

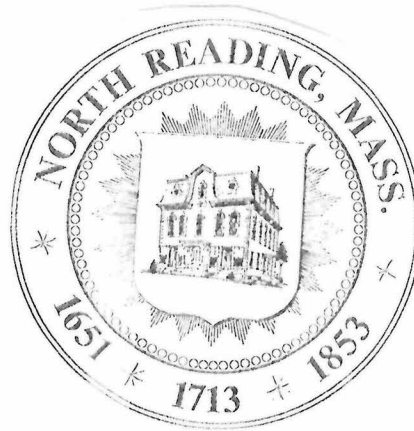
**TOWN OF NORTH READING
MASSACHUSETTS**

ANNUAL

TOWN MEETING WARRANT

AND

REPORT OF THE FINANCE COMMITTEE



MONDAY, JUNE 4, 2018

7:00 P.M.

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

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

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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.

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 Board of Selectmen 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 Manager.

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 over due. 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.

REPORT OF THE FINANCE COMMITTEE
TOWN MEETING, JUNE 2018

Through the hard work of town departments, the School Committee, Finance Committee, Financial Planning Team and the Board of Selectman, we are pleased to report that budget gaps for FY2019 have been closed. Many tough decisions had to be made throughout the process, at the price of various expanded offerings. The school's initiative to continue to improve the educational opportunities offered our children - "NRPS 2021" - contains many thoughtful additions. Unfortunately, due to tight money most of these initiatives will have to await funding. The municipal government also had to postpone various needed projects. Both budgets are level funded for FY2019.

The Finance Committee continues to be very concerned with the escalating costs of providing level services to the town. While the cost of goods and services continues to rise, revenues have not kept pace. It is imperative that we all work together to identify long term solutions to structural issues. Preliminary projections for the next several years indicate deficits are likely.

Health care for school and municipal employees as well as retirees continues to be a major budget driver. Through some new innovative programs, we have managed to contain major increases to this budget item for FY2019, but we can safely assume that next year it may not be as easily contained. Salary contractual obligations consume the larger part of our budgets; several contracts are currently in negotiation or about to be negotiated. The Finance Committee hopes that these can be settled satisfactorily with an eye towards the long term impact to the budgets.

We are very fortunate that through the diligence and perseverance of the Board of Selectmen, the CPC (Community Planning Committee), and the EDC (Economic Development Committee) as well as other committees and officials, the Berry Property sale was completed; Pulte Homes has started construction on the condo development. In the coming years this sale will bring much needed relief to the town in the form of additional tax revenue. However, it will be another 3-4 years at least before total build out and sale of the individual units are completed for the full benefits of this sale to be realized. Increased real estate tax revenue will help to fund our schools and town into the future. While the town received almost 20 million dollars for the sale of the property, it is the ongoing new tax revenue from which North Reading will benefit for years to come. The actual monies from the sale of land is a one time event. These funds must be protected and used wisely in ways such as leveraging borrowing for infrastructure. It is unlikely that North Reading will see such a large sum in the near future.

We must also do additional work towards growing our tax base, which includes commercial development especially along Route 28 and Concord Street. Expanding our commercial tax base is essential to the long-term sustainability of our operating budget. The EDC (Economic Development Committee), the CPC (Community Planning Committee) and our town planner, Danielle McKnight continue to work hard to locate grants, consider projects and investigate ways to expand this base.

We have come a long way over the past few years with several major projects underway. The Berry property is one such project but we have also been negotiating a permanent supply of quality water for the town. This is a substantial project which comes with an initial price tag, but

it is the hope that the project will offer the security of quality water on a consistent basis for many years.

The CIPC (Capital) committee has approved various large cap projects for 2019 to recommend to the Board of Selectmen. This committee works to recommend needed projects, while keeping our bonding at a manageable level. There is never enough money available for all requests; the committee must decide which projects need immediate funding and which requests can await future funding. This is seldom an easy decision since all projects are worthy of consideration. In making these decisions, costs of postponement, town safety, and effect on the Capital Budget are all major considerations. You will be asked to vote on the capital budget in this warrant.

The Finance Committee recommends that the Stabilization Fund be maintained at 5% of net revenue (the sum of the levy limit, state aid and local receipts). Currently the Stabilization Fund level is at \$2,272,154 or 4% of net revenue. No new monies will be added to this fund this year however we must seriously consider adding to this fund on an ongoing basis. The purpose of this fund is to protect the town in a true emergency and to help sustain our bond rating. It could be considered the town of North Reading's health insurance policy; it demonstrates the financial health of the town.

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

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

Respectfully Submitted,

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

**TOWN of NORTH READING
REVENUE FORECAST
June 4, 2018**

	FY 2018 Budget	FY 2019 Projection
TAXES:		
PRIOR YEAR ADJUSTED LEVY LIMIT	41,028,916	42,647,910
AMENDED NEW GROWTH		
ADD 2.5%	1,025,723	1,066,198
NEW GROWTH	593,271	508,000
ADJUSTED LEVY LIMIT	42,647,910	44,222,108
DEBT EXCLUSION - PERMANENT	1,756,654	1,633,161
DEBT EXCLUSION - HIGH SCHOOL/MIDDLE	4,602,506	4,633,350
EXCESS LEVY CAPACITY	(926)	
TOTAL TAXES	49,006,144	50,488,619
STATE AID: CHERRY SHEET - EXPANDED		
CHAPTER 70	7,010,717	7,083,527
UNRESTRICTED GENERAL GOVERNMENT AID	1,773,795	1,835,878
ANNUAL FORMULA LOCAL AID		
VETERANS' BENEFITS	171,638	193,479
POLICE CAREER INCENTIVE		
EXEMPTIONS: BLIND, ELDERLY, SURV SP	39,888	39,216
CHAPTER TUITION REIMBURSEMENT		11,374
SCHOOL LUNCH -OFFSET RECEIPT		
PUBLIC LIBRARIES - OFFSET RECEIPT	15,736	15,929
STATE OWNED LAND	35,292	44,036
	9,047,066	9,223,439
STATE AID: OTHER		
SBAB REIMBURSEMENT	243,393	243,393
TOTAL STATE AID	9,290,459	9,466,832
LOCAL RECEIPTS:		
MOTOR VEHICLE EXCISE	2,400,000	2,500,000
PENALTIES & INTEREST	200,000	220,000
PAYMENT IN LIEU OF TAXES	249,121	254,000
TRASH FEE	930,000	1,133,358
FEES	150,000	150,000
CEMETERY	25,000	25,000
DEPARTMENTAL REVENUE	30,000	40,000
LICENSES & PERMITS	350,000	405,000
FINES & FORFEITS	5,000	15,000
INVESTMENT INCOME	10,000	260,000
MUNICIPAL MEDICAID	50,000	50,000
MISC. RECURRING- MEALS TAX	200,000	215,000
MISC. NON-RECURRING	-	
TOTAL LOCAL RECEIPTS	4,599,121	5,267,358
REVENUE SUB-TOTAL	62,895,724	65,222,809
OTHER FINANCING SOURCES:		
TRNSFR FR RESERVE SEPTIC LOANS	15,872	15,872
DEBT SERVICE STABILIZATION FUND	1,051,637	1,200,000
CIPC-DEBT SERVICE STABILIZATION FUND	122,029	-
DEBT EXCLUSION/BATCH PREMIUM	43,916	43,916
TRANSFER FROM CELL TOWER ACCT.	300,000	300,000
TRANSFER FROM CONCOM ACCT.		
TRANSFER FROM CEMETERY ACCT.	10,000	10,000
TRANSFER FROM PERPETUAL CARE	20,000	20,000
TRNSFR FROM AMBULANCE RESERVE	566,228	577,553
TRANSFER FROM WATER (INDIRECT)	445,521	458,887
TRANSFER FROM RECREATION (INDIRECT)	3,200	3,100
TRANSFER FROM SOLID WASTE STAB		
TRANSFER FROM TOWN OWNED LAND		
TRANSFER FROM PREMIUM FOR SALE OF BONDS	-	
TRANSFER FROM STABILIZATION	-	
OTHER POST EMPLOYMENT TRUST FUND	250,000	
HEALTH INSURANCE TRUST FUND	50,000	50,000
USE OF FREE CASH		
	2,878,403	2,679,328
TOTAL GENERAL FUND REVENUE	65,774,128	67,902,137
Expenditures	65,774,128	67,902,137
Variance	(0)	(0)

TOWN of NORTH READING
FY18 APPROPRIATION PROJECTION
 June 4, 2018

APPROPRIATIONS:

DEPARTMENT	FY18 Revised Budget	FY19 Selectmen Recommendations
SELECTMEN	24,014	26,341
MODERATOR	50	50
TOWN ADMIN.	249,431	258,664
HUMAN RESOURCES	180,169	177,694
SALARY POOL	497,821	232,966
FINANCE COMMITTEE	2,050	2,050
RESERVE FUND	120,500	110,000
FINANCE DIRECTOR	188,096	197,986
ACCOUNTING	192,119	196,461
ASSESSING	234,468	226,397
TREASURY	64,287	64,287
COLLECTION	279,383	287,528
LEGAL COUNSEL	115,000	130,500
INFO SYSTEMS	467,885	431,462
Info Systems Capital	15,000	35,000
TOWN CLERK and Elections	227,724	281,729
Town Clerk Misc. Capital	0	0
CONSERVATION COMM.	34,580	41,788
COMMUNITY PLANNING	163,102	186,232
CPC Misc. Capital	0	0
BOARD OF APPEALS	22,057	25,607
PUBLIC SAFETY DIRECTOR	0	30,000
POLICE DEPARTMENT	3,845,780	3,981,144
Police Misc. Capital	105,186	70,124
FIRE DEPARTMENT	3,115,246	3,376,192
Fire Misc. Capital	42,850	79,268
CODE ENFORCEMENT	235,617	250,099
EMERGENCY MANAGEMENT	3,478	3,478
DEPT. of PUBLIC WORKS	2,109,168	2,306,169
DPW Misc. Capital	83,000	19,000
FUEL	150,000	150,000
SANITATION	968,749	1,252,988
HEALTH	219,059	224,274
ELDER SERVICES	156,839	162,947
Elder Services Misc. Capital	0	0
VETERANS' SERVICES	344,301	348,483
LIBRARY	540,530	575,773
RECREATION	211,099	218,224
YOUTH SERVICES	57,127	59,055
GENERAL GOVT. SUB TOTAL	15,265,765	16,019,958
 SCHOOL OPERATIONS	 29,633,545	 30,746,047
GEN. GOVT. & SCHOOL SUB TOTAL	44,899,310	46,766,005
 UNAPPROPRIATED and OTHER SHARED COSTS:		
CAPITAL IMPROVEMENT PLAN	175,000	
REGIONAL SCHOOL ASSESSMENT	583,440	624,198
DEBT SERVICE NON-EXEMPT	1,203,029	1,206,831
DEBT SERVICE EXEMPT	6,608,130	6,553,820
DEBT SERVICE LITTLE SCHOOL ROOF	86,800	84,343
DEBT SERVICE - SHORT TERM INTEREST	50,000	46,198
EMPLOYEE BENEFITS	10,535,021	10,952,134
OTHER POST EMPLOYMENT BENEFITS	300,000	300,000
TO CAPITAL IMPROVEMENT STABILIZATION &STABILIZATION		0
STATE & COUNTY CHARGES	193,440	221,976
CHERRY SHEET OFFSETS	15,736	15,929
EXCESS CAPACITY NOT APPROPRIATED	0	0
RESERVE for ABATE & EXEMPT.	321,000	325,000
SNOW & ICE DEFICIT	260,250	300,000
RETIREMENTS	207,179	180,000
GENERAL LIABILITY INSURANCE	335,793	325,703
RAISE & APPROPRIATE FOR OTHER ARTICLES		
USE OF FREE CASH		
APPROPRIATED at OCTOBER TOWN MEETING		
OTHER COSTS SUB TOTAL	20,874,818	21,136,132
 GRAND BUDGET TOTAL	65,774,128	67,902,137
 REVENUE PROJECTION	65,774,128	67,902,137
PROJECTED SURPLUS/(DEFICIT)	(0)	(0)

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 PASSOVER

A motion to defer action on an article indefinitely. No action would be taken under the article other than the vote to passover. If the vote to passover 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

ANNUAL TOWN MEETING

JUNE 4, 2018

7:00 P.M.

Middlesex, SS.

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

IN THE NAME OF THE COMMONWEALTH OF MASSACHUSETTS, you are hereby directed to notify and warn the inhabitants of said Town, qualified to vote in Town affairs, to meet at the Daniel H. Shay Performing Arts Center, North Reading High School, Park Street in said North Reading, on **MONDAY**, the **FOURTH DAY OF JUNE, 2018**, at **seven o'clock** in the evening, then and there to act on the following articles:--

Article 1 FY2018 Budget Amendment

To see if the Town will vote to amend the FY2018 Operating Budget voted under Article 15 of the June 5, 2017 Annual Town Meeting, including the funding of the first year of certain collective bargaining agreements, and appropriate by transfer from unexpended funds remaining in Warrant Articles of previous years, or appropriate by transfer from any available source of funds, or borrow a sum of money for such purposes; or what it will do in relation thereto.

Sponsor: Board of Selectmen

Description...

This is a routine article to provide supplemental funding for department budgets for FY2018, including potentially funding the first year of certain collective bargaining agreements. A request for funds will be available for town meeting, if necessary.

Recommendations ...

Selectmen: Recommendation to be made at Town Meeting.

Finance Committee: Recommendation to be made at Town Meeting.

Article 2 Fund FY2018 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 FY2018 Snow and Ice Budget; or what it will do in relation thereto.

Sponsor: Board of Selectmen

Description...

This article provides funds necessary for the Snow and Ice Budget that is in deficit for fiscal year ending June 30, 2018.

Recommendations ...

Selectmen: Recommended.

