budget	DEPT. REQUEST	PROPOSITION 2 1/2 LIMIT	OVERRIDE AMOUNT	Select Board & Fincom Recommend
<b>FUNCTION SUMMARY</b>							
<b>E D U C A T I O N</b>							
PUBLIC SCHOOLS	35,709,330	35,709,120	37,319,595	38,772,128	38,772,128	1,436,318	40,208,446
SALARIES	29,816,507	29,737,114	30,934,588	32,031,616	32,031,616	1,231,111	33,262,727
81 TEACHERS	22,724,276	22,562,144	23,400,487	22,823,594	22,823,594	915,811	23,739,405
82 ADMINISTRATION	3,304,469	3,343,313	3,447,502	3,596,579	3,596,579	-	3,596,579
83 PARAPROFESSIONALS/TUTORS	1,739,243	1,746,549	1,792,412	1,831,541	1,831,541	211,800	2,043,341
84 CUSTODIAL	1,283,109	1,307,844	1,303,042	1,378,152	1,378,152	51,000	1,429,152
85 ATHLETICS	406,300	429,176	437,337	413,524	413,524	20,000	433,524
86 HEALTH SERVICES	7,988	7,988	8,150	8,150	8,150	-	8,150
87 TRANSPORTATION SPED	141,367	110,440	140,602	147,842	147,842	-	147,842
88 TECHNOLOGY SUPPORT	209,755	229,661	255,056	282,234	282,234	32,500	314,734
89 SALARY POOL SUPPLEMENT			150,000	1,550,000	1,550,000	-	1,550,000
EXPENSES	5,892,823	5,972,006	6,385,007	6,740,512	6,740,512	205,207	6,945,719
90 DISTRICT LEADERSHIP & ADMINISTRATION	251,350	198,919	251,550	256,800	256,800	-	256,800
91 INSTRUCTION	1,392,067	1,379,367	1,479,683	1,490,118	1,490,118	35,207	1,525,325
92 STUDENT SERVICES	538,630	807,477	509,385	576,280	576,280	80,000	656,280
93 OPERATION & MAINTENANCE OF PLAN	1,740,275	1,634,246	1,780,775	1,730,775	1,730,775	90,000	1,820,775
94 FIXED CHARGES	71,000	60,551	71,000	71,000	71,000	-	71,000
95 COMMUNITY SERVICES	4,895	5,012	4,800	5,300	5,300	-	5,300
96 EQUIPMENT	5,000	15,198	5,000	5,000	5,000	-	5,000
97 SPECIAL ED TUITION	1,884,606	1,868,941	2,277,814	2,600,239	2,600,239	-	2,600,239
98 SMALL CAPITAL	5,000	2,295	5,000	5,000	5,000	-	5,000
99 UNASSIGNED REDUCTION							
100 REGIONAL VOTECH & ESSEX AGR.	772,372	752,295	943,333	1,099,403	1,099,403		1,099,403

June 10, 2024

FY2025

	FY23 Budget	FY23 Expended	FY24 Budget	DEPT. REQUEST	PROPOSITION 2 1/2 LIMIT	OVERRIDE AMOUNT	Select Board & Fincom Recommend
<b>FUNCTION SUMMARY</b>							
<b>D E B T S E R V I C E</b>							
School							
Athletic Field Bathroom Facilities	20,950	20,950	20,200	19,450	19,450	-	19,450
Batch Entrance 6/17	15,000	15,000	15,000	-	-	-	-
Batchelder Plans	10,000	-	-	-	-	-	-
Batchelder Renovations	576,300	576,300	550,000	239,700	239,700	-	239,700
Device Initiative 06/15	10,250	10,250	-	-	-	-	-
Elementary School Rooftop Units 06/22	-	-	-	14,012	14,012	-	14,012
High/Middle Construction	4,847,387	4,707,750	4,858,000	4,897,486	4,897,486	-	4,897,486
Hood Boiler 06/23	-	-	-	15,940	15,940	-	15,940
Hood School Renovation	255,480	255,480	245,160	-	-	-	-
Little School HVAC 06/22	14,605	14,605	14,250	13,788	13,788	-	13,788
Little School Paving 06/21	69,525	69,525	67,275	65,025	65,025	-	65,025
Little School Roof 10/15	8,005	8,005	7,850	7,600	7,600	-	7,600
Little School Soffit 06/21	11,000	11,000	10,600	10,200	10,200	-	10,200
Middle Boiler/Little Soffit	5,225	5,225	5,062	-	-	-	-
School Asbestos Abatement 06/13	10,450	10,450	10,150	-	-	-	-
School Roof Repairs 10/09	20,900	20,900	20,300	-	-	-	-
Building on the Common Improve. 10/09	36,400	-	-	-	-	-	-
Connection Design	16,786	16,786	16,500	16,000	16,000	-	16,000
Damon Tavern Exterior 06/21	21,500	21,500	20,750	15,000	15,000	-	15,000
DPW Building Roof 6/18	-	-	-	23,998	23,998	-	23,998
DPW Dump Truck 06/22	14,000	14,000	13,500	13,000	13,000	-	13,000
DPW Dump Truck 1 06/19	8,750	33,750	32,500	31,250	31,250	-	31,250
DPW Dump Truck 2 06/19	28,000	13,000	12,500	12,000	12,000	-	12,000
DPW Fabric Storage Replace 06/19	20,000	20,000	19,250	18,500	18,500	-	18,500
DPW Facilities Asbestos Abate 06/19	7,000	7,000	6,750	6,500	6,500	-	6,500
DPW Garage Phase 1 06/19	20,350	20,350	19,600	18,850	18,850	-	18,850
DPW Leader 06/18	5,350	5,350	5,188	5,063	5,063	-	5,063
Drain System Repairs 6/14	5,375	5,375	5,125	-	-	-	-
Drain System Repairs 6/15	152,781	152,781	147,981	143,031	143,031	-	143,031
Eisenhaure Park	73,200	73,200	70,200	67,200	67,200	-	67,200
Fire Department Communications 6/17	47,100	47,100	45,600	44,100	44,100	-	44,100
Fire Pumper - E3	10,206	10,206	-	-	-	-	-
Fire Pumper 10/05	5,100	5,100	-	-	-	-	-
Fire Station AC 6/14	6,025	6,025	5,775	5,525	5,525	-	5,525
Fire Station Improvements 06/15	15,288	15,288	14,788	14,288	14,288	-	14,288
Fire Station Improvements 06/16	5,075	5,075	-	-	-	-	-
Flint Library Repairs 04/09	-	-	-	-	-	-	-
Haverhill/Chestnut Intersection 06/22	-	-	-	-	-	-	-
Intersection Study 06/21	15,900	15,900	15,400	14,900	14,900	-	14,900
Library Clapboard Repairs 06/19	14,450	14,450	13,950	13,450	13,450	-	13,450
Library Exterior 06/22	-	-	-	7,073	7,073	-	7,073
Library Exterior 10/20	-	-	-	33,048	33,048	-	33,048
Library Fire Alarm 06/21	-	-	-	12,397	12,397	-	12,397
Library HVAC 06/23	-	-	-	5,750	5,750	-	5,750
Library Security 06/21	6,156	6,156	5,956	5,750	5,750	-	5,750
Park St. Bridge	471,884	471,884	469,628	403,025	403,025	-	403,025
Police Station Heater 06/22	29,722	29,722	28,690	27,650	27,650	-	27,650
Police Station Renovations	14,363	14,363	14,000	13,500	13,500	-	13,500
Police Station Security 06/21	5,500	5,500	5,300	5,100	5,100	-	5,100
Police Station Ventilation 06/21	19,275	19,275	18,525	17,775	17,775	-	17,775
Police Technology/Remodel 04/07	86,400	86,400	83,400	80,400	80,400	-	80,400
Replace Bobcat 06/21	-	-	-	-	-	-	-
Replace Culverts	-	-	-	-	-	-	-
Replace Dump Truck 40841 6/15	-	-	-	-	-	-	-
Replace F-450 Pickup 06/21	-	-	-	-	-	-	-
Roadway Restoration 06/19	-	-	-	-	-	-	-
Roadway Restoration 06/21	-	-	-	-	-	-	-

