

TOWN REPORT

Groveland, Massachusetts



2016

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Local Municipal Information and Statistics

- Groveland was settled in 1630, and was part of Rowley until 1675, then part of Bradford from 1675 until 1850
- Incorporated on September 9th, 1850 as “The Town of Groveland” (known as Groveland Day)
- Located in Essex County, Massachusetts (zip code 01834) (area code 978)
- Surrounding cities and towns include: West Newbury, Haverhill, Georgetown and Boxford, as well as the banks of the Merrimack River
- Total area is 9.4 square miles, land area is 8.9 square mi and water area is 0.5 square mi.
- Total miles of roadways: 44 miles
- The town consists of two precincts: Groveland and South Groveland
- The form of government consists of a 5-member Board of Selectmen and Open Town Meeting
- Schools include Dr. Elmer S. Bagnall Elementary School and Pentucket Regional Middle and High Schools
- Website: www.grovelandma.com

**ELECTED AND
APPOINTED
POSITIONS,
BOARDS AND
COMMITTEES**

TOWN OF GROVELAND
OFFICE OF THE TOWN CLERK, 183 MAIN ST
TEL: 978-556-7221 FAX 978-469-5006

Elected Town Boards and Officials at the start of Fiscal 2016
(July 1, 2015 through June 30, 2016)

Please contact the Town Clerk for a list of those who served

ASSESSOR

3 members, 3-year terms

CEMETERY COMMISSION

3 members, 3-year terms

HEALTH BOARD

3 members, 3-year terms

HOUSING AUTHORITY

5 members, 5-year terms

LIBRARY TRUSTEE

9 members, 3-year terms

LIGHT COMMISSION

3 members, 3-year terms

MODERATOR

1-year term

PLANNING BOARD

5 members, 5-year terms

ROAD COMMISSIONER

3-year term

SCHOOL COMMITTEE

3 members, 3-year terms

SELECTMEN

5 members, 3-year terms

TOWN CLERK

3-year term

TREE WARDEN

1-year term

WATER/SEWER COMMISSION

3 members, 3-year terms

**Annually Appointed Town Officers
at the start of Fiscal 2016 (July 1, 2015)**

<u>Position</u>	<u>Name</u>
Animal Control Officer.....	Nathaniel J. Peabody
Assistant Animal Control Officer.....	Stephen M. Sargent
Building Inspector (as of 8/1/15).....	Sam Joslin
Burial Agent.....	Anne Brodie
Earth Removal Enforcement Officer/ Site Inspector.....	Robert Arakelian
Finance Director (3 Years).....	Denise Dembkoski
Forest Fire Warden.....	Robert Lay
Harbormaster.....	Michael Vets
Assistant Harbormaster.....	Bernard Perron
Assistant Harbormaster.....	Ben Orlando
Health Agent.....	Deb Ketchen
Health Nurse.....	Anita Wright
Merrimack Valley Planning Commissioner.....	Robert O’Hanley
Merrimack Valley Planning Commissioner Alternate.....	Robert Arakelian
Plumbing/ Gas Inspector.....	Gerald Viens
Assistant Plumbing/Gas Inspector.....	Richard K. Danforth
Superintendent Insect Pest Control.....	Mark Parenteau
Town Counsel.....	Kopelman and Paige, P.C.
Veteran’s Agent.....	Michael Ingham
Wire Inspector.....	Albert Seavey

Appointed Town Boards and Committees at the start of Fiscal 2016 (July 1, 2015)

Affordable Housing Committee (5 members, 1 year terms)

-Robert Guptill, Bruce Adams, Erin Merrill, Melissa Covey, vacant

Board of Registrars (3 members, 1 year terms)

-Laurie LeBlanc, Jennifer Close, Beth Villani,

Cable TV Advisory Board (5 members, 1 year terms)

-Tracy Gilford, Beth Rose, Ed Watson, John McComiskie, vacant

Capital Improvement Committee (5 members and ex-officio, 3 year terms)

- Jeff Pappas, William O'Neil, Kevin Cuniff, John Osborne, vacant, Denise Dembkoski (ex-officio)

Conservation Commission (7 members, 3 year terms)

-Thomas Shaefer, Michael Dempsey, Terry Grim, J. Aalto, Carl Keene, vacant, vacant

Council on Aging (5 members, 3 year terms)

-Frank Sadowski, Laurel Puchalski, Dorothy DiChiara, Carl Much, Ronald Mertens

Cultural Council (5 members, 6 year terms)

-Larry Elardo, Susan D'Angelo, Gail Dennig, Leeah Crane, Jane Jennings (11/2015)

Finance Board (9 members, 3 year terms)

-Andrew Wildes, William O'Neil, Michelle O'Keefe, William Cook, Kathleen Deslisle, Leigh Ann Berry, vacant, vacant, vacant

Historical Commission (5 members, 3 year terms)

-Robert Guptill, Claire Walsh, Carroll Gustafson, vacant, vacant

Open Space and Trails Committee (5 members, 1 year terms)

-Robert Guptill, Alexander Johnson, Jennifer Cadigan, Michael Davis, vacant

Recreation Committee (7 members, 1 year terms/ 3 auxillary members)

-Pamela Blaquiere, Greg Meehan, Todd Newton, Michael Houghton, Daniel Stewart, Alese Hunt, Erin Merrill, Doug Demers (auxillary), Erin Pinkham (auxillary), Jen O'Malley (auxillary)

Stormwater Management Committee (3 members, 1 year terms)

-vacant, vacant, vacant

Zoning Board of Appeals (5 members, 3 year terms/ 3 alternates, 1 year terms)

-Daniel MacDonald, Thomas Wakefield, Mark McCabe, Kathleen Franson, Kacy Bailey, Michael Wood (alternate), vacant (alternate), vacant (alternate)

ACCOUNTANT'S REPORT

STATEMENT OF NET POSITION

JUNE 30, 2016

	Primary Government		
	Governmental Activities	Business-type Activities	Total
ASSETS			
CURRENT:			
Cash and cash equivalents.....	\$ 7,588,267	\$ 3,130,340	\$ 10,718,607
Restricted cash and cash equivalents.....	-	79,287	79,287
Investments.....	317,474	3,267,224	3,584,698
Receivables, net of allowance for uncollectibles:			
Real estate and personal property taxes.....	90,309	-	90,309
Tax liens.....	459,704	-	459,704
Motor vehicle excise taxes.....	55,259	-	55,259
Water fees.....	-	534,323	534,323
Sewer fees.....	-	265,003	265,003
Electric light fees.....	-	597,719	597,719
Special assessments.....	-	11,509	11,509
Intergovernmental.....	432,429	-	432,429
Tax foreclosures.....	58,468	-	58,468
Inventory.....	-	11,561	11,561
Prepaid expenses.....	-	756,821	756,821
NONCURRENT:			
Receivables, net of allowance for uncollectibles:			
Special assessments.....	-	142,392	142,392
Capital assets, net of accumulated depreciation:			
Nondepreciable.....	9,796,039	1,187,957	10,983,996
Depreciable.....	18,028,104	12,720,970	30,749,074
TOTAL ASSETS.....	36,826,053	22,705,106	59,531,159
DEFERRED OUTFLOWS OF RESOURCES			
Deferred outflows of resources related to pensions.....	308,184	39,014	347,198
LIABILITIES			
CURRENT:			
Warrants payable.....	77,173	361,102	438,275
Accrued payroll.....	65,853	5,969	71,822
Accrued interest.....	4,834	37,860	42,694
Customer deposits payable.....	-	94,283	94,283
Capital lease obligations.....	19,555	-	19,555
Compensated absences.....	40,475	5,625	46,100
Capital assessment payable.....	262,285	-	262,285
Notes payable.....	910,000	1,500,000	2,410,000
Bonds payable.....	199,830	190,000	389,830
NONCURRENT:			
Capital lease obligations.....	87,236	-	87,236
Compensated absences.....	121,425	16,875	138,300
Other postemployment benefits.....	1,198,325	369,976	1,568,301
Net pension liability.....	5,811,107	2,301,485	8,112,592
Capital assessment payable.....	6,203,831	-	6,203,831
Bonds payable.....	3,431,749	2,595,000	6,026,749
TOTAL LIABILITIES.....	18,433,678	7,478,175	25,911,853
DEFERRED INFLOWS OF RESOURCES			
Deferred inflows of resources related to pensions.....	168,484	28,074	196,558
NET POSITION			
Net investment in capital assets.....	17,459,657	11,165,236	28,624,893
Restricted for:			
Permanent funds:			
Nonexpendable.....	405,418	-	405,418
Community preservation.....	2,388,046	-	2,388,046
Gifts and grants.....	408,561	-	408,561
Unrestricted.....	(2,129,607)	4,072,635	1,943,028
TOTAL NET POSITION.....	\$ 18,532,075	\$ 15,237,871	\$ 33,769,946

See notes to basic financial statements.

STATEMENT OF ACTIVITIES

YEAR ENDED JUNE 30, 2016

		Program Revenues			
Functions/Programs	Expenses	Charges for Services	Operating Grants and Contributions	Capital Grants and Contributions	Net (Expense) Revenue
Primary Government:					
Governmental Activities:					
General government.....	\$ 1,699,780	\$ 321,920	\$ 92,018	\$ 2,992	\$ (1,282,850)
Public safety.....	2,497,059	137,387	26,611	-	(2,333,061)
Education.....	9,672,064	-	-	-	(9,672,064)
Public works.....	1,766,628	28,906	25,285	425,138	(1,287,299)
Community preservation.....	185,541	-	-	172,409	(13,132)
Human services.....	287,074	18,588	27,543	-	(240,943)
Culture and recreation.....	543,655	-	203,898	-	(339,757)
Interest.....	103,969	-	-	-	(103,969)
Total Governmental Activities.....	16,755,770	506,801	375,355	600,539	(15,273,075)
Business-Type Activities:					
Water.....	864,962	929,135	-	-	64,173
Sewer.....	631,456	412,045	-	-	(219,411)
Electric Light.....	4,923,380	5,455,343	-	-	531,963
Total Business-Type Activities.....	6,419,798	6,796,523	-	-	376,725
Total Primary Government.....	\$ 23,175,568	\$ 7,303,324	\$ 375,355	\$ 600,539	\$ (14,896,350)

See notes to basic financial statements.

