

TOWN OF HAMILTON
ANNUAL TOWN MEETING

Held April 2, 2016

At Hamilton-Wenham Regional High School

At the close of registration on March 11, 2016 there were 5653 registered voters.

Precinct 1 – 74
Precinct 2 – 81
Precinct 3 – 78

David S. Carey Assistant Moderator	8 Arabian Way
Darcyll C. Dale Section 1, 2 & Head Table	58 Woodbury Street
Stephen A. Walsh Section 1, 2 & Head Table	17 Hedding Avenue
Katie M. Dale Section 3 & 4	58 Woodbury Street
Phillips B. Stearns Section 3 & 4	175 Linden Street
William F. Sullivan Section 5 & Overflow	66 Woodbury Street
Raymond V. Desroches Section 5 & Overflow	306 Moulton Street

Moderator declared a quorum present (75) and the Warrant returned showing it had been properly served, opened the Annual Town Meeting at 9:09 A.M. with 233 voters checked and present.

Pledge of Allegiance

The Moderator read: I have asked non-resident Town officials and those assisting the Selectmen or Finance Committee to be present here so they may be available to answer questions.

Members of the press [and the video crew] have also been allowed to be present. I remind those allowed here to do nothing which may influence the counting of a vote. All other non-registered visitors must be seated in the visitors' area.

Another procedural note, we record these proceedings so as to have an accurate record of the meeting and to help everybody know who is speaking and hear what is said. Therefore please use the microphones provided and, unless I recognize you by name, please give your name and address when you address the moderator.

The Moderator recognized the Town officials.

An announcement as to Holds. Some of our motions will include a listing of items that will be voted on as a group unless a voter shouts HOLD on the item. When there is a shouted HOLD during the reading of a list for consideration by the meeting, I may condition acceptance of the Hold on obtaining the identity of the voter requesting the Hold. This information is for the minutes of the meeting and to save meeting time when a held item is considered later in the meeting. If I am unable to identify a voter requesting a Hold, I may disregard such purported action for a Hold.

All registered voters have been given a distinctive voter ID card when checking into the meeting. You will need to show the card on any counted vote. If you cannot show the card, your vote will not be counted.

The Moderator recognized Scott Maddern, Chairman of the Board of Selectmen, who gave preliminary remarks (see attached document). Also, Shawn Farrell, Selectman, who asked residents to participate in an upcoming community survey. As well as Rick Sprenkle, Chairman of the Finance and Advisory Committee, who summarized the FY'17 budget including OPEB funding, need to change fee structure for waste enterprise to make fund self-sustaining, HWRSD actual costs are on budget, and increases in expenses for the Town including COLA, healthcare insurance, and retirement.

The Moderator recognized HWRSD Superintendent of Schools Michael Harvey who gave an update on the level service budget including primary drivers on increases such as COLA, salary steps for teachers, retirement costs, out of district tuition, and need to replace hot water system at the HWRHS/MRMS campus. He noted that a \$70,000 savings has been realized related to staff replacement with rehiring at a lower rate and 4 FTEs were cut saving \$187,000 relative to declining enrollment in the school district. There has been a 1.1% increase in the school district's budget in four years. Also mentioned was shift of students from Hamilton (20 fewer a year) to Wenham (gaining 10 students a year). From 2011 to 2013 the school district's enrollment decreased by 91 students and staff positions were reduced as a result. Items included in the HWRSD's 5 year capital plan are iPad scholarships, ventilation system for server, and the replacement of smart boards.

The Moderator announced that she would describe when there were not unanimous votes for favorable recommendation on articles by the Town boards and committees.

SECTION 1: ELECTIONS, REPORTS, PROCEDURES

ARTICLE 2016/4 1-1 **Election of Officers and Ballot Question**

The Moderator read: The vote on Article 1-1 is by ballot on Thursday, April 7, 2016 at the Winthrop School when the polls will open at 7:00 a.m. and close at 8:00 p.m. to elect the following Town and School District Officers:

- Town Moderator for one year
- Two Selectmen for three years
- Assessor for three years
- Planning Board for three years
- One member of Hamilton Housing Authority for five years and one member for one year (to fill an unexpired term)
- Hamilton-Wenham Public Library Trustee for three years
- Three members of the Hamilton-Wenham Regional School Committee for three years and one member for one year (to fill an unexpired term)

ARTICLE 2016/4 1-2 **Reports**

Moved by Scott Maddern, Chair Board of Selectmen, duly seconded, that the reports of Town Officers and committees be received and placed on file.

The Moderator called for the card vote.

CARD VOTE: MOTION PASSES

ARTICLE 2016/4 1-3 **Article for Consent Motion**

The Moderator read: The list of Articles to be taken up and voted on as one motion. The motions appear on the Motions List, which was handed out at check in. Hold up your voter card to identify a Hold as the list is read. Any article motion for which there is an accepted Hold will be deleted from the Consent Motion and taken up and considered according to its place on the Warrant.

Motion numbers:

2-2 Compensation/Classification Table - that the Town amend the Personnel By-law by adopting changes to the classification and compensation table as set forth in Appendix A to the 2016 Appendix Book.

2-4 Water Enterprise Budget - that the Town approve \$1,726,758.00 for the FY 17 Water

Enterprise Budget as set forth in Appendix D to the 2016 Appendix Book.

- 2-5 Waste Reduction Enterprise Budget** - that the Town approve \$389,171.00 for the FY 17 Waste Reduction Enterprise Budget as set forth in Appendix E to the 2016 Appendix Book.
- 2-6 Annual Financial Actions** - that the Town authorize the following financial transfers:
- A. To transfer \$2,000 from the Cemetery Sale of Lots and Graves Fund to be used for cemetery purposes;
 - B. To transfer \$217 from the Clark Property Fund to the Conservation Fund;
 - C. To transfer \$414,489 from the Water Enterprise Fund to the General Fund to be used for indirect expenses and debt;
 - D. To transfer \$329,302 from the General Fund to the Waste Reduction Enterprise Fund to be used for solid waste expenses.
- 2-10 OPEB Trust Fund** - that the Town raise and appropriate \$75,000 for deposit in the Other Post-Employment Benefits Liability Trust Fund.
- 4-1 Amend Council on Aging By-Law** - that the Town amend the Town By-laws Chapter XXXIII, "Council on Aging By-law" by deleting the current language and replacing it in its entirety with the language set forth in Appendix I of the 2016 Appendix Book.

There were no HOLDS.

Moved by Scott Maddern, Chair Board of Selectmen, duly seconded, that the numbered Motions as set forth in Proposed Consent Motions List for this 2016 Annual Town Meeting, a copy of which has been delivered to the Town Clerk to be filed with the minutes of this meeting with copies made available to voters in attendance, be approved by one vote, each motion to be deemed a separate action under the Warrant Article having the same corresponding number.

The Moderator called for the card vote.

CARD VOTE: MOTION PASSES

SECTION 2: FINANCIAL ACTIONS

ARTICLE 2016/4 2-1 Prior Year Bills

The Moderator noted that this article needs a 4/5ths vote and recognized Rick Sprenkle. Moved by Rick Sprenkle, duly seconded, Chairman Finance & Advisory Committee, that the Town appropriate from available funds \$3,844.03 to pay in FY'17 expenses incurred in prior years.

The Moderator called for the card vote.

CARD VOTE: MOTION PASSES

ARTICLE 2016/4 2-2 Compensation/Classification Table

This article passed with the Consent Motion that the Town amend the Personnel By-law by adopting changes to the classification and compensation table as set forth in Appendix A to the 2016 Appendix Book.

ARTICLE 2016/4 2-3 General Town Departmental Appropriations

The Moderator read: To see if the Town will raise and appropriate money for schools and all other Town expenses and determine the manner of expending same, or take any action thereon or relative thereto. The proposed budget appears as Appendix B to the 2016 Appendix Book. The approved school budget appears as Appendix C to the 2016 Appendix Book. She noted that the Finance & Advisory Committee voted unanimously to recommend favorable action on this article and the Board of Selectmen voted 4-1 in favor.

The Moderator read: Each appropriation and for any item and there were no HOLDS.

\$1,980,624 for General Town Government
\$176,000 for Personnel Contract/Reserve
\$232,265 for Capital Spending
\$2,649,428 for Public Safety
\$16,837,972 for Hamilton-Wenham Regional School District
\$236,766 for Essex North Shore Agricultural & Technical School District
\$1,552,158 for Department of Public Works
\$257,262 for Health and Human Services
\$719,810 for Library
\$111,893 for Recreation
\$1,981,890 for Unclassified
\$1,695,160 for Total Debt – Principal & Interest

Totaling \$28,431,229.00

The Moderator recognized Rick Sprenkle.

Moved by Rick Sprenkle, Chair Finance & Advisory Committee, duly seconded, that the Town raise and appropriate the sums read by the Moderator for schools and all other Town expenses which are set forth in the 2017 Fiscal Year Budget in Appendix B of the 2016 Appendix Book and Appendix C of the 2016 Appendix Book as read by the Moderator.

The Moderator called for the card vote.

CARD VOTE: MOTION PASSES

ARTICLE 2016/4 2-4 Water Enterprise Budget

This article passed with the Consent Motion that the Town approves \$1,726,758.00 for the FY 17 Water Enterprise Budget as set forth in Appendix D to the 2016 Appendix Book.

ARTICLE 2016/4 2-5 Waste Reduction Enterprise Budget

This article passed with the Consent Motion that the Town approves \$389,171.00 for the FY 17 Waste Reduction Enterprise Budget as set forth in Appendix E to the 2016 Appendix Book.

ARTICLE 2016/4 2-6 Annual Financial Actions

This article passed with the Consent Motion that the Town authorize the following financial transfers:

- A. To transfer \$2,000 from the Cemetery Sale of Lots and Graves Fund to be used for cemetery purposes;
- B. To transfer \$217 from the Clark Property Fund to the Conservation Fund;
- C. To transfer \$414,489 from the Water Enterprise Fund to the General Fund to be used for indirect expenses and debt;
- D. To transfer \$329,302 from the General Fund to the Waste Reduction Enterprise Fund to be used for solid waste expenses.

ARTICLE 2016/4 2-7 Community Preservation Budget

The Moderator reported that the Finance & Advisory Committee voted unanimously to recommend favorable action on this article, and the Board of Selectmen voted 4 to 1 in favor.

The Budget appears as Appendix F of the 2016 Appendix Book. The Moderator noted the recommendations of the Community Preservation Committee and that any items where there was a HOLD would be discussed separately. The Moderator read: proposed financial actions as follows:

APPENDIX F
COMMUNITY PRESERVATION COMMITTEE BUDGET

1) Open Space and Recreation - Project - HOLD

To appropriate \$44,647 (\$39,247.00 from the Community Preservation Fund Balance, \$4,688.00 from FY17 Community Preservation Fund Revenues, and \$712.00 from the Open Space Recreation Reserve) for the design of the field renovation at Hamilton Wenham Regional High School, conditioned upon commencement of the project by June 30, 2018.

Note: The vote of the Community Preservation Committee was unanimously in favor.

2) Open Space and Recreation - Project

To appropriate \$25,000.00 from the Community Preservation Fund Balance for the construction of a playground at the Winthrop School, conditioned upon commencement of construction by June 30, 2018.

Note: The vote of the Community Preservation Committee was 5 votes in favor and two in opposition.

3) Open Space and Recreation - Project

To appropriate \$44,600.00 of FY17 Community Preservation Fund Revenues to fund the debt service for the Donovan Acquisition (\$40,000.00 in principal and \$4,600.00 in interest).

4) Open Space and Recreation - Project

To appropriate \$110,000.00 from the Community Preservation Fund Balance to fund the debt service related to the Sagamore Hill conservation project.

5) Historic Preservation - Reserve

To reserve \$49,288.00 of FY17 Community Preservation Fund Revenues to the Historic Resources Reserve. *Note: The vote of the Community Preservation Committee was unanimously in favor.*

6) Community Housing - Project - HOLD

To appropriate \$250,000 (\$194,935 from the Community Housing Reserves, \$49,288 from the FY17 Community Preservation Fund Revenues, and \$5,767.00 from the Community Preservation Fund Balance) to the Affordable Housing Trust, conditioned upon expenditure for affordable housing purposes by June 30, 2018.