June 10, 2024

**FY2025**

	FY23 Budget	FY23 Expended	FY24 Budget	DEPT. REQUEST	PROPOSITION 2 1/2 LIMIT	OVERRIDE AMOUNT	Select Board & Fincom Recommend
<b>FUNCTION SUMMARY</b>							
Roadway Restoration 06/22	-	-	-	54,896	54,896	-	54,896
Roadway Restoration 06/23	-	-	-	14,861	14,861	-	14,861
Senior Center Exterior 06/21	16,786	16,786	16,500	16,000	16,000	-	16,000
Skug River Culvert 6/14	16,050	16,050	15,563	15,188	15,188	-	15,188
Smith Property	187,000	187,000	180,200	173,400	173,400	-	173,400
Stormwater	24,685	24,685	23,740	23,322	23,322	-	23,322
Toolcat 06/21	13,151	13,151	12,750	12,250	12,250	-	12,250
Town Center Sewer Design 06/21	-	-	-	45,403	45,403	-	45,403
Town Hall Boiler 06/20	23,800	23,800	23,050	22,300	22,300	-	22,300
Town Hall HVAC 06/22	-	-	-	19,919	19,919	-	19,919
Town Hall Renovations 6/15	6,925	6,925	6,675	6,425	6,425	-	6,425
Town Hall Roof	42,450	42,450	41,050	39,606	39,606	-	39,606
Town Hall Security 06/21	-	-	-	12,845	12,845	-	12,845
Town INET 6/18	37,750	37,750	36,250	29,750	29,750	-	29,750
Town Road 06/13	5,350	5,350	5,188	5,063	5,063	-	5,063
Town Road 06/15	12,250	12,250	11,750	11,250	11,250	-	11,250
Town Road 6/17	36,000	36,000	29,625	28,375	28,375	-	28,375
Town Road 6/18	38,700	38,700	37,200	35,700	35,700	-	35,700
Town Road Program 6/14	16,050	16,050	15,562	15,188	15,188	-	15,188
Town Wifi 06/16	10,750	10,750	10,250	-	-	-	-
Upper Elm Street Drainage 06/20	48,200	48,200	46,700	45,200	45,200	-	45,200
Wireless Fire Alarm 06/21	4,921	4,921	5,750	5,500	5,500	-	5,500
Short Term Interest & Admin. Fee	142,390	155,112	138,000	60,000	60,000	-	60,000
<b>101 DEBT SERVICE</b>	<b>7,734,826</b>	<b>7,571,511</b>	<b>7,584,756</b>	<b>7,260,470</b>	<b>7,260,470</b>	-	<b>7,260,470</b>

\*Line 101 Fund \$634 from RESERVE for DEBT EXCLUSION  
 \*Line 101 Fund \$1,546,860 from CAPITAL IMPROVEMENT STABILIZATION FUND under PROP 2 1/2 Budget OR Fund \$746,860 from CAPITAL IMPROVEMENT STABILIZATION FUND contingent on OVERRIDE (\$800,000 will be paid through the override)

**ENTERPRISE FUNDS**

WATER DEPARTMENT	4,720,106	4,478,001	4,713,031	4,974,948	4,929,948	-	4,929,948
102 SALARIES	794,532	704,878	808,146	814,723	769,723	-	769,723
103 EXPENSES	2,735,446	2,587,995	2,807,543	2,880,636	2,880,636	-	2,880,636
104 CAPITAL	5,000	-	9,000	-	-	-	-
105 DEBT	1,185,128	1,185,128	1,088,342	1,279,589	1,279,589	-	1,279,589

\* Line 102 Fund \$769,723 from WATER REVENUE  
 \* Line 103 Fund \$2,880,636 from WATER REVENUE  
 \* Line 105 Fund \$1,159,589 from WATER REVENUE  
 \* Line 105 Fund \$120,000 from WATER INFRASTRUCTURE STABILIZATION

The Water Department employs 1 superintendent, 1 foreman, 1 equipment operator and 2 Maintenance Craftsman Positions. Administrative support is provided by the Executive Administrative Assistant and the Admin Assistant under the DPW Administrative Division.

June 10, 2024

**FY2025**

	FY23 Budget	FY23 Expended	FY24 Budget	DEPT. REQUEST	PROPOSITION 2 1/2 LIMIT	OVERRIDE AMOUNT	Select Board & Fincom Recommend
HILLVIEW COUNTRY CLUB	1,647,520	1,669,184	1,810,025	2,111,210	2,111,210	-	2,111,210
106 SALARIES	28,632	29,434	62,000	66,950	66,950	-	66,950 *
107 EXPENSES	1,307,500	1,328,362	1,461,000	1,552,260	1,552,260	-	1,552,260 *
108 IN LIEU OF TAX PAYMENT	-	-	-	-	-	-	-
109 L.U.C. EXPENSES	-	-	-	-	-	-	-
110 CAPITAL	311,388	311,388	287,025	342,000	342,000	-	342,000 *
111 DEBT	-	-	-	150,000	150,000	-	150,000 *