(Continued)

STATEMENT OF ACTIVITIES

YEAR ENDED JUNE 30, 2016

	Primary Government		
	Governmental Activities	Business-Type Activities	Total
Changes in net position:			
Net (expense) revenue from previous page.....	\$ <u>(15,273,075)</u>	\$ <u>376,725</u>	\$ <u>(14,896,350)</u>
<i>General revenues:</i>			
Real estate and personal property taxes, net of tax refunds payable.....	12,725,825	-	12,725,825
Tax liens.....	538,727	-	538,727
Motor vehicle excise taxes.....	1,003,006	-	1,003,006
Community preservation tax.....	240,833	-	240,833
Penalties and interest on taxes.....	62,618	-	62,618
Grants and contributions not restricted to specific programs.....	989,645	-	989,645
Unrestricted investment income.....	43,561	120,053	163,614
Miscellaneous.....	7,471	-	7,471
<i>Transfers, net</i>	<u>52,219</u>	<u>(52,219)</u>	<u>-</u>
Total general revenues and transfers.....	<u>15,663,905</u>	<u>67,834</u>	<u>15,731,739</u>
Change in net position.....	390,830	444,559	835,389
<i>Net Position:</i>			
Beginning of year, as revised.....	<u>18,141,245</u>	<u>14,793,312</u>	<u>32,934,557</u>
End of year.....	\$ <u><u>18,532,075</u></u>	\$ <u><u>15,237,871</u></u>	\$ <u><u>33,769,946</u></u>

See notes to basic financial statements.

(Concluded)

TREASURER'S REPORTS

TRUST FUNDS
June 30, 2016

Library Trust Funds

Please refer to the Library Trustees Report for information on the Library Trust Funds

Scholarship Trust Funds

	Non-Expendable	Expendable
<u>AL Wales Scholarship Fund</u>		
Balance on Hand July 1, 2015	\$2,044.68	\$25.84
Plus Interest		\$23.88
Less Award		
Balance on Hand June 30, 2016	\$2,044.68	\$49.72
 <u>George Mitchell Scholarship</u>		
Balance on Hand July 1, 2015	\$5,295.57	\$344.12
Plus Interest		\$57.53
Less Award		
Balance on Hand June 30, 2016	\$5,295.57	\$401.65

Cemetery Trust Funds

	Non-Expendable	Expendable
<u>Woodburn Nichols Fund</u>		
Balance on Hand July 1, 2015	\$5,354.58	\$174.10
Plus Interest		\$73.36
Plus Deposits		
Less Withdrawals		
Balance on Hand June 30, 2016	\$5,354.58	\$247.46
 <u>Perpetual Care</u>		
Balance on Hand July 1, 2015	\$294,917.62	\$9,901.41
Plus Interest		\$7,031.17
Plus Deposits	\$2,500.00	
Less Withdrawals		(\$10,350.00)
Balance on Hand June 30, 2016	\$297,417.62	\$6,582.58

TRUST FUNDS
June 30, 2016

<u>Sale of Lots</u>	Non-Expendable	Expendable
Balance on Hand July 1, 2015		\$25,406.48
Plus Deposits		\$2,500.00
Less Withdrawals		(\$12,603.84)
Balance on Hand June 30, 2016		\$15,302.64
 <u>Langley Poor and Needy Fund</u>	 Non-Expendable	 Expendable
Balance on Hand July 1, 2015	\$78,675.88	\$121,526.74
Plus Interest		\$401.59
Balance on Hand June 30, 2016	\$78,675.88	\$121,928.33
 <u>Merrimack Park Fund</u>	 Non-Expendable	 Expendable
Balance on Hand July 1, 2015	\$1,669.80	\$2,599.67
Plus Interest		\$39.57
Balance on Hand June 30, 2016	\$1,669.80	\$2,639.24
 <u>Post War Rehabilitation Fund</u>	 Non-Expendable	 Expendable
Balance on Hand July 1, 2015	\$14,957.95	\$16,557.63
Plus Interest		\$297.21
Balance on Hand June 30, 2016	\$14,957.95	\$16,854.84

Respectfully Submitted:
Denise M. Dembkoski
Finance Director/Treasurer/Collector

Town of Groveland			
Fiscal Year 2016 Salaries			
<u>Employee</u>	<u>Location</u>	<u>Position</u>	<u>FY 2016 Gross Wages</u>
Adams, Christopher	Fire Department	Call Firefighter	\$ 674.42
Ambrefe, James	Summer Program	Summer Program Employee	\$ 2,967.02
Arakelian, Robert	Highway	Road Commissioner	\$ 82,047.89
Balletto, Taylor	Fire Department	Call Firefighter	\$ 10,870.69
Bartolo, Steven	Fire Department	Call Firefighter	\$ 5,669.18
Basile, Sabrina	Summer Program	Summer Program Employee	\$ 2,603.26
Batista , Cynthia	Police Department	Police Dispatch	\$ 53,862.02
Belfiore, Brian	Fire Department	Call Firefighter	\$ 12,542.15
Bentsen, Lori	Board of Health	Administrative Assistant	\$ 26,864.28
Binding, Jeremy	Summer Program	Summer Program Employee	\$ 2,576.45
Bosch, Christopher	Fire Department	Call Firefighter	\$ 5,276.23
Bourque, Catherine	Library	Library Assistant	\$ 5,835.20
Boutin, Emily	Finance Department	Treasury/Collections Clerk	\$ 18,447.00
Brackett, Kendra	Summer Program	Summer Program Employee	\$ 5,211.40
Brady, Robert	Light Department	Board Member	\$ 500.00
Bridgewater, Nolan	Summer Program	Summer Program Employee	\$ 2,537.50
Briscoe, Daniel	Fire Department	Fire Lieutenant	\$ 10,649.44
Brodie , Anne	Town Clerk	Town Clerk	\$ 58,279.80
Bryan, Frank	Cemetery	Cemetery Superintendent	\$ 39,319.33
Burke, Nisha	Council on Aging	Program Coordinator	\$ 33,749.61
Burnell, Betty	Veterans	Clerical Support	\$ 2,951.04
Burton, Erica	Summer Program	Summer Program Employee	\$ 2,143.70
Castonquay, Matthew	Summer Program	Summer Program Director	\$ 12,009.33
Castonquay, Ryan	Summer Program	Summer Program Employee	\$ 412.50
Chapman, Kyle	Cemetery	Cemetery Seasonal Employee	\$ 1,480.00
Cleary, John	Cemetery	Cemetery Seasonal Employee	\$ 260.00
Close, Jennifer	Town Clerk	Registrar	\$ 175.00
Close, Tokala	Facilities	Facilities Coordinator	\$ 14,886.00
Cloutier , Michael	Light Department	General Manager	\$ 158,057.57
Collins, Stephen	Highway	Driver/Operator/Laborer	\$ 45,327.42
Cotton, Ryan	Cemetery	Cemetery Seasonal Employee	\$ 3,230.00
Credit, Allen	Fire Department	Fire Lieutenant	\$ 9,452.20
Cross, Kermit	Light Department	Board Member	\$ 1,000.00
Croteau, Joshua	Cemetery	Cemetery Seasonal Employee	\$ 4,430.00
Croteau, Marilyn	Light Department	Office Manager	\$ 62,375.01
Cummings, Ashley	Summer Program	Summer Program Employee	\$ 6,020.25
Cummings, Diana	Library	Adult Services Librarian	\$ 6,084.71
Cusick Jr., Thomas	Water & Sewer	Water & Sewe Superintendent	\$ 92,543.51
Dalton, Jeffrey	Fire Department	Call Firefighter	\$ 6,131.18
Dalton, John	Fire Department	Call Firefighter	\$ 3,416.99

D'Amore, Joseph	Selectmen's Office	Board Member	\$ 1,500.00
Danforth, Peter	Highway	Driver/Operator/Laborer	\$ 56,133.94
Danforth, Richard	Building Department	Alternate Inspector	\$ 900.00
Daniels, Sandra	Town Clerk	Poll Worker	\$ 250.00
Daniels, Stephen	Light Department	Board Member	\$ 500.00
Darke, William	Assessor's Office	Board Member	\$ 300.00
Davis, Luke	Fire Department	Call Firefighter	\$ 166.60
Dembkoski, Denise	Finance Department	Finance & Personnel Director	\$ 108,749.75
Depaolo, Ryan	Summer Program	Summer Program Employee	\$ 2,643.40
Disorbo, Robert	Summer Program	Summer Program Employee	\$ 600.00
Doto, Alessandro	Police Department	Police Officer	\$ 61,849.20
Dunn, Dennis	Police Department	Police Reserve	\$ 29,316.05
Dunn, William	Selectmen's Office	Board Member	\$ 1,500.00
Elardo, Nicola	Summer Program	Summer Program Employee	\$ 1,801.45
Ertos, Christopher	Police Department	Police Officer	\$ 31,734.06
Escobar, Nicole	Library	Library Assistant	\$ 3,998.40
Evans, David	Fire Department	Call Firefighter	\$ 4,596.99
Favor, Bryanna	Summer Program	Summer Program Employee	\$ 2,595.00
Fitzgerald, Shannon	Summer Program	Summer Program Employee	\$ 2,619.65
Fornesi, Michael	Police Department	Police Reserve	\$ 11,676.93
Fournier, Edwin	Police Department	Police Dispatch/Reserve Officer	\$ 60,049.98
Freer, James	Planning Board	Board Member	\$ 300.00
Gilford, Tracy	Fire Department	Call Firefighter	\$ 5,478.04
Gillen, Jeffrey	Police Department	Deputy Police Chief	\$ 137,355.13
Gilmore, Riley	Summer Program	Summer Program Employee	\$ 2,578.89
Gorrell, Aidan	Summer Program	Summer Program Employee	\$ 2,705.00
Gorski, Eric	Police Department	Police Officer	\$ 82,307.70
Gray III, Phillip	Fire Department	Call Firefighter	\$ 3,615.27
Greaney, Brian	Fire Department	Call Firefighter	\$ 1,977.22
Greene Iv, William	Highway	Foreman/Mechanic/Operator	\$ 80,450.90
Greene, Jacob	Summer Program	Summer Program Employee	\$ 2,859.76
Hegh, Michael	Fire Department	Call Firefighter	\$ 3,579.94
Hendry, Connor	Fire Department	Call Firefighter	\$ 4,267.28
Hendry, Stephen	Fire Department	Call Firefighter	\$ 1,144.70
Henriquez, Joel	Police Department	Police Reserve	\$ 7,581.16
Hicks, Jennifer	Fire Department	Call Firefighter	\$ 4,066.08
Hill, Gerald	Light Department	Board Member	\$ 300.00
Hodges, Marion	Town Clerk	Poll Worker	\$ 285.00
Huberdeau, Adam	Fire Department	Call Firefighter	\$ 2,948.52
Ingham, Michael	Veterans	Veterans Agent	\$ 4,832.88
Issa, Fadi	Fire Department	Call Firefighter	\$ 3,365.93
Jones, Elizabeth	Library	Library Page	\$ 1,825.84
Joslin, Samuel	Building Department	Building Inspector	\$ 41,548.00
Kahrman, Vanessa	Council on Aging	Outreach Worker	\$ 1,650.40
Kalashian , Anne	Summer Program		\$ 7,612.50