Note: The vote of the Community Preservation Committee was unanimously in favor.

7) Administration - Expense

To appropriate \$24,644.00 of FY17 Community Preservation Fund Revenues for administration costs including, but not limited to, annual Community Preservation Coalition membership fees and salary for part-time Community Projects Coordinator position.

The Moderator recognized Tom Catalano, Chair Community Preservation Committee. Moved by Tom Catalano, Chair Community Preservation Committee, duly seconded, that the Town appropriate or reserve for future appropriation monies from community preservation fund annual revenues, specific reserves or other available funds for the administrative expenses of the Community Preservation Committee, the payment of debt service, the undertaking of community preservation projects and all other necessary and proper expenses for the year as read and corrected by the moderator, excepting those items held, with each item to be considered a separate appropriation and further that the Town authorize the Board of Selectmen to execute agreements, on terms acceptable to the Board, to the extent necessary to effectuate the public benefits of such projects.

Catalano provided a report on the non-held items: 2, 3, 4, 5, and 7 regarding how the CPC arrived at its decision about these projects.

The Moderator called for the card vote on the non-held items.

CARD VOTE: MOTION PASSES

ITEMS THAT WERE HELD----

1) Open Space and Recreation – Project

To appropriate \$44,647 (\$39,247.00 from the Community Preservation Fund Balance, \$4,688.00 from FY17 Community Preservation Fund Revenues, and \$712.00 from the Open Space Recreation Reserve) for the design of the field renovation at Hamilton Wenham Regional High School, conditioned upon commencement of the project by June 30, 2018.

6) Community Housing - Project

To appropriate \$250,000 (\$194,935 from the Community Housing Reserves, \$49,288 from the FY17 Community Preservation Fund Revenues, and \$5,767.00 from the Community Preservation Fund Balance) to the Affordable Housing Trust, conditioned upon expenditure for affordable housing purposes by June 30, 2018.

Moved by Tom Catalano, Chair Community Preservation Committee, duly seconded, that the Town appropriate \$44,647 (\$39,247.00 from the Community Preservation Fund Balance, \$4,688.00 from FY17 Community Preservation Fund Revenues, and \$712.00 from the Open Space Recreation Reserve) for the design of the field renovation at Hamilton Wenham Regional High School, conditioned upon commencement of the project by June 30, 2018. He noted that the Community Preservation Committee was unanimously in favor of the project.

Virginia Cookson, 318 Forest Street, inquired about how the school owns the property where the field would be located and if CPA funds could be used for this purpose as well as expressed concern about proximity to wetlands. Catalano explained that the design for field renovation is part of Recreation Master Plan to change use of fields at Patton Park and to enable playing fields

to rest town wide. Also, the intent of the project is to work towards filing a Notice of Intent as part of the design.

Jeanne Maurand, 21 Garfield Avenue, expressed interest in peacefulness at Patton Park, use of fields and wetland preservation. Catalano reiterated that the project is for a design study not design of the turf field.

The Moderator called for the card vote.

CARD VOTE: MOTION PASSES

Moved by Tom Catalano, Chair Community Preservation Committee, duly seconded, to appropriate \$250,000 (\$194,935 from the Community Housing Reserves, \$49,288 from the FY17 Community Preservation Fund Revenues, and \$5,767.00 from the Community Preservation Fund Balance) to the Affordable Housing Trust, conditioned upon expenditure for affordable housing purposes by June 30, 2018. He noted that the Community Preservation Committee was unanimously in favor of the project.

Bill Shields, 721 Bay Road, inquired about what community project, what affordable housing projects and what would occur before June 30, 2018. Catalano responded that the \$250,000 in funds were not intended for a specific project but to give the Affordable Housing Trust the flexibility to act upon potential projects should they arise not relative to the Town Meeting schedule.

Kate Walker, 82 Ortins Road, inquired if any these funds would be used for the proposed Miles River project, and if so how much, and if she could amend the motion to state that the funds would not be used on the Miles River project.

The Moderator explained the procedure about if an amendment would be made to the motion if that is what Walker wanted to do after questions are answered. Town Manager Michael Lombardo explained how the Affordable Housing Trust had funded the Habitat for Humanity project on Asbury Street. The funds requested today are not for any specific project but allows ability to maintain workforce affordable housing. Also, there is not direct request for the Miles River project. Any land project from the Trust goes before the Selectmen.

Carolyn Sabo, 59 Ortins Road, questioned where access would be located to 100 plus units proposed in Miles River project.

Fred Mills, 15 Arthur Avenue, Chair of Affordable Housing Trust, explained that the funds would replenish the Affordable Housing Trust, are not designated for a particular project but would allow the Trust to act nimbly and he noted the importance of working toward preserving a multi-generational community. Also that other projects may come before the Trust and that Andrew DeFranza from Harborlight Community Partners could speak to proposed Miles River project.

Nancy Allen, 1 Appaloosa Lane, questioned how the Townspeople will opine on a project similar to the Miles River proposal. Mills explained that any project would go through the site plan review process with community involvement, and this is not occurring now with Miles River project. Walter Brillard, 776 Bay Road, opined that the project is farther along and read description on proposed 108 units.

Town Counsel Donna Brewer provided language for the amendment to the motion. Kate Walker moved, duly seconded, that the Town appropriate \$250,000 (\$194,935 from the Community Housing Reserves, \$49,288 from the FY17 Community Preservation Fund Revenues, and \$5,767.00 from the Community Preservation Fund Balance) to the Affordable Housing Trust provided however that these funds shall not be used for the Miles River project unless approved at a future Town Meeting conditioned upon expenditure for affordable housing purposes by June 30, 2018.

Tom Catalano, 595 Highland Street, expressed interest in the Town supporting affordable housing and reiterated that the motion was not for a specific project. Dave Carey, 8 Arabian Way, emphasized the need for affordable housing in Town especially for divorced parents. Gretel Clark, 823 Bay Road, spoke in favor of the warrant article. Chris Davis, 6 Partridge Berry Lane, suggested that the Town allow a project to be proposed. Robert McKean, 159 Woodland Mead, suggested this was a Planning Board versus Town Meeting discussion. William Dery, 356 Chebacco Road, expressed his opposition. Dave Knechtle, 14 Lincoln Avenue, asked for clarification on original motion and amendment which was done by the Town Moderator. Jack Lawrence, 105 Rock Maple, inquired about funds relative to Habitat for Humanity project and Fred Mills responded that the funds were expended for site control. Marybeth Lawton, 104 Gregory Island Road, expressed support for the motion. David Siedzik from 227 Highland Street asked about procedure which was answered by Town Moderator.

Andrew DeFranza, Executive Director of Harborlight Community Partners, explained details about proposed Miles River project including how his organization has purchase and sale agreement on a small portion not the whole site. He explained that abutters would be spoken to individually and all permitting Town boards would be consulted. Also, that of the 108 proposed units for seniors and families, 10% would be set aside for homeless to comply with state requirement. Christine Scott, 92 Ortins Road, asked that the funds not be used for the Miles River project. Rick Mitchell, 36 Rock Maple, asked to move the motion forward. Walter Brillard, 776 Bay Road, asked if the Zoning Board of Appeals would have control of the project, and would the townspeople have an opportunity to vote on the project. Town Counsel Donna Brewer stated that the project is proposed as a Chapter 40B and has to go through the ZBA and noted that the Town has not met the 10% affordable housing requirement therefore the Town boards cannot do much to limit the project, and developer can appeal to the Housing Appeals Committee which can supersede the local position. A Town vote would occur depending upon the project (i.e., if Town will be asked to sell or acquire land).

The Moderator reread the amendment to the motion and called for a card vote.

CARD VOTE: UNCLEAR

The Moderator called for a counted vote.

**COUNTED VOTE: 98 YES
91 NO**

MOTION PASSES

The Moderator called for a card vote on the main motion which is the amended motion.

CARD VOTE: MOTION PASSES

ARTICLE 2016/4 2-8 Annual Authorization of Revolving Funds

Moved by Rick Sprenkle, Chair Finance & Advisory Committee, duly seconded, that the Town pursuant to M.G.L. c.44, § 53E ½, reauthorize the Recreation and Parks Revolving Fund with an FY 17 spending limit of \$223,739, reauthorize the Pool Revolving Fund with an FY 17 spending limit of \$223,739, reauthorize the Council on Aging Revolving Fund with an FY 17 spending limit of \$20,000, and reauthorize the Emergency Dispensing Services & Clinics Revolving Fund with an FY 17 spending limit of \$10,000, with specified programs for expenditures, receipts to be credited, departments and officials authorized to expend and disposition of fund balance to be as set forth in Appendix G to the 2016 Appendix Book. This vote sets the statutory limit on the fund and money will be used for future programs or maintenance.

The Moderator called for a card vote.

CARD VOTE: MOTION PASSES

ARTICLE 2016/4 2-9 Hamilton Development Corporation

Moved by Brian Stein, President Hamilton Development Corporation, duly seconded, that the Town raise and appropriate \$65,000 to the Hamilton Development Corporation. Stein gave a brief overview of the HDC's accomplishments. Jack Lawrence, 105 Rock Maple, inquired about prospects for HDC revenue and ability for the Corporation to become self-sustaining. Stein mentioned RFP for 59/63 Willow Street property.

The Moderator called for the card vote.

CARD VOTE: MOTION PASSES

ARTICLE 2016/4 2-10 OPEB Trust Fund

This article passed with the Consent Motion that the Town raise and appropriate \$75,000 for deposit in the Other Post-Employment Benefits Liability Trust Fund.

ARTICLE 2016/4 2-11 **Patton Homestead Fund**

The Moderator recognized Scott Maddern. Moved by Scott Maddern, Chair Board of Selectmen, duly seconded, that the Town appropriate and transfer \$250,000 from the Town Stabilization Fund to the Patton Homestead Account to be used to maintain and preserve the Homestead and property.

The Moderator recognized Carin Kale, Chair of Patton Homestead Inc., and Town Manager Michael Lombardo who described status of non-profit organization, and if the \$250,000 remaining funds from the sale of the Patton Ridge development land were transferred for the care of the Homestead, this would increase the matching funds to \$500,000 which could increase grant potential from Mass. Cultural Council. Funds are being sought to make improvements at the Homestead to make it ADA compliant and to update/maintain facility.

Rosemary Kennedy, 61 Rust Street, expressed concern about a \$1 million renovation at the Homestead when no plan was in place and the Town had been paying carrying costs for the gift. Kale, Lombardo and Marc Johnson, 6 Patton Drive, spoke to Town's open space plan and interest in preserving property, that the Homestead does not have major structural issues, and no taxpayer money is proposed for use at the Homestead. Kennedy and Jack Lawrence, 105 Rock Maple, questioned use of funds and cost of property to date as well as possibility of selling property. Town Counsel Donna Brewer explained that according to the gift agreement the Town can only sell a portion of or the entire property if the Board of Selectmen determine the use of the property is impossible or intractable for the Town residents. Secondly, before sale occurs the property has to be offered back to the Patton family, and if the property is sold outside of the Patton family, half of the proceeds have to go to a charity defined by the Patton family. Forrester Clark, 308 Sagamore Street, and Rick Sprenkle, 65 Greenbrook Road, expressed support for the article.

The Moderator called for card vote.

**CARD VOTE: MOTION PASSES By 2/3rds
so declared by the Moderator**

SECTION 3: PLANNING/ZONING ACTIONS

ARTICLE 2016/4 3-1 **Rewrite of Zoning By-law**

The Moderator recognized Jeff Melick who summarized actions of working group on rewrite of zoning by-law. Moved by Jeff Melick, Chair Planning Board, duly seconded, that the Town take no action on this article.

The Moderator called for the card vote.

CARD VOTE: MOTION PASSES

ARTICLE 2016/4 3-2 **Amendment to Senior Housing Zoning By-law**

The Moderator recognized Shawn Farrell. Moved by Shawn Farrell, Board of Selectman, duly seconded, that the Town amend the Zoning By-law by deleting Section V.E.6.