\*Line 106 Fund \$66,950 from HILLVIEW REVENUE

\*Line 107 Fund \$1,552,260 from HILLVIEW REVENUE

\*Line 110 Fund \$342,000 from HILLVIEW REVENUE

\*Line 111 Fund \$150,000 from HILLVIEW REVENUE

PARKS AND RECREATION ENTERPRISE	656,711	667,115	764,367	850,750	796,950	53,800	850,750
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112 SALARIES	511,616	529,412	565,192	639,529	585,729	53,800	639,529 *
113 EXPENSES	145,095	137,703	199,175	211,221	211,221	-	211,221 *
114 CAPITAL	-	-	-	-	-	-	-

\*Line 112 Fund \$284,977 from RAISE and APPROPRIATE under PROP 2 1/2 Budget OR Fund \$38,777 from RAISE and APPROPRIATE contingent on OVERRIDE

\*Line 112 Fund \$300,752 from PARKS & RECREATION REVENUE

\*Line 113 Fund \$211,221 from PARKS & RECREATION REVENUE

The Recreation Department is staffed by a full-time Operations Director, a full-time Recreation Director, a full-time Parks Director/Department Head, a full-time Secretary, a full-time DPW/Parks employee and seasonal employees. The General Fund subsidizes the enterprise and pays for the salaries of the Parks and Recreation Operations Director, Parks Director/Department Head, the Recreation Director and one third of the DPW/Parks employee. 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. Enterprise 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.

**S U M M A R Y**

GENERAL GOVERNMENT	33,482,864	30,729,691	34,809,557	37,061,422	35,657,822	595,109	36,252,931
EDUCATION	36,481,702	36,461,415	38,262,928	39,871,531	39,871,531	1,436,318	41,307,849
DEBT SERVICE	7,734,826	7,571,511	7,584,756	7,260,470	7,260,470	-	7,260,470
ENTERPRISES	7,024,337	6,814,300	7,287,423	7,936,909	7,838,109	53,800	7,891,909
TOTAL BUDGET	84,723,729	81,576,917	87,944,664	92,130,332	90,627,932	2,085,227	92,713,159

**Article 17 Increase Senior Tax Rebate**

To see if the Town will vote to increase the maximum property tax exemption for qualifying participants in the Senior Tax Work-Off program in accordance with G.L. c.59, §5K, as originally accepted and created under Article 5 of the April 3, 2000 Annual Town Meeting, from one thousand five hundred dollars (\$1,500.00) to two thousand dollars (\$2,000.00); or what it will do in relation thereto.

**Sponsor: Select Board**

**Description...**

*This article seeks to increase the maximum amount of the property tax exemption for participants in the Senior Tax Work-Off program from \$1,500 to \$2,000.*

**Recommendations ...**

**Select Board:** Recommended.

**Finance Committee:** Recommended.

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**Article 18 Home-Rule Petition: Establish Means-Tested Senior Citizen Property Tax Exemption**

To see if the Town will vote to authorize the Select Board to petition the General Court for special legislation establishing a means-tested Senior Citizen Property Tax Exemption to provide property tax relief for certain eligible property owners, as set forth below; provided, however, that the General Court may make clerical or editorial changes of form only to the bill, unless the Select Board approves amendments to the bill before enactment by the General Court which are within the scope of the general public objectives of the petition, and to authorize the Select Board to approve such amendments:

**AN ACT AUTHORIZING THE TOWN OF NORTH READING TO ESTABLISH A MEANS TESTED SENIOR CITIZEN PROPERTY TAX EXEMPTION**

*Be it enacted by the Senate and House of Representatives in General Court assembled, and by the authority of the same, as follows:*

SECTION 1. There shall be an exemption from the property tax for each qualifying parcel of real property classified as class one, residential in the town of North Reading in an amount to be set annually by the select board as provided in section 3. The exemption shall be applied only to the domicile of the taxpayer; provided, however, that for the purposes of this act, "parcel" shall mean a unit of real property as defined by the board of assessors under the deed for the property and shall include a condominium unit. The exemption provided for in this act shall be in addition to any and all other exemptions allowed by the General Laws.

SECTION 2. The board of assessors in the town of North Reading may deny an application if they find the applicant has excessive assets that place the applicant outside of the intended recipients of the exemption under this act. Real property shall qualify for the exemption under section 1 if:

(i) the qualifying real property is owned and occupied by a person whose prior year's income would make the person eligible for the circuit breaker income tax credit under subsection (k) of section 6 of chapter 62 of the General Laws;

(ii) the qualifying real property is owned: (A) by a single applicant not less than 65 years of

age at the close of the previous year; or (B) jointly by persons either of whom is not less than 65 years of age at the close of the previous year and the other joint applicant is not less than 60 years of age;

(iii) the qualifying real property is owned and occupied by the applicant or joint applicants as their domicile;

(iv) the applicant or at least 1 of the joint applicants has been domiciled and owned a home in the town for not less than 10 consecutive years before filing an application for the exemption;

(v) the maximum assessed value of the qualifying real property is no greater than the prior year's maximum assessed value for qualification for the circuit breaker income tax credit under said subsection (k) of said section 6 of said chapter 62 as adjusted annually by the department of revenue; and

(vi) the board of assessors has approved the application.

SECTION 3. The select board of the town of North Reading shall annually set the exemption amount under section 1 at up to 50 per cent of the amount of the circuit breaker income tax credit under subsection (k) of section 6 of chapter 62 of the General Laws for which the applicant qualified in the previous year, set annually by the board of assessors. The total amount exempted by this act shall be allocated proportionally within the tax levy on all residential taxpayers.

SECTION 4. A person who seeks to qualify for the exemption under section 1 shall, before the deadline established by the board of assessors of the town of North Reading, file an application, on a form to be adopted by the board, with supporting documentation relative to the applicant's income and assets as described in the application. The application shall be filed each year for which the applicant seeks the exemption.

SECTION 5. No exemption shall be granted under this act until the department of revenue certifies a residential tax rate for the applicable tax year where the total exemption amount is raised by a burden shift within the residential tax levy.

SECTION 6. This act shall expire 3 years after implementation of the exemption under this act.

or what it will do in relation thereto.

**Sponsor:** Taxation Aid Committee

**Description...**

*This article would authorize the Town to petition the Legislature for permission to establish a property tax relief program for qualifying senior citizens. The amount by which taxes for qualifying seniors is reduced would be reallocated among all residential property taxpayers.*

**Recommendations ...**

**Select Board:** Recommendation to be made at Town Meeting.

**Finance Committee:** Recommendation to be made at Town Meeting.

**Article 19 FY2025 One-Time Fire Department Recruit and Paramedic Training**

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 fire recruit and paramedic training; or what it will do in relation thereto.

**Sponsor:** Select Board

**Description...**

*This article would provide additional funding for fire recruit and paramedic training, including but not limited to training, outfitting, coverage, tuition and incentives, for firefighters to be hired..*

**Recommendations ...**

**Select Board:** Recommended.

**Finance Committee:** Recommended.

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**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 FY 2025 retirement obligations; or what it will do in relation thereto.

