

SPECIAL AND ANNUAL TOWN MEETING MINUTES

Special Town Meeting Saturday, May 3, 2014
Annual Town Meeting Saturday, May 3, 2014

At the end of this document are the pages of the FY15 Personnel bylaw Attachments A,B,C,D,E,F and G as voted in Articles 6 and 7 and the FY15 Operating Budget as voted in Article.

Pending Attorney General approval
uploaded to the website Oct. 21, 2014

A true copy

Attest: _____

Dawn E. Michanowicz, Town Clerk

**Town of Sterling
Special Town Meeting May 3, 2014**

At 3:37pm on Saturday, May 3, 2014, the Town Moderator, Richard Sheppard called to order the Special Town Meeting held in the Chocksett School on Boutelle Road in said Town of Sterling. The following 6 articles were voted in a legal manner. There was a quorum present; 348 voters attended the meeting.

The following tellers were appointed by the Moderator and sworn in by the Town Clerk:

Barbara Roberti
Weymouth Whitney
Vicky Gaw
JoAnn Cummings

All non-voters or non-residents of the Town were asked to stand, to be recognized by the Moderator:

Anne Cervantes, Town Treasurer/Collector
Karen Chick, Town Accountant
Sean Hamilton, Superintendent Light Department
Donald Jacobs, Human Resource Director
Darryll McCall, Superintendent of Schools
Dawn Michanowicz, Town Clerk
Karen Phillips, COA/Senior Center Director
Jeffrey Ritter, Town Administrator
Tom Rutherford, Facilities Manager
Jeanne Survell, Assistant Town Clerk

Moderator, Richard Sheppard, noted the receipt of the posting of the Warrant for both the Special Town Meeting and the Annual Town Meeting by Constable, Mike Pineo.

**MOTION MADE TO WAIVE THE READING OF THE WARRANT
MOTION PASSED UNANIMOUSLY**

ARTICLE 1. Transfer Free Cash to Capital Fund

To see if the Town will vote to transfer a sum of money from Free Cash to the Capital Investment Fund, as allowed by the bylaws of Sterling; or take any action relative thereto.

Submitted by: Finance Committee

Recommendation: The Finance Committee and Capital Committee will report at the Special Town meeting on this article.

Summary: This article transfers funds from an available fund, Free Cash, into the Capital Fund.

MOTION MADE to transfer \$50,000 from Free Cash to the Capital Investment Fund, as allowed by the bylaws of Sterling.

MOTION PASSED BY MAJORITY VOTE AS DECLARED BY THE MODERATOR

**Town of Sterling
Special Town Meeting May 3, 2014**

ARTICLE 2. Transfer Free Cash to Stabilization Fund

To see if the Town will vote to transfer a sum of money from Free Cash to the Stabilization Fund in accordance with the provisions of MGL Ch40:5B, as amended, or take any action relative thereto.

Submitted by: Finance Committee

Recommendation: The Finance Committee will report at the Special Town meeting on this article.

Summary: This article transfers funds from an available fund, Free Cash, into the Stabilization Fund.

MOTION MADE to transfer \$452,802 from Free Cash to the Stabilization Fund in accordance with the provisions of MGL Ch40:5B.

MOTION PASSED BY 2/3 VOTE AS DECLARED BY THE MODERATOR

ARTICLE 3. Fund Deficit due to Snow and Ice

To see if the Town will vote to transfer from available funds, a sum of money, to the Snow and Ice Account to cover the deficit in the snow and ice budget for the current fiscal year or take any action relative thereto.

Submitted by: DPW Board / Town Accountant

Recommendation: The Finance Committee will report at the Special Town meeting on this article.

Summary: This article transfers money from available funds into the DPW Snow and Ice Account to cover the deficit in the account caused by the snow and ice storms of this past winter.

MOTION MADE To transfer \$34,865.39 from free cash to the FY 2014 Snow and Ice Account.

MOTION PASSED BY 2/3 VOTE AS DECLARED BY THE MODERATOR

ARTICLE 4. Bills from Prior Fiscal Years

To see if the Town will vote to transfer from available funds, a sum of money to pay any outstanding prior fiscal year's invoices, or take any action relative thereto.

Submitted by: Town Accountant

Recommendation: The Finance Committee will report at Special Town meeting on this article.

Summary: Several small balances totaling approximately \$950 in prior year grant reimbursements and prior year bills need to be paid.

MOTION MADE to transfer from Free Cash the following amounts to pay prior year unpaid bills: \$650.00 for Town Hall Building Needs Assessment balance, \$675.97 for Governor's Highway Safety Grant reimbursement, \$39.95 for a book purchased from Taylor and Francis, for a total transfer of \$1,365.92.

MOTION PASSED BY 9/10 VOTE AS DECLARED BY THE MODERATOR

ARTICLE 5. Transfers During FY14

To see if the Town will vote to transfer funds within the FY14 Operating Budget, from one account to another, or from available funds to the FY14 Operating Budget, or take any action relative thereto.

Submitted by: Town Administrator

**Town of Sterling
Special Town Meeting May 3, 2014**

Recommendation: The Finance Committee will report at Special Town meeting on this article.

Summary: At the time this Warrant went to press, there were no known transfers needed.

MOTION MADE to postpone indefinitely passed as declared by the Moderator.

ARTICLE 6. Replace Water Truck #2

To see if the Town will vote to transfer from Water Department Retained Earnings the sum of \$24,000 to replace Water vehicle #2 with a Ford transit van.

Submitted by: Department of Public Works

Recommendation: Department of Public Works Board recommends passage of this article.

Summary: This Transit van will replace a worn out and rotted 1999 F250. This article is on the Special Town meeting warrant because the Mechanic's consensus is the truck will have a hard time making July 1st.

MOTION MADE to transfer from Water Department Retained Earnings \$24,000.00 to purchase and equip a Ford Transit Van to replace Water Vehicle #2 and to authorize the Department of Public Works to dispose of the existing vehicle replaced by the new vehicle by sale or trade and to take any other action as necessary to effectuate the purposes of this vote.

MOTION PASSED BY 2/3 VOTE AS DECLARED BY THE MODERATOR

AT 3:51pm MOTION MADE TO DISSOLVE SPECIAL TOWN MEETING - PASSED UNANIMOUSLY

**Town of Sterling
Annual Town Meeting May 3, 2014**

At 4:05pm the Town Moderator, Richard Sheppard, called the Annual Town Meeting to order and the following 48 articles were voted upon in a legal manner. There was a quorum present; 348 voters attended out of a potential 5,677 registered voters. The meeting was held in the Chocksett School gym on Boutelle Road.

**MOTION MADE TO WAIVE THE READING OF THE WARRANT
MOTION PASSED UNANIMOUSLY**

ARTICLE 1. Compensation of Elected Officers

To see if the Town will vote to fix the salaries and compensation of all elected officers of the Town as provided by MGL Ch41:108 as amended, and as voted in Article 8 of this warrant, or take any action relative thereto.

Submitted by: Finance Committee

Recommendation: The Finance Committee recommends the passage of this article.

Recommendation: The Board of Selectmen recommends the passage of this article.

Summary: This article fixes the salaries and compensation for all elected officials as presented in the general budget.

MOTION MADE as printed in the Warrant.

MOTION PASSED BY MAJORITY VOTE AS DECLARED BY THE MODERATOR

ARTICLE 2. Authorize Treasurer to Borrow Money

To see if the Town will vote to authorize the Town Treasurer with the approval of the Board of Selectmen to borrow money from time to time in anticipation of the revenue of the Fiscal Year beginning July 1, 2014, in accordance with the provisions of MGL Ch44:4 , as amended, and to renew any note or notes as may be given for a period of less than one year, in accordance with the provisions of MGL Ch44:17 as amended, or take any action relative thereto.

Submitted by: Treasurer/Collector

Recommendation: The Finance Committee recommends the passage of this article.

Recommendation: The Board of Selectmen recommends the passage of this article.

Summary: This article allows the Treasurer, with the approval of the Board of Selectmen, to borrow money as needed.

MOTION MADE as printed in the Warrant.

MOTION PASSED BY MAJORITY VOTE AS DECLARED BY THE MODERATOR

ARTICLE 3. Compensating Balance Agreements

To see if the Town will vote, pursuant to MGL Ch44:53F , as amended, to authorize the Town Treasurer/Collector to enter into compensating balance agreements for the fiscal year beginning July 1, 2014, or take any action relative thereto.

Submitted by: Treasurer/Collector

Recommendation: The Finance Committee recommends the passage of this article.

Recommendation: The Board of Selectmen recommends the passage of this article.

Summary: This article allows the Treasurer/Collector to enter into compensating balance agreements with banking institutions as needed for the operation of the department. A

**Town of Sterling
Annual Town Meeting May 3, 2014**

compensating balance is a way of paying for the services the bank provides by maintaining a specified, minimum balance in a non-interest or low interest bearing account.

MOTION MADE as printed in the Warrant.

MOTION PASSED BY MAJORITY VOTE AS DECLARED BY THE MODERATOR

ARTICLE 4. Chapter 90 Funding

To see if the Town will vote to accept Chapter 90 funds, as funded by the Commonwealth of Massachusetts for highway resurfacing and/or other related work or expenditures, as allowed by state Chapter 90 regulations, said sum to be expended by the Department of Public Works, with approval of the Board of Selectmen, and in accordance with the DPW's 5-year Capital Plan reviewed annually by the Capital Plan Committee, or take any action relative thereto.

Submitted by: Department of Public Works

Recommendation: The Finance Committee recommends the passage of this article.

Recommendation: The Capital Committee reported the current Ch90 fund balance is \$588,900

Recommendation: The Board of Selectmen recommends the passage of this article.

Summary: This article allows the Town to expend money under the guidelines of Chapter 90 for road maintenance, road equipment purchases, and certain allowable highway projects, which are then reimbursed by the Commonwealth.

MOTION MADE as printed in the Warrant.

MOTION PASSED BY MAJORITY VOTE AS DECLARED BY THE MODERATOR

ARTICLE 5. Fund Senior Center

To see if the Town will vote to raise and appropriate, borrow, or transfer from available funds, the sum of \$2,710,000, or any other sum, to fund the architectural design, Owner's Project Manager, complete construction, and all items and services related to completing a new Senior Center with community usage, to be built on the corner of Boutelle Road and Muddy Pond Road, identified as Town Assessor's Parcel Number 11 on Town Assessor's Map Number 137, and listed in the Registry of Deeds Book Number 03588, Page Number 0132, said sum to be expended by the Senior Center Building Committee, with the advice and consent of the Board of Selectmen, with any unused funds to be returned to the town upon completion of the project, and as funding therefor, to authorize the Treasurer, with the approval of the Board of Selectmen to borrow said sum pursuant to MGL Ch44:7 or any other enabling authority, and to issue bonds and notes therefor; provided, however, that the appropriation authorized hereunder shall be expressly contingent upon approval by the voters of the Town of a so-called Proposition 2 1/2 debt exclusion question, or take any action relative thereto.

Submitted by: Senior Center Design and Building Committee

Recommendation: The Senior Center Design & Building Committee recommends passage of this article.

Recommendation: The Finance Committee recommends passage of this article ONLY IF the project is financed as excluded debt. This is the same financing used for the police station and the fire station.

Recommendation: The Board of Selectmen recommends passage of this article as excluded debt.

**Town of Sterling
Annual Town Meeting May 3, 2014**

Summary: The need for a new Senior Center was identified a decade ago. Town owned property at Muddy Pond Road and Boutelle Road has been selected and approved by the town. An Owner's Project Manager has assisted in the preliminary design and cost analysis. Whitman & Bingham, an engineering firm, has submitted and received approval of site plans by the Planning Board. Storm water, wetlands, and drainage plans have been approved by the Conservation Commission. Septic system plans have been approved by the Board of Health. After several compromises, the size of the new Senior Center will be approximately 6,500 SF. Based on other recent construction projects, and the experience of the OPM, the Building Committee is recommending an amount of \$2,710,000 for the construction of the building and development of the site. A fully functional senior center can only enhance the offerings of our community.

At 4:43pm MOTION MADE ON THE FLOOR to postpone Article 5 as follows: "As Article 5 is the largest financial expenditure to appear on a Town Warrant in more than a decade and many voters with younger children are unable to attend until later in the meeting, motion is made to lay Article 5 on the table until all articles through Article 37 have received a final vote and the Finance Committee can report the total amount appropriated thus far in order to allow a more informed vote."

MOTION MADE ON THE FLOOR to call the question to end debate on the postponement of Article 5. MOTION PASSED

MOTION MADE TO POSTPONE ARTICLE 5 DEFEATED BY MAJORITY VOTE AS DECLARED BY THE MODERATOR.

MAIN MOTION MADE ON THE FLOOR that the Town borrow the sum of \$2,710,000, to fund the architectural design, Owner's Project Manager, complete construction, and all items and services related to completing a new Senior Center with community usage, to be built on the corner of Boutelle Road and Muddy Pond Road, identified as Town Assessor's Parcel Number 11 on Town Assessor's Map Number 137, and listed in the Registry of Deeds Book Number 03588, Page Number 0132, said sum to be expended by the Senior Center Building and Design Committee, with the advice and consent of the Board of Selectmen, with any unused funds to be returned to the town upon completion of the project, and as funding therefor, to authorize the Treasurer, with the approval of the Board of Selectmen to borrow said sum pursuant to MGL Ch44:7 or any other enabling authority, and to issue bonds and notes therefor; provided, however, that the appropriation authorized hereunder shall be expressly contingent upon approval by the voters of the Town of a so-called Proposition 2 1/2 debt exclusion question at a Town Election.

MOTION MADE TO MOVE THE QUESTION PASSED BY 2/3 VOTE AS DECLARED BY THE MODERATOR.

At 5:16pm MAIN MOTION PASSED BY 2/3RDS VOTE AS DECLARED BY THE MODERATOR

At 5:47pm MOTION MADE TO RE-CONSIDER ARTICLE 5. MOTION TO RE-CONSIDER DEFEATED BY 2/3 VOTE AS DECLARED BY THE MODERATOR.

After the Town Election on May 20, 2014 the results were challenged by a citizen's petition. A Recount was held on June 2, 2014 and the final results were as follows with the vote in favor of excluding the debt from Proposition 2 ½ for the Senior Center: **661 YES**, 649 NO and 64 BLANKS.

QUESTION 1 re new Senior Center

**Town of Sterling
Annual Town Meeting May 3, 2014**

QUESTION 1 re new Senior Center with Recount June 2, 2014					
			Prec 1	Prec 2	TOTAL
YES			359	302	661
NO			358	291	649
Blanks			34	30	64
TOTAL			751	623	1,374

ARTICLE 6. Amend Personnel Bylaws

To see if the Town will vote to amend the Personnel Bylaw Sections 1 thru 17, and by inserting in its place the proposed Town of Sterling Personnel Bylaw, copies of which are available for inspection at the Town Clerk's office and which is also published at the end of this warrant; or take any action relative thereto.

Submitted by: Personnel Board

Recommendation: The Personnel Board recommends the passage of this article.

Recommendation: The Finance Committee TAKES NO POSITION on this article.

Recommendation: The Board of Selectmen recommends the passage of this article.

Summary: The intent of the proposed changes to the Personnel Bylaw is to reflect that the only provisions that should be in the Personnel Bylaw are a wage and classification plan and benefits which may be accrued over time, such as vacation days, sick days, and holidays, etc. Any other terms and conditions of an employee's employment, such as procedures for granting leave and the type of leave available, any workplace policies such as the use of computers and the internet, work place violence, dress code, harassment, as well as hiring and promotion procedures, etc. are more appropriately contained in an Employee Personnel Handbook that is, in essence, a written collection of personnel policies and procedures that are approved by the Board of Selectmen.

MOTION MADE as printed in the Warrant.

MOTION MADE TO TABLE

MOTION TO TABLE DEFEATED BY MAJORITY VOTE AS DECLARED BY THE MODERATOR

MOTION MADE ON THE FLOOR: to call the question.

MAIN MOTION PASSED BY MAJORITY VOTE AS DECLARED BY THE MODERATOR

Fund Senior Center

At 5:47pm MOTION MADE ON THE FLOOR: to reconsider Article 5, Fund Senior Center.

MOTION DEFEATED BY 2/3RDS VOTE AS DECLARED BY THE MODERATOR

ARTICLE 7. Amend Personnel Classification Plans

**Town of Sterling
Annual Town Meeting May 3, 2014**

To see if the Town will vote to amend the Personnel Bylaw by replacing in their entirety “Attachment A – Classification Plan” and “Attachment B – Compensation Schedule” , with the new “Attachment A – FY2015 Classification Plan Regular Non-Union Positions”, and the new “Attachment B – FY2015 Classification Plan Union Positions”, and the new “Attachment C – FY2015 Compensation Schedule for Regular Non-Union Positions”, and the new “Attachment D— FY2015 Compensation Schedule for Union Positions”, and the new “Attachment E—Fire Call Force Personnel”, new Attachment F—Stipend Positions”, and new “Attachment G—Part-Time Temporary Positions” , copies of which are available for inspection at the Town Clerk’s office and which are also published at the end of this warrant; or take any action relative thereto.