The Moderator recognized Rick Mitchell, Planning Board member, who spoke to how the article will eliminate the sunset clause for the by-law that is working well for the Town. Jackie Hodge, 222 Cutler Road, questioned why this article is being put forward since there is work underway to rewrite zoning by-law. Mitchell responded that this is not a change in the conditions of the by-law it extends it forward.

The Moderator called for the card vote on the motion that requires a 2/3rds vote.

**CARD VOTE: MOTION PASSES by 2/3rds
so declared by the Moderator**

ARTICLE 2016/4 3-3 **Citizens' Petition - Site Plan Review to Planning Board**

The Moderator recognized William Dery. Moved by William Dery, duly seconded, that the Town take no action on this article.

Gretel Clark, 823 Bay Road, inquired about why the motion is being postponed. Town Moderator noted that there will be a vote on the motion it would not be postponed. Town Counsel Donna Brewer explained that the article was done properly but state law requires procedural steps for changing a zoning by-law which were not taken. Specifically state law requires that Planning Board have before it during public hearings the text of what the changes are and these have to be on file with the Town clerk and that did not happen. Town Counsel Donna Brewer responded to William Dery to clarify process for bringing a citizens petition forward and how the Board of Selectmen includes it on the warrant and in this case would notify the Planning Board that public hearings would have to be held. However, procedural steps have to be done by the party moving the article forward and Town counsel does not draft the language

to make sure the article meets requirements of statute. Brewer noted that last year the Planning Board adopted an article to change site plan review from Zoning Board of Appeals to the Planning Board which she rewrote for accuracy. This language could have been brought forward this year for Planning Board review at its public hearing which was not done. If a citizens' petition goes before a board or committee then they can access Town counsel.

Robin Sears, 14 Bridge Street, noted that she brought the citizens' petition forward and expressed concern about process. The Town Moderator clarified that the citizens' petition language was sufficient for the warrant article but not to change a zoning by-law. She offered moving forward to continue helping citizens with future petitions but could not write the language. Henrietta Gates, 340 Bridge Street, expressed her support for a future citizen's petition addressing change in authority for site plan review.

The Moderator called for the card vote.

CARD VOTE: MOTION PASSES

SECTION 4: TOWN BY-LAW AMENDMENTS

ARTICLE 2016/4 4-1 Amend Council on Aging By-law

This article passed with the Consent Motion that the Town amend the Town By-laws Chapter XXXIII, "Council on Aging By-law" by deleting the current language and replacing it in its entirety with the language set forth in Appendix I of the 2016 Appendix Book.

SECTION 5: OTHER APPROPRIATIONS AND ACTIONS

ARTICLE 2016/4 5-1 Transfer Open Space to Conservation Commission

Moved by Shawn Farrell, Board of Selectmen, duly seconded, that the Town transfer 9.1 acres, more or less, of land shown as Lot 2 on a plan entitled "Plan of Land, 650 Asbury Street, Hamilton, Date: September 8, 2015, Peter J. Kane, P.L.S.," recorded at the Essex South District Registry of Deeds in Plan book 450, Plan 19, from the Board of Selectmen to the care, custody, management, and control of the Conservation Commission to be perpetually dedicated for use as open space and passive recreation.

Transfer is part of Patton Ridge property as set aside for passive recreation. Jack Lawrence, 105 Rock Maple, and Tess Leary, 209 Bay Road, spoke to the motion. Selectman Marc Johnson described the physical plan for the preserved land to be controlled by the Conservation Commission.

The Moderator called for the card vote and noted it was a 2/3rds vote.

**CARD VOTE: MOTION PASSES by 2/3rds
so declared by the Moderator**

ARTICLE 2016/4 5-2 Community Aggregation of Electrical Load

Moved by Scott Maddern, Chair Board of Selectmen, duly seconded, that the Town, pursuant to G.L. c. 164, § 134(a), authorize the Town Manager to initiate the process to aggregate the electrical load of interested electricity consumers in the Town, and to enter into agreements for services to facilitate the sale and purchase of electric energy and other related services.

The Moderator called for the card vote.

CARD VOTE: MOTION PASSES

ARTICLE 2016/4 5-3 Lease of Land for Cell Towers

Moved by Bill Wilson, Board of Selectmen, duly seconded, that the Town authorize the Town Manager to execute leases of Town land for the construction of one or more cell towers, for a term of not more than thirty years, on such terms and conditions as are acceptable to the Town Manager.

Town Manager Michael Lombardo described contract with Varsity Wireless with payment of \$27,000 for the opportunity and annual lease payment for use of site and additional revenues for each antenna added to the tower. A 10-year projected revenue for lease is \$500,000. The regulatory process with the Planning Board will be followed.

Jackie Hodge, 222 Cutler Road, inquired about lease period and opined that 30 years was a long time and suggested 20 years. Lombardo responded that the cellphone vendors usually have a 20 to 30 year lease period. Frederick Gregoire, 33 Old Cart Road, was opposed to the cell tower. Rick Mitchell, 36 Rock Maple, stated that it was a public safety issue. Tess Leary, 209 Bay Road, inquired about proposed location for tower. Lombardo described location behind the public safety building off of the parking lot near the police side and said will not interfere with public safety vehicles. He noted that site plan would go before the Planning Board.

The Moderator recognized Francis Parisi of Varsity Wireless who stated that this approval of the lease of the land was the first step in a long process with the Planning Board and Zoning Board of Appeals. He said research will be done on the viability and height on Town owned property.

Janet Aldrich, 34 Rust Street, asked the League of Women Voters to do a study on these towers to understand if there are safety issues. Discussion occurred with Jackie Hodge, 222 Cutler Road, about proposed 20-year lease with two 5-year renewals. Hodge moved to amend the motion, duly

seconded, that the Town authorize the Town Manager to execute leases of Town land for the construction of one or more cell towers, for a term of not more than thirty years, on such terms and conditions as are acceptable to the Town Manager and the Board of Selectmen. Bill Bowler, 328 Essex Street, stated that he is opposed to the amendment.

The Moderator called for the card vote on the amendment to the main motion.

CARD VOTE: MOTION FAILS

The Moderator called for the card vote on the main motion.

CARD VOTE: MOTION PASSES

SECTION 6: CLOSING FINANCIAL ACTIONS

ARTICLE 2016/4 6-1 Free Cash Application

The Moderator recognized Rick Sprenkle.

Moved by Rick Sprenkle, Chair Finance & Advisory Committee, duly seconded, that the Town reserve, appropriate, and authorize the Assessors to use \$500,000 of available certified free cash to reduce the tax rate for the Fiscal Year beginning July 1, 2016.

The Moderator called for the card vote on the main motion.

CARD VOTE: MOTION PASSES

ADJOURNMENT

The Moderator said: This Annual Town Meeting (dissolved at 12:55 p.m.) is recessed until April 7, 2016 at 7 o'clock a.m. at the Winthrop School.

Selectmen Report for Hamilton 2016 Annual Town Meeting

Thank you Madam Moderator. And thank you all for attending and to everyone who had a hand in organizing today's Annual Town Meeting as well as those who organized our breakfast this morning. We hope you like this venue, it's worked well for other large events. After we wrap up, please give your feedback to the Selectmen and Moderator.

One of the main reasons we are here today, our Town budget, will be report on shortly by our FinCom chair, Rick Sprenkle. Shawn Farrell with report on our town-wide survey. Dr. Harvey will give a report on the school district budget. The Board of Selectmen and FinCom started the budget process last summer developing a 3-year forecast. We include our Town Manager, Finance Director, and School Committee in the conversation. It gives the direction to our Town Departments and District so they can start their budget processes in the fall. We have working sessions in the winter to review programs and draft budgets. And we reviewed our joint programs carefully with Wenham – joint programs represent 2/3 of our total spending. My personal thanks to Catherine Harrison, Wenham BoS chair and Mike Lucy the FinCom chair, Larry Schwartz School Committee chair, Mike Harvey Superintendent and Jeff Sands Assistant Superintendent, and of course Rick Sprenkle and our own FinCom for all the long hours and reviews - they are all great to work with.

And I'd like to share a couple of big, but maybe not obvious changes in our Town. Our total population hasn't changed much over the last decade and is expected to grow very modestly over the next few, but we have big changes within this population. Seniors are now almost a quarter of our population while school enrollment has declined more than 10%. Those are key considerations as we look forward. While the town staffing of 70 employees hasn't changed in years, healthcare and retirement costs are rising precipitously, more than 10% this year. Both the Town Manager and I have met with legislators about these costs, written to our state representatives as well as the Mass Municipal Association and let our insurance agents and plan administrators know that healthcare costs are excessive. Controllable town costs are up less than 2% again this year and we spend less than our neighboring towns on DPW, public safety, seniors, and recreation. Lastly on the budget, we are always looking for cost savings: the Board of Selectmen brainstormed a whole list of ideas and both Hamilton; and, Wenham FinComs are working together for any and all improvements.

Here is a quick update on volunteerism and participation. We have over 30 boards and committees with many members and many more volunteers help run the programs we all enjoy. Our boards and committees help us all decide which programs or projects are important and they all help prepare us for our meeting today. I'd like to highlight two programs that reach many of our residents.

- Our Council on Aging outreach increased almost 60 % to seniors that have never contacted before. We count each time our COA serves a senior, almost 11,000 last year. The COA van ridership was over 1,100 in the last half of the year, a free service to the town as part of our contract to house an ambulance in the Emergence Center. We have

many new programs for health, social interaction and legal advice. We have a truly engaged Council on Aging and Director, Mary Beth Lawton.

- Our Recreation Department serves a huge population too. Our fields, and Rec Center have over 2,500 uses, some with hundreds of participants. With good progress on the Patton Pool construction hopefully we'll have a grand opening and be swimming this summer. We also have a truly engaged Joint Recreation Committee and Director in Sean Timmons.

I'd like to give you a few quick updates on key decisions since our last Annual Town Meeting.

- As to the pool, we have more good news: the construction bids came in under the amount we approved and we negotiated a pool agreement with Wenham, helping to fund their share of both the construction and operation. On the topic of water, we finished our 1st phase of replacing our 60-70 years old, leaky water pipes and phase 2 is under way.
- Last fall, town meeting voted to help fund open space protection at the Sagamore Hill property. State funding has been secured and Greenbelt's private fundraising campaign is progressing well. As of today, the remaining funding gap is \$400,000 and between the upcoming Essex Town Meeting and additional private donors, the goal is within reach. Please continue to support Greenbelt's efforts and with luck, the land will be protected by the summer. Also, the Board of Selectmen got lots of input on the new land acquisition policy.
- Communications is an area we are improving. We surveyed seniors last fall, with property taxes and affordable housing concerns as the most important topics. Shawn Farrell will speak about our all-town survey shortly too. The Community Preservation Committee held community input workshops as did the Hamilton Development Corporation, who got free assistance from the technical experts at the Urban Land Institute. The Town distributes a quarterly newsletter to those of us who don't subscribe to social media, and we have both senior and recreation newsletters. We're asking all board and committees to post on the town's website not only their agendas and minutes but also their handouts in a way that's easy for all of us to find.
- You might have heard about a 108-unit affordable housing project on Longmeadow Way. At this point it's a concept shared by a non-profit developer with the Affordable Housing Trust. We have already heard serious concerns about such a large project, septic, as well as traffic on Bay Road. On Monday, Brad Hill and I are hosting a seminar at the Library with a presentation by the state's Executive Director of the Massachusetts Housing Partnership. On a more modest and practical scale, we do have a 2-unit project funded on Asbury Street, thanks to the proceeds of the sale of the property at the Patton Homestead.
- At the Patton Homestead, we received a check for \$1m for the sale of the property, \$40k so far in building permits, and we expect Patton Ridge to be the 2nd largest taxpayer in town at more than \$150,000 per year. The non-profit is in place to guide the future use of the Homestead and you'll hear more from Carin Kale about that later.
- We have some personnel updates. The Town Manager's compensation, other than a 2% COLA hasn't been touched since 2013. If you recall, last year we almost lost our Town Manager to Danvers. We recently provided a \$5k retention bonus like the School District did for the superintendent. We have a few departures to announce. Maureen Hickey, administrator for the Town Manager and Board of Selectman retired – thanks for all your

hard work Maureen. Marc Johnson has been a selectman for 6 years and for 12 years before that was on the Planning Board and several years as its chair – good luck to you Marc. Rick Sprenkle's term comes to an end, he will be handing the reigns over to David Wanger for FY 17 - thank you Rick for all you've done.