**Sponsor:** Select Board

**Description...**

*This article will provide funding for obligations owed to municipal and school employees who are retiring during FY2025.*

**Recommendations ...**

**Select Board:** Recommended.

**Finance Committee:** Recommended.

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**Article 21 FY2025 Appropriate 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:** Select Board

**Description...**

*This article supplements a reserve account to pay for future health care costs for retirees. The current balance in this account is \$3,866,939.*

**Recommendations ...**

**Select Board:** Recommended.

**Finance Committee:** Recommended.



**Article 22 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 FY2025 pursuant to MGL Chapter 44, Section 53F; or what it will do in relation thereto.

**Sponsor:** Select Board

**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 ...**

**Select Board:** Recommended.

**Finance Committee:** Recommended.

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**Article 23 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 what it will do in relation thereto.

**Sponsor:** Select Board

**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. Specific authorizations to be rescinded, if any, will be available at Town Meeting.*

**Recommendations ...**

**Select Board:** Recommendation to be made at Town Meeting.

**Finance Committee:** Recommendation to be made at Town Meeting.

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**Article 24 FY 2025 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 any available source of 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.

**Sponsor:** Select Board

**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 ...**

**Select Board:** Recommended.

**Finance Committee:** Recommended.

*(continued on next page)*

Project	Department	Cost	Source Of Funds
Park Street Bridge Bidding/Construction	DPW-Engineering	\$ 630,000	<sup>1</sup> Bond
Roadway Rehabilitation & Reconstruction	DPW-Engineering	\$ 600,000	Bond
Bridge & Culvert Rehabilitation / Replacements	DPW-Engineering	\$ 250,000	Bond
Signalization of Park St at Central St	DPW-Engineering	\$ 350,000	Bond
Third Mtg House Exterior Painting and Front Wood Cladding Replacement	DPW-Facilities	\$ 175,000	Bond
Replace 2005 Elgin Sweeper #00	DPW-Highway	\$ 310,000	Cell Tower Revenue
Replace Ambulance	Fire Department	\$ 571,000	Ambulance Reserve
Computer/Equipment Replacement	Information Technologies	\$ 45,000	Free Cash
Replace Portable Radio Units	Police Department	\$ 205,000	Free Cash
2022 Explorer (replace Admin Vehicle car#5)	Police Department	\$ 64,682	Free Cash
Hood School Roof Replacement	School Department	\$ 200,000	Bond
Technology Instructional Equipment-MS/HS	School Department	\$ 200,000	Free Cash
Elementary Systems Upgrade-Phase II Burglar Alarm System Upgrade	School Department	\$ 60,000	Free Cash
Modular Feasibility Study	School Department	\$ 36,000	Free Cash
Classroom Window Replacement-Hood/Little	School Department	\$ 75,000	<sup>2</sup> \$70,000 Previous Bond Proceeds \$5,000 Free Cash
Ford F-450 Utility Truck Replacement	School Department	\$ 95,000	Free Cash
Voting Tabulators (8)	Town Clerk	\$ 49,800	Free Cash
Ipswich River Park/ Playground Equipment	Parks and Recreation	\$ 50,000	Parks and Recreation Retained Earnings
Hillview Function Hall and Adjoining-Total Roof Replacement	Hillview Enterprise	\$ 2,000,000	<sup>3</sup> \$51,853 Previous Bond Proceeds \$1,948,147 bond
Hillview Course Improvement Phase II	Hillview Enterprise	\$ 500,000	Hillview Retained Earnings
Water Distribution System Upgrades	Water Enterprise	\$ 200,000	<sup>4</sup> \$169,004 Previous Bond proceeds \$30,996 Water Infrastructure Stabilization

Note 1 - Supplements ARPA appropriation of \$1,400,000

Note 2 - Total Project \$75,000

Transfer \$70,000 from unspent bond proceeds from June 2019 Town Meeting, Article 16 - Replace DPW Fabric Storage  
Transfer \$5,000 from Free Cash

Note 3 - Total project \$2,000,000

Bond \$1,948,147  
Transfer \$51,853 from unspent bond proceeds from October 2012 Town Meeting, Article 14 - Hillview 7th Fairway Improvements and Greens Mower

Note 4 - Total project \$200,000

Transfer \$30,996 from Water Infrastructure Stabilization  
Transfer \$114,004 from unspent bond proceeds from April 2008 Town Meeting, Article 21 - Central Station Upgrade  
Transfer \$55,000 from unspent bond proceeds from June 2014 Town Meeting, Article 14 - West Village Well

**Article 25 FY2025 Fund Town Building Repairs**

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 for the repair of Town buildings, including any costs incidental or related thereto; or what it will do in relation thereto.

**Sponsor:** Select Board

**Description...**

*This article would fund improvements and/or repairs to various municipal buildings. The amount to be requested will be provided at Town Meeting.*

**Recommendations ...**

**Select Board:** Recommended.

**Finance Committee:** Recommended.

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**Article 26 FY2025 Fund Repairs to Rev. Daniel Putnam House**

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 make repairs to the Rev. Daniel Putnam House, including any costs incidental or related thereto; or what it will do in relation thereto.

**Sponsor:** Select Board

**Description...**

*This article would fund necessary repairs at the Town-owned Rev. Daniel Putnam House. Repairs are anticipated to be overseen by the North Reading Historical and Antiquarian Society.*

**Recommendations ...**

**Select Board:** Recommended.

**Finance Committee:** Recommended.

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**Article 27 FY2025 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 Select Board 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. As of May 1, 2022, the Town anticipated receiving \$515,025.44 in Fiscal Year 2025 Chapter 90 funding for local road projects.*

**Recommendations ...**

**Select Board:** Recommended.

**Finance Committee:** Recommended.

**Article 28 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:** Select Board

**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 ...**

**Select Board:** Recommended.

**Finance Committee:** No action required.

---

**Article 29 Lease of Town-Owned Real Property at 166 Chestnut Street**

To see if the Town will vote to authorize the Select Board to lease for a term not to exceed 20 years space on municipal owned real property and structures, respectively, for the attachment of personal wireless services antennas and related equipment upon such terms and conditions as such Board deems advisable in its discretion after consideration at a duly noticed public hearing; or what it will do in relation thereto.