Submitted by: Personnel Board

Recommendation: The Personnel Board recommends the passage of this article.

Recommendation: The Finance Committee TAKES NO POSITION on this article.

Recommendation: The Board of Selectmen recommends the passage of this article.

Summary: This article will adjust the Classification Plan and the Compensation Plan Attachment A, Regular Non-Union positions by establishing Six (6) Grade Levels and a corresponding new Compensation Schedule for Regular Non-Union positions in Attachment C that is competitive with the market place. This article contains a separate Classification Plan for union positions (Attachment B and Attachment D) that has been adjusted by 2% consistent with the federal inflation rate and the Consumer Price Index. This article also contains a new Classification and Compensation Plan for the Fire Call Force (Attachment E) with one grade level. There are no changes recommended for Attachment F – Stipend Positions and Attachment G—Part-Time Temporary Positions.

MOTION MADE as printed in the Warrant.

AMENDMENT TO THE MOTION: To accept the article as motioned but to strike the words Article 7: Attachment E Min \$13.18 Mid-Point \$15.50 Max \$18.45 and substitute the words: *Attachment E Call Fire Force Positions Min \$13.00 Mid-Point \$19.76 Max \$26.52*

AMENDMENT PASSED BY MAJORITY VOTE AS DECLARED BY THE MODERATOR (see page 46)

MOTION MADE to move the question

MOTION with Amendment PASSED BY MAJORITY VOTE AS DECLARED BY THE MODERATOR

**Town of Sterling
Annual Town Meeting May 3, 2014**

FY2015 PERSONNEL BY-LAW (as passed at Town Meeting May 3, 2014 with amendments)

Effective July 1, 2014

[Attachments A,B,C,D,E,F and G at the end of this By-law text]

SECTION 1: AUTHORIZATION and DISCLAIMER

Pursuant to the authority contained in MGL Ch41, Sections 108A and 108C [MGL Ch41:sec 108A and 108C], the Town of Sterling establishes a Personnel Bylaw (this bylaw) that consolidates all provisions pertaining to the administration of its personnel including among other things, the compensation plan, and a Personnel Board (“the Board) for the purpose of administering said plans or other provisions of its bylaws pertaining to personnel, determining any questions arising there under, and advising the town in any matters pertaining thereto.

The Classification Plan and/or Compensation Plan or any other provisions of this Bylaw may be amended by vote of the Town at either an Annual or Special Town Meeting. No amendment shall be considered or voted on by Town Meeting unless the proposed amendment has first been considered by the Personnel Board. The Board, of its own motion, may propose an amendment to the plans, policies or other provisions of this Bylaw based on its findings resulting from its investigations. The Personnel Board shall report its recommendations on any proposed amendment to the Board of Selectmen. The Board shall submit any amendment to this Bylaw that has a financial impact to the Finance Committee for their review and comment. The Board shall make its recommendations with regard to any amendment at the Town Meeting at which such amendment is considered.

The Personnel Board hereinafter referred to as the Board may, at its own discretion, or on the advice of the Appointing Authority (as defined herein), or on the advice of the Town’s Administration, draft and adopt procedures that it believes to be required for the purpose of administering this bylaw and the Personnel practices of the Town. Such procedures shall be enacted by the Personnel Board after:

- A. Conducting a public hearing if required under MGL Ch 30A, Section 2 or MGL Ch 41, Section 108A and 108C **[MGL Ch30A:2 or MGL Ch40:108A and 108C]**
- B. They have been reviewed and approved by a majority of the members of the Personnel Board at an open meeting

Nothing in any of the Town of Sterling’s Personnel Rules, Policies, Procedures or other documents relating to employment with the Town of Sterling (“the Town”) creates any express or implied contract or guarantee of continued employment for a specific term. No past practices or procedures, whether oral or written, from any express or implied agreement or contract to continue such practices or procedures. No promises or assurances, whether written or oral, which are contrary to or inconsistent with the limitations set forth in this paragraph create any contract of employment unless: 1) the terms are put in writing, 2) the document is labeled “Contract,” 3) the document states the duration of employment, and 4) the document is signed by the Board of Selectmen or Appointing Authority.

**Town of Sterling
Annual Town Meeting May 3, 2014**

Employees of the Town that are not otherwise covered by a collective bargaining agreement, employment agreement, or State Civil Service statutes are at-will employees. Either party may terminate the employment relationship at any time with good cause as long as it is not based on a discriminatory motive. The Term “Good Cause” shall include but not be limited to the following: incapacity other than temporary illness, inefficiency, incompetence, insubordination and conduct unbecoming the office.

This Bylaw shall apply to all Town Departments and to all positions of all employees in the service of the Town, whether full or part-time, temporary, seasonal, special, per diem or any other type of employment, other than those positions which are filled by popular election, those under the jurisdiction of the School Committees, those within the Municipal Light Department, and those positions which are covered by separate agreements between any employee or Association of Employees and the Town developed through Collective Bargaining. If any agreement between an employee or Association of Employees and the Town does not address any item addressed in Section 10 B, C, and D, then the provisions of Section 10 B, C, and D shall apply to those employees.

SECTION 2: PERSONNEL BOARD

A. MEMBERSHIP

There shall be a Personnel Board consisting of five (5) members appointed by the Board of Selectmen, the Town Moderator and the Finance Committee, each entity having one vote for a total of three (3) votes. The membership of the Board shall be made up of residents of the Town who are neither employees of the Town, nor appointed or elected officials of the Town. Members should have a working knowledge of personnel practices and procedures in a municipal or corporate work setting. All members of said Board shall be residents of the town and shall serve without compensation. Except when an appointment is made to serve the balance of an unexpired term, each member of the Board shall serve for a term of three years. Appointments shall be made in such a fashion that they will expire on June 30th of a given year. Each member shall continue to hold office until their successor has been appointed, qualified and sworn in by the Town Clerk, but in no instance for a period of greater than sixty (60) days after their term has expired. Members of the Personnel Board serving upon the effective date of this Bylaw shall serve until the expiration of their respective terms. Upon the expiration of such terms members shall be appointed for successive three-year terms by vote of the Board of Selectmen, the Moderator and the Finance Committee as specified above.

If a member resigns or a member’s office becomes vacant by removal from the Town, or any other cause, their successor shall be appointed for the balance of the unexpired term of such member. The Town Clerk shall have sole authority to determine if a person has fulfilled their oath of office, or moved out of town or a position is otherwise vacant. A member may be removed from the Personnel Board at any time, with or without cause, by vote of the Board of Selectmen, the Moderator and the Finance Committee in the same manner as appointments are made.

B. ORGANIZATION

**Town of Sterling
Annual Town Meeting May 3, 2014**

The Personnel Board shall organize annually, as soon as possible after July 1st of each year, at the call of the then Chairman, or lacking a Chairman any member of the Board, and shall elect a Chairman and appoint a Secretary from among its members. The Chairman shall hold office until his/her successor has been elected. In the event a vacancy occurs in the office of the Chairman, the Personnel Board shall elect a successor Chairman from among its members, such successor to serve until the next organizational meeting of the Personnel Board and until his/her successor has been elected. A majority of the Board shall constitute a quorum for the transaction of business. A majority vote of the Board shall determine the action the Board must take in all matters upon which it is authorized or required to pass under this Bylaw. In the event that a bare quorum of the Board only is present, there must be a unanimous vote. A bare quorum of the Board may not enact or amend any existing policy or procedures.

C. ADMINISTRATION

The Board shall be responsible for the review and recommendation of all changes to the Town's Personnel Bylaw, and the establishment of all policies pertaining to the provision of human resource services to employees covered by the provisions of this Bylaw that it deems necessary for the proper administration thereof.

D. PERSONNEL RECORDS

The Human Resources Administrator, as agent of the Personnel Board, shall be responsible for the maintenance of official personnel files for all employees in the service of the Town, other than those under the jurisdiction of the School Committees, or those within the Municipal Light Department, including therein such information as required by law or as deemed desirable by the Personnel Board. Said records shall be kept in the office of the Town Treasurer/Collector and shall include all original documentation pertaining to each employee in accordance with applicable state and/or federal regulations. Department heads may maintain files supporting departmental actions. Department Heads shall furnish such information as shall be requested by Human Resources Administrator on behalf of the Personnel Board.

Current and/or former Town employees have the right to examine their personnel files pursuant to G.L. c. 149, Sec. 52C **[MGL Ch149:52C]**. No personnel files may be taken out of the Treasurer/Collector's office without consent of the Human Resource Administrator.

The Human Resources Administrator, as agent of the Personnel Board, shall provide a copy of the Personnel Bylaw to each new employee and Department Head. The employee shall execute an acknowledgement form indicating receipt of the Bylaw. The original signed acknowledgement shall be placed in the employee's personnel file.

Pursuant to G.L. c. 149, Sec. 52C **[MGL Ch149:52C]**, the HR Administrator will notify an employee within (10) days of placing information in an employee's personnel file that is, has been used, or may be used, to negatively or positively affect an employee's qualification for employment, promotion, transfer, additional compensation or subject to disciplinary action.

E. AUTHORITY

**Town of Sterling
Annual Town Meeting May 3, 2014**

The Human Resources Administrator, from time to time, will review provisions of this Bylaw and shall recommend any changes or adjustments to the Personnel Bylaw and the Classification Compensation Plan for approval by the Personnel Board. Such reviews shall be made at intervals as the Human Resource Administrator or Board deems necessary and, to the extent which the Board considers practicable, shall include all occupational groups in the Classification Plan (Attachment A).

The Board may employ assistance and incur expenses as it deems necessary, subject to the appropriation of funds therefore.

Each year, the Personnel Board shall make a recommendation at the Annual Town Meeting for an appropriate compensation adjustment for all employees in the Town through either a “step increase” or a “cost of living adjustment”, or some other means.

SECTION 3: DEFINITIONS

As used in the Bylaw, the following terms shall have the meaning indicated:

ABSENCE - Any time an employee is not at work during a scheduled work period.

ADMINISTRATIVE AUTHORITY - The elected or appointed official or Board, Committee, Commission, or other Agency having jurisdiction over a function or activity.

ALLOCATION - The placing of a position in its proper classification or grade level, based upon duties required by the Town to be performed, the level of accountability, independence and supervisory responsibilities exercised.

ANNIVERSARY DATE - The date of initial employment to a position as an employee of the Town.

APPOINTING AUTHORITY - Any person(s), Board, Committee, Commission, or other Agency who has the right to hire or discharge employees.

CLASS - A group of positions in the Town service sufficiently comparable in respect to duties and responsibilities so that the descriptive title may be used to designate each position allocated to the Class, that comparable qualifications shall be required of the incumbents, that comparable tests of fitness may be used to choose qualified employees.

CLASSIFICATION PLAN - Class specifications and position titles and rules for administering the classification of positions as approved by the Personnel Board and Town Meeting. appearing as Attachment A in this Bylaw.

COMPENSATION GRADE - A salary range (Minimum/Maximum) consistent with a Classification Level appearing in the Town’s Compensation Plan in this Bylaw (Attachment B).

Town of Sterling
Annual Town Meeting May 3, 2014

COMPENSATION PLAN - Specified rates of pay for each job classification included in the Classification Plan (Attachment A) and Benefits as included in the various sections of this Bylaw.

CONTINUOUS SERVICE - Length of employment with the Town of Sterling, uninterrupted except for authorized military leave, vacation leave, sick leave, court leave, disability, maternal/paternal leave, or any other authorized leave of absence, if applicable and covered in the terms of this bylaw. Service shall not be considered as continuous if there is a break of service resulting in an employee being in a non-pay status for a period of time exceeding thirty (30) days excepting authorized leaves of absence.

DEPARTMENT – A functional unit of town government with employees.

EMPLOYEE - Any person who is paid by the Town for services rendered to the Town and occupies a position in the Classification Plan (Attachment A or Attachment B) or is a member of a collective bargaining group, excluding elected officials, independent contractors, Municipal Light Department employees, and persons under the direction of the School Committees.

EXEMPT POSITION- - An employee who is classified as "exempt" under the provisions of the Fair Labor Standards Act (FLSA) is required to perform management, administrative responsibilities or require specialized professional qualifications and is paid a salary for all hours worked and therefore is not eligible for overtime compensation.

FULL PAY STATUS: An employee who is legally employed by the Town and is entitled to be paid in accordance with the provisions of this Bylaw a specific dollar amount, expressed as either an annual rate, weekly rate or hourly rate as shown in the Town's Classification and Compensation Plan (Schedules B, C, D and E) excepting authorized leaves of absence in accordance with this Bylaw.

GOOD STANDING: An employee who is legally employed by the Town and is compensated through the Town's payroll for their services on a continuous basis and is eligible for benefits covered in this Bylaw.

IMMEDIATE FAMILY: Defined as spouse, mother, father, child, including step child, brother, sister, brother-in-law, sister-in-law, mother-in-law, father-in-law, grandparents, grandchild, aunt, uncle, niece, nephew, step parent, step sister, step brother, person residing in the same household or partner.

INTERIM APPOINTMENT – Employees who are filling in for a more senior person for a continuous period of time greater than ten (10) working days. Employees may receive special pay consideration as determined based on the recommendation of the Town Administrator or Appointing Authority and subject to the approval by the Personnel Board. The rate of compensation will be based on length of assignment, the level of the employee's performance and the classification level (salary range) of the senior person, market conditions and qualifications of the employee subject to verification of available funding.

JOB CLASSIFICATION - A particular job title within the Classification Plan.

**Town of Sterling
Annual Town Meeting May 3, 2014**

MAXIMUM RATE OF PAY - The highest rate of pay in a classification level.

MINIMUM RATE - The lowest rate of compensation in a classification level

NON-EXEMPT POSITION – In accordance with the provisions of the FLSA, an employee who is not classified as an exempt employee. Non-exempt employees will be paid overtime at a rate of pay of 1 and ½ times their regular hourly rate of pay for all hours that the Town requires an employee to work greater than 40 hours in a work week.

PART-TIME EMPLOYEE: An employee who is required to work up to 52.2 weeks per year for less than 20 hours on average each week; or for irregular or occasional employment at an hourly rate of pay.

PAY RATE – A specific dollar amount, expressed either as an annual rate, weekly rate, or an hourly rate as shown in the Classification and Compensation Plan (Attachments A and B).

PER DIEM PAY RATE: A specified daily rate of pay paid to an employee when on-call or when required to work and is expressed as either an hourly or daily rate of pay.

POSITION - An office or post of employment in the Town service with duties and responsibilities calling for full time, part time, temporary or seasonal employment of one person in the performance and exercise thereof.

POSITION RATING SYSTEM: Is a fair, objective way of classifying or comparing positions to one another based upon the evaluation of common functions of positions such as the nature of work knowledge, skill and ability requirements to carry out a positions duties, the scope of responsibility, accountability level of independence, purpose and nature of work contacts and physical and sensory demands, hazards of the work environment and occupational risks.

RATE OF PAY - A sum of money designated as compensation for personal services on an hourly, daily, weekly, monthly, annual or other basis.

REGULAR FULL TIME EMPLOYEE - Any employee who is employed no less than forty (40) hours per week, up to 52.2 weeks per year for the department or position in which that person is employed.

REGULAR PART TIME EMPLOYEE - Any employee who works at least 20 hours or more each week for up to 52.2 weeks per year, but less than a normal work week for the department or position in which that person is employed. These employees are eligible for town benefits on a pro-rated basis (actual hours required to work as a percentage of a full-time work schedule of 40 hours per week).

SALARY RANGE - The dollar difference between minimum and maximum rates for a particular compensation grade.

**Town of Sterling
Annual Town Meeting May 3, 2014**

SEASONAL EMPLOYEE - An employee whose duration of employment in a position is for a specified period of time such as a specific number of hours per week or a summer season. Seasonal employees are not entitled to town benefits regardless of the hours worked during the specified season.

SEPARATION – Leaving a position by any type of personnel action including but not limited to resignation, layoff, dismissal, removal, permanent disability and death.

SINGLE RATE OF PAY - A rate of pay for a special, temporary or seasonal position for which there is no range.

STEP RATE - A specific rate of pay in a salary range in a Classification Level as specified in Attachment A of this Bylaw.

TOWN - The Town of Sterling, Commonwealth of Massachusetts.