Finance Committee: Recommended.

Article 3 FY2018 Appropriate Funds to Capital Improvement Stabilization Fund

To see if the Town will vote to transfer a sum of money from the FY2018 Operating Budget voted under Article 15 of the June 5, 2017 Annual Town Meeting, or appropriate by transfer from any available source of funds a sum of money to be added to the Capital Improvement Stabilization Fund established under Article 5 of the October 2007 Town Meeting; or what it will do in relation thereto.

Sponsor: Board of Selectmen

Description...

The Board of Selectmen proposes to transfer surplus funds, if any, to the Town's Capital Improvement Stabilization Fund. The use of this fund includes funding capital purchases in order to reduce the need for borrowing for certain projects. The current balance in the account is \$1,310,414. An estimated amount is to be added to the Fund from various sources under this article.

Recommendations ...

Selectmen: Recommended.

Finance Committee: Recommended.

Article 4 FY2018 Transfer Funds to Water Stabilization Fund

To see if the Town will vote to transfer a sum of money from the FY2018 Operating Budget voted under Article 15 of the June 5, 2017 Annual Town Meeting, FY2018 Water Department retained earnings or appropriate by transfer from any available source of funds a sum of money to be added to the Water Stabilization Fund; or what it will do in relation thereto.

Sponsor: Finance Committee

Description...

The Water Stabilization Fund is used to fund water enterprise capital projects and other water enterprise related purposes. It is proposed an amount be transferred from Water Retained Earnings into the Water Stabilization Fund. The present balance in the Fund is \$890,461.

Recommendations ...

Selectmen: Recommendation to be made at Town Meeting.

Finance Committee: Recommendation to be made at Town Meeting

Article 5 FY2018 Appropriate Money to Stabilization Fund

To see if the Town will vote to transfer a sum of money from the FY2018 Operating Budget voted under Article 15 of the June 5, 2017 Annual Town Meeting, or appropriate by transfer from any available source of funds a sum of money to be added to the Stabilization Fund; or what it will do in relation thereto.

Sponsor: Finance Committee

Description...

The Board of Selectmen proposes to transfer surplus funds, if any, to the Town's Stabilization Fund. The Stabilization Fund may be used for any lawful purpose, however, it represents the Town's rainy day fund for unexpected emergencies. The current balance in the account is \$2,272,154.

Recommendations ...

Selectmen: Recommendation to be made at Town Meeting.

Finance Committee: Recommendation to be made at Town Meeting.

Article 6 FY2018 Transfer Funds to Other Post Employment Benefits Liability Trust Fund

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

Sponsor: Board of Selectmen

Description...

This article will transfer surplus funds, if any, to supplement a reserve account to pay for future health costs for retirees. It is anticipated that transfers into this account will continue in upcoming fiscal years. The current balance in this account is \$914,524.

Recommendations...

Selectmen: Recommendation to be made at Town Meeting.

Finance Committee: Recommendation to be made at Town Meeting.

Article 7 FY2018 Transfer Funds to Solid Waste Stabilization Fund

To see if the Town will vote to transfer a sum of money from the FY2018 Operating Budget voted under Article 15 of the June 5, 2017 Annual Town Meeting, or appropriate by transfer from any available source of funds a sum of money to be added to the Solid Waste Stabilization Fund established under Article 23 of the April 3, 2006 Town Meeting; or what it will do in relation thereto.

Sponsor: Board of Selectmen

Description...

This article seeks to transfer surplus funds, if any, from funding sources including Trash Receipts to be used to offset future Solid Waste costs. The current balance in this account is \$125,565

Recommendations...

Selectmen: Recommendation to be made at Town Meeting.

Finance Committee: Recommendation to be made at Town Meeting.

Article 8 Select Town Officers

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

Sponsor: Board of Selectmen

Description...

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

Recommendations ...

Selectmen: Recommended.

Finance Committee: No Action Required.

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

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

Sponsor: Board of Selectmen

Description...

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

Recommendations ...

Selectmen: Recommended.

Finance Committee: No Action Required.

Article 10 Authorize Director of Public Works to Accept Easements

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

Sponsor: Board of Selectmen

Description...

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

Recommendations ...

Selectmen: Recommended.

Finance Committee: Recommended.

Article 11 Authorize Treasurer to Enter into Compensating Balance Agreements

To see if the Town will vote to authorize its Treasurer/Collector to enter into a compensating balance agreement or agreements for FY2019 pursuant to MGL Chapter 44, Section 53F; or what it will do in relation thereto.

Sponsor: Board of Selectmen

Description...

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

Recommendations ...

Selectmen: Recommended.

Finance Committee: Recommended.

Article 12 Authorize Chapter 90 Highway Construction

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

Sponsor: Department of Public Works

Description...

This article authorizes the use of Chapter 90 State Highway Aid for road and highway improvements. The Town anticipates receiving \$514,688 in Fiscal Year 2019 Chapter 90 Funding for local projects.

Recommendations ...

Selectmen: Recommended.

Finance Committee: Recommended.

Article 13 Prior Year Bills

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

Sponsor: Board of Selectmen

Description...

This article provides for payment of prior fiscal year bills which were not submitted prior to the end of fiscal year 2017. The requested amount for prior year bills will be available at Town Meeting. A 4/5 vote is required for approval of this article.

Recommendations ...

Selectmen: Recommendation to be made at Town Meeting.

Finance Committee: Recommendation to be made at Town Meeting.

Article 14 FY 2019 Operating Budget

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

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

for the fiscal year ending June 30, 2019 to appropriate the funds required for the aforementioned purposes and/or to fund the first year of certain collective bargaining agreements; and to raise these funds by taxation as authorized by MGL Ch. 59, by transferring unexpended funds remaining in accounts established by Warrant Articles of previous Town Meetings or any other available source of funds; or what it will do in relation thereto.

Description...

This Article is the annual operating budget of General Government, including potentially funding the first year of certain collective bargaining agreements, and the School Department. It sets forth appropriations of funds to pay for all the normal costs of providing governmental services to the community for the period of July 1, 2018 to June 30, 2019. The budget is voted in two (2) motions; one for appropriations requiring a majority vote and a second for appropriations requiring a 2/3rd vote.

Recommendations ...

Selectmen: Recommended.

Finance Committee: Recommended.

FY2019

FUNCTION SUMMARY						
FY17 Budget	FY17 Expended	FY18 Budget	DEPT. REQUEST	SELECTMEN REC	FINCOM REC	
ALL COSTS						
66,935,732	65,361,212	70,093,653	73,579,107	72,805,966	72,805,966	
GENERAL GOVERNMENT:						
ADMINISTRATION						
1,435,317	882,868	1,524,828	1,288,968	1,278,968	1,278,968	
11,206,099	10,913,308	11,973,059	12,403,778	12,391,255	12,391,255	
7,420,246	7,312,706	7,567,216	8,455,802	8,014,578	8,014,578	
2,951,613	3,107,998	3,310,917	3,925,842	3,728,157	3,728,157	
1,408,666	1,340,896	1,326,521	1,539,696	1,427,987	1,427,987	
	199,858	219,739	253,627	253,627	253,627	
29,252,244	29,184,011	30,216,985	31,370,245	31,370,245	31,370,245	
7,810,622	7,759,172	7,947,961	7,891,192	7,891,192	7,891,192	
5,240,123	4,660,395	6,006,427	6,449,957	6,449,957	6,449,957	

Above is a summary, by function, of the FY2019 Operating Budgets of all Town Departments. The detail for these budgets is on the following pages.

THIS SPACE for NOTES

	FY17 Budget	FY17 Expended	FY18 Budget	DEPT REQUEST	SELECTMEN REC	FINCOM REC
FUNCTION SUMMARY						
A D M I N I S T R A T I O N						
MODERATOR	50	-	50	50	50	50
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	2,025	902	2,050	2,050	2,050	2,050
3 SALARIES	1,500	698	1,500	1,500	1,500	1,500
4 EXPENSES	525	204	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	103,995	-	120,500	110,000	110,000	110,000
5 EXPENSES	103,995		120,500	110,000	110,000	110,000
This fund is appropriated to provide for extraordinary and unforeseen expenditures. In FY17 the Reserve Fund was budgeted at \$110,000 of which \$6,044 was transferred to various departments. FY18 was budgeted at \$135,200 of which \$14,700 was transferred to various departments. In both years, the additional budgets and expenditures are included under the appropriate departments.						
GENERAL INSURANCE	318,810	301,558	335,793	325,703	325,703	325,703
6 EXPENSES	318,810	301,558	335,793	325,703	325,703	325,703 *

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

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

June 4, 2018

FY2019

FUNCTION SUMMARY						
	FY17 Budget	FY17 Expended	FY18 Budget	DEPT. REQUEST	SELECTMEN REC	FINCOM REC
TOWN COUNSEL	128,000	127,998	115,000	130,500	130,500	130,500
7 EXPENSES	128,000	127,998	115,000	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.						
SELECTMEN	23,820	23,310	24,014	26,341	26,341	26,341
8 SALARIES	20,495	20,495	20,489	22,816	22,816	22,816
9 EXPENSES	3,325	2,815	3,525	3,525	3,525	3,525
This appropriation provides for a part-time clerical support for the Board of Selectmen, the services of a recording secretary, and expenses.						
TOWN ADMINISTRATOR	241,457	238,540	249,431	268,664	258,664	258,664
10 SALARIES	198,807	203,188	199,181	215,564	215,564	215,564
11 EXPENSES	42,650	35,352	50,250	53,100	43,100	43,100
12 CAPITAL	-	-	-	-	-	-
* Line 10 Fund \$19,679 from WATER REVENUE						
This budget provides for the compensation of the Town Administrator, Administrative Assistant, and occasional additional clerical support. Expenses include the administrative costs of General Government, Town Meeting etc.						
HUMAN RESOURCES	131,801	124,239	180,169	177,694	177,694	177,694
13 SALARIES	108,901	104,519	154,470	161,444	161,444	161,444
14 EXPENSES	22,900	19,720	25,699	16,250	16,250	16,250
15 CAPITAL	-	-	-	-	-	-
This budget provides for the compensation of the Human Resources Director and Part-Time Benefits Coordinator						
SALARY POOL SUPPLEMENT	485,359	66,322	497,821	247,966	247,966	247,966
Overtime and Longevity	15,000	-	15,000	15,000	15,000	15,000
Retirement Incentives/Buy-backs	-	-	-	-	-	-
Compensation Change	470,359	66,322	482,821	232,966	232,966	232,966
16 SALARY POOL SUPPLEMENT	485,359	66,322	497,821	247,966	247,966	247,966

This line item provides for overtime which may be necessary from time to time within the various General Government Departments and included in this line item is the cost of living increase to fund union employee and labor contracts. The budgeted amount for FY17 was \$986,064 of which \$500,705 was distributed to various departments where the budget and expenditure are included. The budgeted amount for FY18 was \$502,521 of which \$4,700 has been transferred to date

THIS SPACE for NOTES

June 4, 2018

FY2019

	FY17 Budget	FY17 Expended	FY18 Budget	DEPT. REQUEST	SELECTMEN REC	FINCOM REC
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FUNCTION SUMMARY

F I N A N C E

FINANCE DIRECTOR	75,976	77,519	188,096	210,509	197,986	197,986
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17 SALARIES	75,976	77,519	188,096	210,509	197,986	197,986 *
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* Line 17 Fund \$1,568 from WATER REVENUE

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

ACCOUNTING	293,847	268,395	192,119	196,461	196,461	196,461
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18 SALARIES	216,767	216,766	111,844	116,186	116,186	116,186 *
19 EXPENSES	77,080	51,629	80,275	80,275	80,275	80,275 *
20 CAPITAL	-	-	-	-	-	-

* Line 18 Fund \$13,082 from WATER REVENUE

* Line 19 Fund \$10,446 from WATER REVENUE

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

ASSESSING	236,815	236,755	234,468	226,397	226,397	226,397
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21 SALARIES	193,680	193,680	187,350	182,819	182,819	182,819
22 EXPENSES	43,135	43,075	47,118	43,578	43,578	43,578
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	67,874	67,874	64,287	64,287	64,287	64,287
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24 SALARIES	67,874	67,874	64,287	64,287	64,287	64,287
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.

FY2019

	FY17 Budget	FY17 Expended	FY18 Budget	DEPT. REQUEST	SELECTMEN REC	FINCOM REC
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FUNCTION SUMMARY

COLLECTION	278,987	276,394	279,383	287,528	287,528	287,528
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27 SALARIES	198,290	198,288	195,186	205,282	205,282	205,282 *
28 EXPENSES	80,697	78,106	84,197	82,246	82,246	82,246 *
29 CAPITAL	-	-	-	-	-	-

- * Line 27 Fund \$18,165 from WATER REVENUE
- * Line 28 Fund \$759 from WATER REVENUE

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.

INFORMATION SYSTEMS	443,342	358,692	482,885	466,462	466,462	466,462
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30 SALARIES	174,303	100,861	200,185	148,992	148,992	148,992 *
31 EXPENSES	246,974	228,671	267,700	282,470	282,470	282,470 *
32 CAPITAL	22,065	29,160	15,000	35,000	35,000	35,000

- * Line 30 Fund \$9,789 from WATER REVENUE
- * Line 31 Fund \$15,041 from WATER REVENUE

The IT Department is responsible for the data processing effort for General Government. The department is staffed with a full-time Information Technology Director and one full-time computer technician.