Kastrinelis, Andrew	Fire Department	Call Firefighter	\$ 3,749.45
Kastrinelis, Michael	Fire Department	Fire Captain	\$ 5,593.40
Kelley, James	Light Department	Electric Laborer	\$ 95,307.45
Kershaw, Sara	Library	Library Page	\$ 2,068.23
Ketchen, Deborah	Board of Health	Health Agent	\$ 21,819.31
Kirmelewicz, Robert	Police Department	Police Chief	\$ 127,413.03
Klosowski Iii, William	Light Department	Electric Laborer	\$ 96,509.69
Kotuli, Jamie	Water & Sewer	Water & Sewer Laborer	\$ 63,106.69
Kraemer, Amy	Library	Library Director	\$ 14,021.52
Krenzer, Haylee	Summer Program	Summer Program Employee	\$ 2,476.69
Labelle, Sean	Light Department	Board Member	\$ 1,000.00
Ladd, Victoria	Police Department	Police Dispatch	\$ 57,883.44
Lahiff, Allison	Summer Program	Summer Program Employee	\$ 2,705.64
Lawless, Michael	Fire Department	Fire Lieutenant	\$ 7,249.01
Lay, Robert	Fire Department	Fire Chief	\$ 30,228.55
Leblanc, Laurie	Town Clerk	Poll Worker	\$ 275.00
Leeman, Matthew	Police Department	Police Reserve	\$ 6,640.96
Lenzie, Jacqueline	Light Department	Clerical Support	\$ 2,928.11
Lepage, Valerie	Finance Department	Treasury/Collections Clerk	\$ 12,310.10
Lepore, Darcy	Library	Childrens Librarian	\$ 32,623.23
Lesiczka, Madison	Summer Program	Summer Program Employee	\$ 2,363.13
Levy, Amanda	Library	Library Assistant	\$ 4,479.80
Lewandowski, Nancy	Selectmen's Office	Administrative Assistant	\$ 13,662.00
Ligois, Alexandra	Summer Program	Summer Program Employee	\$ 2,183.02
Liquori, Chris	Cable	Cable Administrator	\$ 27,537.86
L'Italien, Christopher	Police Department	Police Officer	\$ 38,684.21
Lombard, Richard	Board of Health	Board Member	\$ 600.00
Losee, Walter	Council on Aging	Van Driver	\$ 9,635.88
Lucier, William	Fire Department	Call Firefighter	\$ 3,592.09
Lynch, Alexandra	Summer Program	Summer Program Employee	\$ 3,904.14
Macdonald, Daniel	Selectmen's Office	Board Member	\$ 1,500.00
Macmullen, Alex	Fire Department	Call Firefighter	\$ 1,402.27
Mcdonald, Dwight	Police Department	Police Sergeant	\$ 65,389.50
Mendez, Charles	Cable	Cable Technician	\$ 14,227.05
Merrill Jr., Stephen	Fire Department	Call Firefighter	\$ 9,556.02
Mitchell, Hugh	Council on Aging	Van Driver	\$ 9,213.66
Modlish, Carolyn	Summer Program	Summer Program Employee	\$ 2,417.78
Modlish, Jeffrey	Summer Program	Summer Program Employee	\$ 2,407.32
Moody Sr., Neil	Assessor's Office	Board Member	\$ 300.00
Moody Jr. , Neil	Police Department	Police Reserve	\$ 586.96
Morton, James	Police Department	Police Reserve	\$ 74,535.20
Munoz, Debra	Police Department	Police Dispatch	\$ 15,900.24
Murphy, Cassandra	Selectmen's Office	Administrative Assistant	\$ 18,423.41
Nakanishi, Susan	Library	Adult Services Librarian	\$ 17,700.15
Neenan, Prescott	Summer Program	Summer Program Employee	\$ 2,578.43

O'Connor, Lisa	Town Clerk	Poll Worker	\$ 50.00
O'Hanley, Robert	Board of Health	Board Member	\$ 300.00
Ouellette, Jake	Fire Department	Call Firefigher	\$ 182.23
Parenteau, Mark	Highway	Driver/Operator/Laborer	\$ 57,645.16
Parker, Charlotte	Board of Health	Board Member	\$ 300.00
Peabody, Nathaniel	Police Department	Police Reserve	\$ 19,930.30
Pennie, Patrick	Fire Department	Call Firefigher	\$ 4,420.72
Petrone , Steven	Police Department	Police Officer	\$ 90,792.74
Pierce, Paul	Police Department	Police Reserve	\$ 13,186.54
Poth, Clifford	Fire Department	Call Firefigher	\$ 410.81
Puopolo, Alfred	Fire Department	Call Firefigher	\$ 240.38
Puopolo, Joseph	Fire Department	Call Firefigher	\$ 499.43
Quinnan, Erin	Summer Program	Summer Program Employee	\$ 2,465.14
Quintiliani, Lynn	Light Department	Clerical Support	\$ 54,588.86
Raimondi, Jenna	Summer Program	Summer Program Employee	\$ 2,832.63
Reed, Edward	Highway	Gate Keepers	\$ 1,896.00
Rhudick, Kenneth	Light Department	Electric Laborer	\$ 94,162.22
Richards, Robert	Police Department	Police Reserve	\$ 23,227.94
Richmond Jr., Daniel	Police Department	Police Dispatch/Reserve Officer	\$ 886.32
Richmond, Oriana	Library	Library Page	\$ 777.69
Riley, Heather	Police Department	Police Officer	\$ 90,882.28
Roccapriore, Spencer	Library	Library Page	\$ 1,971.00
Rogers, Patricia	Finance Department	Assistant Treasurer/Collector	\$ 51,537.69
Rogers, Patricia	Water & Sewer	Water & Sewer Manager	\$ 60,596.57
Ross, Brian	Fire Department	Call Firefigher	\$ 1,151.90
Ruchala, Kurt	Fire Department	Fire Captain	\$ 7,112.02
Ryan, Eric	Police Department	Police Sergeant	\$ 122,959.12
Sanborn, Adam	Police Department	Police Officer	\$ 25,538.39
Santapaola, Joseph	Fire Department	Fire Lieutenant	\$ 5,659.84
Sargent, Stephen	Police Department	Police Dispatch/Reserve Officer	\$ 50,527.41
Schena, Patsy	Building Department	Building Inspector	\$ 22,487.43
Scott, Erik	Summer Program	Summer Program Employee	\$ 684.00
Seavey, Albert	Building Department	Wiring Inspector	\$ 10,947.00
Shanahan , David	Police Department	Police Reserve	\$ 9,933.22
Shaw, Katherine	Council on Aging	Outreach Worker	\$ 11,122.95
Sheehan Jr., William	Fire Department	Call Firefigher	\$ 41.58
Sheehan, James	Water & Sewer	Board Member	\$ 900.00
Silva, Matthew	Water & Sewer	Water & Sewer Laborer	\$ 41,320.56
Sindoni, Joshua	Police Department	Police Officer	\$ 62,793.04
Slattery, Frances	Town Clerk	Poll Worker	\$ 320.00
Smith, Stephanie	Library	Library Page	\$ 3,836.00
Snow, Kevin	Light Department	Electric Laborer	\$ 118,040.82
Sorenson, Walter	Planning Board	Board Member	\$ 300.00
Stanton, Lynne	Council on Aging	Council on Aging Director	\$ 53,052.54
Stevens, Lisa	Summer Program	Summer Program Asst. Director	\$ 9,634.96

Stokes, Colin	Water & Sewer	Water & Sewer Laborer	\$ 58,464.73
Sullivan, Jacqueline	Finance Department	Town Accountant	\$ 70,145.73
Tibbetts, Gerard	Highway	Gate Keepers	\$ 1,428.00
Tine, Russell	Fire Department	Call Firefighter	\$ 3,424.31
Towler, Lauren	Library	Library Assistant	\$ 13,424.81
Trudell, Katelyn	Police Department	Police Dispatch	\$ 8,197.44
Tuttle, David	Town Clerk	Election Constable	\$ 300.00
Tuttle, Evelyn	Town Clerk	Poll Worker	\$ 285.00
Vallone, Kristopher	Fire Department	Call Firefighter	\$ 5,984.72
Viens, Gerald	Building Department	Plumbing Inspector	\$ 11,562.00
Voogd, Jan	Library	Library Director	\$ 28,878.70
Wallace, Jacob	Police Department	Police Dispatch/Reserve Officer	\$ 5,416.14
Walsh, Michael	Highway	Seasonal Worker	\$ 7,837.00
Webster, Debra	Assessor's Office	Assessing Manager	\$ 50,899.46
White, Lawrence	Highway	Driver/Operator/Laborer	\$ 5,501.35
Willett, John	Water & Sewer	Board Member	\$ 900.00
Wilson, Benjamin	Summer Program	Summer Program Employee	\$ 2,199.20
Wolbach, Cameron	Summer Program	Summer Program Employee	\$ 2,451.02
Wood, Michael	Selectmen's Office	Board Member	\$ 1,500.00
Wright, Anita	Board of Health	Public Health Nurse	\$ 11,101.89
York, Richard	Fire Department	Fire Lieutenant	\$ 9,950.15
		Grand Total	\$ 3,961,673.52