WORK WEEK: A work week is defined as a period of time consisting of seven (7) consecutive twenty-four hour days Monday to Sunday, 12:01 A.M. to 12:00 A.M.

SECTION 4: CLASSIFICATION PLAN

A. ADMINISTRATION

The Human Resource Administrator shall be responsible for the administration of the Classification Plan (the Plan), establishing only such procedures as may be consistent with the policies as established in the Bylaw.

The Human Resource Administrator shall maintain written descriptions of the jobs or positions in the Plan describing the essential characteristics, requirements and general duties. The descriptions shall not be interpreted as either complete or restrictive and employees shall continue to perform any duties assigned by an employee's superior(s).

The Human Resource Administrator shall, from time to time not to exceed three (3) years, review the wage and salary schedules of all positions subject to the Plan in order to keep informed as to pay rates and policies outside the service of the town, and be in a position to recommend to the Town any action deemed desirable to maintain a fair and equitable (competitive) pay level.

The Human Resource Administrator shall review the duties of all employees subject to the Plan at intervals of not more than three (3) years. The Human Resource Administrator upon receipt of substantiating data may recommend to the Personnel Board for approval a new position to the classification schedule, or reclassify an existing position to a different group, subject to the subsequent ratification of this action by formal amendment of this By-Law by vote of the Town Meeting. Any change that requires an additional appropriation of funds is subject to the recommendation of the Finance Committee and approval of Town Meeting.

**Town of Sterling
Annual Town Meeting May 3, 2014**

The allocation of a position is based on the application of a Position Appraisal Method consisting of a set of universal evaluation criteria or minimum qualifications that are required to successfully perform the essential functions of a position. Each position is assigned a numerical point value based on the application of degree levels within each of the evaluation criteria; the sum point total will determine which grade level a position is to be classified.

The Personnel Board shall vote to retain or change the Classification and Compensation Plan for the forthcoming year by December 10th of each year in conjunction with the development of the Town's Annual Budget, subject to the subsequent ratification of its action by formal amendment of that section of this Bylaw at the next Annual Town Meeting. This vote shall be sent to all appointing authorities as well as the Finance Committee and Department Heads.

B. POSITION CLASSIFICATION

No person shall be appointed, employed or paid as a Town employee in any position under the Classification Plan and Compensation Plan under any title, grade, or salary other than that of the class, title, grade, or salary listed in the Classification Plan and Compensation Plan for that position.

C. EMPLOYEE CATEGORIES

All positions subject to the provisions of the Personnel Bylaw of the Town shall fall into one of the following categories:

- a. Regular Full-Time
- b. Regular Part-Time
- c. Part-Time
- d. Seasonal

Regular Full-Time and Regular Part-Time employees are the only employees eligible for employee benefits.

D. POSITION TITLE

The title of each position, as established by the Classification Plan (Attachment B), shall be the official title of every position allocated to the class and the official title of each incumbent of a position so allocated, and shall be used to the exclusion of all others on payrolls, budget estimates and other official records and reports pertaining to the position.

SECTION 5: COMPENSATION PLAN

A. APPLICATION

It is the policy of the Town to develop and maintain a compensation plan that is competitive with the market place enabling the Town to recruit and retain a quality work force. External salary data is collected on a regular basis from comparable communities as determined from the geographical recruitment area as well as operational and demographic criteria on a position by position basis. The Town may make changes to the salary ranges for each grade level as it deems necessary in order to maintain competitiveness with the market place.

**Town of Sterling
Annual Town Meeting May 3, 2014**

The compensation of employees provided for in this section shall be subject to the availability of appropriated funds by Town Meeting. It is further understood that salary adjustments including step increases are not automatic but are subject to the appropriation of funds.

B. PAY AND SALARY SCHEDULE

The Compensation Schedule annually approved by the Town Meeting and appended to this Bylaw (Attachment B) shall consist of hourly rates, where appropriate, and annual salaries, on a grade and step schedule except for those wages that are presented as either a single rate or range.

Massachusetts

C. PAY RATE FOR NEW PERSONNEL

The hiring rate of pay shall be between the minimum of the salary range of the position's Classification Level for which the new employee is hired up to step 3 without prior approval of the Personnel Board, where the employee's prior work experience, training, or education warrants such action. The Board may approve any request for a higher salary step after investigating such requests for assignment to a higher salary step, and conferring with the Human Resources Administrator, and the immediate supervisor or the department head relative to any assignment to a higher rate and to ensure that funds are available. An appointing authority must request approval from the Personnel Board prior to assigning any new employee to a rate higher than step 3.

D. "PERSONAL RATE" OF PAY

Any rate of pay which is above the maximum salary for a position as established by the Town's Classification and Compensation Plan, shall be deemed to be a personal rate of pay, and shall apply only to the incumbent. When such incumbent leaves the employ of the Town, or is transferred to another position or a new maximum higher than the employee's personal rate is established, the personal rate shall disappear.

[SECTIONS 6,7, 8 and 9 were not printed in the Warrant therefore were not voted at Town Meeting on May 3, 2014]

SECTION 10: EMPLOYEE BENEFITS

A. APPLICATION

Regular Full-Time Employees - All of the employee benefits listed below apply to regular full time employees.

Regular Part-Time Employees - All of the below listed employee benefits, with the exception of holidays apply to regular part time employees. These employees are eligible for all employee benefits on a pro-rated basis (actual hours required to work as a percentage of a full-time work schedule of 40 hours per week).

Part-time or Seasonal Employees are not eligible for any employee benefits, listed below.

COMPENSATED ABSENCES

**Town of Sterling
Annual Town Meeting May 3, 2014**

B. HOLIDAYS

The following eleven (11) days or dates, shall be recognized as legal holidays within the meaning of this Bylaw on which days employees shall be excused from all duty not required to maintain essential Town services.

Regular full-time employees will be entitled to one day's pay at regular straight time rates for each holiday. If the holiday falls on a Saturday, it will be observed on the previous work day and if it falls on Sunday, it will be observed on the following work day.

Regular part-time employees scheduled to work on a holiday shall receive pay based on their regular scheduled hours for that day. If an employee is not scheduled to work on a particular holiday, the employee shall not be eligible for pay for that holiday.

The designated holidays are:

**NEW YEAR'S DAY
MARTIN LUTHER KING DAY
PRESIDENT'S DAY
PATRIOTS' DAY
MEMORIAL DAY
CHRISTMAS DAY**

**LABOR DAY
COLUMBUS DAY
VETERANS' DAY
THANKSGIVING DAY
INDEPENDENCE DAY**

Payment under the provisions of this section shall be made provided the eligible employee shall have worked on the last regularly scheduled working day prior to and the next regularly scheduled working day following such holiday, or was in full pay status on such preceding and following days in accordance with the provisions of this By-Law.

When any of the holidays listed above falls within a sick leave period, it shall be granted as a holiday and no charge made to the employee's sick leave credits.

When any of the holidays listed above fall within a vacation period, it shall be granted as a holiday not as vacation leave.

Any regular full-time or regular part-time employee on a normal work schedule whose services are required and who works on any unscheduled holiday, so designated by an Act of the Legislature as a state wide holiday, shall receive additional compensation at the rate of time and one-half of their regular straight time hourly rate for each hour of portion thereof worked on the unscheduled holiday.

Any act of the General Court establishing any day or days designated as a state holiday shall be granted to all regular full-time and regular part-time employees covered by this Bylaw.

C. VACATION PAY

**Town of Sterling
Annual Town Meeting May 3, 2014**

Employees will accumulate vacation pay on a monthly basis, on the last day of each full month worked in accordance with the provisions of this section listed below. Regular full time employees are eligible for vacation as follows:

- After completing six (6) months of continuous service, the employee is eligible for six and 2/3 hours of paid vacation at a normal day's pay for each full month of continuous service to the Town from the date of hire.
- After one (1) year and up to a maximum of five (5) years service, the employee is eligible for six and 2/3 (6 2/3) hours of paid vacation at a normal day's pay for each full month of continuous service provided to the Town, but not to exceed a maximum of eighty (80) hours.
- After five (5) and up to a maximum of fifteen (15) years service, the employee is eligible for 10 hours of paid vacation at a normal day's pay for each full month of continuous service provided to the Town, but not to exceed a maximum of 120 hours.
- After fifteen (15) years and up to twenty (20) years service, the employee is eligible for 160 hours of paid vacation earned and paid as above.
- After twenty (20) years service, the employee is eligible for 200 hours of paid vacation earned and paid as above.

Employees who are eligible for 160 or 200 hours of paid vacation may elect to work no more than one (1) vacation week and receive vacation pay plus their regular straight time pay for that week, but only after prior approval has been received from the employee's Department Head or Board, Committee, Agency or Commission responsible for the employee's Department.

Vacation time shall not be cumulative from year to year except for up to 80 hours which may be held over to be used during the next fiscal year at a time that is mutually agreeable to the employee and their department head.

The choice of vacations shall be on the basis of seniority in the department and approved by the department head. Department heads shall post the vacation schedule annually.

In case of retirement or termination of employment, the employee shall be paid for all accrued vacation time earned up to the termination date.

D. SICK LEAVE

Each regular full time employee shall earn sick leave credit with pay at the rate of 10 hours for each month of continuous employment with the Town, to a maximum of 120 hours per fiscal year. The sick leave credit of a regular part-time employee shall be prorated in accordance with the provisions of this section for regular full-time employees.

**Town of Sterling
Annual Town Meeting May 3, 2014**

The maximum number of such days of sick leave credit that may be accumulated is one hundred ninety (190) days. Employees will accumulate sick leave on a monthly basis, on the last day of each full month worked and in accordance with the other provisions of this section.

The Office of the Treasurer/Collector is responsible for maintaining records of sick leave days accumulated and used for all eligible employees within the Town and reporting same to the Human Resources Administrator.

The Town at its exclusive discretion, reserves the right to request a written certificate from a Town selected physician, at the cost to the Town, establishing incapacity as a condition of payment of sick leave benefits or for an employee who seeks to return to work after being absent, whether paid or unpaid, to determine the employee's fitness for work.

If an employee uses sick leave for purposes other than legitimate illness or non-working injury as well as in an excessive manner, the employee may, at the sole discretion of the Town, be subject to disciplinary action up to and including termination of employment.

Payments made under the provisions of this section shall be limited in the case of an employee who is receiving Workers Compensation payments to the difference between the total amount paid to the employee in Workers Compensation and the employee's regular pay. In the event of such payments, the Town may debit the employee's accumulated sick leave by such amounts as it determines to be equitable in relation to such payments.

Only employees who retire in good standing from employment with the Town of Sterling shall be paid ten (10) percent of the value of their unused sick leave, at the time of retirement. It is to be understood that the payment of any amount under this rule will not change the employee's pension benefit.

E. BEREAVEMENT LEAVE

Regular full time and regular part time employees shall be given up to three (3) working days leave with a normal day's pay for the purpose of making arrangements and attending the funeral of a member of his/her immediate family.

F. JURY DUTY LEAVE

Employees required to serve on a jury shall promptly notify their immediate supervisor or Department Head. A regular full time and regular part time employee called for jury duty shall be paid by the Town an amount equal to the difference between the compensation paid the employee for a normal working period and the amount paid by the court excluding any allowance for travel and lodging, upon presentation of an affidavit of jury pay granted.

SECTION 11: CIVIL SERVICE LAW

Nothing in this Bylaw or in the Classification or Compensation Plans shall be construed to conflict with MGL Ch31.

**Town of Sterling
Annual Town Meeting May 3, 2014**

SECTION 12: SEPARABILITY PROVISION

In the event that any provision of this Bylaw, or application thereof, shall be held to be invalid by any court of proper jurisdiction, this shall not be construed to affect the validity of any other provision, or application thereof, of this Bylaw.

SECTION 13: ACTION TAKEN UNDER PRIOR BYLAWS PRESERVED

The repeal of this bylaw or portion thereof heretofore adopted shall not be construed to revoke, invalidate or otherwise alter acts done, ratified or confirmed in compliance therewith under authority thereof, or any rights accrued or established or any action, suit or proceeding commenced or had in any case, nor shall any such repeal affect any punishment, penalty or forfeiture incurred under any such prior bylaw.

MOTION MADE to break for 20 minutes defeated by Majority Vote as declared by the Moderator.

ARTICLE 8. FY15 Town Operating Budget

To see if the Town will vote to raise and appropriate the sum of \$ 9,291,796 or any other sum; and to further appropriate, from the Ambulance Receipts Account, the sum of \$ 325,000 or any other sum; and to further appropriate, from the Cemetery Perpetual Care Account, the sum of \$ 5,000 or any other sum; for a total appropriation of \$ 9,621,796 , or any other sum, for the payment of salaries and compensation, payment of debt and interest, and for charges, expenses and outlays of the Town departments for the ensuing fiscal year beginning July 1, 2014 and ending June 30, 2015, as shown in the operating budget attached to this warrant; or take any action relative thereto.

Submitted by: Finance Committee

Recommendation: The Finance Committee recommends the passage of this article.

Recommendation: The Board of Selectmen recommends the passage of this article.

Summary: This is the general budget article that funds the Town departments for the coming fiscal year. A breakdown of the Town Department budgets can be viewed in this booklet.

MOTION MADE AS PRINTED IN THE WARRANT removing the words “or any other sum”

1st AMENDMENT TO THE MOTION: to amend the Assessor’s expense line item from \$55,000 to \$51,500 reducing the total appropriation from 9,291,796 to 9,288,296.

AMENDMENT PASSED BY MAJORITY VOTE AS DECLARED BY THE MODERATOR

2nd AMENDMENT TO THE MOTION by striking the words Merit Pay \$4000 [in the Personnel Board line item] and the top line [of the budget] by \$4000.

VOTE: 33 YES [to remove Merit Pay]; 62 NO: AMENDMENT DEFEATED

MOTION with 1st amendment PASSED BY MAJORITY VOTE AS DECLARED BY THE MODERATOR

ARTICLE 9. Water Dept. Operations -- Enterprise Fund

**Town of Sterling
Annual Town Meeting May 3, 2014**

To see if the Town will vote to appropriate the sum of \$ 1,005,810 , or any other sum, from water department revenue, and further to appropriate \$ 40,000 from Water Enterprise Retained Earnings for extraordinary or unforeseen expense, as determined by the DPW Board and approved by the Finance Committee, for a grand total appropriation of \$1,045,810 to operate the Water Department the Water Department Enterprise Fund for Fiscal Year 2015 under the provisions of Massachusetts General Laws, Chapter 44, section 53F ½ , as follows:

Salaries/Wages	\$ 224,609
Expenses	\$ 343,850
Principal & Interest	<u>\$ 275,414</u>
Subtotal (1)	\$ 843,873
Plus:	
Gen. Fund Reimb.*	<u>\$161,937</u>
Subtotal (2)	\$1,005,810 from FY15 water charges and fees
Plus:	
Reserve Fund	<u>\$ 40,000</u> from Water Enterprise Retained Earnings
Grand Total App.	\$1,045,810

* The Water Enterprise will raise \$161,937, from the ratepayers to reimburse the General Fund for indirect costs such as group insurance, Medicare, and retirement expenses.

Total FY15 Water Revenue appropriation is: \$ 1,005,810 , plus \$ 40,000 from Retained Earnings, for a Grand Total Appropriation of \$1,045,810 ; or take any action relative thereto.

Submitted by: Department of Public Works Board

Recommendation: The Finance Committee recommends the passage of this article.

Recommendation: The Board of Selectmen recommends the passage of this article.

Summary: This article funds the Water Department budget solely from water revenue including charges, fees, and retained earnings; none is from taxation. This article includes a Reserve Fund for extraordinary or unforeseen expense of \$40,000. This Reserve Fund will only be used upon recommendation of the Board of Public Works and approval by the Finance Committee.

MOTION MADE to appropriate the sum of \$1,005,810 from FY 2015 water charges and fees, and \$40,000 from Water Enterprise Retained Earnings, and to approve the Water Enterprise Fund budget for FY 2015 as printed in the Warrant.

MOTION PASSED BY MAJORITY VOTE AS DECLARED BY THE MODERATOR

ARTICLE 10. WRSD Net Minimum Contribution, Debt, & Interest

To see if the Town will vote to raise and appropriate the sum of \$ 8,988,885 , or any other sum, which is equal to Sterling's net minimum contribution, as provided by the Commonwealth of Massachusetts, plus the cost of Sterling's share of WRSD transportation costs and our portion of the WRSD debt and interest costs, in accordance with MGL Ch71:16B , as amended, and Section 4 of the Wachusett Regional School District Agreement, as amended, for its share of operational costs and of debt and interest charges of the Wachusett Regional School District, or take any action relative thereto.