- And my last update: Hamilton Wenham Little League is celebrating its 60th anniversary this year, so please come out and watch the parade on Saturday the 30th. The Hamilton Wenham Community Garden is in its 4th year and they asked me to let you know that registration is open. Go to their website for info and the facility is next to Pingree Park, by the tennis courts. The second year of the discounted recycled rain barrel program we do with Wenham is under way. The deadline to order is April 16 and information is available on the Town website.

In conclusion, thanks again for attending our Annual Town Meeting and to all our volunteers who help out with the many programs we have in Town. Thank you Madam Moderator.

**APPENDIX A
COMPENSATION / CLASSIFICATION TABLE
FISCAL YEAR 2017**

2.00% P.B. Cola (+plus)

Salary and Wage Positions

(*) = See footnote - end of Comp. Table

Salaried Positions		I	II	III	IV	V	VI	VII
	Steps	Start	6 months	18 months	30 months	42 months	54 months	66 months
	Chief Appraiser	81,264.48	84,515.06	87,895.66	91,411.49	95,067.95	98,870.67	102,825.50
	Chief of Fire	81,264.48	84,515.06	87,895.66	91,411.49	95,067.95	98,870.67	102,825.50
2	Chief of Police	81,264.48	84,515.06	87,895.66	91,411.49	95,067.95	98,870.67	102,825.50
	Director of Finance/Accountant	81,264.48	84,515.06	87,895.66	91,411.49	95,067.95	98,870.67	102,825.50
	Director of Planning & Development	81,264.48	84,515.06	87,895.66	91,411.49	95,067.95	98,870.67	102,825.50
	Director of Public Works	81,264.48	84,515.06	87,895.66	91,411.49	95,067.95	98,870.67	102,825.50
1	Director of Assessors	59,221.44	61,590.30	64,053.91	66,616.07	69,280.71	72,051.94	74,934.02
2	Health Agent	59,221.44	61,590.30	64,053.91	66,616.07	69,280.71	72,051.94	74,934.02
	Health Inspector	59,221.44	61,590.30	64,053.91	66,616.07	69,280.71	72,051.94	74,934.02
	Public Health Nurse	59,221.44	61,590.30	64,053.91	66,616.07	69,280.71	72,051.94	74,934.02
I	Treasurer-Collector	59,221.44	61,590.30	64,053.91	66,616.07	69,280.71	72,051.94	74,934.02
	Council on Aging Director	50,183.48	52,190.82	54,278.45	56,449.59	58,707.57	61,055.87	63,498.10
	Emergency Center Supervisor	50,183.48	52,190.82	54,278.45	56,449.59	58,707.57	61,055.87	63,498.10
	Recreation Director	50,183.48	52,190.82	54,278.45	56,449.59	58,707.57	61,055.87	63,498.10
	Town Accountant (vacant)	50,183.48	52,190.82	54,278.45	56,449.59	58,707.57	61,055.87	63,498.10
	Town Clerk (Elected)	50,183.48	52,190.82	54,278.45	56,449.59	58,707.57	61,055.87	63,498.10
2	Building/Zoning Inspector	42,542.93	44,244.64	46,014.43	47,855.01	49,769.21	51,759.98	53,830.38
	Conservation Coordinator	42,542.93	44,244.64	46,014.43	47,855.01	49,769.21	51,759.98	53,830.38
8	Community Project Coordinator	42,542.93	44,244.64	46,014.43	47,855.01	49,769.21	51,759.98	53,830.38

Hourly Positions

Hourly Positions		I	II	III	IV	V	VI	VII
	Steps (4% each)	Start	6 months	18 months	30 months	42 months	54 months	66 months
	Asst. to the Town Manager	21.36	22.21	23.10	24.02	24.98	25.98	27.02
	Assistant Town Accountant	23.03	23.95	24.91	25.91	26.95	28.03	29.15
	Assistant Treasurer/Collector	23.03	23.95	24.91	25.91	26.95	28.03	29.15
	Facilities Maintenance Technician	21.22	22.06	22.94	23.86	24.81	25.80	26.83
	Social Services Specialists	18.27	19.00	19.76	20.55	21.37	22.22	23.11
6	Animal Control Officer	16.22	16.87	17.54	18.24			
	Clerk/Typist	16.42	17.08	17.76	18.47			
	Custodian	17.17	17.85	18.56	19.30			
	Emergency Center Dispatcher (P/T)	17.17	18.20	19.29	20.45			
	Fire Equipment Mechanic	25.21	26.22	27.27	28.36			
	Matron	18.63	19.74	20.92	22.18			
	Reserve Patrolman	18.63	19.74	20.92	22.18			

2.00% P.B. Cola (+plus)

APPENDIX A COMPENSATION / CLASSIFICATION TABLE FISCAL YEAR 2017

Call Firefighters	
Rank	Hourly Wage
Deputy Chief	27.56
Captain	25.53
Lieutenant	23.47
Inspector, Electrical/Building	23.47
Firefighter w/ CPR 1st Responder	20.40
Probationary Firefighter	17.35
	n/a

Collective Bargaining Unions

Administrative Assistant Union - Hourly Compensation table established by Union Contract							
7/1/15 - In Negotiation							
Steps	I	II	III	IV	V	VI	VII
	Start	6 mos.	18 mos.	30 mos.	42 mos.	54 mos.	66 mos.
Administrative Assts. - Grade II	19.49	20.27	21.08	21.93	22.80	23.72	24.66

DPW Union - Hourly Compensation table established by Union Contract							
7/1/16 (existing agreement expires 6/30/17)							
Steps	I	II	III	IV	V	VI	VII
	0	9 mos.	18 mos.	36 mos.	48 mos.	60 mos.	72 mos.
Upon completion of service timeframe	23.26	23.89	24.54	25.20	25.88	26.58	27.30
Foreman	23.26	23.89	24.54	25.20	25.88	26.58	27.30
Mechanic	23.26	23.89	24.54	25.20	25.88	26.58	27.30
Plant Operator-Primary	21.24	21.81	22.40	23.00	23.62	24.26	24.92
Foreman 2	20.86	21.42	22.00	22.59	23.20	23.83	24.47
Plant Operator-Secondary	20.18	20.72	21.28	21.85	22.44	23.05	23.67
Heavy Equipment Operator	18.78	19.29	19.81	20.34	20.89	21.45	22.03
Truck Driver Labor							

Firefighter Union - Hourly Compensation table established by Union Contract							
7/1/15 (existing agreement expires 6/30/16)							
Steps	I	II	III	IV	V	VI	VII
	0	1 yrs.	2 yrs.	3 yrs.	4 yrs.	5 yrs.	6 yrs.
Firefighter/EMT	21.00	21.84	22.71	23.62	24.56	25.54	26.56
FF/EMT/Inspector	24.57	25.55	26.57	27.63	28.74	29.89	31.09
EMT Certification Stipend (Weekly)	50.00						

2.00% P.B. Cola (+plus)

APPENDIX A COMPENSATION / CLASSIFICATION TABLE FISCAL YEAR 2017

Police Union - Hourly Compensation table established by Union Contract - 7/1/15 (existing agreement expires 6/30/16)									
Steps		I	II	III	IV	V	VI	VII	
Upon completion of years of service		0	1 yrs.	5 yrs.	10 yrs.	15 yrs.	20 yrs.	25 yrs.	
Employees Hired Prior to 7/1/2010		val of step incr	22%	3%	2%	2%	2%	1%	
1, 4, 5	W/O College Degree	20.90	25.58	26.22	26.85	27.49	28.12	28.51	
1, 4, 5	BA/BS	25.09	30.71	31.48	32.24	33.01	33.77	34.24	
1, 4, 5	MA/MS	26.13	31.98	32.78	33.57	34.38	35.17	35.66	
Employees Hired After 7/1/2010									
1, 4, 5	W/O College Degree	20.90	25.58	26.22	26.85	27.49	28.12	28.51	
1, 4, 5	BA/BS	22.99	28.14	28.84	29.53	30.24	30.94	31.37	
1, 4, 5	MA/MS	23.52	28.79	29.51	30.22	30.95	31.66	32.10	

Police & Fire Signal Operator Union - Hourly Compensation table established by Union Contract - 7/1/16 (existing agreement expires 6/30/17)									
Steps		I	II	III	IV	V	VI	VII	VIII
Upon completion of Service Timeframe		0	6 mos.	18 mos.	36 mos.	48 mos.	60 mos.	72 mos.	120 mos.
Dispatcher (weekly rates)		722.89	762.80	808.40	856.80	891.20	926.80	950.00	969.20
Dispatcher (hourly rates)		18.07	19.07	20.21	21.42	22.28	23.17	23.75	24.23

APPENDIX A COMPENSATION / CLASSIFICATION TABLE

FISCAL YEAR 2017

Other Municipal Positions			
Elected/Appointed Positions (MGL 41 s.108 & 108A)	Annual Salary	Professional Stipends	Annual Rate
Town Manager	140,080.26	7 Animal Control Officer/Inspector	24,000
Chief of Police	126,072.22	Animal Pick-Up (Deceased)	2,400
		Wildlife Officer	2,400
Selectmen/Chairman	3,225	Call Fire Deputy Chief	1,500
Board of Assessors/Chairman	2,878	EMT Certification (Police Officers)	1,500
Selectmen/Members	2,852	Harbormaster	1,200
Board of Assessors/Members	2,150	Professional Certifications	1,000
Board of Appeals/Chairman	1,648	1 Call Fire Captain	750
Board of Health/Chairman	856	Call Fire Training Officer	500
Board of Health/Members	485	Accreditation Stipend (Police)	250
Inspectional Services	Hourly Rate	Pay Rates - Part-time	Contract Rate
Building/Zoning Inspector	28.90	MIS Systems Analyst (vendor cost included in Finance budget)	
Plumbing/Gas Inspector	28.90	9 Energy Manager	32.64 (hourly)
Electrical Inspector	28.90	10 Finance/Asst Operations Spec.(new)	27.00 (hourly bid)
Sealer of Weights & Measures	28.90	Health Agent	46.30 (hourly)
Asst. Plumbing/Gas Inspector	28.31	Information/Social Media Specialist	20.40 (hourly)
Asst. Electrical Inspector	28.31		
Asst. Building Inspector	28.31		

*The minimum wage will increase to \$11 per hour in Jan. 2017.

Registrar of Voters (annually) 400.00
Recreation Instructor (trial/per class) 10.00 100.00
Seasonal Employee (hourly) 10.00 20.00
Senior Work-Off Prog. (hourly) 10.00

Jul/Dec 2016 Jan/Jun 2017
Poll Worker (hourly) 10.00 11.00
Warden (Elections/Registration Dept) 11.00 12.00

Position also receives either a "Professional Stipend" or additional compensation for certification. See M.G.L. Ch. 41, Sec. 19K & 108P.
Differs from Wage and Salary table; see "OTHER" section at the end of Compensation Table.
Less than full-time. Hourly wage is based on annual salary from table calculated on a 37.5 hr. work week.
Shift differential is 5% for Evening and 7% for Midnight shift.
Lieutenants shall receive 25% more than the corresponding patrolman's rate. Sergeants and Inspectors shall receive 15% more than the corresponding patrolman's rate.
Compensation paid by stipend. See Professional Stipend position list.
Position is shared with the Town of Manchester-by-the-Sea funding 1/2 of the costs.
Position funded through the Community Preservation Act fund.
Position was grant funded. Starting FY17, position will be funded by the Town with a potential of sharing the position and costs with HWRSD and the Town of Wenham.
New position for FY17. Title may change. Hourly rate to be paid will not exceed the amount listed. Work week: 19 hours per week.

The legend notes are specific to a position. Any unassigned note is simply being retained here for future use.