PENSIONS & BENEFITS	9,809,258	9,627,679	10,531,821	10,952,134	10,952,134	10,952,134
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County Retirement	3,499,063	3,499,063	3,726,502	3,861,918	3,861,918	3,861,918
Workers' Compensation	286,622	282,779	324,603	334,341	334,341	334,341
Employment Security	20,000	12,985	20,000	20,000	20,000	20,000
Health Insurance	5,414,000	5,290,409	5,850,600	6,104,395	6,104,395	6,104,395
Life Insurance	21,000	19,818	21,000	21,000	21,000	21,000
Medicare	513,573	490,287	534,116	555,480	555,480	555,480
Public Safety Disability	30,000	-	30,000	30,000	30,000	30,000
Retired Public Safety Medical	-	-	-	-	-	-
Uninsured Medical	25,000	32,338	25,000	25,000	25,000	25,000

33 PENSIONS & BENEFITS	9,809,258	9,627,679	10,531,821	10,952,134	10,952,134	10,952,134 *
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- * Line 33 Fund \$238,319 from WATER REVENUE
- * Line 33 Fund \$3,100 from PARKS and RECREATION REVENUE
- * Line 33 Fund \$50,000 from HEALTH INSURANCE RECOVERY FUND
- * Line 33 Fund \$300,000 from CELL TOWER REVENUE

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

THIS SPACE for NOTES

June 4, 2018

FY2019

FUNCTION SUMMARY

PUBLIC SAFETY

PUBLIC SAFETY ADMINISTRATION

34 SALARIES	3,871,400	3,819,697	3,950,966	4,378,466	4,051,268	4,051,268
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 through bylaw						

POLICE DEPARTMENT

36 SALARIES	3,497,166	3,497,164	3,554,698	4,052,983	3,725,785	3,725,785
37 EXPENSES	271,695	240,639	291,082	255,359	255,359	255,359
38 CAPITAL	102,539	81,894	105,186	70,124	70,124	70,124

Operations

Salaries	3,460,994	3,477,475	3,518,187	3,825,473	3,654,684	3,654,684
Expenses	264,858	239,634	285,932	247,709	247,709	247,709
Capital	102,539	81,894	105,186	70,124	70,124	70,124
	3,828,391	3,799,003	3,909,305	4,143,306	3,972,517	3,972,517

The Police Department presently consists of thirty-two (32) full-time sworn personnel, one (1) non-sworn Administrative Assistant and one (1) non-sworn Mental Health/Substance Abuse Clinician. 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) full-time Detectives and one (1) full-time School Resource Officer. The Community Services Division is staffed by one Sergeant. The Department performs several major functions including but not limited to: Law Enforcement, Community Policing, Crime Prevention, Crime Investigation, responding to calls for service, housing prisoners, and Administrative Functions. In addition, the Department is the enforcement branch for Town Government and works with various Town Agencies in investigating and prosecuting cases on their behalf.

Animal Control

Salaries	36,172	19,689	36,511	18,965	18,965	18,965
Expenses	6,837	1,005	5,150	5,150	5,150	5,150
Capital	-	-	-	-	-	-
	43,009	20,694	41,661	24,115	24,115	24,115

The Animal Control is staffed with (1) part time officer who is responsible for the investigation and response to animal related calls for service.

Dispatch

Salaries	-	-	-	208,546	52,136	52,136
Expenses	-	-	-	2,500	2,500	2,500
Capital	-	-	-	-	-	-
	-	-	-	211,046	54,636	54,636

The FY 2019 budget proposes to establish a dedicated civilian dispatch function consisting of 3 full-time employees and two part-time employees

FIRE DEPARTMENT

Operations

39 SALARIES	2,714,280	2,714,278	2,713,103	3,023,889	3,023,889	3,023,889
40 EXPENSES	331,932	283,155	402,143	352,303	352,303	352,303
41 CAPITAL	33,100	31,473	42,850	79,268	79,268	79,268

* Line 39 Fund \$399,258 from AMBULANCE RESERVE

* Line 40 Fund \$178,295 from AMBULANCE RESERVE

Expenses

Salaries	2,618,680	2,690,297	2,668,103	3,018,889	3,018,889	3,018,889
Expenses	164,894	142,763	184,894	161,308	161,308	161,308
Capital	27,100	25,510	36,850	46,845	46,845	46,845
	2,810,674	2,858,570	2,889,847	3,227,042	3,227,042	3,227,042

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.

FY2019

Fire Alarm

FUNCTION SUMMARY				FY17 Budget	FY17 Expended	FY18 Budget	DEPT. REQUEST	SELECTMEN REC	FINCOM REC
Fire Alarm									
Salaries	-	-	-	-	-	-	-	-	-
Expenses	10,500	12,066	10,500	10,500	10,500	10,500	10,500	10,500	10,500
Capital	6,000	5,963	6,000	32,423	32,423	32,423	32,423	32,423	32,423
	<u>16,500</u>	<u>18,029</u>	<u>16,500</u>	<u>42,923</u>	<u>42,923</u>	<u>42,923</u>	<u>42,923</u>	<u>42,923</u>	<u>42,923</u>
The Fire Alarm Program is responsible for maintaining the Fire Alarm System throughout the Town as well as the communications system of the Fire Department.									
Emergency Medical Service									
Salaries	-	-	-	-	-	-	-	-	-
Expenses	154,298	126,902	198,298	178,295	178,295	178,295	178,295	178,295	178,295
Capital	-	-	-	-	-	-	-	-	-
	<u>154,298</u>	<u>126,902</u>	<u>198,298</u>	<u>178,295</u>	<u>178,295</u>	<u>178,295</u>	<u>178,295</u>	<u>178,295</u>	<u>178,295</u>
The EMS Program is responsible for providing the emergency medical & ambulance services to the residents of the Town. The Department currently has 10 Emergency Medical Technicians and 12 Paramedics.									
Call Force									
Salaries	45,000	23,094	45,000	5,000	5,000	5,000	5,000	5,000	5,000
Expenses	2,240	1,424	8,451	2,200	2,200	2,200	2,200	2,200	2,200
Capital	-	-	-	-	-	-	-	-	-
	<u>47,240</u>	<u>24,518</u>	<u>53,451</u>	<u>7,200</u>	<u>7,200</u>	<u>7,200</u>	<u>7,200</u>	<u>7,200</u>	<u>7,200</u>
The Call Department is budgeted to supplement the permanent full-time force on a part-time basis.									
Fire & Police Mechanic									
Salaries	50,600	887	-	-	-	-	-	-	-
Expenses	-	-	-	-	-	-	-	-	-
Capital	-	-	-	-	-	-	-	-	-
	<u>50,600</u>	<u>887</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Maintenance services for the vehicles in these two departments have been moved to each departments expenses									
EMERGENCY MANAGEMENT									
42 SALARIES	-	-	90	3,478	3,478	3,478	3,478	3,478	3,478
43 EXPENSES	-	-	90	3,478	3,478	3,478	3,478	3,478	3,478
44 CAPITAL	-	-	-	-	-	-	-	-	-
CODE ENFORCEMENT									
45 SALARIES	219,241	219,239	214,580	298,519	226,094	226,094	226,094	226,094	226,094
46 EXPENSES	19,257	18,585	21,037	24,005	24,005	24,005	24,005	24,005	24,005
47 CAPITAL	-	-	-	-	-	-	-	-	-
	<u>163,802</u>	<u>163,798</u>	<u>158,055</u>	<u>200,080</u>	<u>166,219</u>	<u>166,219</u>	<u>166,219</u>	<u>166,219</u>	<u>166,219</u>
Building Inspection	12,842	11,754	13,317	14,050	14,050	14,050	14,050	14,050	14,050
Salaries	176,444	175,552	171,372	214,130	180,269	180,269	180,269	180,269	180,269
Expenses	-	-	-	-	-	-	-	-	-
Capital	-	-	-	-	-	-	-	-	-
The Code Enforcement Department is staffed with a full-time Department Head/Building Inspector, one part-time inspector and one full-time clerical staff for all code enforcement activities. This Department is responsible for issuing all building permits and inspection of all new construction as well as enforcing the Architectural Access Board Regulations and several local bylaws including the Zoning Bylaw.									

June 4, 2018

FUNCTION SUMMARY

Plumbing & Gas Inspection	20,720	19,471	21,096	41,349	22,067	22,067
Salaries	2,533	2,593	2,833	4,250	4,250	4,250
Expenses	23,253	22,064	23,929	45,599	26,317	26,317
This program is staffed with a part-time inspector who is responsible for inspecting all new and repaired gas and plumbing installations						
Weights & Measures	6,420	6,045	6,420	6,420	6,420	6,420
Salaries	800	1,123	975	1,275	1,275	1,275
Expenses	7,220	7,168	7,395	7,695	7,695	7,695
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	28,499	29,925	29,009	50,671	31,389	31,389
Salaries	3,082	3,115	3,912	4,430	4,430	4,430
Expenses	31,581	33,040	32,921	55,101	35,819	35,819
This program is staffed with a part-time inspector and a part-time assistant who is responsible for the inspection of all new and changed electrical services						
HEALTH	231,036	226,190	219,059	265,874	224,274	224,274
48 SALARIES	144,404	142,403	132,427	138,042	138,042	138,042
49 EXPENSES	86,632	83,787	86,632	127,832	86,232	86,232
50 CAPITAL	-	-	-	-	-	-
Administration	144,404	142,403	132,427	138,042	138,042	138,042
Salaries	6,120	5,989	6,120	5,720	5,720	5,720
Expenses	150,524	148,392	138,547	143,762	143,762	143,762
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 a full-time Administrative Assistant						
Environmental Health	68,962	66,513	68,962	68,962	68,962	68,962
Salaries	68,962	66,513	68,962	68,962	68,962	68,962
Expenses	-	-	-	-	-	-
This program provides for the enforcement of Environmental and Sanitary Codes, Local Regulations and Mosquito Control Programs						
Community Health	11,550	11,285	11,550	53,150	11,550	11,550
Salaries	-	-	-	-	-	-
Expenses	11,550	11,285	11,550	53,150	11,550	11,550
Misc Capital	-	-	-	-	-	-
This program provides for Communicable Disease Surveillance and follow-up. Immunization Clinics and Non-Communicable Disease Screenings performed by the Visiting Nurse Association						

June 4, 2018

FY2019

	FY17 Budget	FY17 Expended	FY18 Budget	DEPT REQUEST	SELECTMEN REC	FINCOM REC
FUNCTION SUMMARY						
P U B L I C W O R K S						
OPERATIONS						
	2,023,949	2,078,536	2,192,168	2,522,854	2,325,169	2,325,169

FUNCTION SUMMARY
PUBLIC WORKS

OPERATIONS

51 SALARIES	870,749	889,892	996,153	1,185,862	1,152,802	*
52 EXPENSES	1,125,525	1,161,900	1,113,015	1,153,367	1,153,367	*
53 CAPITAL	27,675	26,745	83,000	183,625	19,000	19,000

- * Line 51 Fund \$89,004 from WATER REVENUE
- * Line 52 Fund \$24,603 from WATER REVENUE
- * Line 52 Fund \$10,000 from CEMETERY FUNDS
- * Line 52 Fund \$20,000 from PERPETUAL CARE

Administration

...Salaries	54,835	48,621	54,401	124,176	124,176	
...Expenses	11,050	10,924	20,950	20,950	20,950	
...Capital	-	-	8,000	-	-	
	65,885	59,545	83,351	145,126	145,126	

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	25,119	24,295	25,119	47,225	39,125	39,125
...Expenses	2,000	1,540	3,000	3,000	3,000	3,000
	27,119	25,835	28,119	50,225	42,125	42,125

Engineering is staffed with 1 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	322,058	264,512	392,331	406,483	381,523	381,523
...Expenses	132,740	99,919	139,040	139,490	139,490	139,490
...Capital	7,675	6,745	40,000	83,125	4,500	4,500
	462,473	371,176	571,371	629,098	525,513	525,513

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

Snow & Ice

...Salaries	-	112,278	-	-	-	-
...Expenses	235,000	382,971	175,000	175,000	175,000	175,000
	235,000	495,249	175,000	175,000	175,000	175,000

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

Street Lighting

...Expenses	65,000	63,378	70,000	72,100	72,100	72,100
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This budget item provides for the amount to be paid to RMLD to illuminate street lights.

Trees

...Expenses	32,000	11,930	32,000	36,000	36,000	36,000
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Tree Expenses consist of the yearly contractual costs to maintain and remove trees

FY2019

	FY17 Budget	FY17 Expended	FY18 Budget	DEPT. REQUEST	SELECTMEN REC	FINCOM. REC
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FUNCTION SUMMARY

Machinery Maintenance

Salaries	129,294	128,276	136,084	149,419	149,419	149,419
Expenses	105,000	96,193	105,000	114,200	114,200	114,200
Capital	-	-	20,000	6,500	-	-
	<u>234,294</u>	<u>224,469</u>	<u>261,084</u>	<u>270,119</u>	<u>263,619</u>	<u>263,619</u>

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

Salaries	93,142	122,943	97,753	132,566	132,566	132,566
Expenses	9,500	5,463	21,300	21,300	21,300	21,300
Capital	-	-	15,000	33,000	6,500	6,500
	<u>102,642</u>	<u>128,406</u>	<u>134,053</u>	<u>186,866</u>	<u>160,366</u>	<u>160,366</u>

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

Salaries	88,277	88,353	102,661	106,284	106,284	106,284
Expenses	428,332	405,691	441,822	466,424	466,424	466,424
Capital	20,000	20,000	-	61,000	8,000	8,000
	<u>536,609</u>	<u>514,044</u>	<u>544,483</u>	<u>633,708</u>	<u>580,708</u>	<u>580,708</u>

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

Salaries	158,024	100,614	187,804	219,679	219,679	219,679
Expenses	104,903	83,891	104,903	104,903	104,903	104,903
Capital	-	-	-	-	-	-
	<u>262,927</u>	<u>184,505</u>	<u>292,707</u>	<u>324,582</u>	<u>324,582</u>	<u>324,582</u>

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.