Submitted by: Wachusett Regional School District Committee

**Town of Sterling
Annual Town Meeting May 3, 2014**

Recommendation: The Finance Committee recommends the passage of this article.

Recommendation: The Board of Selectmen recommends the passage of this article.

Summary: This article funds the Town's portion of the Wachusett Regional School District's annual budget equal to the net minimum contribution (\$8,061,197), as directed by the State, plus the costs for transportation (\$ 500,159), plus debt and interest for the high school and oil remediation (\$ 427,529).

MOTION MADE AS PRINTED IN THE WARRANT and removing the words "or any other sum" and "or take any other action relative thereto."

MOTION PASSED BY MAJORITY VOTE AS DECLARED BY THE MODERATOR

ARTICLE 11. WRSD Above Net Minimum Contribution

To see if the Town will vote to raise and appropriate \$1,164,684 , or any other sum, above the net minimum contribution, as requested by the Wachusett Regional School District, as Sterling's share of the WRSD annual budget, provided said budget does not exceed \$ 81,307,859 for the fiscal year 2015, or take any action relative thereto.

Submitted by: Wachusett Regional School District Committee

Recommendation: The Finance Committee recommends the passage of this article.

Recommendation: The Board of Selectmen recommends the passage of this article.

Summary: This article funds the Town's portion of the Wachusett Regional School District's annual operating budget that is *above the amount voted* in Article 10 for fiscal year 2015. The total WRSD assessment increase in Sterling's FY15 budget, combining Article 10 and Article 11, is 3.1 % above last year.

MOTION MADE AS PRINTED IN THE WARRANT removing the words "or any other sum" and "or take any other action."

MOTION MADE to move question passed by majority vote.

VOTE: 57 YES [to approve the WRSD budget] 48 NO

MOTION PASSED BY MAJORITY VOTE AS DECLARED BY THE MODERATOR

ARTICLE 12. Montachusett Regional Vocational Technical School Assessment

To see if the Town will vote to raise and appropriate the sum of \$687,975 , in accordance with MGL Ch71:16B , as amended, and Sections #4C and E of the Montachusett Regional Vocational Technical School District Agreement for its share of operational and capital costs of the Montachusett Regional Vocational Technical School District, and to transfer, from the Capital Fund, the sum of \$ 12,987, or any other sum, for the purpose of paying the Town's portion of the debt and interest for the Montachusett Regional Vocational Technical High School Building Project for a total appropriation of \$ 700,962 or take any action relative thereto.

Submitted by: Montachusett Regional Vocational Technical School District Committee. This FY14 there are 56 students attending from Sterling.

Recommendation: The Finance Committee recommends the passage of this article.

Recommendation: The Board of Selectmen recommends the passage of this article.

Summary: This article funds the Town's portion of the Montachusett Regional Vocational Technical School District's annual budget and debt service.

**Town of Sterling
Annual Town Meeting May 3, 2014**

MOTION MADE to raise and appropriate the sum of \$664,879 , in accordance with MGL Ch71:16B , as amended, and Sections #4C and E of the Montachusett Regional Vocational Technical School District Agreement for its share of operational and capital costs of the Montachusett Regional Vocational Technical School District, and to transfer, from the Capital Fund, the sum of \$ 12,987, or any other sum, for the purpose of paying the Town’s portion of the debt and interest for the Montachusett Regional Vocational Technical High School Building Project for a total appropriation of \$ 677,866.

MOTION PASSED BY 2/3RD VOTE AS DECLARED BY THE MODERATOR

8:45pm MOTION TO RECONSIDER Article 11 defeated as declared by the Moderator.

ARTICLE 13. Town Reserve Fund for FY15

To see if the Town will vote to raise and appropriate or transfer from available funds, the sum of \$100,000, or any other sum, into the Reserve Fund for fiscal year 2015 in accordance with the provisions of MGL Ch40:6, as amended, or take any action relative thereto.

Submitted by: Finance Committee

Recommendation: The Finance Committee recommends the passage of this article.

Recommendation: The Board of Selectmen recommends the passage of this article.

Summary: This article funds the Reserve Fund, which is used by the Finance Committee to cover unexpected shortfalls in department budgets and unforeseen emergency expenditures.

MOTION MADE to raise and appropriate the sum of \$100,000, into the Reserve Fund for FY 2015 in accordance with the provisions of MGL Ch40:6, as amended.

MOTION PASSED BY MAJORITY VOTE AS DECLARED BY THE MODERATOR

ARTICLE 14. 1835 Town Hall Maintenance

To see if the Town will vote to raise and appropriate, transfer from available funds or borrow the sum of \$5,000, or any other sum, to fund the maintenance of the 1835 Town Hall for Fiscal Year 2015, said sum to be expended by the 1835 Town Hall Committee, with the advice and consent of the Board of Selectmen; or take any action relative thereto.

Submitted by: 1835 Town Hall Committee

Recommendation: The Finance Committee recommends the passage of this article.

Recommendation: The Board of Selectmen recommends the passage of this article.

Summary: This article provides for the maintenance of the 1835 Town Hall.

MOTION MADE to raise and appropriate the sum of \$1,419.65 and transfer \$3,580.35 from Article 10 of the May 16, 2011 Town Meeting to fund maintenance of the 1835 Town Hall, . Said sume to be expended by the 1835 Town Hall.

AMENDMENT TO THE MOTION: adding the words at the end of the motion, “with the advice and consent of the Board of Selectmen.”

AMENDMENT PASSED AS DECLARED BY THE MODERATOR

MOTION with Amendment PASSED BY MAJORITY VOTE AS DECLARED BY THE MODERATOR

ARTICLE 15. New Vehicle for the Police Chief

**Town of Sterling
Annual Town Meeting May 3, 2014**

To see if the town will vote to raise and appropriate, transfer from available funds or borrow the sum of \$38,000, or any other sum, to purchase and fully equip a new vehicle for the police department, to replace the Police Chief's vehicle, and to authorize the Board of Selectmen to dispose of the existing vehicle replaced by the new vehicle by sale or trade and to take any other action as necessary to effectuate the purposes of this vote; or take any other action relative thereto.

Submitted by: Police Department

Recommendation: The Finance Committee does NOT support the passage of this article.

Recommendation: The Board of Selectmen does not recommend the passage of this article.

Summary: The police chief's vehicle, a 2007 Ford Explorer, needs replacement due to age and mileage.

MOTION MADE to postpone indefinitely passed as declared by the Moderator.

ARTICLE 16. Repair Police Station Roof

To see if the town will vote to raise and appropriate, transfer from available funds or borrow the sum of \$10,000, or any other sum, to rebuild the roof of the police station to eliminate icing caused by winter weather, and to authorize the Board of Selectmen to enter into such agreements and take other action as necessary to effectuate the purposes of this vote; or take any other action relative thereto.

Submitted by: Facilities Technician

Recommendation: Capital Committee recommends passage of this article.

Recommendation: The Finance Committee recommends the passage of this article.

Recommendation: The Board of Selectmen recommends the passage of this article.

Summary: The roof of the police station requires extensive remediation due to the formation of ice dams in winter months. The ice dams are causing permanent roof damage, and without remediation they will result in a total roof replacement at much greater expense.

MOTION MADE raise and appropriate the sum of \$10,000, to rebuild the roof of the police station to eliminate icing caused by winter weather, and to authorize the Board of Selectmen to enter into such agreements and take other action as necessary to effectuate the purposes of this vote.

MOTION PASSED BY MAJORITY VOTE AS DECLARED BY THE MODERATOR

ARTICLE 17. Repair Fire Station Roof

To see if the town will vote to raise and appropriate, transfer from available funds or borrow the sum of \$25,000, or any other sum, to rebuild the roof of the fire station to eliminate icing caused by winter weather, and to authorize the Board of Selectmen to enter into such agreements and take other action as necessary to effectuate the purposes of this vote; or take any other action relative thereto.

Submitted by: Facilities Technician

Recommendation: Capital Committee recommends passage of this article.

Recommendation: The Finance Committee recommends the passage of this article.

Recommendation: The Board of Selectmen recommends the passage of this article.

Summary: The roof of the fire station requires extensive remediation due to the formation of ice dams in winter months. The ice dams are causing permanent roof damage, and without remediation they will result in a total roof replacement at much greater expense.

**Town of Sterling
Annual Town Meeting May 3, 2014**

MOTION MADE raise and appropriate the sum of \$25,000 to rebuild the roof of the fire station to eliminate icing caused by winter weather, and to authorize the Board of Selectmen to enter into such agreements and take other action as necessary to effectuate the purposes of this vote.

MOTION PASSED BY MAJORITY VOTE AS DECLARED BY THE MODERATOR

ARTICLE 18. Fund Various Capital Items

To see if the Town will vote to raise and appropriate, transfer from available funds or transfer from the Capital Fund the sum of \$51,500, or any other sum, for the purpose of funding the following capital expenditures, and to authorize the Board of Selectmen to enter into agreements and take any other actions necessary to effectuate the purposes of this vote:

- A. Stainless Steel Chimney Liner—Conant Library, \$3,500 by the Board of Selectmen
- B. Replace Old Windows—Conant Library, \$10,000 by the Board of Selectmen
- C. Bathroom exhaust controls, inside lighting controls, and hot water circulation--Conant Library, \$7,000 by the Board of Selectmen
- D. Re-carpet two hallways—Butterick Building, \$7,000 by the Board of Selectmen
- E. Key Card System for the Police Dept.—Police Station, \$5,000 by the Board of Selectmen
- F. Telephone Switch and Software—Butterick Building, \$19,000 by the Board of Selectmen

Total Expenditure: \$51,500, or take any other action relative thereto.

Submitted By: Capital Committee

Recommendation: The above items have been reviewed and approved by the Capital Committee

Recommendation: The Finance Committee recommends the passage of this article contingent on funding it through GENERAL TAX REVENUES (raise and appropriate).

Recommendation: The Board of Selectmen recommends the passage of this article.

MOTION MADE to raise and appropriate the sum of \$51,500 for the purpose of funding the various capital items shown in the Warrant and to authorize the Board of Selectmen to enter into agreements and take any other actions necessary to effectuate the purposes of this vote:

- A. Stainless Steel Chimney Liner—Conant Library \$3,500
- B. Replace Old Windows—Conant Library \$10,000
- C. Bathroom exhaust controls, inside lighting controls, and hot water circulation
--Conant Library \$7,000
- D. Re-carpet two hallways—Butterick Building \$7,000
- E. Key Card System for the Police Dept.—Police Station \$5,000
- F. Telephone Switch and Software—Butterick Building \$19,000

Total Expenditure: \$51,500

MOTION MADE to move the question

MOTION PASSED BY MAJORITY VOTE AS DECLARED BY THE MODERATOR

ARTICLE 19. Replace 6 wheel Dump Truck #24

**Town of Sterling
Annual Town Meeting May 3, 2014**

To see if the Town will vote to raise and appropriate, borrow, or transfer from available funds or the Capital Fund, the sum of \$ 148,000, or any other sum, to purchase and equip a new 6 wheel 42,000 lb dump truck with sander, said sum to be expended by the Department of Public Works, and to authorize the Board of Selectmen to enter into such agreements and take other action as necessary to effectuate the purposes of this vote; or take any other action relative thereto.

Submitted by: Department of Public Works

Recommendation: Capital Committee recommends passage of this article.

Recommendation: Finance Committee recommends passage of this article.

Recommendation: The Board of Selectmen recommends the passage of this article.

Summary: This truck will replace a 16 year old 6 wheel dump truck with a combination sander body. The combination body/sander is rotted to the point of replacement and to replace would cost \$35,000. The cab and chassis is worth about \$ 7,000 to \$8,000.

MOTION MADE to transfer from the Capital Fund the sum of \$148,000, and to approve Article 19 as set forth in the Warrant.

MOTION MADE to move the question

MOTION PASSED BY MAJORITY VOTE AS DECLARED BY THE MODERATOR

ARTICLE 20. Rehabilitate 1984 Motor Grader

To see if the Town will vote to raise and appropriate, borrow, or transfer from available funds or Capital Fund the sum of \$19,700, or any other sum, to repair, re-equip and rehabilitate a 1984 grader, said sum to be expended by the Department of Public Works, and the authorize the Board of Selectmen to enter into such agreements and take other action as necessary to effectuate the purposes of this vote; or any action relative thereto.

Submitted by: Department of Public Works

Recommendation: Capital Committee recommends passage of this article.

Recommendation: The Finance Committee recommends passage of this article.

Recommendation: The Board of Selectmen recommends the passage of this article.

Summary: The Grader is one of the DPW frontline snow and ice removal machines. It is used for removal of thick ice in certain circumstances as well as winging back of snow banks during heavy snow winters. Rehabilitating this machine will give the Town 15 + years of continued service. Replacement would cost in excess of \$ 250,000.

MOTION MADE to raise and appropriate the sum of \$19,700, and to approve Article 20 as set forth in the Warrant.

MOTION PASSED BY MAJORITY VOTE AS DECLARED BY THE MODERATOR

ARTICLE 21. Ultraviolet Disinfection Upgrade

To see if the Town will vote to transfer from the Water Enterprise Retained Earnings, the sum of \$110,000 , or any other sum, to refurbish, repair and re-equip the Ultraviolet system and associated water quality equipment at the West Sterling well field, said sum to be expended by the Department of Public Works, and to the authorize the Department of Public Works Board to enter into such agreements and take other action as necessary to effectuate the purposes of this vote; or take any action relative thereto.

Submitted by: Department of Public Works

Recommendation: The Department of Public Works Board recommends passage of this article.

**Town of Sterling
Annual Town Meeting May 3, 2014**

Recommendation: The Finance Committee recommends passage of this article.

Recommendation: The Board of Selectmen recommends the passage of this article.

Summary: The West Sterling well field has two (2) ultraviolet disinfection vessels that get rotated into service regularly (1 at a time). The ballasts which power the lamps are obsolete and nonexistent in the marketplace. The upgrade to the UV would include new ballasts, lamp wires and connectors, High Output lamps and sensors. The newer High Output lamps will double the existing UV dose to the potable water produced and help enhance the public health and safety of the system.

MOTION MADE to transfer from Water Enterprise Retained Earnings the sum of \$110,000, and to approve Article 21 as set forth in the Warrant.

MOTION PASSED BY MAJORITY VOTE AS DECLARED BY THE MODERATOR

ARTICLE 22. AMI Water meter upgrades

To see if the Town will vote to transfer from the Water Enterprise Retained Earnings, the sum of \$40,000 or any other sum, to convert the water meter system over to an automatic read AMI (Advanced Metering Infrastructure) system and to authorize the Water Department to enter into such agreements and take other action as necessary to effectuate the purposes of this vote, said sum to be expended by the DPW, or take any action relative thereto.

Submitted by: Department of Public Works

Recommendation: The Department of Public Works Board recommends passage of this article.

Recommendation: The Finance Committee recommends passage of this article.

Recommendation: The Board of Selectmen recommends the passage of this article.

Summary: The Water Department, in conjunction with SMLD, has successfully completed a pilot program to test 50 smart water meters on the AMI system. This is the first step to convert 200 of the systems 2250 meters to the AMI. It is expected that the new system will be the same or similar to the system currently in use by the Sterling Municipal Light Department.

MOTION MADE to transfer from Water Enterprise Retained Earnings the sum of \$40,000, and to approve Article 22 as set forth in the Warrant.

MOTION PASSED BY MAJORITY VOTE AS DECLARED BY THE MODERATOR

ARTICLE 23. Return Funds to Water Enterprise Retained Earnings

To see if the Town will vote to return excess funding from Article #24 FY'12 (\$1,288.43), Article #26 FY'13 (\$91.70), and Article #25 FY'13 (\$16,050.00) to the Water Enterprise Retained Earnings, or take any action relative thereto.

Submitted by: Department of Public Works

Recommendation: The Department of Public Works Board recommends passage of this article.

Recommendation: The Finance Committee recommends passage of this article.

Recommendation: The Board of Selectmen recommends the passage of this article.

Summary: This is a housekeeping article which returns excess funding from previous articles to Water Enterprise Retained Earnings.

MOTION MADE AS PRINTED IN THE WARRANT

MOTION PASSED BY MAJORITY VOTE AS DECLARED BY THE MODERATOR

ARTICLE 24. Fund Principal and Interest for 2004 Fire Truck

**Town of Sterling
Annual Town Meeting May 3, 2014**

To see if the Town will vote to transfer the sum of \$62,400, or any other sum, from the Capital Fund, for the cost of the Fiscal Year 2015 principal and interest payments due on the fire truck purchased in 2004, or take any action relative thereto.

Submitted by: Fire Chief

Recommendation: The Capital Committee recommends the passage of this article.

Recommendation: The Finance Committee recommends the passage of this article.