	FY13 Actual*	FY14 Actual*	FY15 Actual*	FY16 Budget*	FY17 Request	% change: FY16 to FY17
122 BOARD OF SELECTMEN						
Salary and Personnel Costs	\$21,083	\$19,775	\$25,952	\$36,092	\$36,637	1.5%
Other Operating Costs	\$8,288	\$5,750	\$5,063	\$12,050	\$10,850	-10.0%
122 BOARD OF SELECTMEN Total	\$29,371	\$25,525	\$31,014	\$48,142	\$47,487	-1.4%
123 TOWN MANAGER						
Salary and Personnel Costs	\$174,791	\$183,399	\$187,277	\$191,208	\$194,772	1.9%
Other Operating Costs	\$59,769	\$66,984	\$92,209	\$80,919	\$87,869	8.6%
Capital Costs	\$3,207	\$4,416	\$5,503	\$10,000	\$0	-100.0%
123 TOWN MANAGER Total	\$237,768	\$254,799	\$284,990	\$282,127	\$282,641	0.2%
131 FINANCE COMMITTEE						
Other Operating Costs	\$234	\$21	\$226	\$250	\$250	
Reserve Fund	\$0	\$0	\$0	\$100,000	\$100,000	
131 FINANCE COMMITTEE Total	\$234	\$21	\$226	\$100,250	\$100,250	
135 FINANCE DIRECTOR						
Salary and Personnel Costs	\$159,014	\$149,915	\$152,358	\$156,775	\$187,323	19.5%
Other Operating Costs	\$111,283	\$141,520	\$131,795	\$245,714	\$182,235	-25.8%
Capital Costs	\$20,776	\$28,588	\$76,368	\$74,000	\$0	-100.0%
135 FIN. DIR. Total	\$291,073	\$320,024	\$360,522	\$476,489	\$369,558	-22.4%
141 ASSESSORS						
Salary and Personnel Costs	\$140,204	\$140,584	\$147,072	\$151,413	\$155,860	2.9%
Other Operating Costs	\$14,325	\$11,250	\$12,008	\$18,235	\$20,320	11.4%
141 ASSESSORS Total	\$154,529	\$151,833	\$159,081	\$169,648	\$176,180	3.9%
145 TREASURER/COLLECTOR						
Salary and Personnel Costs	\$152,075	\$162,582	\$168,694	\$175,768	\$180,297	2.6%
Other Operating Costs	\$38,268	\$27,224	\$30,240	\$45,150	\$48,750	8.0%
145 TREASURER/COLLECTOR Total	\$190,343	\$189,805	\$198,934	\$220,918	\$229,047	3.7%
148 PER/CONTRACT RESERVE *(an estimated amount for union and non-union salary adjustments not yet settled)						
Salary and Personnel Costs					\$176,000	new group
148 PER/CONTRACT RESERVE Total	\$0	\$0	\$0	\$0	\$176,000	
149 CAPITAL SPENDING *(replaces traditional capital article; see list at end of appendix for details)						
Capital Costs					\$232,265	new group
149 CAPITAL SPENDING Total	\$0	\$0	\$0	\$0	\$232,265	
151 TOWN COUNSEL						
Legal Retainer	\$21,000	\$21,000	\$27,825	\$27,000	\$30,000	11.1%
Litigation Services	\$98,933	\$77,396	\$119,064	\$90,000	\$90,000	
151 TOWN COUNSEL Total	\$119,933	\$98,396	\$146,889	\$117,000	\$120,000	2.6%
161 TOWN CLERK						
Salary and Personnel Costs	\$93,846	\$96,104	\$81,051	\$92,583	\$93,529	1.0%
Other Operating Costs	\$13,556	\$15,302	\$25,502	\$21,450	\$21,450	
161 TOWN CLERK Total	\$107,401	\$111,405	\$106,553	\$114,033	\$114,979	0.8%
162 ELECTION & REGISTRATION						
Salary and Personnel Costs	\$17,728	\$8,112	\$11,249	\$20,695	\$18,664	-9.8%
Other Operating Costs	\$20,693	\$12,929	\$13,392	\$23,450	\$29,050	23.9%
162 ELECTION & REG. Total	\$38,422	\$21,040	\$24,641	\$44,145	\$47,714	8.1%

	FY13 Actual*	FY14 Actual*	FY15 Actual*	FY16 Budget*	FY17 Request	% change: FY16 to FY17
171 CONSERVATION COMMISSION						
Salary and Personnel Costs	\$26,523	\$27,054	\$27,805	\$28,147	\$28,710	2.0%
Other Operating Costs	\$1,339	\$834	\$845	\$2,205	\$2,205	
171 CONS. COMMISSION Total	\$27,861	\$27,888	\$28,650	\$30,352	\$30,915	1.9%
172 PLANNING DEPARTMENT						
Salary and Personnel Costs	\$25,369	\$29,317	\$70,011	\$103,792	\$106,201	2.3%
Other Operating Costs	\$782	\$36	\$3,412	\$2,500	\$3,000	20.0%
Consultant review of by-laws				\$50,000		-100.0%
172 PLANNING DEPARTMENT Total	\$26,151	\$29,353	\$73,423	\$156,292	\$109,201	-30.1%
174 CHEBACCO WOODS						
Other Operating Costs	\$1,478	\$1,591	\$1,705	\$2,500	\$2,500	
174 CHEBACCO WOODS Total	\$1,478	\$1,591	\$1,705	\$2,500	\$2,500	
192 PUBLIC BUILDING & MAINT.						
Salary and Personnel Costs	\$38,530	\$38,799	\$26,460	\$83,130	\$84,649	1.8%
Other Operating Costs	\$197,110	\$176,902	\$201,948	\$251,748	\$265,504	5.5%
Capital Costs	\$15,063	\$0	\$30,000	\$10,000	\$0	-100.0%
192 PUBLIC BLDGS & MAINT Total	\$250,702	\$215,700	\$258,407	\$344,878	\$350,153	1.5%
100 GENERAL TOWN GOVT Total	\$1,475,267	\$1,447,382	\$1,675,034	\$2,106,775	\$2,388,889	13.4%
200 PUBLIC SAFETY						
210 POLICE						
Salary and Personnel Costs	\$1,195,927	\$1,254,378	\$1,309,823	\$1,372,237	\$1,377,687	0.4%
Other Operating Costs	\$96,363	\$85,312	\$112,077	\$112,211	\$109,625	-2.3%
Capital Costs	\$96,035	\$36,875	\$36,654	\$49,750	\$0	-100.0%
210 POLICE Total	\$1,388,324	\$1,376,566	\$1,458,554	\$1,534,198	\$1,487,312	-3.1%
220 FIRE DEPARTMENT						
Salary and Personnel Costs	\$439,409	\$516,078	\$534,346	\$565,861	\$606,983	7.3%
Other Operating Costs	\$55,201	\$62,666	\$64,837	\$73,396	\$91,253	24.3%
Capital Costs	\$23,792	\$15,837	\$52,632	\$28,250	\$0	-100.0%
220 FIRE DEPARTMENT Total	\$518,403	\$594,581	\$651,814	\$667,508	\$698,236	4.6%
233 EMERGENCY REPORT CENTER						
Salary and Personnel Costs	\$161,856	\$239,067	\$245,503	\$258,261	\$267,910	3.7%
Other Operating Costs	\$22,824	\$29,395	\$22,109	\$42,300	\$45,075	6.6%
233 EMER. REPORT CENTER Total	\$184,680	\$268,462	\$267,612	\$300,561	\$312,985	4.1%
241 INSPECTIONAL SERVICES						
Salary and Personnel Costs	\$104,116	\$103,679	\$111,545	\$106,849	\$81,116	-24.1%
Other Operating Costs	\$2,413	\$2,049	\$3,546	\$8,650	\$8,650	
241 INSPECTIONAL SERVICES Total	\$106,529	\$105,728	\$115,091	\$115,499	\$89,766	-22.3%
291 EMERGENCY MANAGEMENT						
Other Operating Costs	\$246	\$0	\$699	\$1,300	\$1,300	
291 EMERGENCY Mgt Total	\$246	\$0	\$699	\$1,300	\$1,300	
292 ANIMAL CONTROL						
Salary and Personnel Costs	\$7,200	\$7,200	\$5,467	\$14,400	\$17,600	22.2%
Other Operating Costs	\$502	\$0	\$75	\$2,230	\$2,230	
292 ANIMAL CONTROL Total	\$7,702	\$7,200	\$5,542	\$16,630	\$19,830	19.2%

	FY13 Actual*	FY14 Actual*	FY15 Actual*	FY16 Budget*	FY17 Request	% change: FY16 to FY17
919 STREET LIGHTING						
Other Operating Costs	\$52,841	\$53,888	\$57,770	\$56,000	\$40,000	-28.6%
919 STREET LIGHTING Total	\$52,841	\$53,888	\$57,770	\$56,000	\$40,000	-28.6%
200 PUBLIC SAFETY Total	\$2,258,725	\$2,406,424	\$2,557,083	\$2,691,696	\$2,649,428	-1.6%
300 EDUCATION						
HW REGIONAL SCHOOL DISTRICT	\$15,139,497	\$14,705,190	\$16,302,008	\$16,417,016	\$16,837,972	2.6%
ESSEX NS AGRIC. & TECH SD	\$143,126	\$89,064	\$163,748	\$198,056	\$236,766	19.5%
300 EDUCATION Total	\$15,282,623	\$14,794,254	\$16,465,756	\$16,615,072	\$17,074,738	2.8%
400 PUBLIC WORKS						
421 DEPT OF PUBLIC WORKS						
Salary and Personnel Costs	\$190,749	\$175,319	\$177,696	\$147,214	\$153,128	4.0%
Other Operating Costs	\$91,221	\$80,620	\$82,179	\$88,245	\$80,423	-8.9%
421 DEPT OF PUBLIC WORKS Total	\$281,970	\$255,939	\$259,875	\$235,460	\$233,551	-0.8%
422 HIGHWAY						
Salary and Personnel Costs	\$224,058	\$211,723	\$248,555	\$312,280	\$311,863	-0.1%
Other Operating Costs	\$87,342	\$135,525	\$189,485	\$216,906	\$221,052	1.9%
Capital Costs	\$141,260	\$140,386	\$329,194	\$84,730	\$0	-100.0%
422 HIGHWAY Total	\$452,660	\$487,633	\$767,234	\$613,916	\$532,915	-13.2%
423 SNOW REMOVAL						
Salary and Personnel Costs	\$79,710	\$89,701	\$112,789	\$81,620	\$84,700	3.8%
Other Operating Costs	\$149,110	\$210,995	\$367,926	\$172,538	\$177,450	2.8%
423 SNOW REMOVAL Total	\$228,821	\$300,696	\$480,715	\$254,158	\$262,150	3.1%
429 CEMETERY						
Salary and Personnel Costs	\$69,501	\$80,078	\$75,860	\$74,551	\$72,409	-2.9%
Other Operating Costs	\$18,704	\$8,418	\$6,845	\$9,800	\$9,800	
429 CEMETERY Total	\$88,205	\$88,496	\$82,705	\$84,351	\$82,209	-2.5%
433 SANITATION						
Other Operating Costs	\$17,532	\$8,040	\$0	\$20,000	\$20,000	
Fund Transfer - Waste Ent.	\$334,270	\$334,270	\$304,080	\$321,070	\$329,302	2.6%
433 SANITATION Total	\$351,802	\$342,310	\$304,080	\$341,070	\$349,302	2.4%
650 PARK/FIELDS/GROUNDS						
Salary and Personnel Costs	\$72,030	\$37,093	\$41,519	\$76,695	\$78,631	2.5%
Other Operating Costs	\$9,008	\$43,914	\$8,706	\$7,152	\$13,400	87.4%
Capital Costs	\$16,129	\$10,843	\$0	\$60,965	\$0	-100.0%
650 PARK/FIELDS/GROUNDS Total	\$97,168	\$91,850	\$50,225	\$144,812	\$92,031	-36.4%
400 PUBLIC WORKS Total	\$1,500,625	\$1,566,924	\$1,944,834	\$1,673,767	\$1,552,158	-7.3%
500 HUMAN SERVICES						
511 BOARD OF HEALTH						
Salary and Personnel Costs	\$96,232	\$97,994	\$110,321	\$106,398	\$109,994	3.4%
Other Operating Costs	\$1,592	\$1,270	\$2,156	\$3,400	\$3,900	14.7%
511 BOARD OF HEALTH Total	\$97,824	\$99,263	\$112,477	\$109,798	\$113,894	3.7%