SOLID WASTE MANAGEMENT

	927,664	928,333	968,749	1,252,988	1,252,988	1,252,988
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54 SALARIES

	19,789	14,024	16,264	21,032	21,032	21,032
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55 EXPENSES

	907,875	914,309	962,485	1,231,956	1,231,956	1,231,956
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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

	-	101,129	150,000	150,000	150,000	150,000
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56 EXPENSES

	-	101,129	150,000	150,000	150,000	150,000
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The Fuel Budget provides funds to pay for fuel for all Town Vehicles except the those belonging to the School Department.

FY2019

	FY17 Budget	FY17 Expended	FY18 Budget	DEPT. REQUEST	SELECTMEN REC.	FINCOM REC.
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FUNCTION SUMMARY

GENERAL SERVICES

TOWN CLERK	272,401	269,036	227,724	288,629	281,729	281,729
57 SALARIES	220,884	220,883	192,799	229,482	229,482	229,482
58 EXPENSES	49,517	46,153	34,925	52,247	52,247	52,247
59 CAPITAL	2,000	2,000	-	6,900	-	-
Clerk						
Salaries	187,602	194,103	180,315	191,628	191,628	191,628
Expenses	18,701	18,532	16,250	20,440	20,440	20,440
Capital	2,000	2,000	-	-	-	-
	208,303	214,635	196,565	212,068	212,068	212,068

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						
Salaries	33,282	26,780	12,484	37,854	37,854	37,854
Expenses	30,816	27,621	18,675	31,807	31,807	31,807
Capital	-	-	-	6,900	-	-
	64,098	54,401	31,159	76,561	69,661	69,661

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.

ELDER SERVICES	165,216	162,481	156,839	178,755	162,947	162,947
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60 SALARIES	149,596	149,595	140,779	159,780	143,972	143,972
61 EXPENSES	15,620	12,886	16,060	18,975	18,975	18,975
62 CAPITAL	-	-	-	-	-	-

Elder Services is staffed with a full-time Director, two (2) part-time van drivers, a full-time clerk and one (1) part-time Outreach Assistant. This department provides a variety of services to the elderly including a hot lunch program, "Meals on Wheels", home care, clinics and transportation.

VETERANS' SERVICES	365,924	304,292	344,301	385,484	348,483	348,483
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63 SALARIES	48,684	48,684	46,611	87,794	50,793	50,793
64 EXPENSES	317,240	255,608	297,690	297,690	297,690	297,690
65 CAPITAL	-	-	-	-	-	-

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

FY2019

FUNCTION SUMMARY

	FY17 Budget	FY17 Expended	FY18 Budget	DEPT REQUEST	SELECTMEN REC	FINCOM REC
LIBRARY	546,281	546,245	540,530	627,773	575,773	575,773
66 SALARIES	430,299	430,299	415,367	501,283	449,283	449,283
67 EXPENSES	115,982	115,946	125,163	126,490	126,490	126,490
68 CAPITAL	-	-	-	-	-	-
The Library budget includes funding for a full-time Director and Assistant Director, 2 full-time professional librarians, 5 part-time staff and 4 substitute staff. The Library is currently open 51 hours per week.						
YOUTH SERVICES	58,844	58,843	57,127	59,055	59,055	59,055
69 SALARIES	55,844	55,844	54,127	56,055	56,055	56,055
70 EXPENSES	3,000	2,999	3,000	3,000	3,000	3,000
The Youth Services Department is staffed by a full-time Youth Services Director.						

LAND USE

CONSERVATION COMM	37,363	35,504	34,580	41,789	41,789	41,789
71 SALARIES	18,382	18,382	15,599	22,786	22,786	22,786
72 EXPENSES	18,981	17,122	18,981	19,003	19,003	19,003
73 CAPITAL	-	-	-	-	-	-
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.						

PLANNING COMMISSION

	158,608	155,053	163,102	186,232	186,232	186,232
74 SALARIES	138,090	138,090	135,212	143,884	143,884	143,884
75 EXPENSES	20,518	16,963	23,890	42,348	42,348	42,348
76 CAPITAL	-	-	-	-	-	-

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

BOARD of APPEALS

	14,831	9,300	22,057	25,607	25,607	25,607
77 SALARIES	11,181	6,452	18,407	21,957	21,957	21,957
78 EXPENSES	3,650	2,848	3,650	3,650	3,650	3,650

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.

FY2019

		FY17 Budget	FY17 Expended	FY18 Budget	DEPT. REQUEST	SELECTMEN REC	FINCOM REC
FUNCTION SUMMARY							
E D U C A T I O N							
PUBLIC SCHOOLS							
		28,546,142	28,546,116	29,633,545	30,746,047	30,746,047	30,746,047
SALARIES							
79 TEACHERS		23,930,259	23,704,890	24,752,649	25,582,158	25,582,158	25,582,158
80 ADMINISTRATION		18,087,829	17,940,651	18,808,794	18,811,705	18,811,705	18,811,705
81 PARAPROFESSIONALS/TUTORS		2,695,951	2,749,919	2,778,455	2,952,521	2,952,521	2,952,521
82 CUSTODIAL		1,448,876	1,361,232	1,465,553	1,482,489	1,482,489	1,482,489
83 ATHLETICS		1,100,661	1,079,563	1,088,589	1,070,615	1,070,615	1,070,615
84 HEALTH SERVICES		295,607	289,424	305,453	306,562	306,562	306,562
85 TRANSPORTATION SPED		7,988	7,930	7,988	7,988	7,988	7,988
86 TECHNOLOGY SUPPORT		137,054	123,038	139,576	140,602	140,602	140,602
87 SALARY POOL SUPPLEMENT		156,283	153,233	159,241	159,676	159,676	159,676
					650,000	650,000	650,000
EXPENSES							
		4,615,883	4,841,226	4,880,896	5,163,889	5,163,889	5,163,889
88 DISTRICT LEADERSHIP & ADMINISTRATION		173,734	182,233	189,727	184,069	184,069	184,069
89 INSTRUCTION		1,007,982	1,013,308	1,039,891	1,053,817	1,053,817	1,053,817
90 STUDENT SERVICES		366,325	598,060	417,675	439,925	439,925	439,925
91 OPERATION & MAINTENANCE OF PLANT		1,383,003	1,346,602	1,501,676	1,536,688	1,536,688	1,536,688
92 FIXED CHARGES		87,500	44,993	87,750	72,750	72,750	72,750
93 COMMUNITY SERVICES		4,750	3,910	4,750	4,750	4,750	4,750
94 EQUIPMENT			16,738				
95 SPECIAL ED TUITION		1,592,589	1,635,382	1,639,427	1,871,890	1,871,890	1,871,890
96 SMALL CAPITAL							
97 UNASSIGNED REDUCTION							
98 REGIONAL VOTECH & ESSEX AGRICUL		706,102	637,895	583,440	624,198	624,198	624,198

FY2019

FUNCTION SUMMARY

DEBT SERVICE

School Debt

	FY17 Budget	FY17 Expended	FY18 Budget	DEPT. REQUEST	SELECTMEN REC	FINCOM REC
Modulars 3	54,750	54,750	52,925	51,000	51,000	51,000
Batchelder Plans	12,150	12,150	11,785	11,400	11,400	11,400
Batchelder Renovations	779,595	779,595	765,533	766,200	766,200	766,200
Middle Boiler/Little Soffit	18,825	18,825	18,278	17,700	17,700	17,700
Hood & High Modulars	37,725	37,725	36,448	20,400	20,400	20,400
Hood School Renovation	320,830	320,830	311,030	301,108	301,108	301,108
Modular Classrooms 10/06	79,875	79,875	76,625	73,700	73,700	73,700
School Security 10/07	5,550	5,550	5,300	5,088	5,088	5,088
Little School Asbestos Abatement	5,250	5,250	5,150	5,050	5,050	5,050
School Roof Repairs 10/09	11,863	11,863	11,663	11,463	11,463	11,463
High/Middle Construction	4,579,600	4,504,600	4,630,200	4,633,350	4,633,350	4,633,350
School Boiler 06/11	31,250	31,250	30,500	29,750	29,750	29,750
School technology 06/11	23,150	23,150	17,550	17,100	17,100	17,100
School Rack Truck 06/13	15,750	15,750	15,450	15,150	15,150	15,150
School Asbestos Abatement 06/13	6,025	6,025	5,925	5,825	5,825	5,825
Device Initiative 06/15	2,400	-	17,400	17,625	17,625	17,625
Little School Roof 10/15	38,720	-	81,000	84,343	84,343	84,343
Batch Entrance 6/17	-	-	-	9,975	9,975	9,975
Athletic Field Bathroom Facilities	-	-	-	23,000	23,000	23,000
Senior Van 6/14	10,550	10,550	10,350	5,200	5,200	5,200
Police Station Renovations	581,564	581,564	561,658	539,163	539,163	539,163
Replace Culverts	6,675	6,675	6,493	6,300	6,300	6,300
Smith Property	233,025	233,025	226,638	219,900	219,900	219,900
Title V	10,868	10,868	10,868	10,868	10,868	10,868
Town Road Program 6/14	23,600	23,600	23,200	17,850	17,850	17,850
04 Dump Truck - 35,000 GVW	10,180	10,180	-	-	-	-
Fire Station AC 6/14	5,900	5,900	5,800	5,700	5,700	5,700
Technology 10/07	5,375	5,375	5,125	-	-	-
Stormwater	24,426	24,426	23,656	22,919	22,919	22,919
Fire Pump - E4	15,285	15,285	-	-	-	-
Replace Wood Chipper 6/14	10,550	10,550	10,350	5,200	5,200	5,200
Town Hall Doors 6/14	5,250	5,250	5,150	5,050	5,050	5,050
Public Safety Exterior Repairs 6/14	5,700	5,700	5,600	5,500	5,500	5,500
Drain System Repairs 6/14	11,850	11,850	11,650	11,450	11,450	11,450
Skug River Culvert 6/14	18,450	18,450	18,150	17,850	17,850	17,850
Eisenhaure Park	188,419	188,419	182,169	176,856	176,856	176,856
Loader 10/05	11,225	11,225	10,800	5,500	5,500	5,500
Fire Pump 10/05	30,363	30,363	29,188	28,113	28,113	28,113
Dump Truck 04/06	11,950	11,950	11,450	11,000	11,000	11,000
Police Technology/Remodel 04/07	36,113	36,113	34,863	33,738	33,738	33,738
Park St. Bridge	7,394	7,394	7,144	6,931	6,931	6,931
Town Hall Roof	51,113	51,113	49,363	47,875	47,875	47,875
Town Hall Generator	5,125	5,125	-	-	-	-
Flint Library Repairs 04/09	5,781	5,781	5,681	5,581	5,581	5,581
Building on the Common Improve. 10/09	23,725	23,725	23,325	22,925	22,925	22,925
Light Fixtures-Municipal Bldgs 10/09	5,481	5,481	5,381	5,281	5,281	5,281
DPW Garage Improvements 10/09	5,050	5,050	-	-	-	-
Culvert Installation 4/10	31,250	31,250	30,500	29,750	29,750	29,750
Ambulance 10/10	34,500	34,500	33,600	32,700	32,700	32,700
DPW Dump Truck 10/11	30,000	30,000	29,250	28,500	28,500	28,500
Munis Software 10/12	87,550	87,550	85,850	-	-	-
Class A Fire Pump 10/12	130,950	130,950	123,500	116,150	116,150	116,150
Town Road 06/13	11,200	11,200	6,050	5,950	5,950	5,950
DPW Truck 06/13	15,650	15,650	15,350	10,100	10,100	10,100
Wastewater DEIR 06/13	5,250	5,250	5,150	5,050	5,050	5,050

FY2019

FUNCTION SUMMARY

ENTERPRISE FUNDS

	FY17 Budget	FY17 Expended	FY18 Budget	DEPT. REQUEST	SELECTMEN REC	FINCOM REC
WATER DEPARTMENT	3,861,945	3,091,865	3,861,237	4,179,228	4,179,228	4,179,228
100 SALARIES	724,590	481,324	743,026	815,031	815,031	815,031 *
101 EXPENSES	2,231,603	2,163,908	2,351,648	2,450,393	2,450,393	2,450,393 *
102 CAPITAL	125,000	-	8,000	6,000	6,000	6,000 *
103 DEBT	520,752	444,633	758,563	907,804	907,804	907,804 *
* Line 100 Fund \$815,031 from WATER REVENUE * Line 101 Fund \$2,450,393 from WATER REVENUE * Line 102 Fund \$6,000 from WATER REVENUE * Line 103 Fund \$907,804 from WATER REVENUE The Water Department employs 1 superintendent, 1 foreman and 3 water plant operators, 1 meter reader and 2 equipment operators. Administrative support is provided by the DPW Administrative Division.						
HILLVIEW COUNTRY CLUB	1,015,270	997,502	1,505,758	1,584,438	1,584,438	1,584,438
104 SALARIES	29,166	32,593	30,759	26,494	26,494	26,494 *
105 EXPENSES	951,104	934,114	984,240	1,072,200	1,072,200	1,072,200 *
106 IN LIEU OF TAX PAYMENT	-	-	-	-	-	-
107 L.U.C. EXPENSES	-	-	-	-	-	-
108 CAPITAL	35,000	30,795	65,000	75,000	75,000	75,000 *
109 DEBT	-	-	425,759	410,744	410,744	410,744 *
*Line 104 Fund \$26,494 from HILLVIEW REVENUE *Line 105 Fund \$1,072,200 from HILLVIEW REVENUE *Line 108 Fund \$75,000 from HILLVIEW REVENUE *Line 109 Fund \$410,744 from HILLVIEW REVENUE						

PARKS AND RECREATION ENTERPRISE

110 SALARIES	461,758	417,794	463,755	482,191	482,191	482,191 *
111 EXPENSES	133,250	131,655	149,975	199,300	199,300	199,300 *
112 CAPITAL	27,900	21,579	25,702	4,800	4,800	4,800 *

*Line 110 Fund \$218,224 from RAISE and APPROPRIATE
 *Line 110 Fund \$263,967 from PARKS & RECREATION REVENUE
 *Line 111 Fund \$199,300 from PARKS & RECREATION REVENUE
 *Line 112 Fund \$4,800 from PARKS & RECREATION REVENUE

The Recreation Department is staffed by a full-time Operations Director/Department Head, a full-time Recreation Director, a full-time Parks Director, a full-time Secretary, a full-time DPW/Parks employee and seasonal employees.