Recommendation: The Board of Selectmen recommends the passage of this article.

Summary: This article takes money out of the Capital Fund to pay the principal and interest payments associated with the Fire Truck for fiscal year 2014. The Town approved the purchase of the new truck at the May 2004 Town Meeting. At that time, it was explained that the truck would be paid for out of the Capital Fund.

MOTION MADE to transfer the sum of \$62,400 from the Capital Fund and to approve Article 24 as set forth in the Warrant.

MOTION PASSED BY 2/3 VOTE AS DECLARED BY THE MODERATOR

ARTICLE 25. Fund Lease-Purchase Payment for 2010 Pumper Tanker

To see if the Town will vote to transfer the sum of \$62,149, or any other sum, from the Capital Fund for the cost of the Fiscal Year 2015 principal and interest payments due on the Pumper-Tanker leased in 2010 or take any action relative thereto.

Submitted by: Fire Chief

Recommendation: The Capital Committee recommends the passage of this article.

Recommendation: The Finance Committee recommends the passage of this article.

Recommendation: The Board of Selectmen recommends passage of this article.

Summary: This article takes money out of the Capital Fund to pay the FY14 lease payment associated with the Pumper Tanker for fiscal year 2015. The Town approved the purchase of the new truck at the May 2011 Town Meeting. At that time, it was explained the truck would be paid for out of the Capital Fund through a ten-year lease-purchase.

MOTION MADE transfer the sum of \$62,149 from the Capital Fund and to approve Article 25 as set forth in the Warrant.

MOTION PASSED BY 2/3 VOTE AS DECLARED BY THE MODERATOR

ARTICLE 26. New Ambulance - Fund Principal and Interest

To see if the Town will vote to transfer the sum of \$38,867, or any other sum, from the Capital Fund, for the cost of the Fiscal Year 2015 principal and interest payments due on the new ambulance authorized for lease-purchase at the 2013 Annual Town Meeting, or take any other action thereto.

Submitted by: Fire Chief

Recommendation: The Capital Committee recommends the passage of this article.

Recommendation: The Finance Committee recommends the passage of this article.

Recommendation: The Board of Selectmen recommends the passage of this article.

Summary: This article takes money from the Capital Fund to pay the FY15 lease for the ambulance approved at the Town Meeting in 2013. This is the first annual payment of a five year lease-purchase

**Town of Sterling
Annual Town Meeting May 3, 2014**

MOTION MADE transfer the sum of \$38,867 from the Capital Fund and to approve Article 26 as set forth in the Warrant.

MOTION PASSED BY 2/3 VOTE AS DECLARED BY THE MODERATOR

ARTICLE 27. Fire Department 4x4 Utility Vehicle Replacement

To see if the Town will vote to raise and appropriate, borrow, transfer from available funds or from the Capital Fund the sum of \$75,000, or any other sum, to purchase and equip a new 4x4 pickup style utility vehicle for the Fire Department to replace Squad 1 vehicle, and to authorize the Board of Selectmen to dispose of the existing vehicle replaced by the new vehicle by sale or trade and to take other action as necessary to effectuate the purposes of this vote; or take any other action relative thereto.

Submitted by: Fire Chief

Recommendation: The Capital Committee DOES NOT recommend the passage of this article.

Recommendation: The Finance Committee does not recommend the passage of this article.

Recommendation: The Board of Selectmen does not recommend passage of this article.

Summary: This will replace a vehicle which has rotting issues and was involved in an accident in January 2013. There have been significant front end and mechanical issues since the accident and subsequent repairs. This new vehicle will be set up for forestry response taking over the work of the current 1999 pickup. It will have a crew cab, thus allowing for additional fire personnel to respond to brush and forestry incidents as well as serve as a service truck to aid in all aspects of firefighting and training.

MOTION MADE to postpone indefinitely passed as declared by the Moderator.

ARTICLE 28. Fire Truck Engine 2 Replacement for \$590,000

To see if the Town will vote to raise and appropriate, borrow, transfer from available funds or from the Capital Fund the sum of \$590,000, or any other sum, to purchase and equip a new fire engine to replace Engine 2, and to authorize the Board of Selectmen to dispose of the existing vehicle replaced by the new vehicle by sale or trade and to take any other action necessary to effectuate the purposes of this vote; and as funding therefor, to authorize the Treasurer, with the approval of the Board of Selectmen to borrow said sum pursuant to G.L. c.44, §7 or any other enabling authority, and to issue bonds and notes therefor; provided, however, that the appropriation authorized hereunder shall be expressly contingent upon approval by the voters of the Town of a so-called Proposition 2 1/2 debt exclusion question, or take any action relative thereto.

Submitted by: Fire Chief

Recommendation: The Capital Committee recommends the passage of this article.

Recommendation: The Finance Committee recommends the passage of this article contingent on financing the purchase on a five-year bond funded AS EXCLUDED DEBT.

Recommendation: The Board of Selectmen recommends the passage of this article as excluded debt.

Summary: This will replace a 17 year old Rescue Pumper. Engine 2 is the primary structural response apparatus of the department. In FY 2013, \$30,000 was appropriated by the Capital Committee for the repair of the tank straps and to mitigate body corrosion throughout the truck. As major apparatus vendors came in to bid on that work, many other significant rot issues were

**Town of Sterling
Annual Town Meeting May 3, 2014**

discovered throughout the truck including the split frame rail. These issues are of such significant concern that the truck may need to be taken out of service if they are not addressed.

MOTION MADE ON THE FLOOR to borrow the sum of \$590,000 to purchase and equip a new fire engine to replace Engine 2, and to authorize the Board of Selectmen to dispose of the existing vehicle replaced by the new vehicle by sale or trade and to take any other action necessary to effectuate the purposes of this vote; and as funding therefor, to authorize the Treasurer, with the approval of the Board of Selectmen to borrow said sum pursuant to [MGL] G.L. c.44, §7 or any other enabling authority, and to issue bonds and notes therefor; provided, however, that the appropriation authorized hereunder shall be expressly contingent upon approval by the voters of the Town of a so-called Proposition 2 1/2 debt exclusion question at a Town Election on May 12th.

AMENDMENT TO THE MOTION by striking the words “to borrow the sum of \$590,000” and insert “to borrow the sum of \$590,000” and amend the motion by striking the words, “and as funding therefor, to authorize the Treasurer, with the approval of the Board of Selectmen to borrow said sum pursuant to [MGL] G.L. c.44, §7 or any other enabling authority, and to issue bonds and notes therefor; provided, however, that the appropriation authorized hereunder shall be expressly contingent upon approval by the voters of the Town of a so-called Proposition 2 1/2 debt exclusion question at a Town Election on May 12th.

AMENDMENT PASSED BY MAJORITY VOTE

MOTION WITH AMENDMENT PASSED BY 2/3RD VOTE AS DECLARED BY THE MODERATOR as follows: “To borrow the sum of \$590,000 to purchase and equip a new fire engine to replace Engine 2, and to authorize the Board of Selectmen to dispose of the existing vehicle replaced by the new vehicle by sale or trade and to take any other action necessary to effectuate the purposes of this vote; and as funding therefor, to authorize the Treasurer, with the approval of the Board of Selectmen to borrow said sum pursuant to G.L. c.44, §7 or any other enabling authority, and to issue bonds and notes therefor.”

At the Annual Town Election on May 12, 2014, question 2 regarding the new fire truck was voted in the affirmative 802 Yes votes against 472 No votes as follows:

QUESTION 2 re new pumper fire truck					
			Prec 1	Prec 2	TOTAL
YES			434	368	802
NO			265	207	472
Blanks			52	48	100
TOTAL			751	623	1,374

10:08pm Moderator declared a break for 10 minutes.

ARTICLE 29. Fire Department Engine 2 Refurbishment for \$220,000

To see if the Town will vote to raise and appropriate, borrow, transfer from available funds or from the Capital Fund the sum of \$220,000, or any other sum, to repair, re-equip and refurbish Engine 2, a Pierce Saber Rescue/Pumper, and authorize the Board of Selectmen to enter into such

**Town of Sterling
Annual Town Meeting May 3, 2014**

agreements and take other action as necessary to effectuate the purposes of this vote; or take any other action relative thereto.

Submitted by: Fire Chief

Recommendation: The Capital Committee recommends PASSING OVER this article.

Recommendation: The Finance Committee recommends passing over this article.

Recommendation: The Board of Selectmen recommends passing over this article.

Summary: This will provide necessary repairs and refurbishment to a 17 year old Rescue Pumper. Engine 2 is the primary structural response apparatus of the department. In FY 2013, \$30,000 was appropriate by the Capital Committee for the repair of the tank straps and to mitigate body corrosion throughout the truck. As major apparatus vendors came in to bid on that work, many other significant rot issues were discovered throughout the truck including the split frame rail. These issues are of such significant concern that the truck may need to be taken out of service if they are not addressed. As a result, this money will be added to the FY 2013 appropriation to make these repairs, extending the life of the truck another 5-7 years.

MOTION MADE to postpone indefinitely passed as declared by the Moderator.

ARTICLE 30. Fire Department Firefighter Protective Clothing

To see if the Town will vote to raise and appropriate, borrow, transfer from available funds or from the Capital Fund the sum the sum of \$36,900, or any other sum, to purchase structural firefighting protective clothing, and to authorize the Fire Chief and the Board of Selectmen to take any actions necessary to effectuate the purposes of this vote, or take any other action relative thereto.

Submitted by: Fire Chief

Recommendation: The Capital Committee recommends the passage of this article.

Recommendation: The Finance Committee recommends the passage of this article.

Recommendation: The Board of Selectmen recommends the passage of this article.

Summary: This is the first of two consecutive years of purchasing new and updated structural firefighting gear and equipment for firefighters. The last protective clothing purchase was in 2008 when all protective clothing was brought up to current NFPA standards. Current standards require gear to be maintained and inspected annually. The average life of structural firefighting gear is 5 years based on use, and we have averaged 5 to 10 years depending on the activity level and types of exposure to our firefighters.

MOTION MADE to raise and appropriate the sum of \$36,900, and to approve Article 30 as set forth in the Warrant.

MOTION PASSED BY MAJORITY VOTE AS DECLARED BY THE MODERATOR

ARTICLE 31. Federal Fire Act Grant 5% Match

To see if the town will vote to raise and appropriate or transfer from available funds or the Capital Fund, the sum of \$2,600, or any other sum, for 5% of the cost of a new breathing air compressor and fill station for self-contained breathing apparatus (SCBA) for the Fire Department, whose total cost is \$52,000, for which the remainder will be paid for by a Federal Fire Act Grant applied for

**Town of Sterling
Annual Town Meeting May 3, 2014**

by the Fire Department, and to authorize the Fire Chief and the Board of Selectmen to take any actions necessary to effectuate the purposes of this vote, or take any other action relative thereto.

Submitted by: Fire Chief

Recommendation: The Capital Committee recommends the passage of this article.

Recommendation: The Finance Committee recommends the passage of this article.

Recommendation: The Board of Selectmen recommends the passage of this article.

Summary: This is the matching portion of a grant submitted by the department through the Federal Fire Act Grant. The match, for communities with populations of less than 20,000 is 5% of the request.

MOTION MADE to transfer from the Capital Fund the sum of \$2,600, and to approve Article 32 as set forth in the Warrant.

MOTION PASSED BY 2/3RD VOTE AS DECLARED BY THE MODERATOR

ARTICLE 32. Fairground Land Purchase

To see if the Town will vote, pursuant to Massachusetts General Laws, Chapter 44, section 5B, to establish a special purpose stabilization fund, to be known as the “Fair Ground Land Purchase Fund”, and raise and appropriate or transfer from available funds the sum of \$50,000, or any other sum, into said dedicated fund, for the sole purpose of (eventually) purchasing land on which the Town will construct a permanent facility for the Sterling Fair, or take any other action related thereto.

Submitted by: Fair Committee

Recommendation: The Capital Committee DOES NOT recommend the passage of this article.

Recommendation: The Finance Committee does not recommend the passage of this article.

Recommendation: The Board of Selectmen does not recommend the passage of this article.

Summary: This article would create a special purpose stabilization fund, and make the first payment into that fund, to allow the Town to eventually purchase land for a permanent town-owned fairground.

MOTION MADE to postpone indefinitely passed as declared by the Moderator.

ARTICLE 33. Open Space Implementation Committee (OSIC)

To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow the sum of \$1,250, or any other sum, to continue the work of the Open Space Implementation Committee, including but not-limited to upgrading recreational trails through the Town, mapping, installing trail and boundary markers, and funding the annual trail blazing event, as set forth in greater detail in the 7-year Action Plan outlined in the 2010 Open Space and Recreation Update, and to return any unexpended funds to the Town upon completion of the project, said sum to be expended by the Open space implementation Committee, and the authorize the Board of Selectmen to take any other action necessary to effectuate the purposes of this vote; or to take any other action relative thereto.

Submitted by: Open Space Implementation Committee

Recommendation: The Finance Committee Recommends passage of this article.

Recommendation: The Board of Selectmen recommends passage of this article.

**Town of Sterling
Annual Town Meeting May 3, 2014**

Summary: The Open Space Implementation Committee, in collaboration with the Conservation Commission and the Sterling Land Trust, is engaged in a 7-year plan to upgrade recreational trails throughout Sterling. This request funds mapping, trail markers, boundary markers, signs, and the annual trail blazing event.

MOTION MADE to raise and appropriate the sum of \$1,250 for the Open Space Implementation Committee, and to approve Article 33 as set forth in the Warrant.

MOTION PASSED BY MAJORITY VOTE AS DECLARED BY THE MODERATOR

ARTICLE 34. Fund Wachusett Watershed Regional Recycle Center (Earthday)

To see if the Town will vote to raise and appropriate, transfer from available funds or borrow the sum of \$2,985, or any other sum, to satisfy the Town's financial obligation under the contract with Wachusett Earthday, Inc. for the Fiscal Year 2015, or take any other action relative thereto.

Submitted by: Board of Selectmen

Recommendation: The Finance Committee recommends the passage of this article.

Recommendation: The Board of Selectmen recommends the passage of this article.

Summary: Sterling residents have the opportunity to bring recycling and household hazardous materials to a permanent year-round collection center for proper disposal. In 2008, Town Meeting voted to authorize the Board of Selectmen to enter into a contract with Wachusett Earthday, Inc., pursuant to MGL Ch40:4 and with the towns of Boylston, Holden, Paxton, Princeton, Rutland, West Boylston and any other municipality who joins said contract. The term of the original contract was for an initial period of five years, renewable every five years for a maximum term of twenty-five years.

MOTION MADE to raise and appropriate the sum of \$2,985 to satisfy the Town's contractual obligation with Wachusett Earthday, Inc. for the Fiscal Year 2015.

MOTION PASSED BY MAJORITY VOTE AS DECLARED BY THE MODERATOR

ARTICLE 35. Fund Sterling Land Trust Expenses

To see if the Town will vote to raise and appropriate, transfer from available funds or borrow the sum

of \$1,300 or any other sum, to be used to pay the expenses of The Sterling Land Trust, to preserve various parcels of land within the Town, said funds to be administered and expended by the Trust, or take any action relative thereto.

Submitted by: Board of Selectmen

Recommendation: The Finance Committee recommends the passage of this article.

Recommendation: The Board of Selectmen recommends

Summary: This article would provide financial assistance to the Sterling Land Trust which maintains various parcels of land within the Town for passive recreational use of residents.

MOTION MADE to postpone indefinitely passed as declared by the Moderator.

ARTICLE 36. Fund Wachusett Greenways Expenses

To see if the Town will vote to raise and appropriate, transfer from available funds or borrow the sum of \$ 1,300 or any other sum, to be used to pay the expenses of the Wachusett Greenways, a six Town collaborative, said funds to be administered and expended by Wachusett Greenways, or take any action relative thereto.

**Town of Sterling
Annual Town Meeting May 3, 2014**

Submitted by: Board of Selectmen

Recommendation: The Finance Committee recommends the passage of this article.

Recommendation: The Board of Selectmen recommends the passage of this article.

Summary: This article would provide financial assistance to the six Town collaborative working on the Wachusett Greenways project, including the Rail Trail in Sterling.

MOTION MADE to raise and appropriate the sum of \$1,300 to pay expenses of the Wachusett Greenways, said funds to be administered and expended by Wachusett Greenways.

MOTION PASSED BY MAJORITY VOTE AS DECLARED BY THE MODERATOR

ARTICLE 37. Revolving Accounts

To see if the town will vote to reauthorize revolving funds for certain town departments under MGL Ch44:53E ½ for the fiscal year beginning July 1, 2014, or take any action relative thereto. Such items may be voted as a block, or singly, or in any combination but however voted, will be treated for accounting and legislative purposes as if each item voted were voted as a separate article.