TOWN CLERK'S REPORT

TOWN OF GROVELAND
OFFICE OF THE TOWN CLERK
183 MAIN ST

Tel: 978-556-7221 Fax: 978-469-5005

Submitted by: Anne M. Brodie

2016

Births:	58	Males: 24	Females:	34
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Deaths:	54	Males: 21	Females:	33
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Marriages:	20
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Licensed Dogs:	679
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Population:	6501
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Registered Voters:	4907
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**SPECIAL AND
ANNUAL TOWN
MEETING
WARRANTS AND
MINUTES**



TOWN OF GROVELAND

2016 SPECIAL TOWN MEETING WARRANT

COMMONWEALTH OF MASSACHUSETTS

Essex, ss:

To Robert J. Kirmelewicz, Chief of Police of the Town of Groveland, in
the County of Essex

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 the Special Town Meeting to
meet at the **Dr. Elmer S. Bagnall School, 253 School Street on Monday, April
25, 2016 @ 7:00 P.M.** to vote on the following Articles:

ARTICLE 1: To see if the Town will vote to authorize the Board of Selectmen to sell by any lawful means, upon such terms and conditions and for such consideration as the Selectmen deem appropriate the following parcels of Town owned land:

<u>Lot / Parcel ID</u>	<u>Lot Size</u>	<u>Location</u>	<u>FY2016 Assessed Value</u>
02-012	.369 Ac.	Off Main Street	\$ 1,800.00
26-029-A	.476 Ac.	King Street	\$ 2,400.00
41-055	3.9 Ac.	894 Salem Street	\$ 211,400.00
48-009	5.0 Ac.	Salem Street	\$ 146,300.00
48-010	.964 Ac.	Uptack Street	\$ 6,600.00
48-014	.496 Ac.	Uptack Street	\$ 2,500.00
48-015	.165 Ac.	Salem Street	\$ 800.00
48-016	.331 Ac.	Salem Street	\$ 1,700.00

or take any other action relative thereto.

Article submitted by the Board of Selectmen

BOARD OF SELECTMEN RECOMMEND FAVORABLE ACTION

FINANCE BOARD RECOMMENDS FAVORABLE/UNFAVORABLE ACTION

DATE AND ACTION TAKEN

ARTICLE 2: To see if the Town will vote to make the following transfers; or take any other action relative thereto:

\$1,400 from Conservation Commission Stipend line item #1001-171-51900-051 to Conservation Expense Line item #1001-171-52000-052 to cover costs related to Commission operating costs;

\$15,000 from Employee Group Health Insurance line item # 1001-193-54000-054 to Legal Expense line item #1001-151-52000-052 to cover initial funding shortfall;

\$6,200 from Police Fuel line item #1001-210-58000-058 to Police Training line item #1001-210-51400-051 to cover initial funding shortfall;

\$5,000 from Police Fuel line item #1001-210-58000-058 to Police Vehicle Maintenance line item #1001-210-53000-053 to cover initial funding shortfall;

\$1,500 from Selectmen Stipend line item # 1001-122-51900-051 to Selectmen Expense line item #1001-122-52000-052 to cover initial funding shortfall;

\$1,500 from Finance Education and Association Fees line item # 1001-133-52004-052 to Finance Office Expense line item #1001-133-52000-052 to cover initial funding shortfall;

\$8,600 from Property and Casualty Insurance line item # 1001-193-57400-057 to Essex County Retirement line item #1001-910-58000-058 to cover initial funding shortfall;

\$7,000 from Property and Casualty Insurance line item # 1001-193-57400-057 to Northeast Vocational Technical Assessment line item #1001-301-58830-058 to cover initial funding shortfall;

\$25,000 from Employee Group Health Insurance line item # 1001-193-54000-054 to Northeast Vocational Technical Assessment line item #1001-301-58830-058 to cover initial funding shortfall;

\$20,520 from Veterans Benefits line item # 1001-543-57701-057 to Northeast Vocational Technical Assessment line item #1001-301-58830-058 to cover initial funding shortfall;

\$1,000 from Cemetery Vehicle Fuel line item # 1001-491-52300-052 to Cemetery Part Time Wages line item #1001-491-51112-051 to cover initial funding shortfall;

\$1,000 from Unemployment Compensation line item #1001-910-58000-058 to Cemetery Part Time Wages line item #1001-491-51112-051 to cover initial funding shortfall;

\$4,000 from Library Director-Salary line item #1001-610-51100-051 to Medicare Tax line item #1001-491-51112-051 to cover initial funding shortfall;

\$4,000 from Fire Fuel line item #1001-220-55600-055 to Fire Equipment and Supplies line item #1001-220-55000-055 to cover initial funding shortfall;

\$5,000 from Fire Maintenance line item #1001-220-57002-057 to Fire Equipment and Supplies line item #1001-220-55000-055 to cover initial funding shortfall;

\$2,400 from Fire EMS Training line item #1001-220-54000-054 to Fire Equipment and Supplies line item #1001-220-55000-055 to cover initial funding shortfall;

\$1,000 from Fire Communications line item #1001-220-53000-053 to Fire Equipment and Supplies line item #1001-220-55000-055 to cover initial funding shortfall;

\$10,000 from Fire Drills line item #1001-220-51401-051 to Fire Mass Academy Training line item #1001-220-51114-051 to cover initial funding shortfall;

Article submitted by Various Departments by Request.

BOARD OF SELECTMEN RECOMMEND FAVORABLE ACTION

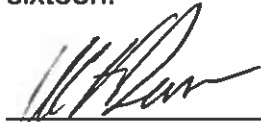
FINANCE BOARD RECOMMENDS FAVORABLE/UNFAVORABLE ACTION

DATE AND ACTION TAKEN:

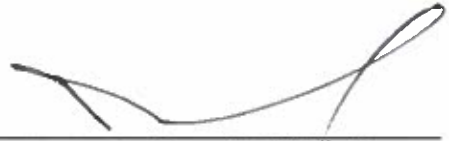
And you are directed to serve this Warrant by posting attested copies thereof in said Town, one copy in each of the three parts of Town known as Savaryville, the Village, and South Groveland, fourteen (14) days at least before the time of holding said meeting.

Hereof fail not and make due return of this Warrant, with your doings thereon to the Precinct Clerk, at the time and place of said meeting.

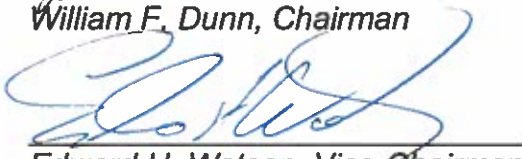
Given under our hands this 4th day of April in the year of our Lord two thousand sixteen.



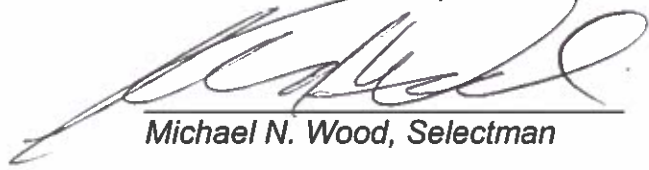
William F. Dunn, Chairman



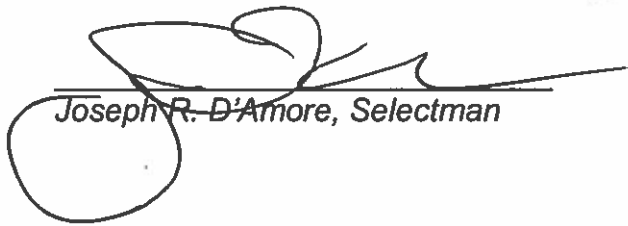
Daniel J. MacDonald, Selectman



Edward H. Watson, Vice-Chairman



Michael N. Wood, Selectman



Joseph R. D'Amore, Selectman

A true copy, attest:



Anne Brodie, Town Clerk



Robert J. Kirmelewicz, Police Chief

OFFICER'S RETURN

I have notified and warned the inhabitants of the Town of Groveland who are qualified to vote in Town Affairs by posting true and attested copies of this Warrant at the Town Hall, Savaryville and South Groveland. Said copies not having been posted less than **fourteen days** before the time of said meeting.



Anne Brodie, Town Clerk



Robert J. Kirmelewicz, Police Chief



TOWN OF GROVELAND

2016 ANNUAL TOWN MEETING WARRANT AND 2016 ANNUAL TOWN ELECTION WARRANT

COMMONWEALTH OF MASSACHUSETTS

Town Meeting: Monday, April 25, 2016

Town Election: Monday, May 2, 2016

Essex,ss:

To Robert J. Kirmelewicz, Chief of Police of the Town of Groveland, in the County of Essex,

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 the **Annual Town Meeting to meet at the Dr. Elmer S. Bagnall School, 253 School Street, Groveland, MA on Monday, April 25, 2016 @ 7:30 P.M.** to act upon or take any other action relative thereto on the following Articles.

Also for those qualified to vote in the **Annual Town Election** to meet in their voting precinct **Town Hall, 183 Main Street Groveland, MA on Monday, May 2, 2016 between the hours of 7:00 A.M. and 8:00 P.M.** which calls for the election of Town Officials.

ARTICLE 1: To see if the Town will vote to authorize the Selectmen to petition the State for any sum available under provisions of Chapter 90, said funds to be apportioned and expended by and under the direction of the State Department of Public Works (Massachusetts Highway Department) in accordance with said statutes; or take any other action relative thereto.

Article submitted by the Board of Selectmen.