The General Fund will subsidize the enterprise and pay for the salaries of the Parks and Recreation Operations Director/Department Head Parks Director and Recreation Director. The enterprise account is responsible for the salary of the Program Coordinator, Secretary and the costs of all seasonal employees and all other types of expenses. The enterprise account funds are derived from user fees, recreation programs, functions, and corporate rentals. Seasonal employees are hired to assist in grounds maintenance, as recreation program counselors, and as food service employees.

SUMMARY

GENERAL GOVERNMENT	24,632,743	23,757,633	25,922,281	27,867,712	27,094,572	27,094,571
EDUCATION	29,252,244	29,184,011	30,216,985	31,370,245	31,370,245	31,370,245
DEBT SERVICE	7,810,622	7,759,172	7,947,951	7,891,192	7,891,192	7,891,192
ENTERPRISES	5,240,123	4,660,395	6,006,427	6,449,957	6,449,957	6,449,957
TOTAL BUDGET	66,935,732	65,361,212	70,093,653	73,579,107	72,805,966	72,805,966

Article 15 FY 2019 Capital Expenditures

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

Project	Department	Cost	Source of Funds
Replacement of INET	IT Department	\$350,000	Bond
Computer Devices 1:1	Schools	\$ 60,000	Free Cash
NPDES Stormwater Compliance	DPW-Engineering	\$ 30,000	Capital Improv. Stabilization
DPW Garage Exhaust Removal System	DPW- Town Buildings	\$ 50,000	Free Cash
Computer Replacement Plan	IT Department	\$ 35,000	Capital Improv. Stabilization
Sidewalk Machine	DPW-Highway Machine	\$ 97,750	Capital Improv. Stabilization
Replace Car 1	Fire	\$ 44,085	Capital Improv. Stabilization
Little School Gym Floor Replacement	Schools	\$ 40,000	Free Cash
Town Roads	DPW-Engineering	\$300,000	Bond
Public Safety Bldg Foundation Repairs	DPW-Town Buildings	\$ 67,200	Capital Improv. Stabilization
Multi Function Activity Vehicle	Schools	\$ 35,000	Capital Improv. Stabilization
Technology Instructional Equipment	Schools	\$ 45,000	Free Cash
DPW Building Roof Replacement	DPW-Town Buildings	\$228,120	Bond
Wheeled Loader	DPW-Highway	\$185,000	Bond
Water Main Rehab and Replacement	Water	\$300,000	Water Enterprise Bond
Water Distribution System Upgrades	Water	\$150,000	Water Enterprise Bond
Recreation Center Paving/IRP Walkways	Recreation	\$ 57,400	Parks/Rec Enterprise Fund

Sponsor: Board of Selectmen

Description...

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

Recommendations ...

Selectmen: Recommended.

Finance Committee: Recommended.

Article 16 Rescind Authorization to Borrow

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

Sponsor: Board of Selectmen

Description...

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

Recommendations ...

Selectmen: Recommendation to be made at Town Meeting.

Finance Committee: Recommendation to be made at Town Meeting.

Article 17 Reappropriate Previously Approved Funding for Water Distribution and Supply Infrastructure

To see if the Town will vote to amend the votes taken pursuant to Article 14 of the June 5, 2017 Spring Annual Town Meeting and Article 12 of the October 2, 2017 Fall Annual Town Meeting, by changing the purpose of the borrowing authorized by said votes to also include authorization to borrow funds for the purpose of designing and constructing water system improvements in North Reading and Andover to facilitate interconnection with the Andover water system, including but not limited to the development of design plans for the project, the preparation of bid documents, the oversight of permitting and actual construction of such improvements, and everything incidental or related thereto; or what it will do in relation thereto.

Sponsor: Board of Selectmen

Description...

This article would change the purpose of previously authorized borrowing to construct a potable water supply interconnection with the Massachusetts Water Resources Authority by authorizing the funds to be used for other water supply purposes.

Recommendations ...

Selectmen: Recommendation to be made at Town Meeting.

Finance Committee: Recommendation to be made at Town Meeting.

Article 18 Appropriate Funds for Water Distribution and Supply Infrastructure

To see if the Town will vote to raise by taxation and appropriate, appropriate and transfer from unexpended funds remaining in Warrant Articles of previous years, appropriate by transfer from available funds, and/or borrow a sum of money to supplement amounts appropriated pursuant to Article 14 of the June 5, 2017 Spring Annual Town Meeting and Article 12 of the October 2, 2017 Fall Annual Town Meeting or the purpose of construction associated with a long-term potable water supply solution for the Town, including but not limited to the development of design plans for the project, the preparation of bid documents, the oversight of permitting, actual construction of such improvements, and that to meet this appropriation, the Town Treasurer, with the approval of the Board of Selectmen, be authorized to borrow a sum or sums of money pursuant to Massachusetts General Laws Chapter 44 Section 7 or Section 8, or any other enabling authority, and to issue bonds or notes of the Town therefor, and that any premium received by the Town upon the sale of any bonds or notes approved by this vote, less any such premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to the payment of costs approved by this vote in accordance with M.G.L. Chapter 44, Section 20, as amended, thereby reducing the amount authorized to be borrowed to pay such costs by a like amount; or what it will do in relation thereto .

Sponsor: Board of Selectmen

Description...

This article would authorize additional funds, if necessary, for costs associated with a long-term potable water supply solution.

Recommendations ...

Selectmen: Recommendation to be made at Town Meeting.

Finance Committee: Recommendation to be made at Town Meeting.

Article 19 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 2019 retirement obligations; or what it will do in relation thereto.

Sponsor: Board of Selectmen

Description...

This article will provide funding for obligations in the anticipated amount of \$180,000 owed to municipal and school employees who are retiring during FY2019. The Town has established a Retirement Trust Fund for this purpose, but due to past early retirements, the Fund is insufficient to meet the obligations. Therefore, additional funding is needed.

Recommendations ...

Selectmen: Recommended.

Finance Committee: Recommended.

Article 20 Transfer Funds to Other Post Employment Benefits Liability Trust Fund

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

Sponsor: Board of Selectmen

Description...

This article supplements a reserve account to pay for future health costs for retirees. The current balance in this account is \$914,528.

Recommendations ...

Selectmen: Recommended.

Finance Committee: Recommended.

Article 21 Fund Assessment Field Review

To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow pursuant to any applicable statute, a sum of money to be spent by the Board of Assessors for professional services and other related expenses in connection with a field review of real estate property in the Town as part of an appraisal software conversion; or what it will do in relation thereto.

Sponsor: Board of Assessors

Description...

The Bureau of Local Assessment of the state Department of Revenue requires all communities that convert their real estate property data to conduct a field review of the data that has been converted. The field review is conducted by driving to each property and comparing the old property record card to the new property record card. The process is in place to ensure that taxpayers' property data has been converted accurately. This article would provide funding to engage a firm to complete this process.

Recommendations ...

Selectmen: Recommended.

Finance Committee: Recommended.

Article 22 Appropriate Money for Special Counsel Legal Expenses

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

Sponsor: Board of Selectmen

Description...

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

Recommendations ...

Selectmen: Recommended.

Finance Committee: Recommended.

Article 23 Modify Senior Tax Work-Off Program Rebate

To see if the Town will vote, pursuant to the provisions of G.L. c.59, §5K, which the Town previously accepted under Article 5 of the April 3, 2000 Annual Town Meeting, thereby creating a so-called Senior Tax Work-off Program whereby the Board of Selectmen was authorized to establish a program to allow persons over the age of 60 to volunteer to provide services to the Town in exchange for a reduction in the real property tax obligations of such person, to allow the Board to adjust the exemption authorized by the statute by allowing a maximum reduction of the real property tax bill up to a sum certain to be based on 100 volunteer service hours in a given tax year and that the Board of Selectmen shall be authorized to promulgate regulations to implement the Senior Tax Work-off Program subject to and in accordance with the limitations imposed by G.L. c.59, §5K, including making any of the optional adjustments authorized by G.L. 59, §5K as it may be amended from time to time; and that such regulations shall be adopted at an open meeting for which notice of such action was properly provided under the Open Meeting Law, and any regulations promulgated by the Board of Selectmen shall be posted in the offices of the Board of Selectmen, Town Clerk and Board of Assessors, and on the Town's website; or what it will do in relation thereto.

Sponsor: Board of Selectmen

Description...

This article seeks to modify the existing program by raising the amount of the rebate and increasing the number of hours worked by participants in the program. A dollar amount will be available at Town Meeting.

Recommendations ...

Selectmen: Recommended.

Finance Committee: Recommended.

Article 24 Establish Stabilization Fund for Participating Funding Agreement

To see if the Town will vote to accept the provisions of M.G.L. Chapter 40, Section 5B, for the purpose of creating a Special Purpose Stabilization Fund; such fund to be used for the future payment of costs associated with the Town's share of health insurance costs; and further, to see what sums the Town will vote to appropriate, and also to raise, borrow pursuant to any applicable statute, or transfer from available funds to be placed in said special purpose stabilization fund; or what it will do in relation thereto.

Sponsor: Board of Selectmen

Description...

This article seeks to create a fund into which money may be transferred to pay for the Town's portion of future employee health insurance costs.

Recommendations ...

Selectmen: Recommended.

Finance Committee: Recommended.

Article 25 Amend Code of North Reading and Act on 102-104 Lowell Road Regulatory Inspections Revolving Fund

To see if the Town will vote pursuant to the provisions of General Laws, Chapter 44, Section 53E½, as most recently amended, to amend the Code of North Reading General By-Laws, Chapter 66 – Finance, Article 1, Revolving Funds, § 66-1, Establishment of Revolving Accounts, by adding to the end of the list of Revolving Funds a new Revolving Fund Account entitled “102-104 Lowell Road Regulatory Inspections” as follows:

PROGRAM or PURPOSE	DEPARTMENT RECEIPTS	REPRESENTATIVE or BOARD AUTHORIZED TO SPEND
102-104 Lowell Road Regulatory Inspections	Received in connection with redevelopment of 102 and 104 Lowell Road	Town Administrator or Designee

or what it will do in relation thereto

Sponsor: Board of Selectmen

Description...

This article seeks to amend the General Bylaws by creating a new revolving fund to pay for inspections associated with the development of 102-104 Lowell Road. Permit fees associated with the development would be deposited into this fund.

Recommendations ...

Selectmen: Recommended.

Finance Committee: Recommended.

Article 26 Establish Revolving Fund Expenditure Limits

To see if the Town will vote pursuant to the provisions of G.L. c.44, §53E½, as most recently amended, to establish Fiscal Year 2019 limitations on expenditures from the revolving funds established by the Code of North Reading General By-Laws, Chapter 66 – Finance, Article 1, Revolving Funds, § 66-1, Establishment of Revolving Accounts, with such limitations to remain applicable from fiscal year to fiscal year until such time as amended by Town Meeting prior to July 1 for the ensuing fiscal year, and with the spending limits for the revolving fund proposed under Article 25 shown in bold, italic text, all as follows:

Program or Purpose	FY Spending Limit
Conservation (Wetland Protection)	\$100,000
Damon Tavern (Maintenance and Repair of Damon Tavern)	\$78,000
Rain Barrel (purchasing additional rain barrels and related costs)	\$5,000
Recycling Promotion (meeting the expenses of recycling programs)	\$5,000
Department of Elder Affairs (providing assistance for the operation of elderly related programs)	\$12,000
Emergency Management "All Hazards" (meeting the expenses related to assisting in the cleanup of spills of hazardous materials)	\$15,000
Youth Services (meeting the expenses of the Youth Services Department's salaries and/or expenses)	\$80,000
Library Activity Room (upkeep and maintenance of the library building)	\$15,000
Board of Health Clinic (meet expenses for routine immunization and emergency dispensing clinics)	\$25,000
<i>102-104 Lowell Road Regulatory Inspections (safety inspections for development and construction at 102-104 Lowell Road)</i>	<i>\$450,000</i>

or what it will do in relation thereto.

Sponsor: Board of Selectmen

Description...

This article would authorize limitations on expenditures for each fund which would remain in place unless amended by a future Town Meeting, eliminating the need to reauthorize each fiscal year.

Recommendations ...

Selectmen: Recommended.

Finance Committee: Recommended.

Article 27 Home Rule Petition - Charter Amendment – Change Title of Board of Selectmen

To see if the Town will vote to authorize the Board of Selectmen to petition the General Court for a special act amending the Charter of the Town of North Reading to change the title of the Board of Selectmen to the Select Board by replacing references to the "Board of Selectmen" with "Select Board" and "Selectman" with "Select Board Member", and clarifying that the "Select Board" shall, except as otherwise provided in said Charter, have all the powers and duties of a board of selectmen for purposes of the General Laws provided, however, that the General Court may make clerical or editorial changes of form only to the bill, unless the Board of Selectmen approve amendments to the bill before enactment by the General Court; and provided further that the Board of Selectmen is hereby authorized to approve amendments which shall be within the scope of the general public objectives of this petition; or what it will do in relation thereto.

Sponsor: Board of Selectmen

Description...

This article seeks to petition the General Court to amend the Town Charter by changing the words "Board of Selectmen" to "Select Board" and "Selectman" with "Select Board Member."

Recommendations ...

Selectmen: Recommendation to be made at Town Meeting.

Finance Committee: No Action Required.