Revolving Fund	Authorized To Spend from Fund	Revenue Source	Use of Fund	FY2014 Spending Limit	Disposition of FY2014 Fund Balance	Spending Restrictions Or Comments
Recycling	DPW	Fees	Expenses, supplies and contracted services to run the recycling center	\$80,000	Balance available for expenditure	
Fuel	DPW	Fuel charges	Fuel charges for the Light Dept and Water Enterprise Fund	\$60,000	Balance available for expenditure	
Deputy Collector	Treasurer	Fees	Pay Deputy Collector Fees	\$18,000	Balance available for expenditure	
1835 Town Hall	1835 Committee	Fees	Expenses, supplies and contracted services for the 1835 Old Town Hall	\$15,000	Balance available for expenditure	
Planning Board	Planning Board	Fees	Expenses, supplies and contracted services for the Planning Board	\$25,000	Balance available for expenditure	
Revolving Fund	Authorized To Spend from Fund	Revenue Source	Use of Fund	FY2014 Spending Limit	Disposition of FY2014 Fund Balance	Spending Restrictions Or Comments

**Town of Sterling
Annual Town Meeting May 3, 2014**

Council On aging	Council on Aging	Fees	Expenses, supplies and contracted services for the Senior Center	\$50,000	Balance available for expenditure	
Fair Committee	Fair Committee	Fees	Expenses, supplies and contracted services to run the Sterling Fair	\$135,000	Balance available for expenditure	
Hazardous Materials	Fire Chief	Fees	Costs associated with hazardous material incidents	\$55,000	Balance available for expenditure	
Radio Master Box fees	Fire Chief	Fees	Expenses, supplies and maintenance of Radio Master Box system	\$ 3,000	Balance available for expenditure	
Agricultural Commission	Agricultural Commission	Fees	Expenses and supplies for the Commission	\$5,000	Balance available for expenditure	
Recreation Committee	Recreation Committee	Fees	Salaries, expenses, supplies and contracted services to run the Recreation Programs	\$151,900	Balance available for expenditure	

Submitted by: Town Accountant

Recommendation: The Finance Committee recommends the passage of this article.

Recommendation: The Board of Selectmen recommends the passage of this article.

Summary: Revolving funds allow receipts of one or more specific board, committee or department to be spent without further appropriation, subject to the provisions of the town meeting approval. This article will consider all revolving funds for the Town, but voters have the ability at town meeting to discuss, amend or reject individual revolving funds within this article.

MOTION MADE as printed in the Warrant.

MOTION MADE to move the question

MOTION PASSED BY MAJORITY VOTE AS DECLARED BY THE MODERATOR

At 10:32pm MOTION MADE to adjourn Annual Town Meeting to the following week.

MOTION to adjourn defeated by majority vote as declared by the Moderator.

ARTICLE 38. Amend Animal Control Bylaw–License Fees for Owner(s) Over 70 Years Old.

To see if the Town will vote to amend Chapter 18 of the Town’s General Bylaws, entitled “Animal Control”, by amending Section § 18-4 entitled, “Special Permits and Kennel Licenses”, as follows:

**Town of Sterling
Annual Town Meeting May 3, 2014**

Under subsection C, , after the word “fees”, change “:” (colon) to “. ” (period), and add: the following new sentence: “No fee to license a kennel shall be charged to any kennel owner(s) age 70 years old or older.”, or take any other action relative thereto.

Submitted by: Animal Control Advisory Board

Recommendation: The Finance Committee TAKES NO POSITION on the passage of this article.

Recommendation: The Board of Selectmen recommends passage of this article.

Summary: The proposed amendment clarifies the original intent of the Animal Control Bylaw to change the fee schedule for kennel owners 70 years of age and older.

MOTION MADE as printed in the Warrant.

MOTION PASSED BY MAJORITY VOTE AS DECLARED BY THE MODERATOR

ARTICLE 39. Amend Animal Control Bylaw -- Impoundment Period

To see if the Town will vote to amend Chapter 18 of the Town’s General Bylaws, entitled “Animal Control”, by amending Section § 18-7, entitled “Impoundment of Animals”, as follows:

Under subsection C relating to the Redemption of Impounded Domestic Animals, change “10 business days” to “7 days”, resulting in the following: “Upon presentation to the ACO of documented proof of ownership, the owner of any animal(s) impounded by the Sterling ACO may, anytime within seven (7) days and upon payment of all accrued fees, charges or fines, redeem said animal(s).”, or take any other action relative thereto.

Submitted by: Animal Control Advisory Board

Recommendation: The Finance Committee TAKES NO POSITION on the passage of this article.

Recommendation: The Board of Selectmen recommends passage of this article.

Summary: The proposed amendment to the Animal Control Bylaw will make the Town of Sterling’s Animal Control Bylaw consistent with MGL Ch140:136A-174E, amended by MGL Ch193. This change allows potential cost savings for the Town.

MOTION MADE as printed in the Warrant.

MOTION PASSED BY MAJORITY VOTE AS DECLARED BY THE MODERATOR

ARTICLE 40. Amend Town Bylaws Regarding East lake Waushacum

To see if the Town will vote to amend Chapter 113 of the Town’s General Bylaws, entitled “Parks”, as shown below with additions shown in *italics* and deletions shown in strikethrough, or take any other action in relation thereto:

“Chapter 113. PARKS

Article I. Sholan Park

§ 113-1. Parking hours; overnight pass.

A. Parking at Sholan Park is permitted only between 5:00 a.m. and 9:00 p.m. daily unless otherwise posted.

B. All visitors and vehicles must vacate the park by 9:00 p.m. unless an overnight pass has been issued by the Department of Public Works for the Town of Sterling.

**Town of Sterling
Annual Town Meeting May 3, 2014**

C. Parking at Sholan Park shall be in accordance with such rules and regulations as may from time-to-time be adopted and amended by the Board of Selectmen, upon recommendation of: the Department of Public Works, the Park, the Recreation Department, the Conservation Commission, the East Lake Waushacum Association, and/or the Sterling Police Department.

§ 113-2. Parking Restrictions.

A. Parking at Sholan Park is restricted to the designated parking area only.

B. Only those vehicles displaying the appropriate ~~Town of Sterling resident permit, a temporary guest or visitor pass, parking sticker, pass or permit,~~ or emergency vehicles are authorized to park within this parking area. ~~Unauthorized vehicles parked in the parking area or undesignated areas are subject to a fine of \$50 and/or towing at the owner's expense.~~

C. ~~Owners and/or operators of vehicles parked in violation are subject to noncriminal dispositions (citations) pursuant to MGL c. 40, § 21D, issued by the members of the Sterling Police Department. Payment for violations should be made to the Town Clerk for the Town of Sterling in person or by mail within 21 days of the alleged violation.~~

§ 113-3. Permits and passes.

A. Resident Parking Stickers: *Any resident of the Town of Sterling may obtain one Resident Parking Stickers per registered vehicle. Resident Parking Stickers shall permit the holder to park designated motor vehicles and trailers in the Sholan Park parking lot in accordance Sections 113-1 and 113-2 of this Bylaw and use of the Town's Recycling Center in accordance with the Rules and Regulations of the Department of Public Works. Application for a Resident Parking Sticker shall be made in writing upon a form provided by the Town and shall require submission of a valid Massachusetts Driver's License and Motor Vehicle Registration with a Sterling Address. Resident Parking Stickers shall be valid until December 31 of the year of issue.*

B. Guest Pass: *Any resident of the Town of Sterling with a Resident Parking Sticker may obtain one daily Guest Pass each day between April 1 and October 31. A Guest Pass shall permit the holder to park one motor vehicle only, in addition to the resident's vehicle, in the Sholan Park parking lot in accordance with Sections 113-1 and 113-2 of this Bylaw. Application for a Guest Pass shall be made in writing upon a form provided by the Town and shall be made by a Sterling Resident with a Resident Parking Sticker. Guest Passes shall expire at 9:00 pm on the day marked on the pass.*

C. Non-Resident Vehicle Only Parking Permit: *Each year prior to April 1, the Board of Selectmen may make available a number of non-resident vehicle only parking permits. A non-resident vehicle only parking permit shall permit the holder to park a designated motor vehicle only in the Sholan Park parking lot in accordance Sections 113-1 and 113-2. Application for a non-resident vehicle only parking permit shall be made in writing upon a form provided by the Town and shall require payment of a fee to be determined by the Board of Selectmen. Non-resident vehicle only parking permits shall be valid between April 1 and October 31st of the year of issue.*

D. Non-Resident Vehicle and Trailer Parking Permit: *Each year prior to April 1, the Board of Selectmen may make available a number of non-resident vehicle and trailer parking permits. A non-resident vehicle and trailer parking permit shall permit the holder to park a designated motor*

**Town of Sterling
Annual Town Meeting May 3, 2014**

vehicle and trailer in the Sholan Park parking lot in accordance Sections 113-1 and 113-2. Application for a non-resident vehicle and trailer parking permit shall be made in writing upon a form provided by the Town and shall require payment of a fee to be determined by the Board of Selectmen. Non-resident vehicle and trailer parking permits shall be valid between April 1 and October 31st of the year of issue.

E. *Stickers, permits and passes issued by the Town of Sterling for the purposes described herein remain the property of the Town. Stickers, permits and passes are nontransferable. Holders of stickers, permits and passes must make available the assigned registration, license and/or the sticker, permit or pass upon request. Unauthorized use of stickers, permits and passes are subject to revocation.*

~~**B.** *A resident permit of appropriate design shall be issued upon proof of residency for a specific vehicle and must be affixed to said vehicle.*~~

~~**F.C.** *Beginning April 1 of each year a limited number of nonresident parking passes shall be issued for a one year term on a first come first served basis. Nonresident parking Permits and passes shall be issued for a specific vehicle and must be displayed unobstructed and in full view on said vehicle dashboard. Nonresidents will be charged a parking fee as determined by the Board of Selectmen.*~~

G. *The issuance of a parking sticker, pass or permit does not guarantee or reserve a parking space for the holder.*

H. Penalties and Enforcement: *Sections 113-1, 113-2 and 113-3 of this Bylaw may be enforced by any Town Police Officer, through any lawful means in law or in equity, including non-criminal disposition pursuant to G.L. c. 40, §21D. If non-criminal disposition is elected, then any person who violates any said provision of this Bylaw shall be subject to the following penalties: First Offense: \$100 fine; Second Offense: \$200 fine; Third or Subsequent Offense: \$300 fine. In addition to the penalties set forth herein, any vehicle found in violation of any said sections of this Bylaw may be moved by or under the direction of any Town Police Officer, at the expense of the owner, to a place where parking is permitted.*

§ 113-4. Animals.

A. *Animals shall not be allowed on the beach and picnic areas of the park. ~~Violators are subject to a fine of \$25 for each bylaw offense.~~*

B. *This section shall not apply to service animals, defined by ADA as any guide dog, signal dog, or other animal individually trained to provide assistance to an individual with a disability.*

~~**C.** *This section shall be enforced by the Animal Control Division of the Town of Sterling. Section 113-4 of this Bylaw may be enforced by any officer of the Town's Animal Control Division, any officer or employee of the Recreation Department or any Town Police Officer, through any lawful means in law or in equity, including non-criminal disposition pursuant to MGL Ch40, §21D. If non-criminal disposition is elected, then any person who violates any said provision of this Bylaw shall be subject to a fine of \$25.00. In addition to the penalties set forth in this section, any person who violates this section may be prohibited from entering or made to leave the park.*~~

**Town of Sterling
Annual Town Meeting May 3, 2014**

§ 113-5. Safety rules.

- A. Alcoholic beverages are not permitted at Sholan Park.
- B. Residents and visitors must comply with all rules and regulations established for Sholan Park and designated swim areas.
- C. Boaters must comply with the current Massachusetts boating regulations and local bylaws as posted.
- D. ~~These will be enforced by the Recreation Department staff and/or Police Department as required.~~ *Section 113-5 of this Bylaw may be enforced by any Town Police Officer, officer or employee of the Recreation Department or through any lawful means in law or in equity, including non-criminal disposition pursuant to G.L. c. 40, §21D. If non-criminal disposition is elected, then any person who violates any said provision of this Bylaw shall be subject to a fine of \$25.00. In addition to the penalties set forth in this section, any person who violates this section may be prohibited from entering or made to leave the park.*

§ 113-6. East Lake Waushacum.

- A. East Lake Waushacum is a sensitive natural resource and subject to the spread of invasive aquatic weeds and mussels as defined by the State's Department of Agricultural Resources.
- B. ~~Recipients of a resident permit, guest or visitor pass, and Users~~ intending to use a boat, trailer and/or other equipment in the lake are responsible to make sure it is free of invasive species before entering the park and water. The recipient user also agrees, as a condition of entering the lake, ~~accepting a resident permit or pass,~~ that said boat, trailer and/or equipment is subject to inspection for weeds and mussel species.
- C. Any evidence of weeds, mussels or denying the inspection will be sufficient cause to deny access to the boat ramp and parking area.
- D. ~~The vehicle~~ owner shall remove contaminated equipment from the park.” ;or take any other action relative thereto.

Submitted by: Board of Selectmen

Recommendation: The Recreation Commission recommends the passage of this article.

Recommendation: The Finance Committee TAKES NO POSITION on passage of this article.

Recommendation: The Board of Selectmen recommends passage of this article.

Summary: The primary purpose of the proposed amendment is to establish more options for parking in connection with use of the beach and boat launch at Sholan Park. The new bylaw, if adopted, will create two classes of non-resident parking stickers, one class for those who wish to park a car and trailer and one class for those who wish only to park a car. East Lake Waushacum is an important natural resource and recreational area for the Town. Unfortunately, parking is limited and must be managed so as to allow public access to the greatest extent possible. Residents

**Town of Sterling
Annual Town Meeting May 3, 2014**

will continue to enjoy all areas of Sholan Park using their free resident sticker affixed to their vehicle.

MOTION MADE as printed in the Warrant

MOTION MADE to move the question.

MOTION DEFEATED BY MAJORITY VOTE AS DECLARED BY THE MODERATOR

ARTICLE 41. Other Post Employment Benefits (OPEB) Funding

To see if the Town will vote to raise and appropriate, transfer from available sums or borrow the sum of \$10,000 , or any other sum, to meet the Town's obligations under the Government Accounting Standards Board (GASB) Statement 45 to fund the Town's future obligations for the cost of other post-employment benefits (OPEB) ; or take any action thereon or in relation thereto.

Submitted by: Board of Selectmen

Recommendation: The Finance Committee recommends the passage of this article.

Recommendation: The Board of Selectmen recommends the passage of this article.

Summary: Retirement benefits, and especially retirement health insurance, are a large and growing liability to the Town. This article continues our gradual funding of this liability, as recommended by government accounting standards.

MOTION MADE to raise and appropriate the sum of \$10,000, and to approve Article 41 as set forth in the Warrant.

MOTION MADE to move the question.

MOTION PASSED BY MAJORITY VOTE AS DECLARED BY THE MODERATOR

ARTICLE 42. Adoption of the so-called "MULLIN RULE" Regarding Public Hearings

To see if the Town will vote to accept, for all boards, committees or commissions holding adjudicatory hearings in the Town, the provisions of MGL Ch39:23D, which provides that a member of a board, committee, or commission holding an adjudicatory hearing shall not be disqualified from voting in the matter solely due to the member's absence from one session of such hearing, provided that certain conditions are met, or take any other action relative thereto.

Submitted by: Town Clerk

Recommendation: The Finance Committee takes no position on this article.

Recommendation: The Board of Selectmen recommends the passage of this article.

Summary: This article will permit board members who miss a session of an adjudicatory hearing to review materials, voice recordings, or video recordings of said session, and participate in the decision of the board.

MOTION MADE as printed in the Warrant.

MOTION PASSED BY MAJORITY VOTE AS DECLARED BY THE MODERATOR

ARTICLE 43. Eliminate Saturday Voter Registration

To see if the Town will vote in accordance with the provisions of MGL Ch41:110A, to authorize the Town Clerk's office to remain closed on Saturdays and to treat Saturday as a legal holiday for the purposes of calculating the time frame for filing matters in that office; or take any other action relative thereto.

"Section 110A. Any public office in any city or town may remain closed on any or all Saturdays as may be determined from time to time, in a city by the city council, subject to the provisions of

**Town of Sterling
Annual Town Meeting May 3, 2014**

the city charter, or, in a town, by vote of the town at a special or regular town meeting, and the provisions of section nine of chapter four shall apply in the case of such closing of any such office on any Saturday to the same extent as if such Saturday were a legal holiday.”