**Sponsor:** Select Board

**Description...**

*This article would authorize the Select Board to continue leasing Town-owned property for the personal wireless services antennas, i.e. for cellular telephones, after they conduct a public hearing.*

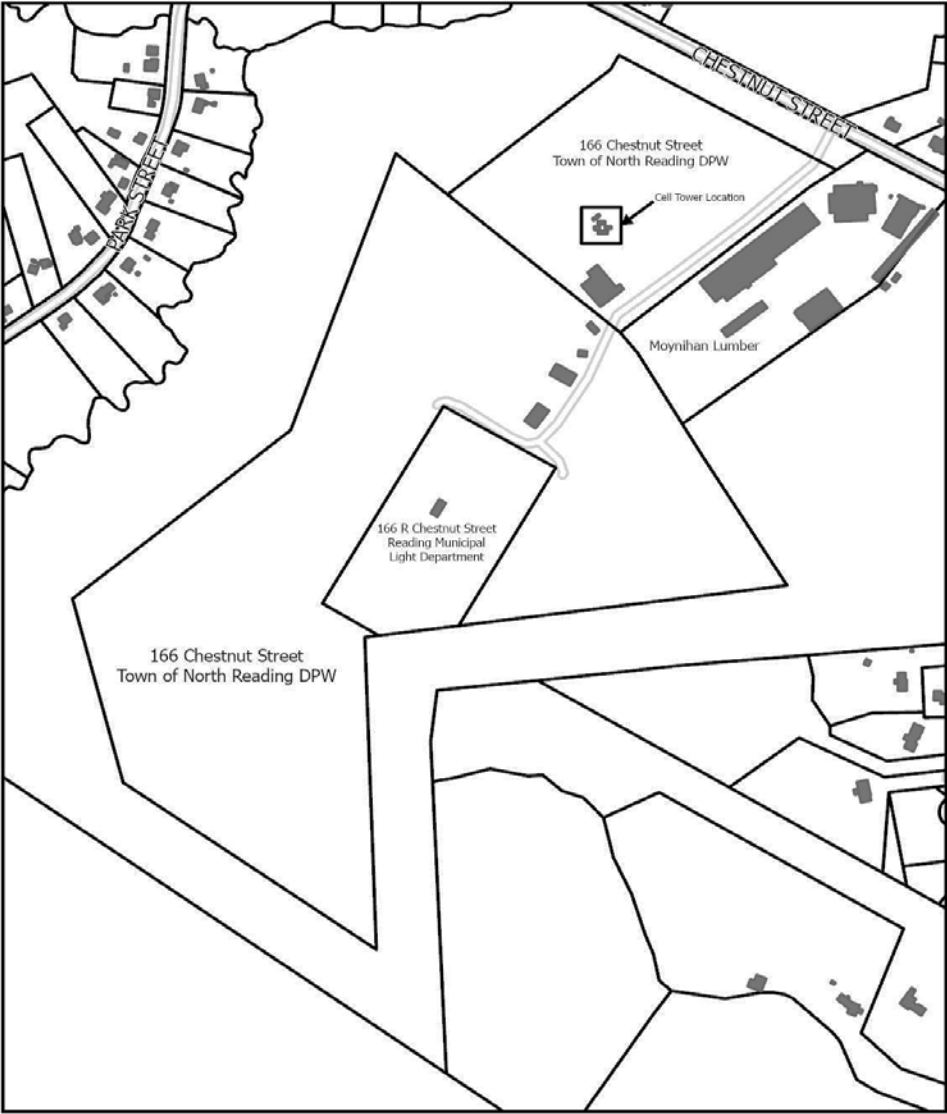
**Recommendations ...**

**Select Board:** Recommended.

**Finance Committee:** Recommended.

*(continued on next page)*

Town of North Reading  
166 Chestnut Street



**Article 30 Amend Code of the Town of North Reading – Zoning Bylaws – Establishment of Lowell Road Multi-Family Zoning Overlay District**

To see if the Town will vote to amend the North Reading Zoning Bylaw as follows:

1. Insert a new Article \_\_\_\_, Lowell Road Multi-Family Overlay District, as follows:

**§ 200-\_\_\_\_. Purpose.**

The purpose of the Lowell Road Multi-Family Overlay District is to provide opportunities for the development of new multi-family housing by right, in the interest of providing a variety of needed housing types; and to fully comply with the Town’s obligations under Section 3A of MGL c. 40A.

**§ 200-\_\_\_\_. Applicability.**

This bylaw applies to any property to be placed within the Lowell Road Multi-Family Overlay District, which shall include the following parcels that are listed below and are shown on the Lowell Road Multi-Family Overlay District Map on file in the Community Planning Department. The Lowell Road Multi-Family Overlay District is herein established as an overlay district.

Area (acres)	Map and Parcel	Street Number	Street Name
34.21	Map 7 Parcel 2	104	Lowell Road
47.87	Map 14 Parcel 9	100	Lowell Road

**§ 200-\_\_\_\_. Effect of overlay district.**

The Lowell Road Multi-Family Overlay District regulations of this article apply in addition to the underlying zoning district regulations. In case of conflict between the regulations of this article and other regulations in this bylaw, the regulations of this article shall control, whether more or less restrictive. Where no Lowell Road Multi-Family Overlay District regulation is stated in this article, the regulations of the underlying zoning district and all other applicable provisions of this bylaw shall apply.

**§ 200-\_\_\_\_. Use regulations.**

The following use shall be permitted as of right in the Lowell Road Multi-Family Overlay District: “Multi-family housing”, a building with 3 or more residential dwelling units or 2 or more buildings on the same lot with more than 1 residential dwelling unit in each building.

**§ 200-\_\_\_\_. Dimensional and density regulations.**

A. The dimensional and density regulations of the underlying zoning district are to be adhered to within the Lowell Road Multi-Family Overlay District, with the exception that the maximum number of stories allowed is four and one-half (4 ½).

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

**§ 200-\_\_\_\_. 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. No off-street parking space shall be located within the minimum front yard setback.
- E. 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-\_\_\_\_. Affordability requirements.**

One unit for each 10 residential units in all new development projects that include 10 or more residential units created through new construction or addition to existing buildings must be affordable units. Developers of such projects are required to provide affordable units on-site. Affordable units must be affordable to a low- or moderate-income household, i.e., a household with income at or below 80% of area median income (AMI), adjusted for household size, for the metropolitan area that includes the Town of North Reading, as determined by the United States Department of Housing and Urban Development (HUD).

Affordable units shall meet the requirements of the Executive Office of Housing and Livable Communities (EOHLC) Local Initiative Program (LIP) for inclusion on the Chapter 40B Subsidized Housing Inventory.

**§ 200-\_\_\_\_. 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.

- 2. Amend the Town of North Reading Zoning Map to add a new Lowell Road Multi-Family Zoning Overlay District consisting of the following parcels:

Area	Map and Parcel	Street Number	Street Name
34.21 acres	Map 7 Parcel 2	104	Lowell Road
47.87 acres	Map 14 Parcel 9	100	Lowell Road

or what it will do in relation thereto.