BOARD OF SELECTMEN RECOMMEND FAVORABLE ACTION

FINANCE BOARD RECOMMENDS FAVORABLE/UNFAVORABLE ACTION

DATE AND ACTION TAKEN:

ARTICLE 2: To see if the Town will vote to transfer from available funds the amount of TWO HUNDRED THIRTEEN THOUSAND EIGHT HUNDRED NINETY-FOUR DOLLARS (\$213,894) and appropriate said sum for Chapter 90 approved road work, said amount to be used pending reimbursement by the State, with such work to be done under the supervision of the Road Commissioner; or take any other action relative thereto.

Article submitted by Board of Selectmen

BOARD OF SELECTMEN RECOMMEND FAVORABLE ACTION

FINANCE BOARD RECOMMENDS FAVORABLE/UNFAVORABLE ACTION

DATE AND ACTION TAKEN:

ARTICLE 3: To see if the Town will vote to raise and appropriate the sum of NINE HUNDRED DOLLARS (\$900) for the purpose of providing this amount to the William R. Dewhirst, Jr. Post 7366, Veterans of Foreign Wars of the United States, Groveland, MA to pay for heat, electricity, and maintaining its meeting place and any expenses to support this request in Fiscal 2016; or take any other action relative thereto.

Article submitted by Board of Selectmen

NOTE: Authorization for this appropriation is provided in MGL, C. 40, §9.

BOARD OF SELECTMEN RECOMMEND FAVORABLE ACTION

FINANCE BOARD RECOMMENDS FAVORABLE/UNFAVORABLE ACTION

DATE AND ACTION TAKEN:

ARTICLE 4: To see if the Town will vote to accept the sum of THIRTY-FIVE THOUSAND DOLLARS (\$35,000) from the Groveland Municipal Electric Department Operation Account to Town Estimated Receipts to reduce the Tax Rate for the twelve months ending June 30, 2016; or take any other action relative thereto.

Article submitted by Finance Director

BOARD OF SELECTMEN RECOMMEND FAVORABLE ACTION

FINANCE BOARD RECOMMENDS FAVORABLE/UNFAVORABLE ACTION

DATE AND ACTION TAKEN:

ARTICLE 5: To see if the Town will vote to raise the following sums to defray Town charges for the ensuing year ending June 30, 2017 and make appropriations therefor, or take any other action relative thereto:

Appropriated FY2015	Spent FY2015	Appropriated FY'16	Line Item	Department Requested FY'17	Board of Selectmen Recommends	Finance Board Recommends
GENERAL GOVERNMENT						
MODERATOR						
100	100	100	Stipend	100	100	100
\$ 100	\$ 100	\$ 100	1 Total Moderator Budget	\$ 100	\$ 100	\$ 100
SELECTMEN						
4,500	4,500	7,500	Selectmen's Stipend	7,500	7,500	7,500
66,030	45,137	20,000	Admin. Asst. Salary	18,300	9,196	9,196
\$ 70,530	\$ 49,637	\$ 27,500	2 Total Salaries	\$ 25,800	\$ 16,696	\$ 16,696
25,000	25,000	25,000	Town Audit	25,000	25,000	25,000
20,000		20,000	Reserve Fund	20,000	20,000	20,000
		1,406	Association Fees	1,500	1,500	1,500
			Minutes Clerk	3,500	3,500	3,500
4,712	4,447	750	Expenses	500	500	500
\$ 49,712	\$ 29,447	\$ 47,156	3 Total Expenses	\$ 50,500	\$ 50,500	\$ 50,500
\$ 120,242	\$ 79,083	\$ 74,656	Total Selectmen Budget	\$ 76,300	\$ 67,196	\$ 67,196
FINANCE DEPARTMENT						
90,000	97,500	105,000	Finance Director's Salary (inc. T/C)	107,100	107,100	107,100
49,068	49,068	50,049	Asst. Treasurer/Collector's Salary	51,051	51,051	51,051
30,799	29,394	29,325	Treasury/Collection Clerk	29,183	21,457	21,457
\$ 169,867	\$ 175,962	\$ 184,374	4 Total Salaries	\$ 187,334	\$ 179,608	\$ 179,608
2,500	-	1,250	Tax Title Treasury/Collection	750	750	750
		4,000	Education and Association Fees	3,500	3,000	3,000
		12,000	Postage	11,500	11,500	11,500
			Payroll Fees	5,000	5,000	5,000
19,000	21,924	4,500	Office Expense	2,000	1,500	1,500
\$ 21,500	\$ 21,924	\$ 21,750	5 Total Expenses	\$ 22,750	\$ 21,750	\$ 21,750
\$ 191,367	\$ 197,887	\$ 206,124	Total Finance Department Budget	\$ 210,084	\$ 201,358	\$ 201,358
TOWN ACCOUNTANT						
66,783	66,783	68,119	6 Accountant's Salary	69,481	69,481	69,481
400	313	350	7 Office Expenses	350	350	350
\$ 67,183	\$ 67,096	\$ 68,469	Total Town Accountant Budget	\$ 69,831	\$ 69,831	\$ 69,831
BOARD OF ASSESSORS						
900	900	900	Assessor's Stipends	900	900	900
48,460	48,460	49,429	Assessors' Manager's Salary	50,418	50,418	50,418
\$ 49,360	\$ 49,360	\$ 50,329	8 Total Salaries	\$ 51,318	\$ 51,318	\$ 51,318
9,500	8,105	3,500	Expenses	3,000	3,000	3,000
35,575	33,843	35,575	Revaluation Maintenance	35,575	35,575	35,575
		6,000	Software & Licenses	6,100	6,100	6,100
3,500	4,750	3,750	Maps - Updating & MIMAP	4,250	4,250	4,250
\$ 48,575	\$ 46,698	\$ 48,825	9 Total Expenses	\$ 48,925	\$ 48,925	\$ 48,925
\$ 97,935	\$ 96,058	\$ 99,154	Total Board of Assessors Budget	\$ 100,243	\$ 100,243	\$ 100,243
TOWN COUNSEL						
50,000	17,029	40,000	Legal Expense	40,000	40,000	40,000
\$ 50,000	\$ 17,029	\$ 40,000	10 Total Town Counsel Budget	\$ 40,000	\$ 40,000	\$ 40,000
TECHNOLOGY						
13,096	13,095	14,500	Computer Hardware Maint & Lic Fees	15,000	15,000	15,000
7,000	6,930	1,500	Computer Consultant	1,000	1,000	1,000
-	-	5,000	Hardware & Software Expense	5,400	5,400	5,400
\$ 20,096	\$ 20,025	\$ 21,000	11 Total Technology Department	\$ 21,400	\$ 21,400	\$ 21,400
TOWN CLERK						
55,486	55,486	56,596	Town Clerk's Salary	57,728	57,728	57,728
		950	Poll Workers	3,400	3,400	3,400
\$ 55,486	\$ 55,486	\$ 57,546	12 Total Salaries	\$ 61,128	\$ 61,128	\$ 61,128
2,000		2,000	Town Reports	2,000	2,000	2,000
7,000	7,329	3,300	Election Expenses	3,375	3,375	3,375
3,000	3,905	3,210	Office Expenses & Supplies	-	3,000	3,000
12,000	11,234	8,510	13 Total Expenses	\$ 5,375	\$ 8,375	\$ 8,375
\$ 67,486	\$ 66,720	\$ 66,056	Total Town Clerk Budget	\$ 66,503	\$ 69,503	\$ 69,503
CONSERVATION COMMISSION						
1,400		1,400	Conservation Agent	7,560	-	-
	1,345		Stipends	-	-	-
			Expenses	-	-	-
\$ 1,400	\$ 1,345	\$ 1,400	14 Total Conservation Commission Budget	\$ 7,560	\$ -	\$ -