Article 28 Amend Code – General Bylaws – Change Title of Board of Selectmen

To see if the Town will vote to amend the Code of the Town of North Reading, General Bylaws, to replace references to the (1) "Board of Selectmen" with "Select Board", all as set forth below, with such amendments to take effect upon the effective date of the home rule petition authorized in Article 27:

- (1) Delete the words "Board of Selectmen" in each place in which they appear, and insert in place thereof the words, "Select Board",
- (2) Delete the word "Selectmen" in each place where it appears by itself (i.e., not following the words "board of"), including, but not limited to, in the title of Sections 5-1 and 5-7 and in the text of Sections 1-7, 5-2, 5-26, 23-6 through 23-9, 128-2, 152-5, 152-6, and 152-7, and insert in place thereof the words "Select Board";
- (3) Insert the following new sentence at the conclusion of Section 5-1, "The Select Board shall have all the powers and duties of a Board of Selectmen for purposes of the General Laws except as may otherwise be provided by the Town Charter,";

or what it will do in relation thereto.

Sponsor: Board of Selectmen

Description...

This article seeks to amend the General Bylaws by changing the words "Board of Selectmen" to "Select Board" and "Selectman" with "Select Board Member" for consistency with changes to the Town Charter under Article 27.

Recommendations ...

Selectmen: Recommended.

Finance Committee: No Action Required.

Article 29 Amend Code – Zoning Bylaws – Change Titles of Board of Selectmen and Selectmen

To see if the Town will vote to amend the Code of the Town of North Reading, Zoning Bylaws, to replace all references to the (1) "Board of Selectmen" with "Select Board", and (2) "Selectmen" with "Select Board"; all as set forth below, with such amendments to take effect upon the effective date of the home rule petition authorized in Article 27:

- (1) Delete the words "Board of Selectmen" in each place in which they appear, and insert in place thereof the words, "Select Board", and
- (2) Delete the word "Selectmen" in each place where it appears by itself (i.e., not following the words "board of ") and insert in place thereof the words "Select Board";

or what it will do in relation thereto.

Sponsor: Board of Selectmen

Description...

This article seeks to amend the Zoning Bylaws by changing the words "Board of Selectmen" to "Select Board" for consistency with changes to the Town Charter and the General Bylaws under under Articles 27 and 28.

Recommendations ...

Selectmen: Recommended.

Finance Committee: No Action Required.

Article 30 Home Rule Petition - Charter Amendment – Change Title of Town Administrator

To see if the Town will vote to authorize the Board of Selectmen to petition the General Court for a special act amending the Charter of the Town of North Reading to change the title of the "Town Administrator" to "Town Manager" in each place in which it appears in said Charter; provided, however, that the General Court may make clerical or editorial changes of form only to the bill, unless the Board of Selectmen approve amendments to the bill before enactment by the General Court; and provided further that the Board of Selectmen is hereby authorized to approve amendments which shall be within the scope of the general public objectives of this petition; or what it will do in relation thereto.

Sponsor: Board of Selectmen

Description...

This article seeks to petition the General Court to amend the Town Charter by changing the words "Town Administrator" to "Town Manager."

Recommendations ...

Selectmen: Recommended.

Finance Committee: No Action Required.

Article 31 Amend Code – General Bylaws – Change Title of Town Administrator

To see if the Town will vote to amend the Code of the Town of North Reading, General Bylaws, to replace references to the "Town Administrator" with "Town Manager" in each place in which it appears in such bylaws, all as set forth below, with such amendments to take effect upon the effective date of the home rule petition authorized in Article 30, or what it will do in relation thereto.

Sponsor: Board of Selectmen

Description...

This article seeks to amend the General Bylaws by changing the words "Town Administrator" to "Town Manager" for consistency with changes to the Town Charter under Article 30.

Recommendations ...

Selectmen: Recommended.

Finance Committee: No Action Required.

Article 32 Home Rule Petition - Charter Amendment – Town Meeting Dates

To see if the Town will vote to authorize the Board of Selectmen to petition the General Court for a special act amending the Charter of the Town of North Reading to authorize the first session of the spring Annual Town Meeting to be held on any date in June not in conflict with a religious or legal holiday to consider and adopt an annual operating and capital budget, and to act on other financial matters, as well as to consider and act upon such other business as may properly come before the meeting; and the first session of the fall Annual Town Meeting to be held on any date in October, not in conflict with a religious or legal holiday to consider and act on matters of planning, zoning, subdivision control, building codes, and all other matters of a by-law nature, as well as to consider and act upon such other business as may properly come before the meeting, including financial matters; and that the dates for the June and October Annual town meetings shall be set by the Selectmen at a public hearing held annually during a regularly scheduled meeting of the board to be held before March 31st; provided, however, that the General Court may make clerical or editorial changes of form only to the bill, unless the Board of Selectmen approve amendments to the bill before enactment by the General Court; and provided further that the Board of Selectmen is hereby authorized to approve amendments which shall be within the scope of the general public objectives of this petition; or what it will do in relation thereto.

Sponsor: Board of Selectmen

Description...

This article seeks to petition the General Court to amend the Town Charter by allowing the Board of Selectmen to choose any date in June or October, not in conflict with a religious or legal holiday, to hold Town Meeting, rather than the current restriction to the first available Monday of these months.

Recommendations ...

Selectmen: Recommended.

Finance Committee: Recommended.

Article 33 Amend Code – General Bylaws – Section 172-4 Admission; Quorum

To see if the Town will vote to amend the Code of the Town of North Reading, General Bylaws, Chapter 172-4 Admission; Quorum by deleting Section 172-4 in its entirety and inserting in place thereof the following:

“§ 172-4 Admission; Quorum. The Board of Registrars shall appoint tellers who shall permit only registered voters to enter upon the floor of the meeting place of any Town Meeting. Any number of registered voters present shall constitute a quorum sufficient for any session of an Annual Town Meeting. One hundred fifty (150) registered voters shall constitute a quorum sufficient to conduct business at any session of a Special Town Meeting.”; or what it will do in relation thereto.

Sponsor: Board of Selectmen

Description...

This article would remove the quorum requirement for any session of any Annual Town Meetings but leave in place the requirement of 150 voters for all sessions of any Special Town Meetings.

Recommendations ...

Selectmen: Recommended.

Finance Committee: Recommendation to be made at Town Meeting.

Article 34 Amend Code – General By-Laws – Section 158-9 Snow Removal on Streets and Sidewalks

To see if the Town will vote to amend or delete Chapter 158-9 of the Code of North Reading, Snow Removal on Streets and Sidewalks; or what it will do in relation thereto.

Sponsor: Board of Selectmen

Description...

This article would authorize the existing General Bylaw to be amended or deleted.

Recommendations ...

Selectmen: Recommendation to be made at Town Meeting.

Finance Committee: Recommendation to be made at Town Meeting.

Article 35 Amend Code – General By-Laws – Add New Section: Kennels

To see if the Town will vote to amend the Code of North Reading General By-laws Chapter 23 – Animals, by adding a new section §23-13 – “Kennels” as follows; and to amend the list of fines under Chapter 1, General Provisions § 1-5B(3), Violations and Penalties, to include those specified under §23-13; or what it will do in relation thereto:

§23-13. Kennels

A. The term “kennel” shall include all those as specified and defined under MGL c. 140, §136A.

B. The provisions of all sections of MGL c. 140, §§ 137A through 137D shall apply to kennels established under this by-law.

C. Kennels shall be allowed only to the extent permitted in accordance with §200-35 of the North Reading Zoning By-laws.

D. Kennel licenses shall be issued annually by the Town Clerk's Office after proof has been provided to the Town Clerk's office that said kennel has passed an annual inspection by an animal control officer in accordance with the provisions of MGL c. 140, §137A.

E. The licensing fee for each kennel shall be in accordance with the Town Clerk's fee schedule established under authority of MGL c. 40, §22F.

F. Licensing period; application for and issuance of license.

(1) The licensing period for each kennel shall be from January 1 through December 31.

(2) The application and issuance of a kennel license shall be required annually by January 31 or within thirty (30) days of the inspection by the animal control officer, whichever is later.

G. Enforcement; violations and penalties.

(1) This by-law shall be enforceable through the non-criminal disposition process provided for under §1-5 of these by-laws. The penalty for violation shall be: first offense: warning; second offense: one hundred dollars (\$100.); third offense: two hundred dollars (\$200.). Each day or portion thereof during which a violation continues shall constitute a separate offense.

(2) Failure to apply for and obtain an annual kennel license following a third offense shall result in suspension of the operation of the kennel until said kennel license has been obtained.

H. This by-law shall be enforced by the Police Chief or his designee, or the Zoning Enforcement Officer.

I. The invalidity of any portion or provision of this by-law shall not invalidate any other portion or provision thereof.

Sponsor: Board of Selectmen

Description...

This article would amend the General Bylaws by adding a process for the licensing of Kennels in North Reading in accordance with State Law but only as permitted under the Town Zoning Bylaws.

Recommendations ...

Selectmen: Recommendation to be made at Town Meeting.

Finance Committee: Recommendation to be made at Town Meeting.

Article 36 Application of Bond Premium

To see if the Town will vote to supplement each prior vote of the Town that authorizes the borrowing of money to pay costs of capital projects to provide that, in accordance with Chapter 44, Section 20 of the General Laws, the premium received by the Town upon the sale of any bonds or notes thereunder, less any such premium applied to the payment of the costs of issuance of such bond or notes, may be applied to pay project costs and the amount authorized to be borrowed for each such project shall be reduced by the amount of any such premium so applied; or what it will do in relation thereto.

Sponsor: Board of Selectmen

Description...

This article would permit the Town to apply any future bond premium on any previously authorized borrowing authorization to be used to pay project costs for their respective project and reduce the amount of the borrowing authority, accordingly.

Recommendations ...

Selectmen: Recommended.

Finance Committee: Recommended.

Article 37 Establish Regional School District Stabilization Fund

To see if the Town will vote pursuant to Section 16G½ of Chapter 71 of the Massachusetts General Laws to approve the creation of a stabilization fund by the Northeast Metropolitan Regional Vocational Technical School District, consistent with the August 10, 2017 vote of the Northeast Metropolitan Regional Vocational Technical School District Committee on to establish a Stabilization Fund, pursuant to Section 16G½ of Chapter 71 of the Massachusetts General Laws, said Stabilization Fund to be invested and to retain its own interest earnings as provided by law and further to set up an operational line item to be created to transfer available monies into said Stabilization Fund; or take any other action relative thereto.

Sponsor: Board of Selectmen

Description...

This article would authorize the District to establish a stabilization fund.

Recommendations ...

Selectmen: Recommendation to be made at Town Meeting.

Finance Committee: Recommendation to be made at Town Meeting.

Article 38 Approval of Hillview Golf Course Management Contract for Term in Excess of Three Years

To see if the Town will vote pursuant to G.L. c.30B, §12 to authorize the Hillview Commission to enter into a contract for golf course management services for a term in excess of three (3) years; or what it will do in relation thereto.

Sponsor: Hillview Commission

Description...

This article would authorize the Hillview Commission to enter into a contract for golf course management services for a term in excess of the three year limit established by State Law.

Recommendations ...

Selectmen: Recommended.

Finance Committee: Recommended.

Article 39 Fund Feasibility Study for Pedestrian/Bicycle Pathway

To see if the Town will vote to raise by taxation and appropriate, or appropriate by transfer from unexpended funds remaining in warrant articles, or appropriate by transfer from any available funds, a sum of money not to exceed \$55,000 to fund a feasibility study to acquire rights for, design and construct a multiuse pathway generally following the abandoned Salem to Lowell rail bed from the Lynnfield to Wilmington lines, including all incidental and related expenses; or what it will do in relation thereto.

Sponsor: Land Utilization Committee

Description...

This article would authorize funding for a feasibility study for a proposed pedestrian/bicycle pathway.

Recommendations ...

Selectmen: Recommendation to be made at Town Meeting.

Finance Committee: Recommendation to be made at Town Meeting.

Article 40 Citizens Petition: Street Betterments and Road Paving: Swan Pond Road

To request Town Meeting approval to raise by taxation and appropriate, or appropriate by transfer of available funds, or authorize appropriation through borrowing, or utilizing the 50/50 betterment cost share, or what it will do in relation thereto, for street betterments and road paving the gravel portion of the residential neighborhood of Swan Pond Road, from its intersection with Adam Street, westerly for a distance of approximately 2,700 feet. The project parameters shall be in a manner consistent with the project and construction cost standards used in paving similar gravel road sections at Swan Pond.

Sponsor: Rosalie Cravotta and others.

Description...

This article would authorize funding to pave a portion of Swan Pond Road.

Recommendations ...

Selectmen: Recommendation to be made at Town Meeting.

Finance Committee: Recommendation to be made at Town Meeting.

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

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

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

BOARD OF SELECTMEN

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

A True Copy: Attest
John J. Firriello, Constable

Article 15 FY 2019 Capital Expenditures

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

Project	Department	Cost	Source of Funds
Replacement of INET	IT Department	\$350,000	Bond
Computer Devices 1:1	Schools	\$ 60,000	Free Cash
NPDES Stormwater Compliance	DPW-Engineering	\$ 30,000	Capital Improv. Stabilization
DPW Garage Exhaust Removal System	DPW- Town Buildings	\$ 50,000	Free Cash
Computer Replacement Plan	IT Department	\$ 35,000	Capital Improv. Stabilization
Sidewalk Machine	DPW-Highway Machine	\$ 97,750	Capital Improv. Stabilization
Replace Car 1	Fire	\$ 44,085	Capital Improv. Stabilization
Little School Gym Floor Replacement	Schools	\$ 40,000	Free Cash
Town Roads	DPW-Engineering	\$300,000	Bond
Public Safety Bldg Foundation Repairs	DPW-Town Buildings	\$ 67,200	Capital Improv. Stabilization
Multi Function Activity Vehicle	Schools	\$ 35,000	Capital Improv. Stabilization
Technology Instructional Equipment	Schools	\$ 45,000	Free Cash
DPW Building Roof Replacement	DPW-Town Buildings	\$228,120	Bond
Wheeled Loader	DPW-Highway	\$185,000	Bond
Water Main Rehab and Replacement	Water	\$300,000	Water Enterprise Bond
Water Distribution System Upgrades	Water	\$150,000	Water Enterprise Bond
Recreation Center Paving/IRP Walkways	Recreation	\$ 57,400	Parks/Rec Enterprise Fund

Sponsor: Board of Selectmen

Description...