	FY13 Actual*	FY14 Actual*	FY15 Actual*	FY16 Budget*	FY17 Request	% change: FY16 to FY17
541 COUNCIL ON AGING						
Salary and Personnel Costs	\$6,872	\$54,101	\$58,178	\$62,950	\$67,454	7.2%
Other Operating Costs	\$14,983	\$21,673	\$27,036	\$26,534	\$26,851	1.2%
541 COUNCIL ON AGING Total	\$21,855	\$75,775	\$85,214	\$89,484	\$94,305	5.4%
543 VETERANS BENEFITS						
Other Operating Costs	\$43,603	\$48,522	\$39,977	\$49,063	\$49,063	
543 VETERANS BENEFITS Total	\$43,603	\$48,522	\$39,977	\$49,063	\$49,063	
500 HUMAN SERVICES Total	\$163,282	\$223,560	\$237,668	\$248,345	\$257,262	3.6%
JOINT PROGRAMS						
610 LIBRARY						
Joint Dept-Operating Costs	\$559,571	\$587,657	\$667,478	\$679,055	\$697,272	2.7%
Joint Dept-Admin Fees	\$12,515	\$16,657	\$19,293	\$21,072	\$22,538	7.0%
610 LIBRARY Total	\$572,085	\$604,314	\$686,771	\$700,127	\$719,810	2.8%
620 ELDER VAN						
Other Operating Costs	\$32,231	\$0	\$0	\$0	\$0	
620 ELDER VAN Total	\$32,231	\$0	\$0	\$0	\$0	
630 RECREATION						
Salary and Personnel Costs	\$70,948	\$70,461	\$82,937	\$83,117	\$85,233	2.5%
Joint Dept-Recreation*	\$24,493	\$20,053	\$21,132	\$22,115	\$26,660	20.6%
630 RECREATION Total	\$95,440	\$90,513	\$104,069	\$105,232	\$111,893	6.3%
*Fees received from Wenham help offset costs.						
JOINT PROGRAMS Total	\$699,756	\$694,828	\$790,840	\$805,359	\$831,703	3.3%
UNCLASSIFIED						
911 RETIREMENT FUND						
Retirement	\$614,464	\$671,950	\$704,356	\$735,886	\$821,236	11.6%
914 HEALTH LIFE INSURANCE						
Health & Life Insurance	\$681,043	\$704,493	\$729,545	\$777,888	\$897,737	15.4%
Medicare/Unemployment						
Unemployment	\$13,352	\$0	\$5,710	\$16,000	\$16,432	2.7%
Medicare	\$45,631	\$48,916	\$52,229	\$55,000	\$56,485	2.7%
Medicare/Unemployment Total	\$58,983	\$48,916	\$57,939	\$71,000	\$72,917	2.7%
P & C INSURANCE						
Prop/Casualty Insurance	\$186,220	\$179,820	\$182,823	\$205,000	\$190,000	-7.3%
P & C INSURANCE Total	\$186,220	\$179,820	\$182,823	\$205,000	\$190,000	-7.3%
UNCLASSIFIED Total	\$1,540,710	\$1,605,180	\$1,674,662	\$1,789,774	\$1,981,890	10.7%

	FY13 Actual*	FY14 Actual*	FY15 Actual*	FY16 Budget*	FY17 Request	% change: FY16 to FY17
DEBT SERVICE						
<u>Interest</u>						
Public Safety Bldg	\$161,158	\$147,858	\$134,558	\$121,258	\$108,483	-10.5%
ESCO	\$5,700	\$5,100	\$4,500	\$3,900	\$3,300	-15.4%
Library	\$22,725	\$20,225	\$17,725	\$15,325	\$12,925	-15.7%
Water (town)	\$34,375	\$30,475	\$26,675	\$22,975	\$19,375	-15.7%
Ladder/Pumper Truck		\$0	\$0	\$24,780	\$23,800	-4.0%
Landfill		\$0	\$0	\$37,463	\$36,258	-3.2%
Short-term Interest (bond anticipation notes)	\$17,974	\$1,269	\$19,102	\$20,000	\$0	-100.0%
Total	\$241,932	\$204,927	\$202,560	\$245,700	\$204,140	-16.9%
<u>Principal</u>						
Public Safety Bldg	\$325,000	\$325,000	\$325,000	\$325,000	\$325,000	
ESCO	\$30,000	\$30,000	\$30,000	\$30,000	\$30,000	
Library	\$125,000	\$125,000	\$120,000	\$120,000	\$115,000	-4.2%
Water (town)	\$195,000	\$190,000	\$185,000	\$180,000	\$175,000	-2.8%
Ladder/Pumper Truck	\$0	\$0	\$0	\$72,000	\$70,000	-2.8%
Landfill	\$0	\$0	\$0	\$92,000	\$90,000	-2.2%
Total	\$675,000	\$670,000	\$660,000	\$819,000	\$805,000	-1.7%
<u>School Debt (Prin & Int)</u>						
Middle/High School	\$471,356	\$476,674	\$479,893	\$470,145	\$467,915	-0.5%
Cutler Roof/Other	\$0	\$0	\$85,983	\$84,424	\$84,965	0.6%
Boilers & Windows (BANS)	\$0	\$0	\$0	\$20,388	\$103,897	409.6%
ENSATSD	\$0	\$5,155	\$19,031	\$30,536	\$29,243	-4.2%
Total	\$471,356	\$481,829	\$584,907	\$605,493	\$686,020	13.3%
DEBT SERVICE Total	\$1,388,288	\$1,356,756	\$1,447,467	\$1,670,193	\$1,695,160	1.5%
TOTAL GENERAL FUND	\$24,309,276	\$24,095,306	\$26,793,344	\$27,600,980	\$28,431,229	3.0%

	FY13 Actual*	FY14 Actual*	FY15 Actual*	FY16 Budget*	FY17 Request	% change: FY16 to FY17
SUMMARY						
GENERAL GOVT (less Capital & Contract Reserve)	\$1,475,267	\$1,447,382	\$1,675,034	\$2,106,775	\$1,980,624	-6.0%
PERSONNEL/CONTRACT RESERVE	\$0	\$0	\$0	\$0	\$176,000	new group
CAPITAL SPENDING	\$0	\$0	\$0	\$0	\$232,265	new group
PROTECTION OF PERSONS	\$2,258,725	\$2,406,424	\$2,557,083	\$2,691,696	\$2,649,428	-1.6%
DEPARTMENT OF PUBLIC WORKS	\$1,500,625	\$1,566,924	\$1,944,834	\$1,673,767	\$1,552,158	-7.3%
HEALTH & HUMAN SERVICES	\$163,282	\$223,560	\$237,668	\$248,345	\$257,262	3.6%
LIBRARY	\$572,085	\$604,314	\$686,771	\$700,127	\$719,810	2.8%
ELDER VAN	\$32,231	\$0	\$0	\$0	\$0	0.0%
RECREATION	\$95,440	\$90,513	\$104,069	\$105,232	\$111,893	6.3%
UNCLASSIFIED	\$1,540,710	\$1,605,180	\$1,674,662	\$1,789,774	\$1,981,890	10.7%
TOTAL TOWN SERVICES	\$7,638,365	\$7,944,297	\$8,880,121	\$9,315,715	\$9,661,331	3.7%
DEBT: PRINCIPAL & INTEREST	\$1,388,288	\$1,356,756	\$1,447,467	\$1,670,193	\$1,695,160	1.5%
HW REGIONAL SCHOOL DISTRICT	\$15,139,497	\$14,705,190	\$16,302,008	\$16,417,016	\$16,837,972	2.6%
ESSEX NS AGRI. & TECHNICAL SD	\$143,126	\$89,064	\$163,748	\$198,056	\$236,766	19.5%
TOTAL TOWN APPROPRIATIONS	\$24,309,276	\$24,095,306	\$26,793,344	\$27,600,980	\$28,431,229	3.0%

* The figures presented come from a combination of data gleaned directly from the Town financial system and calculations performed using Town data. The figures are not meant to be interpreted as having been reviewed or approved by Town auditors.

APPENDIX B

Town Capital Improvement for Fiscal 2017

Department	Year	Model/Items	Replacement Cost (est)	Trade in Value(est)	Mileage /hours	Maint. Cost (est)	Planned Usage	Notes
Police	2011	Patrol Vehicle	\$ 38,000	\$ 1,000	108,000	\$ 4,014	Line Operation cruiser	Rotation replacement
Highway	2001	John Deer Loader	\$ 140,000					
Highway	2008	GMC Truck w/plow	\$ 42,365	\$ 6,000			Front line road maintenance/plow truck	
Park, Fields & Grounds	2008	Fastcat Mower	\$ 5,800		1,400		2 mowers for routine field maintenance	Support the joint mowing for school fields
Park, Fields & Grounds	2008	Prowler Mower	\$ 6,100		1,100			
Total			\$ 232,265					

APPENDIX C
Hamilton Wenham Regional School District FY17 Budget
Revenue/Assessment Summary

	Total Expenses						
	FY14 BUD	FY14 ACT	FY15 BUD	FY15 ACT	FY16 BUD	FY17 BUD	Difference
General Operating Expense (Before Offsets)	\$ 28,293,786	\$ 27,311,370	\$ 28,420,061	\$ 28,481,864	\$ 29,343,112	\$ 30,166,532	\$ 823,420
Expense Offsets	\$ 1,171,200	\$ 1,264,538	\$ 987,200	\$ 1,061,192	\$ 1,013,510	\$ 1,016,500	\$ 2,990
General Operating Expenses (After Offsets)	\$ 27,122,586	\$ 26,046,832	\$ 27,432,861	\$ 27,420,672	\$ 28,329,602	\$ 29,150,032	\$ 820,430
Debt Service Expense	\$ 1,841,735	\$ 1,841,735	\$ 1,970,392	\$ 1,970,392	\$ 1,993,488	\$ 2,129,250	\$ 135,763
TOTAL EXPENDITURES	\$ 28,964,321	\$ 27,888,567	\$ 29,403,253	\$ 29,391,064	\$ 30,323,089	\$ 31,279,282	\$ 956,193
							3.15%

	Total Funding Sources						
	FY 14 BUD	FY 14 ACT	FY15 BUD	FY15 ACT	FY16 BUD	FY17 BUD	Difference
Revenues							
Chapter 70-Base Aid	\$ 3,370,416	\$ 3,370,416	\$ 3,413,341	\$ 3,413,341	\$ 3,413,341	\$ 3,457,966	\$ 44,625
MSBA Debt Service Reimbursement	\$ 1,132,065	\$ 1,132,065	\$ 1,132,065	\$ 1,132,065	\$ 1,132,065	\$ 1,132,065	\$ -
State Transportation Reimbursement	\$ 251,000	\$ 318,440	\$ 290,000	\$ 290,000	\$ 290,000	\$ 331,304	\$ 41,304
Medicaid Reimbursement	\$ 85,000	\$ 118,945	\$ 85,000	\$ 82,767	\$ 85,000	\$ 85,000	\$ -
Interest Income	\$ 4,000	\$ 3,438	\$ 4,000	\$ 2,880	\$ 4,000	\$ 4,000	\$ -
Prior Year Unexpended Encumbrances	\$ -	\$ 25,395	\$ -	\$ 13,217	\$ -	\$ -	\$ -
Other Non-recurring Income	\$ -	\$ 73,928	\$ -	\$ 7,502	\$ -	\$ -	\$ -
Total Revenues	\$ 4,842,481	\$ 5,042,627	\$ 4,924,406	\$ 4,941,772	\$ 4,924,406	\$ 5,010,335	\$ 85,929
Transfers In From Other Funds							
Excess and Deficiency	\$ 2,115,920	\$ 2,115,920	\$ -	\$ -	\$ 395,781	\$ 555	\$ (395,226)
Total Transfers	\$ 2,115,920	\$ 2,115,920	\$ -	\$ -	\$ 395,781	\$ 555	\$ (395,226)
Total Funding Sources	\$ 6,958,401	\$ 7,158,547	\$ 4,924,406	\$ 4,941,772	\$ 5,320,187	\$ 5,010,890	\$ (309,297)
							-5.8%