Appropriated FY2015	Spent FY2015	Appropriated FY'16	Line Item	Department Requested FY'17	Board of Selectmen Recommends	Finance Board Recommends
PLANNING						
1,500	1,200	1,500	Planning Members' Stipends	1,500	1,500	1,500
			Town Planner	37,500	-	-
\$ 1,500	\$ 1,200	\$ 1,500	15 Total Salaries	\$ 39,000	\$ 1,500	\$ 1,500
3,000	2,498	1,000	Expenses	1,000	1,000	1,000
		4,000	Contracted Services	4,000	4,000	4,000
2,189	2,189	2,244	Merrimack Valley Planning Assessment	2,244	2,300	2,300
5,189	4,687	7,244	16 Total Expenses	\$ 7,244	\$ 7,300	\$ 7,300
\$ 6,689	\$ 5,887	\$ 8,744	Total Planning and Engineering Budget	\$ 46,244	\$ 8,800	\$ 8,800
ZONING BOARD OF APPEALS						
			Zoning Members' Stipends			
4,060	4,060	4,060	Contracted Services & Expenses	4,060	4,060	4,060
\$ 4,060	\$ 4,060	\$ 4,060	17 Total ZBA Budget	\$ 4,060	\$ 4,060	\$ 4,060
MUNICIPAL BUILDINGS						
-	-	17,000	Custodian/Facilities Part-time Employee	35,461	18,200	18,200
		17,000	18 Total Salaries	35,461	18,200	18,200
16,000	15,025	17,000	Lawn & Grounds	17,000	17,000	17,000
164,425	136,873	104,000	Utilities	104,000	104,000	104,000
		7,500	Copier Lease & Supplies	7,500	7,500	7,500
		4,000	Town Decor (Winter & Spring)	6,000	6,000	6,000
		29,000	Repairs & Maintenance	29,000	28,000	28,000
		5,000	Supplies	10,000	7,500	7,500
180,425	151,898	166,500	19 Total Expenses	173,500	170,000	170,000
\$ 180,425	\$ 151,898	\$ 183,500	Total Municipal Buildings Budget	\$ 208,961	\$ 188,200	\$ 188,200
INSURANCE						
98,000	105,787	125,000	Property & Casualty Insurance	125,000	125,000	125,000
3,000	1,998	2,500	Employee Group Life Insurance	2,500	2,500	2,500
340,000	327,381	365,000	Employee Group Health Insurance	383,250	383,250	383,250
\$ 441,000	\$ 435,166	\$ 492,500	20 Total Insurance Budget	\$ 510,750	\$ 510,750	\$ 510,750
\$ 1,247,983	\$ 1,142,354	\$ 1,265,763	TOTAL GENERAL GOVERNMENT	\$ 1,362,035	\$ 1,281,441	\$ 1,281,441
PUBLIC SAFETY						
POLICE DEPARTMENT						
92,766	92,766	94,622	Chief's Salary	96,514	96,514	96,514
86,970	86,970	88,709	Deputy Chief's Salary	90,483	90,483	90,483
151,473	149,198	151,904	Sargeant's Salary	157,697	157,697	157,697
329,402	308,350	383,728	Patrolmen's Salary	391,602	391,602	391,602
			Secretary's Salary			
236,328	236,328	246,022	Communication Salary	251,576	251,576	251,576
		5,000	Training	12,000	12,000	12,000
		93,990	Reserves	95,870	95,870	95,870
		29,679	Overtime	30,273	30,273	30,273
136,640	178,062		Other Wages	-	-	-
114,986	114,986	118,935	Education Incentives	123,905	123,905	123,905
\$ 1,148,565	\$ 1,166,660	\$ 1,212,589	21 Total Salaries	\$ 1,249,920	\$ 1,249,920	\$ 1,249,920
1,000	35	1,000	Harbormaster Expenses	1,000	1,000	1,000
78,100	80,002	4,600	Expenses	4,600	4,600	4,600
		6,600	Supplies	6,600	6,600	6,600
		9,000	Vehicle Maintenance	9,000	9,000	9,000
		15,000	Equipment Maintenance	15,000	15,000	15,000
		2,500	Firearms	3,000	3,000	3,000
		11,750	Clothing Allowance	11,750	11,750	11,750
		2,270	Association Fees	2,450	2,450	2,450
		3,200	Communication Expenses	3,200	3,200	3,200
6,400	5,683		Communication Dispatch Expense			
		6,970	Training	9,970	9,970	9,970
		35,150	Fuel	25,150	25,150	25,150
\$ 85,500	\$ 85,720	\$ 98,040	22 Total Expenses	\$ 91,720	\$ 91,720	\$ 91,720
\$ 1,234,065	\$ 1,252,380	\$ 1,310,629	Total Police Budget	\$ 1,341,640	\$ 1,341,640	\$ 1,341,640
PARKING CLERK						
250	13	100	Expense	100	100	100
\$ 250	\$ 13	\$ 100	23 Total Parking Clerk Budget	\$ 100	\$ 100	\$ 100
FIRE DEPARTMENT						
			Fire Engineers' Stipends			
22,707	22,707	27,641	Chief's Salary	50,315	28,194	28,194
3,400	632		Clerk's Salary			
95,507	98,586	96,939	Firefighter Salary	98,878	98,878	98,878
3,076	1,903	3,122	Inspector's Salary	3,650	3,650	3,650
5,250	7,800	5,000	Mass. Fire Academy Training	7,500	7,500	7,500
37,598	32,152	38,000	Drill Wages	41,000	41,000	41,000
\$ 167,538	\$ 163,780	\$ 170,702	24 Total Salaries	\$ 201,343	\$ 179,222	\$ 179,222
		14,006	Communications	9,580	9,580	9,580
		8,100	EMS Training	3,500	3,500	3,500

Appropriated FY2015	Spent FY2015	Appropriated FY'16	Line Item	Department Requested FY'17	Board of Selectmen Recommend	Finance Board Recommend
		12,400	Fire Equipment & Supplies	29,500	29,500	29,500
		8,600	Fuel	6,500	6,500	6,500
		1,700	Association Dues	2,500	2,500	2,500
		6,250	Equipment Testing	3,000	3,000	3,000
75,031	78,928	6,300	Medical Supplies	3,500	3,500	3,500
-	-	18,000	Maintenance	13,475	13,475	13,475
\$ 75,031	\$ 78,928	\$ 75,356	25 Total Expenses	\$ 71,555	\$ 71,555	\$ 71,555
\$ 242,569	\$ 242,708	\$ 246,058	Total Fire Budget	\$ 272,898	\$ 250,777	\$ 250,777
INSPECTIONAL SERVICES						
10,000	7,958	9,000	Wiring Inspector	9,000	9,000	9,000
10,000	10,462	10,000	Plumbing & Gas Inspector	10,000	10,000	10,000
49,102	49,102	50,084	Building Inspector	47,037	47,037	47,037
\$ 69,102	\$ 67,522	\$ 69,084	26 Total Salaries	\$ 66,037	\$ 66,037	\$ 66,037
450		450	Wiring Inspector Expenses	-		
-	-	-	Continuing Education	1,800	1,800	1,800
450	430	450	Materials	1,400	1,400	1,400
-	-	-	Reimbursements (Mileage & Cell Phone)	1,800	1,800	1,800
750	750	750	Sealer of Weights & Measures	750	750	750
2,800	2,469	2,800	Building Inspector Expenses	1,500	1,500	1,500
\$ 4,450	\$ 3,649	\$ 4,450	27 Total Expenses	\$ 7,250	\$ 7,250	\$ 7,250
\$ 73,552	\$ 71,171	\$ 73,534	Total Inspectors Budget	\$ 73,287	\$ 73,287	\$ 73,287
EMERGENCY MANAGEMENT						
3,000	3,000	3,000	Director's Stipend	3,000	3,000	3,000
1,000	986	1,000	Expenses	1,000	1,000	1,000
\$ 4,000	\$ 3,986	\$ 4,000	28 Total Emergency Management Budget	\$ 4,000	\$ 4,000	\$ 4,000
\$ 1,554,436	\$ 1,570,258	\$ 1,634,321	TOTAL PUBLIC SAFETY	\$ 1,691,925	\$ 1,669,804	\$ 1,669,804
EDUCATION						
7,194,742	7,189,372	7,999,158	Pentucket Base Assessment	8,450,942	8,357,742	8,357,742
244,754	204,358		Pentucket Supplemental Assessment			
545,461	545,461	500,921	Pentucket Capital Assessment	559,388	559,388	559,388
-			Pentucket Capital Assessment Supplemental			
120,364	119,685	120,624	Northeast Vocational/Technical Assessment	200,000	200,000	200,000
907,772	907,771	933,176	Whittier Vocational/Technical Assessment	980,000	990,981	990,981
\$ 9,013,093	\$ 8,966,647	\$ 9,553,879	29 Total Education Budget	\$ 10,190,330	\$ 10,108,111	\$ 10,108,111
\$ 9,013,093	\$ 8,966,647	\$ 9,553,879	TOTAL EDUCATION	\$ 10,190,330	\$ 10,108,111	\$ 10,108,111
PUBLIC WORKS						
TREE WARDEN						
	-	-	Tree Warden Stipend	-	-	-
10,300	3,730	6,500	Expenses	1,500	1,500	1,500
\$ 10,300	\$ 3,730	\$ 6,500	30 Total Tree Warden Budget	\$ 1,500	\$ 1,500	\$ 1,500
HIGHWAY						
77,829	77,829	79,386	Road Commissioner's Salary	80,974	80,974	80,974
159,080	157,481	211,601	Highway Salaries	225,275	225,275	225,275
		2,200	Sick day buy back (Contractual)	2,200	2,200	2,200
22,000	13,048	15,000	Highway Salary - Part Time	8,000	13,000	13,000
7,000	6,209	8,000	Overtime	9,000	9,000	9,000
\$ 265,909	\$ 254,567	\$ 316,187	31 Total Salaries	\$ 325,449	\$ 330,449	\$ 330,449
7,000	6,884	7,000	Highway Expense	7,000	7,000	7,000
32,200	32,200	32,200	Front End Loader (Lease)	37,000	37,000	37,000
165,000	387,838	165,000	Snow & Ice Removal	165,000	165,000	165,000
37,000	36,994	45,000	Road Machinery Expense	45,000	45,000	45,000
115,000	116,095	116,500	Road Maintenance Expense	118,000	118,000	118,000
\$ 356,200	\$ 580,011	\$ 365,700	32 Total Expense	\$ 372,000	\$ 372,000	\$ 372,000
\$ 622,109	\$ 834,578	\$ 681,887	Total Highway Budget	\$ 697,449	\$ 702,449	\$ 702,449
RUBBISH COLLECTION						
10,374	10,374	10,581	Contract Administrator	10,792	10,792	10,792
455,000	435,365	460,000	Contract Expense	482,345	482,345	482,345
\$ 465,374	\$ 445,739	\$ 470,581	33 Total Rubbish Collection Budget	\$ 493,137	\$ 493,137	\$ 493,137
CEMETERY						
300			Commissioner's Stipend	450	450	450
36,312	36,312	37,038	Full Time Wages	37,779	37,779	37,779
-	9,872	6,000	Part Time Wages	8,500	8,500	8,500
\$ 36,612	\$ 46,184	\$ 43,038	34 Total Salaries	\$ 46,729	\$ 46,729	\$ 46,729
		4,000	Supplies	4,000	4,000	4,000
		2,800	Vehicle Fuel	2,800	2,800	2,800
		500	Landscaping	500	500	500
		2,400	Utilities	2,400	2,400	2,400
		3,000	Parts	3,000	3,000	3,000
4,000	4,225	1,500	Expenses	1,500	1,500	1,500