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

Recommendations ...

Selectmen: Recommended.

Finance Committee: Recommended.

Article 16 Rescind Authorization to Borrow

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

Sponsor: Board of Selectmen

Description...

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

Recommendations ...

Selectmen: Recommendation to be made at Town Meeting.

Finance Committee: Recommendation to be made at Town Meeting.

Article 17 Reappropriate Previously Approved Funding for Water Distribution and Supply Infrastructure

To see if the Town will vote to amend the votes taken pursuant to Article 14 of the June 5, 2017 Spring Annual Town Meeting and Article 12 of the October 2, 2017 Fall Annual Town Meeting, by changing the purpose of the borrowing authorized by said votes to also include authorization to borrow funds for the purpose of designing and constructing water system improvements in North Reading and Andover to facilitate interconnection with the Andover water system, including but not limited to the development of design plans for the project, the preparation of bid documents, the oversight of permitting and actual construction of such improvements, and everything incidental or related thereto; or what it will do in relation thereto.

Sponsor: Board of Selectmen

Description...

This article would change the purpose of previously authorized borrowing to construct a potable water supply interconnection with the Massachusetts Water Resources Authority by authorizing the funds to be used for an interconnection with the Town of Andover.

Recommendations ...

Selectmen: Recommendation to be made at Town Meeting.

Finance Committee: Recommendation to be made at Town Meeting.

Article 18 Appropriate Funds for Water Distribution and Supply Infrastructure

To see if the Town will vote to raise by taxation and appropriate, appropriate and transfer from unexpended funds remaining in Warrant Articles of previous years, appropriate by transfer from available funds, and/or borrow a sum of money to supplement amounts appropriated pursuant to Article 14 of the June 5, 2017 Spring Annual Town Meeting and Article 12 of the October 2, 2017 Fall Annual Town Meeting or the purpose of construction associated with a long-term potable water supply solution for the Town, including but not limited to the development of design plans for the project, the preparation of bid documents, the oversight of permitting, actual construction of such improvements, and that to meet this appropriation, the Town Treasurer, with the approval of the Board of Selectmen, be authorized to borrow a sum or sums of money pursuant to Massachusetts General Laws Chapter 44 Section 7 or Section 8, or any other enabling authority, and to issue bonds or notes of the Town therefor, and that any premium received by the Town upon the sale of any bonds or notes approved by this vote, less any such premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to the payment of costs approved by this vote in accordance with M.G.L. Chapter 44, Section 20, as amended, thereby reducing the amount authorized to be borrowed to pay such costs by a like amount; or what it will do in relation thereto .

Sponsor: Board of Selectmen

Description...

This article would authorize additional funds, if necessary, for costs associated with a long-term potable water supply solution.

Recommendations ...

Selectmen: Recommendation to be made at Town Meeting.

Finance Committee: Recommendation to be made at Town Meeting.

Article 19 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 2019 retirement obligations; or what it will do in relation thereto.

Sponsor: Board of Selectmen

Description...

This article will provide funding for obligations in the anticipated amount of \$180,000 owed to municipal and school employees who are retiring during FY2019. The Town has established a Retirement Trust Fund for this purpose, but due to past early retirements, the Fund is insufficient to meet the obligations. Therefore, additional funding is needed.

Recommendations ...

Selectmen: Recommended.

Finance Committee: Recommended.

Article 20 Transfer Funds to Other Post Employment Benefits Liability Trust Fund

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

Sponsor: Board of Selectmen

Description...

This article supplements a reserve account to pay for future health costs for retirees. The current balance in this account is \$914,528.

Recommendations ...

Selectmen: Recommended.

Finance Committee: Recommended.

Article 21 Fund Assessment Field Review

To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow pursuant to any applicable statute, a sum of money to be spent by the Board of Assessors for professional services and other related expenses in connection with a field review of real estate property in the Town as part of an appraisal software conversion; or what it will do in relation thereto.

Sponsor: Board of Assessors

Description...

The Bureau of Local Assessment of the state Department of Revenue requires all communities that convert their real estate property data to conduct a field review of the data that has been converted. The field review is conducted by driving to each property and comparing the old property record card to the new property record card. The process is in place to ensure that taxpayers' property data has been converted accurately. This article would provide funding to engage a firm to complete this process.

Recommendations ...

Selectmen: Recommended.

Finance Committee: Recommended.

Article 22 Appropriate Money for Special Counsel Legal Expenses

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

Sponsor: Board of Selectmen

Description...

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

Recommendations ...

Selectmen: Recommended.

Finance Committee: Recommended.

Article 23 Modify Senior Tax Work-Off Program Rebate

To see if the Town will vote, pursuant to the provisions of G.L. c.59, §5K, which the Town previously accepted under Article 5 of the April 3, 2000 Annual Town Meeting, thereby creating a so-called Senior Tax Work-off Program whereby the Board of Selectmen was authorized to establish a program to allow persons over the age of 60 to volunteer to provide services to the Town in exchange for a reduction in the real property tax obligations of such person, to allow the Board to adjust the exemption authorized by the statute by allowing a maximum reduction of the real property tax bill up to a sum certain to be based on 100 volunteer service hours in a given tax year and that the Board of Selectmen shall be authorized to promulgate regulations to implement the Senior Tax Work-off Program subject to and in accordance with the limitations imposed by G.L. c.59, §5K, including making any of the optional adjustments authorized by G.L. 59, §5K as it may be amended from time to time; and that such regulations shall be adopted at an open meeting for which notice of such action was properly provided under the Open Meeting Law, and any regulations promulgated by the Board of Selectmen shall be posted in the offices of the Board of Selectmen, Town Clerk and Board of Assessors, and on the Town's website; or what it will do in relation thereto.

Sponsor: Board of Selectmen

Description...

This article seeks to modify the existing program by raising the amount of the rebate and increasing the number of hours worked by participants in the program. A dollar amount will be available at Town Meeting.

Recommendations ...

Selectmen: Recommended.

Finance Committee: Recommended.

Article 24 Establish Stabilization Fund for Participating Funding Agreement

To see if the Town will vote to accept the provisions of M.G.L. Chapter 40, Section 5B, for the purpose of creating a Special Purpose Stabilization Fund; such fund to be used for the future payment of costs associated with the Town's share of health insurance costs; and further, to see what sums the Town will vote to appropriate, and also to raise, borrow pursuant to any applicable statute, or transfer from available funds to be placed in said special purpose stabilization fund; or what it will do in relation thereto.

Sponsor: Board of Selectmen

Description...

This article seeks to create a fund into which money may be transferred to pay for the Town's portion of future employee health insurance costs.

Recommendations ...

Selectmen: Recommended.

Finance Committee: Recommended.

Article 25 Amend Code of North Reading and Act on 102-104 Lowell Road Regulatory Inspections Revolving Fund

To see if the Town will vote pursuant to the provisions of General Laws, Chapter 44, Section 53E½, as most recently amended, to amend the Code of North Reading General By-Laws, Chapter 66 – Finance, Article 1, Revolving Funds, § 66-1, Establishment of Revolving Accounts, by adding to the end of the list of Revolving Funds a new Revolving Fund Account entitled “102-104 Lowell Road Regulatory Inspections” as follows:

PROGRAM or PURPOSE	DEPARTMENT RECEIPTS	REPRESENTATIVE or BOARD AUTHORIZED TO SPEND
102-104 Lowell Road Regulatory Inspections	Received in connection with redevelopment of 102 and 104 Lowell Road	Town Administrator or Designee

or what it will do in relation thereto

Sponsor: Board of Selectmen

Description...

This article seeks to amend the General Bylaws by creating a new revolving fund to pay for inspections associated with the development of 102-104 Lowell Road. Permit fees associated with the development would be deposited into this fund.

Recommendations ...

Selectmen: Recommended.

Finance Committee: Recommended.

Article 26 Establish Revolving Fund Expenditure Limits

To see if the Town will vote pursuant to the provisions of G.L. c.44, §53E½, as most recently amended, to establish Fiscal Year 2019 limitations on expenditures from the revolving funds established by the Code of North Reading General By-Laws, Chapter 66 – Finance, Article 1, Revolving Funds, § 66-1, Establishment of Revolving Accounts, with such limitations to remain applicable from fiscal year to fiscal year until such time as amended by Town Meeting prior to July 1 for the ensuing fiscal year, and with the spending limits for the revolving fund proposed under Article 25 shown in bold, italic text, all as follows:

Program or Purpose	FY Spending Limit
Conservation (Wetland Protection)	\$100,000
Damon Tavern (Maintenance and Repair of Damon Tavern)	\$78,000
Rain Barrel (purchasing additional rain barrels and related costs)	\$5,000
Recycling Promotion (meeting the expenses of recycling programs)	\$5,000
Department of Elder Affairs (providing assistance for the operation of elderly related programs)	\$12,000
Emergency Management "All Hazards" (meeting the expenses related to assisting in the cleanup of spills of hazardous materials)	\$15,000
Youth Services (meeting the expenses of the Youth Services Department's salaries and/or expenses)	\$80,000
Library Activity Room (upkeep and maintenance of the library building)	\$15,000
Board of Health Clinic (meet expenses for routine immunization and emergency dispensing clinics)	\$25,000
<i>102-104 Lowell Road Regulatory Inspections (safety inspections for development and construction at 102-104 Lowell Road)</i>	<i>\$450,000</i>

or what it will do in relation thereto.

Sponsor: Board of Selectmen

Description...

This article would authorize limitations on expenditures for each fund which would remain in place unless amended by a future Town Meeting, eliminating the need to reauthorize each fiscal year.

Recommendations ...

Selectmen: Recommended.

Finance Committee: Recommended.

Article 27 Home Rule Petition - Charter Amendment – Change Title of Board of Selectmen

To see if the Town will vote to authorize the Board of Selectmen to petition the General Court for a special act amending the Charter of the Town of North Reading to change the title of the Board of Selectmen to the Select Board by replacing references to the "Board of Selectmen" with "Select Board" and "Selectman" with "Select Board Member", and clarifying that the "Select Board" shall, except as otherwise provided in said Charter, have all the powers and duties of a board of selectmen for purposes of the General Laws provided, however, that the General Court may make clerical or editorial changes of form only to the bill, unless the Board of Selectmen approve amendments to the bill before enactment by the General Court; and provided further that the Board of Selectmen is hereby authorized to approve amendments which shall be within the scope of the general public objectives of this petition; or what it will do in relation thereto.

Sponsor: Board of Selectmen

Description...

This article seeks to petition the General Court to amend the Town Charter by changing the words "Board of Selectmen" to "Select Board" and "Selectman" with "Select Board Member."

Recommendations ...

Selectmen: Recommended.

Finance Committee: No Action Required.

Article 28 Amend Code – General Bylaws – Change Title of Board of Selectmen

To see if the Town will vote to amend the Code of the Town of North Reading, General Bylaws, to replace references to the (1) "Board of Selectmen" with "Select Board", all as set forth below, with such amendments to take effect upon the effective date of the home rule petition authorized in Article 27:

- (1) Delete the words "Board of Selectmen" in each place in which they appear, and insert in place thereof the words, "Select Board",
- (2) Delete the word "Selectmen" in each place where it appears by itself (i.e., not following the words "board of"), including, but not limited to, in the title of Sections 5-1 and 5-7 and in the text of Sections 1-7, 5-2, 5-26, 23-6 through 23-9, 128-2, 152-5, 152-6, and 152-7, and insert in place thereof the words "Select Board";
- (3) Insert the following new sentence at the conclusion of Section 5-1, "The Select Board shall have all the powers and duties of a Board of Selectmen for purposes of the General Laws except as may otherwise be provided by the Town Charter,";

or what it will do in relation thereto.

Sponsor: Board of Selectmen

Description...

This article seeks to amend the General Bylaws by changing the words "Board of Selectmen" to "Select Board" and "Selectman" with "Select Board Member" for consistency with changes to the Town Charter under Article 27.

Recommendations ...

Selectmen: Recommended.

Finance Committee: No Action Required.

Article 29 Amend Code – Zoning Bylaws – Change Titles of Board of Selectmen and Selectmen

To see if the Town will vote to amend the Code of the Town of North Reading, Zoning Bylaws, to replace all references to the (1) "Board of Selectmen" with "Select Board", and (2) "Selectmen" with "Select Board"; all as set forth below, with such amendments to take effect upon the effective date of the home rule petition authorized in Article 27:

- (1) Delete the words "Board of Selectmen" in each place in which they appear, and insert in place thereof the words, "Select Board", and
- (2) Delete the word "Selectmen" in each place where it appears by itself (i.e., not following the words "board of ") and insert in place thereof the words "Select Board";

or what it will do in relation thereto.

Sponsor: Board of Selectmen

Description...

This article seeks to amend the Zoning Bylaws by changing the words "Board of Selectmen" to "Select Board" for consistency with changes to the Town Charter and the General Bylaws under under Articles 27 and 28.

Recommendations ...

Selectmen: Recommended.

Finance Committee: No Action Required.

Article 30 Home Rule Petition - Charter Amendment – Change Title of Town Administrator

To see if the Town will vote to authorize the Board of Selectmen to petition the General Court for a special act amending the Charter of the Town of North Reading to change the title of the "Town Administrator" to "Town Manager" in each place in which it appears in said Charter; provided, however, that the General Court may make clerical or editorial changes of form only to the bill, unless the Board of Selectmen approve amendments to the bill before enactment by the General Court; and provided further that the Board of Selectmen is hereby authorized to approve amendments which shall be within the scope of the general public objectives of this petition; or what it will do in relation thereto.