Total Expenditures	\$ 28,964,321	\$ 27,888,567	\$ 29,403,253	\$ 29,391,064	\$ 30,323,089	\$ 31,279,282	\$ 956,193
Less Total Funding Sources	\$ 6,958,401	\$ 7,158,547	\$ 4,924,406	\$ 4,941,772	\$ 5,320,187	\$ 5,010,890	\$ (309,297)
NET ASSESSMENT INCLUDING DEBT SERVICE	\$ 22,005,920	\$ 20,730,020	\$ 24,478,847	\$ 24,449,292	\$ 25,002,902	\$ 26,268,391	\$ 1,265,490
							5.1%

	Total Town Assessments				
	FY 14 BUD	FY 14 ACT	FY15 BUD	FY15 ACT	FY16 BUD
Hamilton	\$ 15,181,864	\$ 15,181,864	\$ 16,867,884	\$ 16,867,884	\$ 16,991,972
Wenham	\$ 6,824,056	\$ 6,824,056	\$ 7,610,963	\$ 7,610,963	\$ 8,010,930
NET ASSESSMENT INCLUDING DEBT SERVICE	\$ 22,005,920	\$ 22,005,920	\$ 24,478,847	\$ 24,478,847	\$ 25,002,902

APPENDIX C
HAMILTON WENHAM REGIONAL SCHOOL DISTRICT
3 Year Summary of Assessments to the Towns

	<u>FY15 BUD</u>	<u>FY16 BUD (1)</u>	<u>FY17 BUD (2)</u>
Operations *			
Hamilton	\$16,302,008	\$16,417,016	\$16,837,974
Wenham	\$7,338,512	\$7,724,443	\$8,433,233
SubTotal	\$23,640,520	\$24,141,459	\$25,271,207
Debt			
Hamilton	\$565,876	\$574,956	\$656,775
Wenham	\$272,451	\$286,487	\$340,410
SubTotal	\$838,327	\$861,443	\$997,185
Total			
Hamilton	\$16,867,884	\$16,991,972	\$17,494,749
Wenham	\$7,610,963	\$8,010,930	\$8,773,643
Total	\$24,478,847	\$25,002,902	\$26,268,392
* Includes Debt Offsets			
Hamilton	\$11,799	\$10,467	\$7,350
Wenham	(\$11,799)	(\$10,467)	(\$7,350)

(1) FY16 Assessments reduced by \$395,781 (return of Certified E&D) per School Committee Policy D4021.

(2) FY17 Assessments reduced by \$555 (return of Certified E&D) per School Committee Policy D4021.

APPENDIX D

WATER ENTERPRISE	Fiscal Year Actuals				2016		2017		Variance	
	2013	2014	2015		Budget		Request	\$	\$	%
REVENUES										
PENALTY & INTEREST WATER	\$ 3,008	\$ 2,854	\$ 3,101		\$ 2,945		\$ 3,033	\$ 88		2.99%
INCOME (usage & service charges)	\$ 945,055	\$ 981,476	\$ 1,097,448		\$ 1,759,519		\$ 1,734,621	\$ (24,898)		-1.42%
WATER LIEN REVENUE	\$ 29,720	\$ 26,917	\$ 28,309		\$ 30,636		\$ 33,000	\$ 2,364		7.72%
EARNINGS ON INVESTMENTS	\$ 186	\$ 1,347	\$ 2,366							
BOND/BAI PREMIUM	\$ 14,993	\$ -	\$ 168,236							
MISCELLANEOUS INCOME	\$ 7,625	\$ 19,195	\$ 9,113		\$ 12,000		\$ 12,000	\$ -		0.00%
TOTAL REVENUE	\$ 1,000,588	\$ 1,031,788	\$ 1,308,573		\$ 1,805,100		\$ 1,782,654	\$ (22,446)		-1.24%
EXPENDITURES										
Personnel										
TEMPORARY WAGES	\$ -	\$ 1,500	\$ -		\$ 1,756		\$ 1,760	\$ 4		0.23%
SEASONAL WAGES	\$ -	\$ -	\$ 80		\$ 228,775		\$ 229,103	\$ 328		0.14%
PERMANENT WAGES	\$ 211,797	\$ 179,253	\$ 200,804		\$ -		\$ 6,000	\$ 6,000		100%
PERSONNEL/CONTRACT RESERVE										
OVERTIME WAGES	\$ 46,455	\$ 43,201	\$ 40,056		\$ 55,162		\$ 70,213	\$ 15,051		27.29%
LONGEVITY/STIPEND/DIFFERENTIAL	\$ 3,600	\$ 2,700	\$ 900		\$ 900		\$ 900	\$ -		0.00%
MEDICARE	\$ 3,782	\$ 3,320	\$ 3,533		\$ 4,004		\$ 4,084	\$ 80		2.00%
MEAL/UNIFORM/CLEAN ALLOWANCE	\$ 2,387	\$ 2,329	\$ 2,258		\$ 2,220		\$ 2,220	\$ -		0.00%
Total Personnel	\$ 268,072	\$ 237,303	\$ 247,631		\$ 292,817		\$ 314,280	\$ 21,463		7.33%
Expenses										
UTILITIES/FUEL CHARGES	\$ 74,515	\$ 81,982	\$ 96,848		\$ 93,000		\$ 102,500	\$ 9,500		10.22%
REPAIR & MTC VEHICLES	\$ -	\$ -	\$ 264		\$ 2,000		\$ 2,000	\$ -		0.00%
REPAIR & MTC PLANT	\$ 28,508	\$ 86,681	\$ 51,789		\$ 69,000		\$ 80,988	\$ 11,988		17.37%
REPAIR & MTC DISTRIBUTION SYST	\$ 22,969	\$ 19,305	\$ 30,818		\$ 25,000		\$ 28,500	\$ 3,500		14.00%
RENTAL/LEASE UNIFORMS	\$ 1,708	\$ 1,199	\$ 1,431		\$ 1,100		\$ 1,128	\$ 28		2.50%
PROFESSIONAL EMPLOY TRAINING	\$ 1,280	\$ 490	\$ 1,650		\$ 2,000		\$ 2,000	\$ -		0.00%
LITIGATION SERVICES	\$ 3,130	\$ 2,625	\$ 1,621		\$ 15,000		\$ 15,000	\$ -		0.00%
BILL COLLECT & DATA SERVICES	\$ 8,501	\$ 8,444	\$ 8,793		\$ 9,000		\$ 9,000	\$ -		0.00%
CONSULTATIVE SERVICES	\$ 4,332	\$ 1,872	\$ 1,455		\$ 15,000		\$ 20,000	\$ 5,000		33.33%
INSPECTIONAL SERVICES	\$ 16,412	\$ 15,660	\$ 13,132		\$ 26,016		\$ 26,500	\$ 484		1.86%
MIS & SOFTWARE SERVICES							\$ 15,900	\$ 15,900		100.00%
VOICE DATA & VIDEO SERVICES	\$ 9,766	\$ 10,126	\$ 9,757		\$ 11,000		\$ 11,000	\$ -		0.00%
ADVERTISING & PRINTING SERVICE	\$ 3,363	\$ 1,822	\$ 6,554		\$ 2,000		\$ 2,030	\$ 30		1.50%
POSTAGE AND SHIPPING	\$ 1,252	\$ 641	\$ 601		\$ 1,500		\$ 1,530	\$ 30		2.00%
PUBLIC SAFETY DETAIL SERV	\$ 666	\$ 3,248	\$ 2,229		\$ 4,500		\$ 4,635	\$ 135		3.00%
HVAC/ELECT/PLUMB SUPPLIES	\$ 5,149	\$ 9,014	\$ 1,702		\$ 2,000		\$ 2,030	\$ 30		1.50%
CUSTODIAL SUPPLIES	\$ 166	\$ 372	\$ 342		\$ 500		\$ 500	\$ -		0.00%

APPENDIX D

WATER ENTERPRISE	Fiscal Year Actuals				2016		2017		Variance	
	2013	2014	2015	2016	Budget	Request	\$	%	\$	%
VEHICLE & EQUIP SUPPLIES	\$ 1,485	\$ 3,490	\$ 1,381	\$ 2,800	\$ 2,800	\$ 2,800	\$ -	0.00%	\$ -	0.00%
VEHICLE & EQUIP FUEL	\$ 12,638	\$ 7,962	\$ 7,652	\$ 10,000	\$ 10,000	\$ 9,900	\$ (100)	-1.00%	\$ (100)	-1.00%
SMALL EQUIP SUPPLIES	\$ 1,547	\$ 2,703	\$ 590	\$ 2,000	\$ 2,000	\$ 2,000	\$ -	0.00%	\$ -	0.00%
FOOD SUPPLIES	\$ 714	\$ 628	\$ 591	\$ 700	\$ 700	\$ 700	\$ -	0.00%	\$ -	0.00%
MEDICAL & EQUIP SUPPLIES	\$ -	\$ 230	\$ -	\$ 400	\$ 400	\$ 400	\$ -	0.00%	\$ -	0.00%
WATER TREATMENT SUPPLIES	\$ 38,506	\$ 47,505	\$ 60,439	\$ 60,189	\$ 60,189	\$ 62,500	\$ 2,311	3.84%	\$ 2,311	3.84%
UNIFORMS AND GEAR	\$ 209	\$ -	\$ 477	\$ 300	\$ 300	\$ 300	\$ -	0.00%	\$ -	0.00%
GOVERNMENTAL FEES	\$ 2,393	\$ 2,529	\$ 2,590	\$ 3,000	\$ 3,000	\$ 3,000	\$ -	0.00%	\$ -	0.00%
IN STATE TRAVEL	\$ -	\$ -	\$ -	\$ 200	\$ 200	\$ 400	\$ 200	100.00%	\$ 200	100.00%
OUT OF STATE TRAVEL	\$ -	\$ -	\$ -	\$ 200	\$ 200	\$ -	\$ (200)	-100.00%	\$ (200)	-100.00%
WATER EMERGENCY FUND	\$ -	\$ -	\$ -	\$ 15,000	\$ 15,000	\$ 15,000	\$ -	0.00%	\$ -	0.00%
DUES MEMBERSHIP ETC	\$ 961	\$ 454	\$ 829	\$ 829	\$ 829	\$ 850	\$ 21	2.53%	\$ 21	2.53%
OFU - TRANSFER TO GENERAL FUND	\$ 334,307	\$ 334,307	\$ 328,982	\$ 334,307	\$ 334,307	\$ 414,489	\$ 80,182	23.98%	\$ 80,182	23.98%
Total Expenses	\$ 574,477	\$ 643,289	\$ 632,516	\$ 708,541	\$ 708,541	\$ 837,590	\$ 129,039	18.21%	\$ 129,039	18.21%
Debt										
DEBT SERVICE INTEREST (O)	\$ 5,925	\$ 5,025	\$ 4,125	\$ 148,682.12	\$ 148,682.12	\$ 145,048.00	\$ (3,634)	-2.44%	\$ (3,634)	-2.44%
DEBT SVC PRINCIPAL (O)	\$ 45,000	\$ 45,000	\$ 45,000	\$ 305,000	\$ 305,000	\$ 300,000.00	\$ (5,000)	-1.64%	\$ (5,000)	-1.64%
BORROWING DISCLOSURE	\$ -	\$ 1,195								
Total Debt	\$ 50,925	\$ 51,220	\$ 49,125	\$ 453,682	\$ 453,682	\$ 445,048	\$ (8,634)	-1.90%	\$ (8,634)	-1.90%
Capital										
CAPITAL PLANT 580030	\$ 14,072	\$ -	\$ 10,195	\$ 10,000	\$ 10,000	\$ 10,000	\$ -	0.00%	\$ -	0.00%
CAPITAL DISTRIBUTION SYSTEM 580031	\$ 7,994	\$ 5,579	\$ 24,894	\$ 60,000	\$ 60,000	\$ 60,000	\$ -	0.00%	\$ -	0.00%
CAPITAL WATER METERS 580032	\$ 8,263	\$ 12,575	\$ 9,509	\$ 10,000	\$ 10,000	\$ 15,000	\$ 5,000	50.00%	\$ 5,000	50.00%
NEW SOFTWARE 580042						\$ 14,850	\$ 14,850	100.00%	\$ 14,850	100.00%
REPLACEMENT EQUIPMENT -VEHICLE	\$ -	\$ -	\$ 77,500	\$ 42,365	\$ 42,365		\$ (42,365)	-100.00%	\$ (42,365)	-100.00%
ART 2012/5 2-13 VEHICLES	\$ 135,313	\$ -	\$ -							
INTEREST ON TEMPORARY LOANS			\$ 35,618			\$ 30,000	\$ 30,000	100.00%	\$ 30,000	100.00%
Total Capital	\$ 165,642	\$ 18,155	\$ 157,716	\$ 122,365	\$ 122,365	\$ 129,850	\$ 7,485	6.12%	\$ 7,485	6.12%
PRIOR YEAR ENCUMBRANCE	\$ 6,787	\$ 15,935	\$ -	\$ 8,864	\$ 8,864		\$ (8,864)	-100.00%	\$ (8,864)	-100.00%
TOTAL OPERATING EXPENDITURES	\$ 1,065,853	\$ 960,902	\$ 1,086,988	\$ 1,586,269	\$ 1,586,269	\$ 1,726,758	\$ 140,488	8.86%	\$ 140,488	8.86%
FUND BALANCE UNRESERVED	\$ 258,100	\$ 203,130	\$ 566,030							
FUND BALANCE RESERVED		\$ 150,000	\$ 8,685	\$ 8,685						
FUND BALANCE APPROPRIATED	\$ 4,450	\$ 4,450	\$ 4,450							
RETAINED EARNINGS	\$ 258,100	\$ 203,140	\$ 566,030							