Appropriated FY2015	Spent FY2015	Appropriated FY'16	Line Item	Department Requested FY'17	Board of Selectmen Recommend	Finance Board Recommend
\$ 4,000	\$ 4,225	\$ 14,200	35 Total Expenses	\$ 14,200	\$ 14,200	\$ 14,200
\$ 40,612	\$ 50,409	\$ 57,238	Total Cemetery Budget	\$ 60,929	\$ 60,929	\$ 60,929
\$ 1,138,395	\$ 1,334,456	\$ 1,216,206	TOTAL PUBLIC WORKS	\$ 1,253,015	\$ 1,258,015	\$ 1,258,015
HUMAN SERVICES						
BOARD OF HEALTH						
900	600	900	Health Members' Stipends	900	900	900
11,096	11,097	11,318	Health Nurse Wages	11,544	11,544	11,544
20,774	20,774	21,189	Health/Sanitation Agent Wages	21,613	21,613	21,613
15,209	15,209	15,513	Part-time Clerk Wages	15,823	15,823	15,823
\$ 47,979	\$ 47,680	\$ 48,920	36 Total Salaries	\$ 49,880	\$ 49,880	\$ 49,880
5,000	3,385	3,000	37 Expenses	5,000	2,500	2,500
\$ 52,979	\$ 51,065	\$ 51,920	Total Board of Health Budget	\$ 54,880	\$ 52,380	\$ 52,380
COUNCIL ON AGING						
50,510	50,510	51,520	Director's Salary	52,550	52,550	52,550
32,104	32,103	32,746	Program Coordinator	33,400	33,400	33,400
7,949	7,412	8,108	Outreach Worker	8,270	8,270	8,270
18,187	18,003	18,551	Part Time Van Driver	18,922	18,922	18,922
\$ 108,750	\$ 108,028	\$ 110,925	38 Total Salaries	\$ 113,142	\$ 113,142	\$ 113,142
392	-	-	Elder Services of Merrimack Valley Assessment	-	-	-
6,600	5,366	6,600	Expenses	6,600	6,600	6,600
\$ 6,992	\$ 5,366	\$ 6,600	39 Total Expenses	\$ 6,600	\$ 6,600	\$ 6,600
\$ 115,742	\$ 113,394	\$ 117,525	Total Council on Aging Budget	\$ 119,742	\$ 119,742	\$ 119,742
VETERANS						
9,500	7,784	9,500	Veterans' Agent Salary	8,500	8,500	8,500
50,000	60,602	85,000	Veterans' Benefits	75,000	75,000	75,000
\$ 59,500	\$ 68,386	\$ 94,500	40 Total Veterans Budget	\$ 83,500	\$ 83,500	\$ 83,500
\$ 228,221	\$ 232,845	\$ 263,945	TOTAL HUMAN SERVICES	\$ 258,122	\$ 255,622	\$ 255,622
LIBRARY						
60,265	18,185	61,000	Library Director's Salary	62,220	61,000	61,000
99,874	72,451	101,405	Library Staff Wages	107,324	103,433	103,433
7,951	8,373	6,708	Part Time Wages	7,278	6,842	6,842
\$ 168,090	\$ 99,009	\$ 169,113	41 Total Salaries	\$ 176,822	\$ 171,275	\$ 171,275
		39,061	Library Materials	42,461	42,461	42,461
		1,000	Technology	1,000	1,000	1,000
		1,000	Programs	1,000	1,000	1,000
		17,587	Dues	17,587	17,587	17,587
		-	Utilities	-	-	-
		1,434	Training	1,434	1,434	1,434
		4,000	Supplies	4,000	4,000	4,000
63,923	93,101	-	Expenses	-	-	-
\$ 63,923	\$ 93,101	\$ 64,082	42 Total Expenses	\$ 67,482	\$ 67,482	\$ 67,482
\$ 232,013	\$ 192,110	\$ 233,195	Total Library Budget	\$ 244,304	\$ 238,757	\$ 238,757
\$ 232,013	\$ 192,110	\$ 233,195	TOTAL LIBRARY	\$ 244,304	\$ 238,757	\$ 238,757
DEBT SERVICE						
-	52,696	185,000	Principal	185,000	185,000	185,000
-	19,863	165,375	Interest	126,013	126,013	126,013
\$ -	\$ 72,559	\$ 350,375	43 Total Debt Budget	\$ 311,013	\$ 311,013	\$ 311,013
-	72,559	350,375	TOTAL DEBT SERVICE	\$ 311,013	\$ 311,013	\$ 311,013
UNCLASSIFIED						
410,661	410,660	420,578	Essex County Retirement Contribution	426,907	426,907	426,907
3,000	1,020	3,000	Unemployment Compensation	3,000	3,000	3,000
46,615	47,731	48,000	Medicare Tax	50,000	50,000	50,000
-	-	-	OPEB Trust Fund (Other Post Employment Benefits)	-	85,000	-
600	537	500	Memorial Day Services	500	500	500
34,000	33,712	37,000	Street Lighting	40,000	38,500	38,500
\$ 494,876	\$ 493,660	\$ 509,078	44 Total Unclassified Budget	\$ 520,407	\$ 603,907	\$ 518,907
494,876	493,660	509,078	TOTAL UNCLASSIFIED	\$ 520,407	\$ 603,907	\$ 518,907
13,909,017	14,004,889	15,026,762	GRAND TOTAL	\$ 15,831,150	\$ 15,726,670	\$ 15,641,670

BOARD OF SELECTMEN RECOMMEND FAVORABLE ACTION

FINANCE BOARD RECOMMENDS FAVORABLE/UNFAVORABLE ACTION

DATE AND ACTION TAKEN:

ARTICLE 6: To see if the Town will vote to raise and appropriate the sum of EIGHT HUNDRED EIGHTY-SIX THOUSAND FIVE HUNDRED THIRTY-THREE DOLLARS (\$886,533) for the use of the Water Department, said sum to be offset by FY 2017 Water Department Revenue; or take any other action relative thereto:

	<u>FY '16</u>	<u>FY '17 REQUESTED</u>	<u>FINANCE BOARD RECOMMENDS</u>
Commissioners	\$ 1,260.00	\$ 1,260.00	\$ 1,260.00
Superintendent	\$ 63,066.00	\$ 65,589.00	\$ 64,327.00
Office Manager	\$ 41,198.00	\$ 42,022.00	\$ 42,022.00
Laborers' Wages (3)	\$121,351.00	\$123,778.00	\$ 123,778.00
Part-Time Help	\$ 5,780.00	\$ 5,780.00	\$ 5,780.00
Overtime	\$ 28,356.00	\$ 28,923.00	\$ 28,923.00
Expenses	\$292,041.00	\$292,041.00	\$ 292,041.00
Health	\$ 53,777.00	\$ 56,466.00	\$ 56,466.00
Retirement	\$ 50,219.00	\$ 50,974.00	\$ 50,974.00
Emergency Funds	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00
Bond Debt & Interest	<u>\$176,750.00</u>	<u>\$169,700.00</u>	<u>\$ 169,700.00</u>
TOTAL	\$883,798.00	\$886,533.00	\$ 885,271.00
Article submitted by Water & Sewer Commissioners			

WATER/SEWER COMMISSIONERS RECOMMEND FAVORABLE ACTION

BOARD OF SELECTMEN RECOMMEND FAVORABLE ACTION

FINANCE BOARD RECOMMENDS FAVORABLE/UNFAVORABLE ACTION

DATE AND ACTION TAKEN:

ARTICLE 7: To see if the Town will vote to raise and appropriate the sum of FIVE HUNDRED THIRTY-ONE THOUSAND ONE HUNDRED ELEVEN DOLLARS (\$531,111) for the use of the Sewer Department, said sum to be offset by FY 2017 Sewer Department Revenue; or take any other action relative thereto:

	<u>FY '16</u>	<u>FY'17 REQUESTED</u>	<u>FINANCE BOARD RECOMMENDS</u>
Commissioners	\$ 540.00	\$ 540.00	\$ 540.00
Superintendent	\$ 26,967.00	\$ 28,046.00	\$ 27,506.00
Office Manager	\$ 17,656.00	\$ 18,009.00	\$ 18,009.00
Laborers' Wages (3)	\$ 52,008.00	\$ 53,048.00	\$ 53,048.00
Overtime	\$ 7,670.00	\$ 7,824.00	\$ 7,824.00
Expenses	\$ 79,950.00	\$ 79,950.00	\$ 79,950.00
Health	\$ 23,576.00	\$ 24,755.00	\$ 24,755.00
Retirement	\$ 21,244.00	\$ 25,487.00	\$ 25,487.00
Bond Debt & Interest	\$102,258.00	\$102,469.00	\$ 102,469.00
Emergency Funds	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00
Haverhill Wastewater	\$138,983.00	\$138,983.00	\$ 138,983.00
Haverhill Capital Bond	<u>\$ 26,791.00</u>	<u>\$ 27,000.00</u>	<u>\$ 27,000.00</u>
TOTAL	\$522,643.00	\$531,111.00	\$ 530,571.00
Article submitted by Water & Sewer Commissioners			

WATER/SEWER COMMISSIONERS RECOMMEND FAVORABLE ACTION

BOARD OF SELECTMEN RECOMMEND FAVORABLE ACTION

FINANCE BOARD RECOMMENDS FAVORABLE/UNFAVORABLE ACTION

DATE AND ACTION TAKEN:

ARTICLE 8: To see if the Town will vote to fix the salary and compensation of all elective and appointive officers of the Town for the twelve months ending June 30, 2017. Fixing of salaries according to Articles #5 - #7 above; or take any other action relative thereto.

Article submitted by Finance Board

BOARD OF SELECTMEN RECOMMEND FAVORABLE ACTION

FINANCE BOARD RECOMMENDS FAVORABLE/UNFAVORABLE ACTION

DATE AND ACTION TAKEN:

ARTICLE 9: To see if the Town will vote to transfer the sum of ONE HUNDRED NINETY-FIVE THOUSAND DOLLARS (\$195,000) from the Overlay Surplus Account for the purpose of funding the Town's operating budget for FY17; or take any other action relative thereto.

Article submitted by Finance Director

BOARD OF SELECTMEN RECOMMEND FAVORABLE ACTION

FINANCE BOARD RECOMMENDS FAVORABLE/UNFAVORABLE ACTION

DATE AND ACTION TAKEN:

ARTICLE 10: To see if the Town will vote to transfer the sum of ONE HUNDRED TWENTY THOUSAND SIX HUNDRED AND FORTY-EIGHT DOLLARS (\$120,648) from Fiscal Year 2015 Town Free Cash for the purpose of funding the Town's operating budget for FY17; or take any other action relative thereto.

Article submitted by Board of Selectmen

BOARD OF SELECTMEN RECOMMEND FAVORABLE ACTION

FINANCE BOARD RECOMMENDS FAVORABLE/UNFAVORABLE ACTION

DATE AND ACTION TAKEN:

ARTICLE 11:To see if the Town will vote to transfer THREE HUNDRED THOUSAND DOLLARS (\$300,000) from Fiscal Year 2015 Town Free Cash to the Stabilization Fund Account #8500-040-35992-000; or take any other action relative thereto.