Note: When the Town Clerk codified the General bylaws in 2011, it was discovered that this MGL had not been voted and passed at Town Meeting. This local acceptance *will save the Town money* by extending voter registration on a weeknight rather than all day Saturday 8am to 8pm.

Submitted by: Town Clerk

Recommendation: The Finance Committee recommends the passage of this article.

Recommendation: The Board of Selectmen recommends the passage of this article.

Summary: This article is will avoid a Saturday voter registration day. By adopting MGL Ch41:110A, the deadline will fall on a Friday. It changes the calculation of the voter registration date 20 days prior to Town Meeting. If the deadline falls on a Sunday or Holiday, the current law requires the Town Clerk’s Office to be open on a Saturday until 8pm. By passage of this article it will allow the Town Clerk’s office to remain open for voter registration until 8pm on a regular business day (Monday – Friday) until 8pm.

MOTION MADE as printed in the Warrant.

MOTION PASSED BY MAJORITY VOTE AS DECLARED BY THE MODERATOR

ARTICLE 44. Deadline for Candidate to Obtain Nomination Papers

To see if the Town will vote to accept the provisions of MGL Ch53:9A , providing that the final date for obtaining blank nomination papers for nomination to Town office shall be forty-eight week day hours prior to the hour on which nomination papers are required to be submitted to the registrars of voters for certification, or take any other action relative thereto.

Notes: When the Town Clerk codified the General bylaws in 2011, it was discovered that this MGL had not been voted and passed at Town Meeting. This will streamline and clarify the nomination paper deadlines for the candidates at Town Election.

Submitted by: Town Clerk

Recommendation: The Finance Committee TAKES NO POSITION on the passage of this article.

Recommendation: The Board of Selectmen recommends

Summary: This article is will allow the Town Clerk’s office to establish a date certain for candidates to obtain nomination papers. Currently the deadline is at the discretion of the Town Clerk. As a practical matter a candidate must obtain nomination papers in time to collect sufficient signatures to be certified before the deadline for submission expires. If this MGL is accepted, the deadline for obtaining nomination papers is 48 weekday hours prior to the hour on which the papers are submitted to the Registrars. For example, if the papers are due by 5pm on Monday, the deadline to obtaining the papers if 5pm on the previous Thursday (since Saturday and Sunday are not counted.)

MOTION MADE as printed in the Warrant.

MOTION PASSED BY MAJORITY VOTE AS DECLARED BY THE MODERATOR

ARTICLE 45. Apply Stabilization Fund to Reduce Tax Rate

**Town of Sterling
Annual Town Meeting May 3, 2014**

To see if the Town will vote to transfer \$10,000 , or any other sum, from Stabilization Fund, to stabilize the tax rate, or take any action relative there to.

Submitted by: The Finance Committee

Recommendation: The Finance Committee recommends the passage of this article.

Recommendation: The Board of Selectmen recommends the passage of this article.

Summary: The purpose of this article is to reduce the tax increase that would otherwise occur.

MOTION MADE to postpone indefinitely passed as declared by the Moderator.

**ARTICLE 46. Citizens Petition to Increase the Board of Selectmen
from three (3) to five (5)**

To see if the Town will vote to accept the recommendation of the “2009 Sterling Town Government Study Committee” and increase the number of members of the Board of Selectmen from three (3) to five (5), and accept the following amendments to the General Bylaws of the Town

Town of Sterling

Citizen’s Petition

Article XXXXX: Increase the number of members of the Board of Selectmen from three (3) to five (5).

To see if the Town will vote to accept the first recommendation of the “2009 Sterling Town Government Study Committee” and increase the number of members of the Board of Selectmen from three (3) to five (5), and accept the following amendments to the General Bylaws of the Town.

Article IX: Selectmen

Chapter 107-15 ½: Change in Composition of the Board of Selectmen

There shall be a Board of Selectmen composed of five members elected for terms of three years each. At the next ensuing election held as part of the first Annual Town Meeting after approval of this amendment, three Selectmen shall be elected, one for two years, and two for three years, and thereafter electing their successors for three years.

Submitted by: Petition

Description: The 2009 Sterling Town Government Study Committee made several recommendations and the first of these recommendations read (as extracted from the official report, see page 4).

A. Recommendations on Town structure

Although the Committee did consider changes to the legislative branch of Sterling’s government (Open Town Meeting), the Committee decided that no major structural changes would be recommended. There are some policy recommendations related to Open Town Meeting in Part C.

The first structural change recommendations have to do with the head of the Town’s executive branch, the Board of Selectmen, and the Town Administrator.

1. Increase the Number of the Board of Selectmen. The Committee believes that because of the increased time demands of our society, the increasingly diverse population in Sterling, and the complex issues that local government has to address, serious consideration should be given to

**Town of Sterling
Annual Town Meeting May 3, 2014**

increasing the size of the Board of Selectmen from three to five. We believe that an expanded board offers the following advantages:

- (a) A five-member board would increase the chances that the board would be more diverse and therefore more representative of the Town as a whole, and that a board of five members will reduce the chances of divisive polarity of opinions that can be counterproductive to the proper functioning of the board.*
- (b) A lighter workload for each member, giving the board more time to focus on long range planning and policy-making.*
- (c) Debate and decision-making would be more vigorous, as any one member of the board would have to convince at least two other members to take a given action.*
- (d) Attract more candidates to run for the board, as the shared (and therefore lighter) workload would not be as intimidating to citizens considering running for the board.*

We believe that this recommendation is as true today as it was when the committee provided its report on April 30, 2012.

A copy of the 2009 Sterling Town Government Study Committee report presented to the Board of Selectmen is available for download and viewing on the website of the Town of Sterling at http://www.sterling-ma.gov/Pages/SterlingMA_Boards/STGSCreport.pdf

Submitted by: Citizens Petition

MOTION MADE as printed in the Warrant

AMENDMENT TO THE MOTION: to enact a petition for Special Legislation.

Amendment not seconded.

MOTION MADE to postpone indefinitely, voted and passed as declared by the Moderator.

ARTICLE 47. Citizens Petition - Fiscal Year 2015 Article to Establish 1835 Town Hall Committee

Section 1, Establishment

There is hereby established an 1835 Town Hall Committee, consisting of not less than three (3) and not more than seven (7) residents of the Town of Sterling. Members shall be nominated by the 1835 Town Hall Committee and appointed by the Board of Selectmen for staggered terms of three years. Members on the Committee as of the effective date of this bylaw shall continue to serve until expiration of the term for which they were appointed. A vacancy occurring otherwise than by expiration of a term shall be filled for the unexpired term in the same manner as the original appointment. At its first regular meeting of the fiscal year, the members shall choose, by majority vote of those present and voting, a Chairperson, Vice Chairperson, and Clerk.

Section 2, Duties

It shall be the duty of the committee to make recommendations for the refurbishment, restoration, and maintenance of the 1835 Town Hall, and to oversee the use of the 1835 Town Hall as a Community Center for public open meeting space and limited municipal offices. In performing its duties, the committee shall comply with all applicable Town Bylaws and Massachusetts General Laws, including but not limited to the Open Meeting Law and the Public Records Law, as well as with directives and requests from the Board of Selectmen or Town Administrator consistent with the Committee's duties.

Section 3, Removals

**Town of Sterling
Annual Town Meeting May 3, 2014**

A member who fails to attend, whether in person or by remote participation if authorized to do so, one third of the regular meetings of the Committee in any fiscal year shall be removed by the Board of Selectmen, either on its own initiative or upon recommendation of a majority of the remaining members of the Committee, unless the Board of Selectmen determines that there were extenuating circumstances excusing the absences and that the work of the Committee will not be impacted negatively by such member's remaining on the Committee. Any member of the Committee may, after a hearing, be removed for cause by the Board of Selectmen.

Submitted by: Citizens Petition

MOTION MADE as printed in the Warrant.

MOTION PASSED BY MAJORITY VOTE AS DECLARED BY THE MODERATOR

ARTICLE 48. Annual Town Election

To elect by ballot on Monday, May 12, 2014 from 7:00am to 8:00pm at the Houghton Elementary School on 32 Boutelle Road, the following officers:

- One (1) seat for Board of Assessors to serve for three years
- One (1) seat for Board of Health to serve for three years
- Two (2) seats for Library Trustees to serve for three years
- One (1) seat for Board of Selectman to serve for three years
- One (1) seat for Constable to serve for three years
- One (1) seat for Department of Public Works Board to serve for three years
- One (1) seat for Planning Board to serve for five years
- One (1) seat for Sterling Housing Authority to fill a vacancy for one year
- One (1) seat for Sterling Municipal Light Board to serve for three years
- Two (2) seats for Wachusett Regional School District Committee to serve for three years;

And to give their vote, yes or no, on the following questions:

Shall the Town of Sterling be allowed to exempt from the provisions of proposition two and one-half, so-called, the amounts required to pay for the bond issued in order to fund architectural design, Owner's Project Manager, complete construction and all items and services related to completing a new Senior Center with community usage to be built on the corner of Boutelle Road and Muddy Pond Road, identified as Town Assessor's Parcel Number 11 on Town Assessor's Map Number 137, and listed in the Registry of Deeds Book Number 03588, Page Number 0132 ?

Yes _____ No _____

After the Town Election on May 20, 2014 the results were challenged by a citizen's petition. A Recount was held on June 2, 2014 and the final results were as follows with the vote in favor of excluding the debt from Proposition 2 ½ for the Senior Center: **661 YES**, 649 NO and 64 BLANKS.

QUESTION 1 re new Senior Center				
QUESTION 1 re new Senior Center with Recount June 2, 2014				
		Prec 1	Prec 2	TOTAL
YES		359	302	661
NO		358	291	649
Blanks		34	30	64

**Town of Sterling
Annual Town Meeting May 3, 2014**

TOTAL			751	623	1,374
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Shall the Town of Sterling be allowed to exempt from the provisions of proposition two and one-half, so-called, the amounts required to pay for the bond issued in order to purchase and equip a new pumper fire truck?

Yes _____

No _____

At the Annual Town Election on May 12, 2014, question 2 regarding the new fire truck was voted in the affirmative 802 Yes votes against 472 No votes as follows:

QUESTION 2 re new pumper fire truck					
			Prec 1	Prec 2	TOTAL
YES			434	368	802
NO			265	207	472
Blanks			52	48	100
TOTAL			751	623	1,374

Also to choose by ballot or otherwise, such other officers as may be necessary. The polls shall be opened on Monday, May 12, 2014 at seven (7:00) o'clock in the forenoon and shall remain open until eight (8:00) o'clock in the evening.

At 11:35pm motion to adjourn Town Meeting to May 12, 2014 for the purpose of election of Town Officers by ballot, at which no other Town business will be conducted and at commencement of which Town Meeting will be dissolved.

**Town of Sterling
Annual Town Meeting May 3, 2014**

**Attachment A - FY 2015 Classification Plan
Regular Non-Union Positions
(Proposed to be effective on July 1, 2014)**

Proposed Grade Level	Current Grade Level	Position Title
I	2	Clerk Typist
	3	Library Technician II
	2	Library Technician I
	4	Custodian
	3	Van Driver
II	4 or 5	Admin Assistant (Bldg, Assessor, Planning)
	4	Library Associate I
	4	Outreach Aide (COA)
	3	Meal Site Coordinator (COA)
III	5	Assistant Town Collector
	5	Assistant Town Treasurer
	6	Associate Health Agent
	2	Program Assistant (Rec)
	6	Executive Assistant (DPW)
	5	Assistant Town Clerk
	4	Animal Control Officer
	5	Library Associate II
IV	7	Asst. Library Dir (Child Services)
	7	Working Foreman
	6	Facilities Maintenance Technician
	7	Conservation Agent
V	7	COA Director
	8	HR Administrator
	8	Town Clerk
	8	Town Accountant
	8	Town Treasurer/Collector
	8	Asst Supt (DPW)
	Vacant	Town Planner
	7	Recreation Director
	8	Health Agent
	8	Building Commissioner
VI	10	DPW Superintendent

**Town of Sterling
Annual Town Meeting May 3, 2014**

**Attachment B - FY 2015 Classification Plan
Union Positions
(Proposed to be effective July 1, 2014)**

Grade	Position	Department
2		
3	Laborer	DPW
4		
5	Asst. Mechanic Truck Driver Dispatcher	DPW DPW Police
6	Firefighter/EMS Firefighter/Mechanic Company Officer Executive Assistant Equipment Operator Mechanic Water Technician I	Fire Fire Fire Police;Fire;Selectmen/TownAdministrator DPW DPW DPW
7	Firefighter/Paramedic Company Officer/Fire Inspector Head Dispatcher Sr Water System Technician Senior Water Technician	Fire Fire Police DPW DPW
8	Patrolman	Police
9		
10	Sergeant	Police
11		

**Town of Sterling
Annual Town Meeting May 3, 2014**

**Attachment C - Compensation Schedule
Non-Union Regular Positions
(Proposed to be effective as of July 1, 2014)**

Proposed Grade Level	Hourly Salary Range		Hourly Salary Range Maximum
	Minimum	Mid-Point	
I	\$13.18	\$15.50	\$18.45
II	\$14.26	\$17.83	\$19.96
III	\$16.40	\$20.50	\$23.78
IV	\$18.86	\$23.57	\$26.40
V	\$22.63	\$28.29	\$33.95
VI	\$31.68	\$39.60	\$47.52

Proposed Grade Level	Annual Salary Range		Annual Salary Range Maximum
	Minimum	Mid-Point	
I	\$27,520	\$32,364	\$38,524
II	\$29,775	\$37,229	\$41,676
III	\$34,243	\$42,804	\$49,653
IV	\$39,380	\$49,214	\$55,123
V	\$47,251	\$59,070	\$70,888
VI	\$66,148	\$82,685	\$99,222

**Town of Sterling
Annual Town Meeting May 3, 2014**

Attachment D- FY 15 Compensation Schedule

**Union Positions
(Proposed to be effective July 1, 2014)**

GRADE	STEPS												
	1	2	3	4	5	6	7	8	9	10	11	12	13
1	9.93	10.23	10.54	10.85	11.18	11.51	11.86	12.22	12.59	12.95	13.34	13.74	14.16
2	11.41	11.76	12.13	12.47	12.85	13.24	13.64	14.05	14.47	14.89	15.34	15.80	16.28
3	13.15	13.54	13.93	14.35	14.78	15.23	15.69	16.16	16.64	17.14	17.66	18.19	18.74
4	15.11	15.57	16.03	16.51	17.01	17.51	18.04	18.58	19.14	19.72	20.31	20.91	21.54
5	17.39	17.91	18.44	18.99	19.56	20.16	20.76	21.38	22.01	22.68	23.36	24.06	24.78
6	41,704	42,966	44,251	45,556	46,928	48,320	49,779	51,282	52,827	54,394	56,027	57,702	59,444
7	47,973	49,431	50,889	52,413	53,980	55,612	57,267	58,987	60,771	62,578	64,471	66,408	68,387
8	55,047	56,699	58,399	60,150	61,956	63,814	65,729	67,700	69,732	71,824	73,979	76,198	78,484
9	61,652	63,502	65,406	67,369	69,390	71,471	73,616	75,825	78,099	80,442	82,856	85,340	87,901
10	69,051	71,123	73,256	75,453	77,717	80,049	82,451	84,924	87,472	90,096	92,799	95,583	98,450
11	77,337	79,658	82,048	84,508	87,044	89,655	92,346	95,115	97,969	100,909	103,935	107,053	110,265
6	19.97	20.57	21.20	21.82	22.47	23.14	23.84	24.56	25.30	26.05	26.84	27.63	28.47
7	22.97	23.67	24.37	25.10	25.86	26.63	27.43	28.25	29.10	29.97	30.88	31.80	32.75
8	26.37	27.15	27.97	28.82	29.67	30.57	31.48	32.42	33.39	34.40	35.43	36.50	37.59
9	29.52	30.41	31.32	32.26	33.23	34.23	35.25	36.32	37.40	38.53	39.69	40.87	42.10
10	33.07	34.07	35.08	36.13	37.23	38.34	39.48	40.68	41.89	43.15	44.44	45.78	47.15
11	37.04	38.16	39.29	40.47	41.69	42.94	44.23	45.55	46.92	48.33	49.78	51.27	52.81

**Town of Sterling
Annual Town Meeting May 3, 2014**

Attachment E as amended May 3, 2014

Compensation Schedule

Call Fire Force Positions

(Proposed to be effective as of July 1, 2014)

Proposed Grade Level	Hourly Salary Range Minimum	Hourly Salary Range Mid-Point	Hourly Salary Range Maximum
I	\$13.00	\$19.76	\$26.52

**Town of Sterling
Annual Town Meeting May 3, 2014**

Attachment F
Stipend Positions
(Proposed to be effective as of July 1, 2014)