Sponsor: Board of Selectmen

Description...

This article seeks to petition the General Court to amend the Town Charter by changing the words "Town Administrator" to "Town Manager."

Recommendations ...

Selectmen: Recommended.

Finance Committee: No Action Required.

Article 31 Amend Code – General Bylaws – Change Title of Town Administrator

To see if the Town will vote to amend the Code of the Town of North Reading, General Bylaws, to replace references to the "Town Administrator" with "Town Manager" in each place in which it appears in such bylaws, all as set forth below, with such amendments to take effect upon the effective date of the home rule petition authorized in Article 30, or what it will do in relation thereto.

Sponsor: Board of Selectmen

Description...

This article seeks to amend the General Bylaws by changing the words "Town Administrator" to "Town Manager" for consistency with changes to the Town Charter under Article 30.

Recommendations ...

Selectmen: Recommended.

Finance Committee: No Action Required.

Article 32 Home Rule Petition - Charter Amendment – Town Meeting Dates

To see if the Town will vote to authorize the Board of Selectmen to petition the General Court for a special act amending the Charter of the Town of North Reading to authorize the first session of the spring Annual Town Meeting to be held on any date in June not in conflict with a religious or legal holiday to consider and adopt an annual operating and capital budget, and to act on other financial matters, as well as to consider and act upon such other business as may properly come before the meeting; and the first session of the fall Annual Town Meeting to be held on any date in October, not in conflict with a religious or legal holiday to consider and act on matters of planning, zoning, subdivision control, building codes, and all other matters of a by-law nature, as well as to consider and act upon such other business as may properly come before the meeting, including financial matters; and that the dates for the June and October Annual town meetings shall be set by the Selectmen at a public hearing held annually during a regularly scheduled meeting of the board to be held before March 31st; provided, however, that the General Court may make clerical or editorial changes of form only to the bill, unless the Board of Selectmen approve amendments to the bill before enactment by the General Court; and provided further that the Board of Selectmen is hereby authorized to approve amendments which shall be within the scope of the general public objectives of this petition; or what it will do in relation thereto.

Sponsor: Board of Selectmen

Description...

This article seeks to petition the General Court to amend the Town Charter by allowing the Board of Selectmen to choose any date in June or October, not in conflict with a religious or legal holiday, to hold Town Meeting, rather than the current restriction to the first available Monday of these months.

Recommendations ...

Selectmen: Recommended.

Finance Committee: Recommended.

Article 33 Amend Code – General Bylaws – Section 172-4 Admission; Quorum

To see if the Town will vote to amend the Code of the Town of North Reading, General Bylaws, Chapter 172-4 Admission; Quorum by deleting Section 172-4 in its entirety and inserting in place thereof the following:

"§ 172-4 Admission; Quorum. The Board of Registrars shall appoint tellers who shall permit only registered voters to enter upon the floor of the meeting place of any Town Meeting. Any number of registered voters present shall constitute a quorum sufficient for any session of an Annual Town Meeting. One hundred fifty (150) registered voters shall constitute a quorum sufficient to conduct business at any session of a Special Town Meeting."; or what it will do in relation thereto.

Sponsor: Board of Selectmen

Description...

This article would remove the quorum requirement for any session of any Annual Town Meetings but leave in place the requirement of 150 voters for all sessions of any Special Town Meetings.

Recommendations ...

Selectmen: Recommended.

Finance Committee: Recommendation to be made at Town Meeting.

Article 34 Amend Code – General By-Laws – Section 158-9 Snow Removal on Streets and Sidewalks

To see if the Town will vote to amend or delete Chapter 158-9 of the Code of North Reading, Snow Removal on Streets and Sidewalks; or what it will do in relation thereto.

Sponsor: Board of Selectmen

Description...

This article would authorize the existing General Bylaw to be amended or deleted.

Recommendations ...

Selectmen: Recommendation to be made at Town Meeting.

Finance Committee: Recommendation to be made at Town Meeting.

Article 35 Amend Code – General By-Laws – Add New Section: Kennels

To see if the Town will vote to amend the Code of North Reading General By-laws Chapter 23 – Animals, by adding a new section §23-13 – "Kennels" as follows; and to amend the list of fines under Chapter 1, General Provisions § 1-5B(3), Violations and Penalties, to include those specified under §23-13; or what it will do in relation thereto:

§23-13. Kennels

A. The term "kennel" shall include all those as specified and defined under MGL c. 140, §136A.

B. The provisions of all sections of MGL c. 140, §§ 137A through 137D shall apply to kennels established under this by-law.

C. Kennels shall be allowed only to the extent permitted in accordance with §200-35 of the North Reading Zoning By-laws.

D. Kennel licenses shall be issued annually by the Town Clerk's Office after proof has been provided to the Town Clerk's office that said kennel has passed an annual inspection by an animal control officer in accordance with the provisions of MGL c. 140, §137A.

E. The licensing fee for each kennel shall be in accordance with the Town Clerk's fee schedule established under authority of MGL c. 40, §22F.

F. Licensing period; application for and issuance of license.

(1) The licensing period for each kennel shall be from January 1 through December 31.

(2) The application and issuance of a kennel license shall be required annually by January 31 or within thirty (30) days of the inspection by the animal control officer, whichever is later.

G. Enforcement; violations and penalties.

(1) This by-law shall be enforceable through the non-criminal disposition process provided for under §1-5 of these by-laws. The penalty for violation shall be: first offense: warning; second offense: one hundred dollars (\$100.); third offense: two hundred dollars (\$200.). Each day or portion thereof during which a violation continues shall constitute a separate offense.

(2) Failure to apply for and obtain an annual kennel license following a third offense shall result in suspension of the operation of the kennel until said kennel license has been obtained.

H. This by-law shall be enforced by the Police Chief or his designee, or the Zoning Enforcement Officer.

I. The invalidity of any portion or provision of this by-law shall not invalidate any other portion or provision thereof.

Sponsor: Board of Selectmen

Description...

This article would amend the General Bylaws by adding a process for the licensing of Kennels in North Reading in accordance with State Law but only as permitted under the Town Zoning Bylaws.

Recommendations ...

Selectmen: Recommendation to be made at Town Meeting.

Finance Committee: Recommendation to be made at Town Meeting.

Article 36 Application of Bond Premium

To see if the Town will vote to supplement each prior vote of the Town that authorizes the borrowing of money to pay costs of capital projects to provide that, in accordance with Chapter 44, Section 20 of the General Laws, the premium received by the Town upon the sale of any bonds or notes thereunder, less any such premium applied to the payment of the costs of issuance of such bond or notes, may be applied to pay project costs and the amount authorized to be borrowed for each such project shall be reduced by the amount of any such premium so applied; or what it will do in relation thereto.

Sponsor: Board of Selectmen

Description...

This article would permit the Town to apply any future bond premium on any previously authorized borrowing authorization to be used to pay project costs for their respective project and reduce the amount of the borrowing authority, accordingly.

Recommendations ...

Selectmen: Recommended.

Finance Committee: Recommended.

Article 37 Establish Regional School District Stabilization Fund

To see if the Town will vote pursuant to Section 16G½ of Chapter 71 of the Massachusetts General Laws to approve the creation of a stabilization fund by the Northeast Metropolitan Regional Vocational Technical School District, consistent with the August 10, 2017 vote of the Northeast Metropolitan Regional Vocational Technical School District Committee on to establish a Stabilization Fund, pursuant to Section 16G½ of Chapter 71 of the Massachusetts General Laws, said Stabilization Fund to be invested and to retain its own interest earnings as provided by law and further to set up an operational line item to be created to transfer available monies into said Stabilization Fund; or take any other action relative thereto.

Sponsor: Board of Selectmen

Description...

This article would authorize the District to establish a stabilization fund.

Recommendations ...

Selectmen: Recommendation to be made at Town Meeting.

Finance Committee: Recommendation to be made at Town Meeting.

Article 38 Approval of Hillview Golf Course Management Contract for Term in Excess of Three Years

To see if the Town will vote pursuant to G.L. c.30B, §12 to authorize the Hillview Commission to enter into a contract for golf course management services for a term in excess of three (3) years; or what it will do in relation thereto.

Sponsor: Hillview Commission

Description...

This article would authorize the Hillview Commission to enter into a contract for golf course management services for a term in excess of the three year limit established by State Law.

Recommendations ...

Selectmen: Recommended.

Finance Committee: Recommended.

Article 39 Fund Feasibility Study for Pedestrian/Bicycle Pathway

To see if the Town will vote to raise by taxation and appropriate, or appropriate by transfer from unexpended funds remaining in warrant articles, or appropriate by transfer from any available funds, a sum of money not to exceed \$55,000 to fund a feasibility study to acquire rights for, design and construct a multiuse pathway generally following the abandoned Salem to Lowell rail bed from the Lynnfield to Wilmington lines, including all incidental and related expenses; or what it will do in relation thereto.

Sponsor: Land Utilization Committee

Description...

This article would authorize funding for a feasibility study for a proposed pedestrian/bicycle pathway.

Recommendations ...

Selectmen: Recommendation to be made at Town Meeting.

Finance Committee: Recommendation to be made at Town Meeting.

Article 40 Citizens Petition: Street Betterments and Road Paving: Swan Pond Road

To request Town Meeting approval to raise by taxation and appropriate, or appropriate by transfer of available funds, or authorize appropriation through borrowing, or utilizing the 50/50 betterment cost share, or what it will do in relation thereto, for street betterments and road paving the gravel portion of the residential neighborhood of Swan Pond Road, from its intersection with Adam Street, westerly for a distance of approximately 2,700 feet. The project parameters shall be in a manner consistent with the project and construction cost standards used in paving similar gravel road sections at Swan Pond.

Sponsor: Rosalie Cravotta and others.

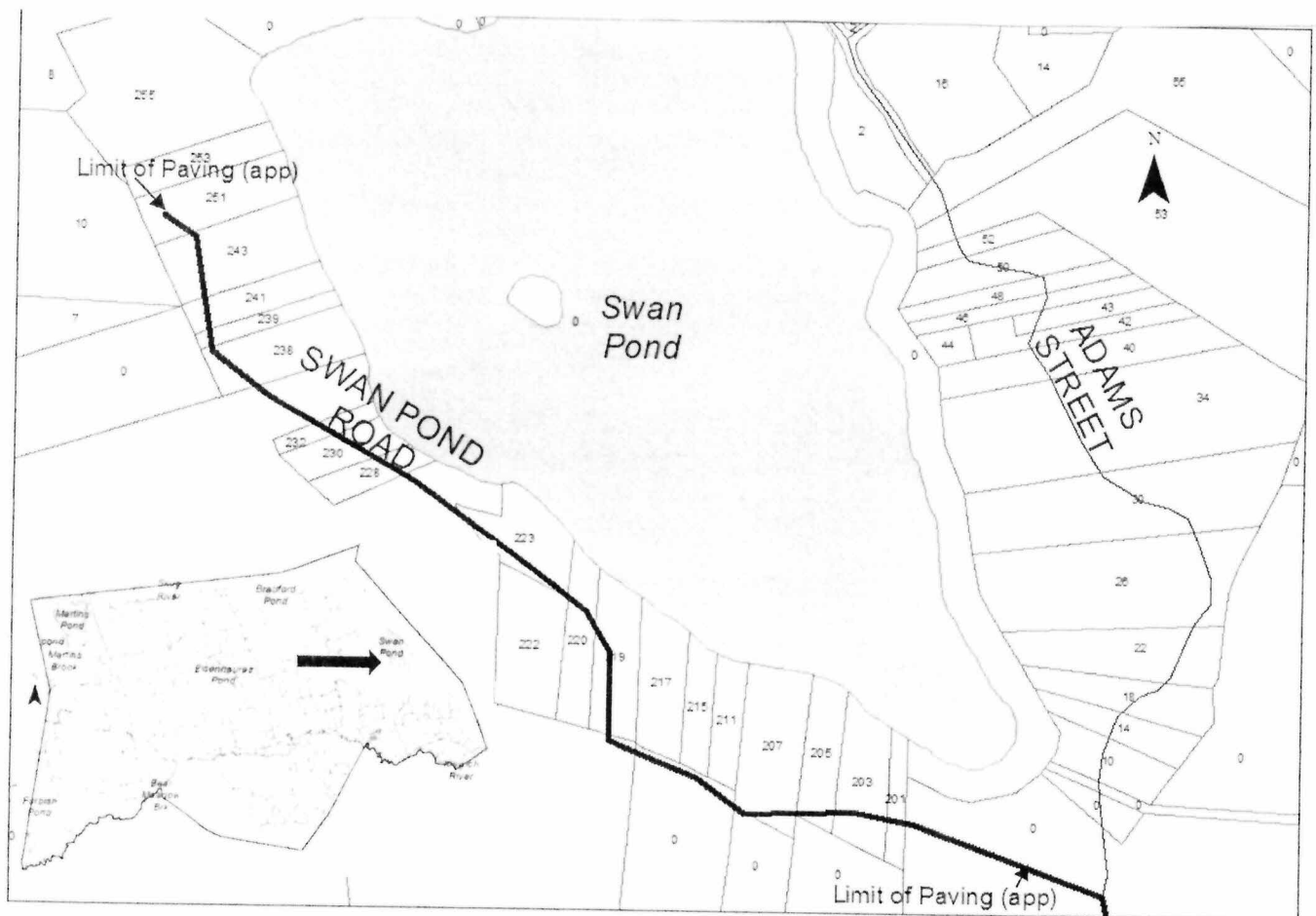
Description...

This article would authorize funding to pave a portion of Swan Pond Road.

Recommendations ...

Selectmen: Recommendation to be made at Town Meeting.

Finance Committee: Recommendation to be made at Town Meeting.



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

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

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

BOARD OF SELECTMEN

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

A True Copy: Attest
John J. Firriello, Constable