APPENDIX D						
WATER ENTERPRISE	Fiscal Year Actuals			2016	2017	Variance
	2013	2014	2015	Budget	Request	\$ %

Water Enterprise Capital Improvement for Fiscal 2017

Water Department	Original Purchase Price	Usage	Notes
Well Redevelopment	\$ 45,000		To provide for VFD flow control and well redevelopment
Hydrant & Gate Valve Replacement Program	\$ 15,000	Fire Hydrants for fire suppression	Hydrant Replacement Program
Upgrade Chemical Feed System	\$ 10,000	Water Plant	Improved chemical management system
MUNIS software module	\$ 14,850	Billing and operations	Purchase of new software module
Meter Replacement Program	\$ 15,000	Distribution System	Annual meter replacement program
Total	\$ 99,850		

APPENDIX E

WASTE REDUCTION ENTERPRISE	Fiscal Year Actuals				2016		2017		Variance	
	2013		2014		2015		Request			
									\$	%
REVENUES										
INCOME (USAGE CHARGES)	\$ 8,940	\$ 10,245	\$ 9,596	\$ 9,517	\$ 9,803	\$ 286				3.00%
INCOME (SERVICES)	\$ 67,450	\$ 69,500	\$ 77,200	\$ 68,000	\$ 69,360	\$ 1,360				2.00%
REVENUE - STATE GRANT FUNDS	\$ 58,177	\$ 436	-							
MUNICIPAL RECEIPTS-INTERGOV	\$ 57,546	\$ 27,732	\$ 25							
EARNINGS ON INVESTMENTS	\$ 2	\$ 202	\$ 206	\$ 150	\$ 150	\$ -				0.00%
BEQUEST/CONTRIBUTION REVENUE	\$ 2,397	\$ -	\$ 16,800							
OFS TRANSFER FROM GENERAL FUND	\$ 334,270	\$ 334,270	\$ 304,080	\$ 321,270	\$ 329,302	\$ 8,032				2.50%
OFS TRANSFER FROM SPECIAL REVENUE	\$ -	\$ -								
TOTAL REVENUE	\$ 528,782	\$ 442,385	\$ 407,907	\$ 398,937	\$ 408,614	\$ 9,677				2.43%
OPERATING EXPENDITURES										
Personnel										
PERMANENT WAGES	\$ 655	\$ 643	\$ -							
OVERTIME WAGES	\$ 764	\$ 2,468	\$ 3,443	\$ 3,443	\$ 5,040	\$ 1,597				46.38%
MEAL/UNIFORM/CLEAN ALLOWANCE	\$ -	\$ 70	\$ 130	\$ 130	\$ 130	\$ -				0.00%
Total Personnel	\$ 1,419	\$ 3,181	\$ 3,573	\$ 3,573	\$ 5,170	\$ 1,597				44.70%
Expenses										
FUEL CHARGES	\$ 408	\$ -	\$ -							
CONTRACT SERVICES (520008)	\$ 11,094	\$ 11,487	\$ 17,580	\$ 17,580	\$ 17,580	\$ -				0.00%
RENTAL & LEASE EQUIPMENT	\$ 80,451	\$ 80,451	\$ -							
COLLECTION & HAULING SERVICE	\$ 258,816	\$ 264,970	\$ 278,426	\$ 278,427	\$ 278,427	\$ 0				0.00%
SOLID WASTE DISPOSAL SERVICE	\$ 84,803	\$ 91,643	\$ 81,900	\$ 81,900	\$ 81,900	\$ -				0.00%
HAZARDOUS WASTE CONTRACTS	\$ 3,420	\$ 4,635	\$ 4,500	\$ 4,500	\$ 5,019	\$ 519				11.53%
LITIGATION SERVICES	\$ -	\$ -	\$ -							
CONSULTATIVE SERVICES	\$ 14,981	\$ 1,669	\$ -							
ADVERTISING & PRINTING SERVICE	\$ 276	\$ -	\$ 550	\$ 550	\$ 550	\$ -				0.00%
POSTAGE AND SHIPPING	\$ -	\$ -	\$ -							
SMALL EQUIP SUPPLIES	\$ -	\$ 3,534	\$ -							
RECYCLING SUPPLIES	\$ 1,893	\$ 1,865	\$ 525	\$ 525	\$ 525	\$ -				0.00%
Total Expense	\$ 456,142	\$ 460,254	\$ 383,481	\$ 383,482	\$ 384,001	\$ 519				0.14%
TOTAL OPERATING EXPENDITURES	\$ 457,561	\$ 463,435	\$ 387,054	\$ 387,055	\$ 389,171	\$ 2,116				0.55%

APPENDIX F
COMMUNITY PRESERVATION COMMITTEE BUDGET

2-2016
Annual Town Meeting
April 2, 2016

1) Open Space and Recreation - Project

To appropriate \$44,647 (\$39,247.00 from the Community Preservation Fund Balance, \$4688.00 from FY17 Community Preservation Fund Revenues, and \$712.00 from the Open Space Recreation Reserve) for the design of the field renovation at Hamilton Wenham Regional High School, conditioned upon commencement of the project by June 30, 2018.

Note: The vote of the Community Preservation Committee was unanimously in favor.

2) Open Space and Recreation - Project

To appropriate \$25,000.00 from the Community Preservation Fund Balance for the construction of a playground at the Winthrop School, conditioned upon commencement of construction by June 30, 2018.

Note: The vote of the Community Preservation Committee was 5 votes in favor and two in opposition.

3) Open Space and Recreation - Project

To appropriate \$44,600.00 of FY17 Community Preservation Fund Revenues to fund the debt service for the Donovan Acquisition (\$40,000.00 in principal and \$4,600.00 in interest).

4) Open Space and Recreation - Project

To appropriate \$110,000.00 from the Community Preservation Fund Balance to fund the debt service related to the Sagamore Hill conservation project.

5) Historic Preservation - Reserve

To reserve \$49,288.00 of FY17 Community Preservation Fund Revenues to the Historic Resources Reserve.

Note: The vote of the Community Preservation Committee was unanimously in favor.

6) Community Housing - Project

To appropriate \$250,000 (\$194,935 from the Community Housing Reserves, \$49,288 from the FY17 Community Preservation Fund Revenues, and \$5,767.00 from the Community Preservation Fund Balance) to the Affordable Housing Trust, conditioned upon expenditure for affordable housing purposes by June 30, 2018.

Note: The vote of the Community Preservation Committee was unanimously in favor.

7) Administration - Expense

To appropriate \$24,644.00 of FY17 Community Preservation Fund Revenues for administration costs including, but not limited to, annual Community Preservation Coalition membership fees and salary for part-time Community Projects Coordinator position.

APPENDIX G

DEPARTMENTAL REVOLVING FUNDS

Revolving Fund	Authorized to Spend Fund	Revenue Source	Use of Fund	FY17 Spending Limit	Disposition of FY16 Fund Balance
Recreation and Parks (reauthorization)	Town Manager	Recreation program fees	Salaries, expenses, supplies, and contractual services to operate recreational programs	\$223,739	Balance available for expenditure
Pool Fund (reauthorization)	Town Manager	Receipts from pool passes and pool programs	Salaries, expenses, supplies, contractual services, and related capital expenses to operate and maintain the pool	\$223,739	Balance available for expenditure
Council on Aging (reauthorization)	Town Manager	Receipts and fees from COA programs, activities and trips	Salaries, expenses, supplies, and contractual services to operate COA programs, activities and trips	\$20,000	Balance available for expenditure
Emergency Dispensing Services and Clinics (reauthorization)	Town Manager	Receipts from insurance reimbursement, bequest and contributions	Expenses, supplies, and contractual services to operate EDS and clinics	\$10,000	Balance available for expenditure

Notes:

- The FY17 Spending Limit is the maximum amount authorized that can be spent from the particular fund. The figures above do not equate to a department budget.

- The Recreation and Parks Fund and the Pool Fund are separate funds with distinct revenue sources and expense limitations.

- The Pool Fund was specifically created to allow for the collection of Pool Registration fees that in turn will be utilized to offset costs related to the construction of the pool and ongoing operations.

- The Recreation and Parks Fund allows for the collection of fees and payment of expenses related to programs operated by the Recreation Department.

Appendix I
Hamilton Council on Aging
By-Laws

Article 1.-Name-The Organization shall be known as the Hamilton Council on Aging, hereinafter called the ***"Council"***.

Article 2.-Definition-An elderly person shall be defined as being aged 60 and older

Article 3.-Purposes-The basic purposes of the Council on Aging are:

- a. To act as a unified body for services to the elderly of Hamilton;*
- b. To advance, improve and enhance programs for the elderly of Hamilton;*
- c. To service all senior residents of Hamilton in as many ways as possible.*

Article 4.-Officers and Elections-The officers of the Council shall:

- a. Be a Chairman, Vice-Chairman and Secretary*
- b. Shall be elected each year by a majority of Council members present and voting at the regular monthly meeting in July*

Article 5.-Membership-

- a. The Council shall consist of seven members who are residents of Hamilton;*
- b. Membership on the Council shall be for a 3 year term;*
- c. A candidate for Council membership shall submit a letter of intent to the Chairman and be voted on by the Council before presenting the name to the Board of Selectmen for appointment;*
- d. If a resignation or incapacity of any officer or member occurs, the Council shall recommend to the Selectmen a successor whom a majority of the Board of Selectmen shall appoint to serve out the term;*
- e. A quorum shall be 4 members;*
- f. All members shall be sworn in by the Town Clerk within 10 days of their appointment;*
- g. All members shall serve without compensation.*

Article 6.-Meetings:

- a. The Council shall meet monthly on the first Wednesday of the month, or on such other date as set by the Council Chairman, at a time set by the Council Chairman and at the Hamilton Senior Center, 299 Bay Road.*
- b. Special meetings may be called at the request of the Chairman or any four members*

Article 7.-Amendments-Amendments to these By-Laws must be submitted to the Council and mailed to each member at least seven days prior to the meeting when the amendments are to be considered. If approved, the Board of Selectmen will vote whether to include the amendments in a Warrant article for consideration at an annual or special Town Meeting.

Article 8.-Annual Report-An Annual Report shall be submitted to the Town to be included in the Town's Annual Report, and also to the Executive Office of Elder Affairs in Boston.

Revised: February, 2016