Position Title		Amount
ADA Coordinator		\$1,500
Animal Inspector		\$1,000
Emergency Management Director		\$10,000
Gas Inspector		\$5,500
Plumbing Inspector		\$10,000
Swealer of Weights and Measures		\$1,200
Veteran's Agent		\$3,900

**Town of Sterling
Annual Town Meeting May 3, 2014**

Attachment G
Temporary Positions
(Proposed to be effective as of July 1, 2014)

Position Title	Minimum/Hour	Maximum/Hour
Police Special Officer	\$8.25	\$9.60
Constable		\$9.25
Matron	\$15.00	\$25.00
Election Worker		\$8.25
Register of Voters		\$8.50
Assistant Register of Voters		\$8.25
Recycling Attendant		\$11.00
Seasonal Laborer	\$9.25	\$10.00
Seasonal truck Driver	\$17.00	\$20.00
Lifeguard	\$10.00	\$14.00
Season Recreation Assistant	\$8.50	\$14.00
Van driver (COA)		\$9.46
Food inspector		\$30.00
Account Clerk		\$15.00
Parking Clerk		\$25.00
Assistant Building Inspector		\$25 per Inspection
Assistant Plumbing Inspector		\$25 per Inspection
Wire Inspector		\$35 per Inspection
Assistant Wiring Inspector		\$35 per Inspection



Town of Sterling

Town Clerk

1 Park Street, Sterling, MA 01564

Phone: 978-422-8111 x2308

Fax: 978-422-0289

Email: TownClerk@sterling-ma.gov

WARRANT

for

**SPECIAL and ANNUAL TOWN MEETING on Saturday, May 3, 2014
and ANNUAL TOWN ELECTION on Monday, May 12, 2014**

To either of the Constables of the **Town of Sterling:**

GREETINGS: In the name of the Commonwealth, you are hereby required to notify and warn the inhabitants of said town who are qualified to vote in both the Special and the Annual Town Meeting at: **CHOCKSETT SCHOOL GYM - 40 Boutelle Road** on **Saturday, May 3rd** from 3:30PM to approximately 11:00PM for the purpose of voting said Town Meetings as follows:

**SPECIAL TOWN MEETING for Articles 1 through 6 and
ANNUAL TOWN MEETING for Articles 1 through 48**

and **ANNUAL TOWN ELECTION** to vote in:

PRECINCT 1 and 2 at HOUGHTON SCHOOL - 32 Boutelle Road

on **Monday, THE TWELVETH OF MAY, 2014**, from 7:00AM to 8:00PM for the following purpose: To cast their votes in the Annual Town Election for the candidates for the following offices:

- Board of Assessors (1) for 3 year term**
- Board of Health (1) for 3 year term**
- Board of Selectmen (1) for 3 year term**
- Constable (1) for 3 year term**
- Department of Public Works Board (1) for 3 year term**
- Library Board of Trustees (2) each for 3 year terms**
- Planning Board (1) for 5 year term**
- Sterling Municipal Light Board (1) for 3 year term**
- Sterling Housing Authority (1) for 1 year term**
- Wachusett Regional School Committee (2) for 3 year term**

Hereof fail not and make return of this warrant with your doings thereon at the time and place of said voting. Given under our hands this 14th day of April, 2014.

Ronald A. Furmaniuk, Chairman, Board of Selectmen

Brian J. Patacchitola

Robert F. Cutler

This Warrant will be posted on the Town Website and posted at the following locations:

- Butterick Municipal Building
- Town Library
- Sterling Municipal Light Building

- Sterling Police Station
- Sterling Post Office

Method of service of warrant

Constable's signature

4-15-14

Date

LOCAL EXPENSES	FY14 Approved	FY15 Request	FY14-FY15	FY15 FINCOM	FY14-FINCOM
Town Operating Budget					
Moderator					
Salary	\$500	\$500	0.0%	\$500	0.0%
Expense	\$150	\$150	0.0%	\$150	0.0%
TOTAL	\$650	\$650	0.0%	\$650	0.0%
Selectman					
Salary	\$4,500	\$4,500	0.0%	\$4,500	0.0%
Expense	\$2,500	\$4,500	80.0%	\$2,500	0.0%
TOTAL	\$7,000	\$9,000	28.6%	\$7,000	0.0%
Town Administrator					
Salary	\$95,504	\$87,472	-8.4%	\$87,472	-8.4%
Wages	\$73,562	\$74,978	1.9%	\$74,978	1.9%
Expense	\$67,000	\$70,000	4.5%	\$70,000	4.5%
TOTAL	\$236,066	\$232,450	-1.5%	\$232,450	-1.5%
Accountant					
Salary and Wages	\$42,911	\$43,689	1.8%	\$43,689	1.8%
Expense	\$2,900	\$4,700	62.1%	\$4,700	62.1%
TOTAL	\$45,811	\$48,389	5.6%	\$48,389	5.6%
Financial Audit					
Expense	\$19,500	\$19,500	0.0%	\$19,500	0.0%
TOTAL	\$19,500	\$19,500	0.0%	\$19,500	0.0%
Treasurer / Collector					
Salary	\$56,587	\$57,699	2.0%	\$57,699	2.0%
Wages	\$84,832	\$86,521	2.0%	\$86,521	2.0%
Tax Title	\$1,500	\$5,000	233.3%	\$5,000	233.3%
Expense	\$37,705	\$38,691	2.6%	\$38,691	2.6%
TOTAL	\$180,624	\$187,911	4.0%	\$187,911	4.0%
Assessors					
Salary	\$4,500	\$4,500	0.0%	\$4,500	0.0%
Wages	\$45,048	\$42,841	-4.9%	\$42,841	-4.9%
Expense	\$51,250	\$51,500	0.5%	\$55,000	7.3%
TOTAL	\$100,798	\$98,841	-1.9%	\$102,341	1.5%
Town Clerk					
Salary	\$61,741	\$62,956	2.0%	\$62,956	2.0%
Wages	\$38,878	\$40,886	5.2%	\$40,886	5.2%
Training	\$2,500	\$3,500	40.0%	\$3,500	40.0%
Expense	\$10,020	\$10,795	7.7%	\$10,795	7.7%
TOTAL	\$113,139	\$118,137	4.4%	\$118,137	4.4%

Elections and Registrations					
Wages	\$7,834	\$10,874	38.8%	\$10,874	38.8%
Expense	\$9,600	\$16,100	67.7%	\$16,100	67.7%
TOTAL	\$17,434	\$26,974	54.7%	\$26,974	54.7%
Information and Technology					
Professional Services	\$39,360	\$39,360	0.0%	\$39,360	0.0%
Expense	\$9,925	\$15,300	54.2%	\$15,300	54.2%
WWW Hosting Service	\$2,700	\$5,400	100.0%	\$5,400	100.0%
GIS Hosting Service	\$1,800	\$0		\$0	-100.0%
TOTAL	\$53,785	\$60,060	11.7%	\$60,060	11.7%
Legal Services					
Expense	\$60,000	\$70,000	16.7%	\$60,000	0.0%
TOTAL	\$60,000	\$70,000	16.7%	\$60,000	0.0%
Finance Committee					
Expense	\$200	\$200	0.0%	\$200	0.0%
TOTAL	\$200	\$200	0.0%	\$200	0.0%
Human Resources					
Salary	\$28,998	\$27,880	-3.9%	\$27,880	-3.9%
Expense	\$500	\$500	0.0%	\$500	0.0%
TOTAL	\$29,498	\$28,380	-3.8%	\$28,380	-3.8%
Personnel Board					
Expense	\$500	\$500	0.0%	\$500	0.0%
Merit Pay	\$0	\$4,000		\$4,000	
Training	\$0	\$5,000		\$0	
TOTAL	\$500	\$9,500	1800.0%	\$4,500	800.0%
ADA Committee					
Expense	\$1,500	\$1,500	0.0%	\$1,500	0.0%
TOTAL	\$1,500	\$1,500	0.0%	\$1,500	0.0%
Facilities Management					
Wages	\$25,553	\$26,784	4.8%	\$26,784	4.8%
Expense	\$60,226	\$61,576	2.2%	\$61,576	2.2%
TOTAL	\$85,779	\$88,360	3.0%	\$88,360	3.0%
Planning Board					
Salary	\$500	\$500	0.0%	\$500	0.0%
Expense	\$17,801	\$18,157	2.0%	\$18,157	2.0%
MRPC Expense	\$2,314	\$2,515	8.7%	\$2,515	8.7%
TOTAL	\$20,615	\$21,172	2.7%	\$21,172	2.7%
Board of Appeals					
Wages	\$14,685	\$0	-100.0%	\$0	-100.0%
Expense	\$6,000	\$7,900	31.7%	\$7,900	31.7%
TOTAL	\$20,685	\$7,900	-61.8%	\$7,900	-61.8%

Conservation Commission					
Wages	\$22,341	\$22,787	2.0%	\$22,787	2.0%
Expense	\$734	\$734	0.0%	\$734	0.0%
TOTAL	\$23,075	\$23,521	1.9%	\$23,521	1.9%
Agricultural Commission					
Expense	\$750	\$750	0.0%	\$750	0.0%
TOTAL	\$750	\$750	0.0%	\$750	0.0%
Open Space Committee					
Expense	\$1,000	\$1,000	0.0%	\$1,000	0.0%
TOTAL	\$1,000	\$1,000	0.0%	\$1,000	0.0%
Police Department					
Salary	\$118,914	\$122,481	3.0%	\$122,481	3.0%
Wages	\$1,124,895	\$1,120,459	-0.4%	\$1,120,459	-0.4%
Cruiser	\$38,000	\$39,000	2.6%	\$39,000	2.6%
Expense	\$96,780	\$107,700	11.3%	\$107,700	11.3%
TOTAL	\$1,378,589	\$1,389,640	0.8%	\$1,389,640	0.8%
Dispatch					
Wages	\$236,201	\$241,059	2.1%	\$241,059	2.1%
Expense	\$81,650	\$86,445	5.9%	\$86,445	5.9%
TOTAL	\$317,851	\$327,504	3.0%	\$327,504	3.0%
Fire Department					
Chief Salary	\$89,697	\$91,735	2.3%	\$91,735	2.3%
Wages	\$307,978	\$316,041	2.6%	\$316,041	2.6%
Expense	\$83,120	\$116,000	39.6%	\$116,000	39.6%
Emergency Management Stipend	\$10,000	\$10,000	0.0%	\$10,000	0.0%
Emergency Management Expense	\$1,500	\$1,500	0.0%	\$1,500	0.0%
TOTAL	\$492,295	\$535,276	8.7%	\$535,276	8.7%
EMS Ambulance					
Chief Salary	\$12,200	\$12,200	0.0%	\$12,200	0.0%
Wages	\$251,736	\$263,179	4.5%	\$263,179	4.5%
Expense	\$76,268	\$69,518	-8.9%	\$69,518	-8.9%
TOTAL	\$340,204	\$344,897	1.4%	\$344,897	1.4%
Animal Control					
Wages	\$16,054	\$16,380	2.0%	\$16,380	2.0%
Expense	\$4,000	\$4,000	0.0%	\$4,000	0.0%
TOTAL	\$20,054	\$20,380	1.6%	\$20,380	1.6%
Inspection Services					
Contracted Services	\$51,130	\$52,560	2.8%	\$52,560	2.8%
Salary and Wages	\$17,012	\$32,364	90.2%	\$32,364	90.2%
Wire Inspector	\$11,750	\$12,750	8.5%	\$12,750	8.5%
Plumbing Inspector	\$10,000	\$10,000	0.0%	\$10,000	0.0%
Gas Inspector	\$5,500	\$5,500	0.0%	\$5,500	0.0%
Sealer of Weights and Measures	\$1,200	\$1,200	0.0%	\$1,200	0.0%
Expense	\$5,550	\$5,550	0.0%	\$5,550	0.0%
TOTAL	\$102,142	\$119,924	17.4%	\$119,924	17.4%

Board Of Health					
Salary	\$309	\$309	0.0%	\$309	0.0%
Inspectors	\$75,769	\$75,963	0.3%	\$75,963	0.3%
Expense	\$4,530	\$4,530	0.0%	\$4,530	0.0%
Wachusett Home Health Care	\$1,500	\$1,500	0.0%	\$1,500	0.0%
Montachusett Public Health		\$2,500		\$2,500	
TOTAL	\$82,108	\$84,802	3.3%	\$84,802	3.3%
Animal Inspector					
Salary	\$1,000	\$1,000	0.0%	\$1,000	0.0%
Expense	\$900	\$900	0.0%	\$900	0.0%
TOTAL	\$1,900	\$1,900	0.0%	\$1,900	0.0%
Council on Aging					
Wages	\$96,987	\$115,349	18.9%	\$115,349	18.9%
Home Care	\$400	\$400	0.0%	\$400	0.0%
Title VII Nutrition and Wheat	\$4,500	\$4,500	0.0%	\$4,500	0.0%
Senior Tax Work-off Program	\$15,000	\$15,000	0.0%	\$15,000	0.0%
Expense	\$13,802	\$14,492	5.0%	\$14,492	5.0%
TOTAL	\$130,689	\$149,741	14.6%	\$149,741	14.6%
Veteran's Services					
Benefits	\$38,000	\$38,000	0.0%	\$33,000	-13.2%
Wages	\$4,200	\$4,284	2.0%	\$4,284	2.0%
Expense	\$1,900	\$1,900	0.0%	\$1,900	0.0%
TOTAL	\$44,100	\$44,184	0.2%	\$39,184	-11.1%
Extension Service					
Expense	\$510	\$510	0.0%	\$510	0.0%
TOTAL	\$510	\$510	0.0%	\$510	0.0%
Conant Public Library					
Salary	\$70,070	\$72,738	3.8%	\$72,738	3.8%
Wages	\$182,663	\$187,771	2.8%	\$186,351	2.0%
Expense	\$95,017	\$101,714	7.0%	\$101,714	7.0%
TOTAL	\$347,750	\$362,223	4.2%	\$360,803	3.8%
Recreation					
Salary and Wages	\$57,096	\$58,270	2.1%	\$58,270	2.1%
Expense	\$6,120	\$6,300	2.9%	\$6,300	2.9%
TOTAL	\$63,216	\$64,570	2.1%	\$64,570	2.1%
Historical Commission					
Expense	\$1,000	\$1,000	0.0%	\$1,000	0.0%
TOTAL	\$1,000	\$1,000	0.0%	\$1,000	0.0%
Memorial and Veterans Day					
Expense	\$5,400	\$5,600	3.7%	\$5,600	3.7%
TOTAL	\$5,400	\$5,600	3.7%	\$5,600	3.7%

DPW					
Board Salary	\$1,800	\$1,800	0.0%	\$1,800	0.0%
Salary	\$62,783	\$64,039	2.0%	\$64,039	2.0%
Wages	\$569,928	\$581,323	2.0%	\$581,323	2.0%
Expense	\$297,401	\$306,901	3.2%	\$306,901	3.2%
Hydrant Rental	\$26,675	\$26,675	0.0%	\$26,675	0.0%
Street Lights	\$31,090	\$30,613	-1.5%	\$30,613	-1.5%
Trash Pickup	\$525,845	\$541,621	3.0%	\$541,621	3.0%
TOTAL	\$1,515,522	\$1,552,972	2.5%	\$1,552,972	2.5%
DPW Snow and Ice					
Wages	\$60,000	\$60,000	0.0%	\$60,000	0.0%
Expense	\$116,000	\$116,000	0.0%	\$116,000	0.0%
TOTAL	\$176,000	\$176,000	0.0%	\$176,000	0.0%
Insurance and Benefits					
Health Insurance	\$971,360	\$1,068,311	10.0%	\$1,068,311	10.0%
Medicare	\$50,254	\$53,884	7.2%	\$53,884	7.2%
Unemployment	\$20,000	\$20,000	0.0%	\$20,000	0.0%
Liability Insurance	\$115,355	\$115,355	0.0%	\$115,355	0.0%
TOTAL	\$1,156,969	\$1,257,550	8.7%	\$1,257,550	8.7%
Worcester County Retirement					
Assessment	\$475,704	\$515,291	8.3%	\$515,291	8.3%
TOTAL	\$475,704	\$515,291	8.3%	\$515,291	8.3%
Debt Service					
Principle	\$1,314,500	\$1,300,000	-1.1%	\$1,300,000	-1.1%
Interest	\$381,023	\$333,558	-12.5%	\$333,558	-12.5%
TOTAL	\$1,695,523	\$1,633,558	-3.7%	\$1,633,558	-3.7%
TOTAL TOWN OPERATING BUDGET	\$9,365,935	\$9,641,716	2.9%	\$9,621,796	2.7%

A true copy

Attest:

Dawn E. Michanowicz, Town Clerk