**Sponsor:** Community Planning Commission

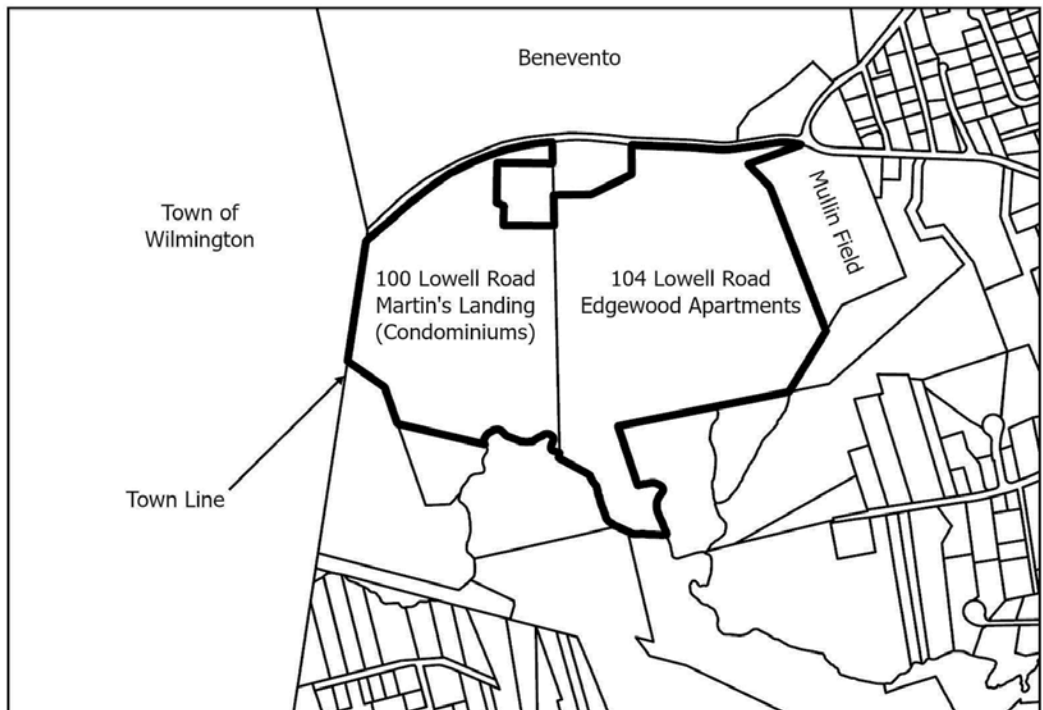
**Description...**

The article establishes a new overlay district that complies with the provisions of Section 3A of MGL c. 40A. The district, like the existing overlay district affecting these properties, allows multi-family housing by right, and establishes regulations for that overlay district, including parking. The overlay district affects two parcels currently located within the Industrial Office zoning district. The provisions of the underlying zoning district, and other zoning overlay districts affecting the properties, remain intact.

**Recommendations ...**

**Select Board:** Recommended.

**Finance Committee:** Recommended.





**Article 31 Amend Code of the Town of North Reading – Zoning By-Laws – Changes to Site Plan Review, Article XVII**

To see if the Town will vote to amend the North Reading Zoning Bylaw, Article XVII, Site Plan Review, § 200-94, by deleting Paragraph B in its entirety and replacing it with the following:

B. This section of the Zoning Bylaw is adopted pursuant to Chapter 40A, Section 9. All site plan review applications submitted under the provisions of this section shall be reviewed by the Community Planning Commission using special permit procedures as set forth herein. Allowed uses are as stated in the Zoning Bylaw and are not discretionary in Site Plan Review.

or what it will do in relation thereto.

**Sponsor:** Community Planning Commission

**Description...**

*This article clarifies the Town’s site plan review procedures, confirming that site plan review is treated procedurally like a special permit but is not an actual special permit and no discretion for use is given to the special permit granting authority.*

**Recommendations ...**

**Select Board:** Recommended.

**Finance Committee:** Recommended.

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**Article 32 Amend Code of the Town of North Reading – Zoning By-Laws –**

**Section 200-30 Zoning Map**

To see if the Town will vote to amend subsection A. of §200-30 the Code of the Town of North Reading Zoning By-Laws to replace the phrase “(The current revision date is June 5, 2021)” with “(The current revision date is June 10, 2024)”, such amendment to be made only upon passage by Town Meeting and approval by the Attorney General’s Office of Article 30 and 31; or what it will do in relation thereto:

Sponsor: Community Planning Commission

**Description...**

*The amendment updates the Zoning Map with a current revision date.*

**Recommendations ...**

**Select Board:** Recommended.

**Finance Committee:** Recommended.

**Article 33 Dissolve Veterans Memorial Committee**

To see if the Town will vote to dissolve the Veterans Memorial Committee established under Article 6 of the October 3, 1988 Town Meeting; or what it will do in relation thereto.

**Sponsor:** Veterans Events Committee / Veterans Memorial Committee

**Description...**

*This article would dissolve the Veterans Memorial Committee. It is anticipated that the Select Board will incorporate the duties of this committee with those of an existing veterans committee established by the Select Board.*

**Recommendations ...**

**Select Board:** Recommended.

**Finance Committee:** Recommended.

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**Article 34 Fire Station Reconstruction Project Bidding Phase Funding**

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 for the bidding phase of the Fire Station Reconstruction Project; or what it will do in relation thereto.

**Sponsor:** Facilities Master Plan Committee and Fire Station Building Committee

**Description...**

*This article would fund expenses associated with bidding for the Fire Station reconstruction project. Funding this article would allow the project to be bid out and the results reported to and considered at a future Town Meeting.*

**Recommendations ...**

**Select Board:** Recommended.

**Finance Committee:** Recommended.

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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.

As voted by the Select Board this **6<sup>th</sup>** day of **May** in the year of our Lord **two thousand and twenty-four** and

Given under our hands on the following date(s) as indicated below:

**SELECT BOARD**

Liane R. Gonzalez, Chair  
Vincenzo Stuto, Vice Chair  
Richard Wallner, Clerk  
Stephen J. O'Leary  
Kathryn M. Manupelli

A True Copy:  
Attest: Douglas Labb, Constable

## ***Glossary of Terms Commonly Used in Municipal Finance***

**Appropriation:** An authorization granted by a legislative body to make expenditures and to incur obligations for specific purposes. An appropriation is usually limited in amount and the time when it can be expended. Any amount that is appropriated may be encumbered. A warrant article appropriation is carried forward from year to year until spent for the designated purpose or transferred by town meeting vote to another account.

**Assessed Valuation:** The value placed upon a particular property by the local Board of Assessors for the purpose of apportioning the town's tax levy among individual property owners equitably and in accordance with the legal requirement that property be assessed at "full and fair cash value", certified periodically by the Commonwealth's Commissioner of Revenue (no less frequently than once every three years).

**Available Funds:** Balances in the various fund types that represent non-recurring revenue sources. As a matter of sound practice, they are frequently appropriated to meet unforeseen expenses, for capital expenditures or other onetime costs. Examples of available funds include free cash, stabilization funds and overlay surplus.

**Audit:** Work done by accountants in examining financial reports, reviewing compliance with applicable laws and regulations, reviewing effectiveness in achieving program results. A basic audit examines only the financial reports and legal compliance. An outside Certified Public Accountant (CPA) audit is directed primarily toward the expression of an opinion as to the fairness of the financial statements and submission of a management letter. An auditor must be independent of the executive branch of government. A state auditor, private CPA or public accountant, or elected auditor meets this test.

**Bond:** A means to raise money through the issuance of debt. A bond issuer/borrower promises in writing to repay a specified sum of money, alternately referred to as face value, par value or bond principal, to the buyer of the bond on a specified future date (maturity date), together with periodic interest at a specified rate.

**Bond Authorization:** The action of town meeting authorizing the executive branch to raise money through the sale of bonds in a specific amount and for a specific purpose. Once authorized, issuance is by the treasurer upon the signature of the selectmen.

**Bond Issue:** Generally, the sale of a certain number of bonds at one time by a governmental unit.

**Bond Rating (Municipal):** A credit rating assigned to a municipality to help investors assess the future ability, legal obligation, and willingness of the municipality (bond issuer) to make timely debt service payments. Stated otherwise, a rating helps prospective investors determine the level of risk associated with a given fixed-income investment. Rating agencies, such as Moody's and Standard and Poors, use rating systems, which designate a letter or a combination of letters and numerals where AAA is the highest rating and C1 is a very low rating.

**Budget:** A plan of financial operation embodying an estimate of proposed expenditures for a given period and the proposed means of financing them. A budget may be preliminary (the financial plan presented to the town meeting) or final (the plan approved by that body).

**Capital Budget:** A plan of proposed capital outlays and the means of financing them for the current fiscal period. It is usually a part of the current budget.

**Cherry Sheet:** An annual statement received from the Massachusetts Department of Revenue detailing estimated receipts for the next fiscal year for the various state aid accounts and estimated state and county government charges payable by the Town in setting the tax rate. The actual receipts and charges may vary from the estimates.

**Collective Bargaining:** The process of negotiating workers' wages, hours, benefits, working conditions, etc., between an employer and some or all of its employees, who are represented by a recognized labor union. Regarding wages, hours and working conditions.

**Debt Exclusion:** A vote to exclude from the levy limit the costs of debt service for capital projects. This exclusion remains in effect for the life of the debt only.

**Debt Service:** The repayment cost, usually stated in annual terms and based on an amortization schedule, of the principal and interest on any particular bond issue.

**Enterprise Fund:** A standalone fund with its own assets, liabilities, fund balance, revenues and expenses in which a municipal service is operated as a business unit. Costs of the service are primarily recovered from user charges, and may be supplemented by general revenues.

**Excess Levy Capacity:** The difference between the levy limit and the amount of real and personal property taxes actually levied in a given year.

**Exemptions:** A discharge, established by statute, from the obligation to pay all or a portion of a property tax. The exemption is available to particular categories of property or persons upon the timely submission and approval of an application to the assessors. Properties exempt from taxation include hospitals, schools, houses of worship, and cultural institutions. Persons who may qualify for exemptions include disabled veterans, blind individuals, surviving spouses, and seniors.

**Expenditure:** The spending of money by the town and schools for the programs or projects within the approved budget.

**FTE:** A full-time equivalent employee based on a 40-hour work week. May be one or more employees, but the total weekly hours equal 40.

**Fiscal Year (“FY”):** A 12-month period, beginning July 1 and ending June 30, to which the annual budget applies and at the end of which a governmental unit determines its financial position and the results of its operations. The designation of the fiscal year is that of the calendar year in which it ends; for example, FY17 or FY 2017 is the fiscal year which begins July 1, 2016 and ends June 30, 2017.

**Free Cash:** Certified as of each July 1 by the State, this is the portion of Undesignated Fund Balance available for appropriation. It is not cash per se, rather it is approximately the total of cash and receivables less current liabilities and earmarked reserves, reduced also by reserves for uncollected taxes.

**Fund:** An accounting entity with a self-balancing set of accounts that is segregated for the purpose of carrying on identified activities or attaining certain objectives in accordance with specific regulations, restrictions or limitations.

**General Fund:** The fund into which the general (non-earmarked) revenues of the town are deposited and from which money is appropriated to pay expenses.

**General Obligation Bonds:** Bonds issued by the Town that are backed by the full faith and credit of its taxing authority.

**Joint Labor Management Negotiation Process:** A negotiation process available to Police and Fire Unions, which utilizes Commonwealth of Massachusetts’ mediators and arbitrators. If an arbitration decision is issued, it is binding upon the Executive Branch (The Select Board and Management Staff). Further, the Executive Branch must fully support such an arbitration decision before Town Meeting, even if they believe such a decision is not in the best interest of the Town.

**Level-Service Budget:** A budget that describes the funding required for maintaining current levels of service or activity, plus cost increases for contractual and mandated obligations. It brings previously approved programs forward at existing levels of service.

**Levy Ceiling:** A levy ceiling is one of two types of levy (tax) restrictions imposed by MGL Ch. 59 §21C (Proposition 2½). It states that, in any year, the real and personal property taxes imposed may not exceed 2½ percent of the

total full and fair cash value of all taxable property. Property taxes levied may exceed this limit only if the community passes a capital exclusion, debt exclusion, or a special exclusion. (See Levy Limit)

**Levy Limit:** A levy limit is one of two types of levy (tax) restrictions imposed by MGL Ch. 59 §21C (Proposition 2½). It states that the real and personal property taxes imposed by a city or town may only grow each year by 2½ percent of the prior year's levy limit, plus new growth and any overrides or exclusions. The levy limit can exceed the levy ceiling only if the community passes a capital expenditure exclusion, debt exclusion, or special exclusion. (See Levy Ceiling)

**Local Aid:** Revenue allocated by the Commonwealth to cities, towns, and regional school districts. Estimates of local aid are transmitted to cities, towns, and districts annually by the "Cherry Sheets." Most Cherry Sheet aid programs are considered general fund revenues and may be spent for any purpose, subject to appropriation.

**M.G.L.:** Massachusetts General Laws.

**New Growth:** The additional tax revenue generated by new construction, renovations and other increases in the property tax base during a calendar year. It does not include value increases caused by normal market forces or by revaluations. New growth is calculated by multiplying the assessed value associated with new construction, renovations and other increases by the prior year tax rate. The additional tax revenue is then incorporated into the calculation of the next year's levy limit.

**Other Post-Employment Benefits (OPEB):** The set of benefits, other than pensions, that government employees earn while actively working, but do not receive until they retire. Typically included is health insurance coverage for retirees, their spouses and in some cases their beneficiaries.

**Operating Budget:** A plan of proposed expenditures for personnel, supplies, and other expenses for the coming fiscal year.

**Overlay:** (Overlay Reserve or Allowance for Abatements and Exemptions) An account established annually to fund anticipated property tax abatements, exemptions and uncollected taxes in that year. The overlay reserve need not be funded by the normal appropriation process, but rather is raised on the tax rate recapitulation sheet, and cannot exceed an amount deemed reasonable by the Commissioner of Revenue.

**Overlay Surplus:** Any balance in the overlay account of a given year in excess of the amount remaining to be collected or abated can be transferred into this account. Within 10 days of a written request by the chief executive officer of a city or town, the assessors must provide a certification of the excess amount of overlay available to transfer. Overlay surplus may be appropriated for any lawful purpose. At the end of each fiscal year, unused overlay surplus is "closed" to surplus revenue, i.e., it becomes a part of free cash.

**Override:** A vote to increase the amount of property tax revenue that may be raised over the levy limit.

**Personnel Services:** The cost of salaries, wages and related employment benefits.

**Purchased Services:** The cost of services that are provided by a vendor.

**Raise:** A phrase used to identify a funding source for an expenditure which refers to money generated by the tax levy or other local receipt.

**Reserve Fund:** A fund appropriated each year that may be used only by vote of the Finance Committee for "extraordinary or unforeseen expenditures." **Revolving Fund:** Those funds that may be used for special uses. For example, Recreation fees may be paid into a revolving fund, and expenditures can be made without appropriation with the approval of the Town Administrator.

**Revolving funds:** are established by state law or town bylaw. Some revolving funds must be annually reauthorized by Town Meeting.

**Stabilization Fund:** A fund designed to accumulate amounts for capital and other future spending purposes, although it may be appropriated for any lawful purpose (MGL Ch. 40 §5B). Stabilization funds may be established for different purposes, and interest generated by such funds is added to and becomes part of the stabilization fund. A two-thirds vote of town meeting is required to establish, amend the purpose of, or appropriate money into or out of the stabilization fund.

**Tax Levy:** Total amount of dollars assessed in property taxes imposed by the Town each fiscal year. Tax Rate: The amount of property tax stated in terms of a unit of the municipal tax base; for example, \$14.80 per \$1,000 of assessed valuation of taxable real and personal property.

**Tax Title (or Tax Taking):** A collection procedure that secures a city or town's lien on real property and protects the municipality's right to payment of overdue property taxes. Otherwise, the lien expires if five years elapse from the January 1 assessment date and the property has been transferred to another owner. If amounts remain outstanding on the property after issuing a demand for overdue property taxes and after publishing a notice of tax taking, the collector may take the property for the city or town. After properly recording the instrument of taking, the collector transfers responsibility for collecting the overdue amounts to the treasurer. After six months, the treasurer may initiate foreclosure proceedings.

**Tax Title Foreclosure:** The procedure initiated by a city or town treasurer in Land Court or through land of low value to obtain legal title to real property already in tax title and on which property taxes are overdue. The treasurer must wait at least six months from the date of a tax taking to initiate Land Court foreclosure proceedings (MGL Ch. 60 §65).

**Triennial Certification:** The Commissioner of Revenue, through the Bureau of Local Assessment, is required to review local assessed values every three years and to certify that they represent full and fair cash value (FFCV). Refer to MGL Ch. 40 §56 and Ch. 59 §2A(c).

**Trust Fund:** In general, a fund for money donated or transferred to a municipality with specific instructions on its use. As custodian of trust funds, the treasurer invests and expends such funds as stipulated by trust agreements, as directed by the commissioners of trust funds or by town meeting. Both principal and interest may be used if the trust is established as an expendable trust. For nonexpendable trust funds, only interest (not principal) may be expended as directed.

**Turn Back:** Unexpended funds of a prior fiscal year operating budget are returned to the Town, which ultimately revert to Free Cash.

**Unreserved Fund Balance or Surplus Revenue Account:** The amount by which cash, accounts receivable and other assets exceed liabilities and restricted reserves. It is akin to the stockholders equity account on a corporate balance sheet. It is not, however, available for appropriation in full because a portion of the assets listed as "accounts receivable" may be taxes receivable and uncollected. (See Free Cash)

**Warrant:** An authorization for an action. For example, a town meeting warrant establishes the matters that may be acted on by that town meeting. A treasury warrant authorizes the treasurer to pay specific bills. The assessors' warrant authorizes the tax collector to collect taxes in the amount and from the persons listed, respectively.

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# TOWN OF NORTH READING

## Citizen Activity Form



(Scan QR code to complete this form online)

Paper copies can be returned to: Town Administrator, 235 North St, North Reading 01864

**I hereby request to be considered for membership to the following board(s) and/or committee(s):** (If more than one, please indicate your preference: 1,2,3...)

<input type="checkbox"/> Board of Assessors	<input type="checkbox"/> Economic Development Committee	<input type="checkbox"/> Recreation Committee
<input type="checkbox"/> Board of Health	<input type="checkbox"/> Forest Committee	<input type="checkbox"/> Transportation Committee
<input type="checkbox"/> Cable Advisory Committee	<input type="checkbox"/> Hillview Commission	<input type="checkbox"/> Veterans Event Committee
<input type="checkbox"/> Commission on Disabilities	<input type="checkbox"/> Historical Commission	<input type="checkbox"/> Water Commission
<input type="checkbox"/> Conservation Commission	<input type="checkbox"/> Land Utilization Committee	<input type="checkbox"/> Youth Services Committee
<input type="checkbox"/> Constables	<input type="checkbox"/> Library Trustees	<input type="checkbox"/> Zoning Board of Appeals
<input type="checkbox"/> Council on Aging	<input type="checkbox"/> Martins Pond Reclamation Study Committee	<input type="checkbox"/> Other:
<input type="checkbox"/> Cultural Council	<input type="checkbox"/> Sustainability Committee	

\_\_\_\_\_  
**Signature of Applicant**

\_\_\_\_\_  
**Date**

Full Name (Print): \_\_\_\_\_

E-mail Address: \_\_\_\_\_

Residence Address: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Phone Number(s): \_\_\_\_\_

Please specify:                      Home                      Office                      Mobile

**Membership in community organizations:**

\_\_\_\_\_  
**Do you have any skills, experience, or education you would like to mention?**

\_\_\_\_\_  
\_\_\_\_\_

**What is your reason for wanting to serve on this board / committee / other?**

\_\_\_\_\_

**Thank you for volunteering to serve your community**

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**Town of North Reading  
Spring Annual Town Meeting  
June 10, 2024  
North Reading, MA 01864**

**R E S I D E N T**

**N O R T H R E A D I N G , M A 0 1 8 6 4**