Article submitted by Finance Director. Requires 2/3 affirmative vote.

BOARD OF SELECTMEN RECOMMEND FAVORABLE ACTION

FINANCE BOARD RECOMMENDS FAVORABLE/UNFAVORABLE ACTION

DATE AND ACTION TAKEN

ARTICLE 12: To see if the Town will vote to establish a special purpose stabilization fund to be known as the Capital Stabilization Fund, which fund shall be used for the purpose of funding any capital-related project or the purchase or acquisition of capital equipment, or payment of debt service related thereto, as authorized by MGL Chapter 40, Section 5B as amended, and for that purpose, to transfer SEVENTY-FIVE THOUSAND DOLLARS (\$75,000) from Fiscal Year 2015 Town Free Cash into said account, or take any other action relative thereto.

Article submitted by Finance Director. Requires 2/3's affirmative vote

BOARD OF SELECTMEN RECOMMEND FAVORABLE/UNFAVORABLE ACTION

FINANCE BOARD RECOMMENDS FAVORABLE/UNFAVORABLE ACTION

DATE AND ACTION TAKEN:

ARTICLE 13: To see if the Town will vote to appropriate ONE MILLION FIVE HUNDRED THOUSAND DOLLARS (\$1,500,000) for the purpose of financing new water mains located on Main Street from Washington Street to Gardner Street. Then Gardner Street to School St and related improvements, including without limitation all costs thereof; that to meet this appropriation the Finance Director with approval of the Board of Selectmen is authorized to borrow \$1,500,000 and issue bonds or notes therefore under G.L. c44 Sec.8; that such bonds or notes shall be general obligations of the Town unless the Finance Director with the approval of the Board of Selectmen determines that they should be issued as limited obligations and may be secured by local systems revenues; and to take any other action necessary to carry out the project.

Article submitted by Water & Sewer Commissioners. Requires 2/3's affirmative vote

WATER & SEWER COMMISSIONERS RECOMMEND FAVORABLE ACTION

BOARD OF SELECTMEN RECOMMEND FAVORABLE ACTION

FINANCE BOARD RECOMMENDS FAVORABLE/UNFAVORABLE ACTION

DATE AND ACTION TAKEN:

ARTICLE 14: To see if the Town will vote to transfer FIFTY-THOUSAND DOLLARS (\$50,000) from Fiscal Year 2015 Water Enterprise Retained Earnings for the purpose of funding to replace water mains and related infrastructure on Governor's Road; or take any other action relative thereto.

Article submitted by Water & Sewer Commissioners

WATER & SEWER COMMISSIONERS RECOMMEND FAVORABLE ACTION

BOARD OF SELECTMEN RECOMMEND FAVORABLE ACTION

FINANCE BOARD RECOMMENDS FAVORABLE/UNFAVORABLE ACTION

DATE AND ACTION TAKEN:

ARTICLE 15: To see if the Town will vote to transfer the necessary funds for the following projects from Fiscal Year 2015 Town Free Cash; or take any action relative thereto:

<u>Purpose</u>	<u>Capital Improvement</u>	<u>Board of Selectmen Recommend</u>	<u>Funding Source</u>
Fire Department			
Portable Radios	82,000	40,000	Free Cash
Highway Department			
1-Ton Truck	80,000	80,000	Free Cash
Cemetery Department			
Utility Vehicle	20,000	20,000	Free Cash
Police Department			
Replacement of Line Cruiser	27,973	27,973	Free Cash
Total	\$ 209,973	\$ 167,973	

Each item above will be considered a separate appropriation. The budgeted amount may be spent only for the stated purpose. Article Submitted by the Capital Improvement Committee

Comment: The above projects were recommended for funding in FY2017 by the Capital Improvement Committee (CIC). Refer to Appendix A for the complete 5 Year CIC report.

BOARD OF SELECTMEN RECOMMEND FAVORABLE ACTION

FINANCE BOARD RECOMMENDS FAVORABLE/UNFAVORABLE ACTION

DATE AND ACTION TAKEN:

ARTICLE 16: To see if the Town will vote to authorize the Whittier Regional Vocational Technical District Committee's vote on February 10, 2016 to establish a Stabilization Fund, pursuant to Section 16G ½ of Chapter 71 of the Massachusetts General Laws, said Stabilization Fund to be invested and to retain its own interest earnings as provided by law and further set up an operational line item to be created to transfer available monies into said Stabilization Fund; or take any other action relative thereto.

Article submitted by the Whittier Regional Vocational Technical High School Committee.

BOARD OF SELECTMEN RECOMMEND FAVORABLE ACTION

FINANCE BOARD RECOMMENDS FAVORABLE/UNFAVORABLE ACTION

DATE AND ACTION TAKEN:

ARTICLE 17: To see if the Town will vote to transfer the sum of FIFTEEN THOUSAND DOLLARS (\$15,000.00) from the Conservation Commission Fees Account (2601-990-45305-000) to the Conservation Commission Expense Account for Fiscal Year 2017 (1001-171-52000-052) for the purposes of costs related to Commission operating costs; or to take any other action relative thereto.

Article submitted by the Conservation Commission

This article transfers funds from fees collected by the Commission to the Commission Services Account.

BOARD OF SELECTMEN RECOMMEND FAVORABLE ACTION

FINANCE BOARD RECOMMENDS FAVORABLE/UNFAVORABLE ACTION

DATE AND ACTION TAKEN:

ARTICLE 18: To see if the Town will vote to reauthorize the Veasey Memorial Park Revolving Fund as established at the Special Town Meeting held December 2, 1996 and authorized by Chapter 44, Section 53E-½ of Massachusetts General Laws. The purpose of this fund is for the Conservation Commission to pay operating costs of Veasey Memorial Park. The Conservation Commission may expend from this account an amount not to exceed NINETY THOUSAND DOLLARS (\$90,000.00) for Fiscal year 2017; or take any other action relative thereto.

The Conservation Commission shall give a report to the Annual Town Meeting detailing the total receipts and expenditures of this fund for the fiscal year. (Please see appendix B for the report)

Article submitted by Conservation Commission

BOARD OF SELECTMEN RECOMMEND FAVORABLE ACTION

FINANCE BOARD RECOMMENDS FAVORABLE/UNFAVORABLE ACTION

DATE AND ACTION TAKEN:

ARTICLE 19: To see if the Town will vote to reauthorize the Pines Recreation Boat Ramp Revolving Fund as established at Special Town Meeting held October 13, 1992 and authorized by Chapter 44, Section 53E ½ of Massachusetts General Laws. The purpose of this fund is to allow receipts received from the sale of Pines Boat Ramp and Mooring Permits to be expended without further appropriation for the purchase of floats, safety equipment, walk ramp, necessary hardware for installation, and maintenance and repair of Pines Boat Ramp. The Pines Recreation Development Committee may, upon approval of the Board of Selectmen, expend from this account an amount not to exceed FIVE THOUSAND DOLLARS (\$5,000) during Fiscal year 2017; or take any other action relative thereto.

There shall be a report to the Annual Town Meeting detailing the total receipts and expenditures of this fund for the fiscal year. (Please see appendix B for the report)

Article submitted by Finance Director

BOARD OF SELECTMEN RECOMMEND FAVORABLE ACTION

FINANCE BOARD RECOMMENDS FAVORABLE/UNFAVORABLE ACTION

DATE AND ACTION TAKEN:

ARTICLE 20: To see if the Town will vote to reauthorize the Zoning Board of Appeals Revolving Fund as established at Annual Town Meeting held April 27, 2009 and authorized by Chapter 44, Section 53E ½ of Massachusetts General Laws. The purpose of this fund is to hold fees paid by the applicants and to be expended without further appropriation for the payments of advertising and associated clerical work relative to the applicant's application. The Zoning Board of Appeals may, upon approval of the Board of Selectmen, expend from this account an amount not to exceed FIVE THOUSAND DOLLARS (\$5,000) during Fiscal year 2017; or take any other action relative thereto.

The Zoning Board of Appeals shall give a report to the Annual Town Meeting detailing the total receipts and expenditures of this fund for the fiscal year. (Please see appendix B for the report).

Article submitted by the Zoning Board of Appeals

BOARD OF SELECTMEN RECOMMEND FAVORABLE ACTION

FINANCE BOARD RECOMMENDS FAVORABLE/UNFAVORABLE ACTION

DATE AND ACTION TAKEN:

ARTICLE 21: To see if the Town will vote to reauthorize the Bagnall School Summer Program Revolving Fund as established at Annual Town Meeting held April 27, 2009 and authorized by Chapter 44, Section 53E ½ of Massachusetts General Laws. The purpose of this fund is to hold fees paid by the applicants and to be expended for salaries/wages and expenses of the Bagnall School Summer Program. The Bagnall School Summer Program may, upon approval of the Board of Selectmen, expend from this account an amount not to exceed ONE HUNDRED THIRTY THOUSAND DOLLARS (\$130,000) during Fiscal year 2017; or take any other action relative thereto.

The Director of the Program shall give a report to the Annual Town Meeting detailing the total receipts and expenditures of this fund for the fiscal year. (Please see appendix B for the report)

Article submitted by Finance Director

BOARD OF SELECTMEN RECOMMEND FAVORABLE ACTION

FINANCE BOARD RECOMMENDS FAVORABLE/UNFAVORABLE ACTION

DATE AND ACTION TAKEN:

ARTICLE 22: To see if the Town will vote to authorize the Council on Aging Revolving Fund as authorized by Chapter 44, Section 53E ½ of Massachusetts General Laws. Said account to be under the direction of the Council on Aging Director and used for the deposit of receipts collected through fees and public donations; and further to allow the Council on Aging to expend funds not to exceed TEN THOUSAND DOLLARS (\$10,000) during Fiscal year 2017 from said account for ongoing supplies and equipment; or take any other action relative thereto.

The Director of the Council on Aging shall give a report to the Annual Town Meeting detailing the total receipts and expenditures of this fund for the fiscal year.

Article submitted by Finance Director

BOARD OF SELECTMEN RECOMMEND FAVORABLE ACTION

FINANCE BOARD RECOMMENDS FAVORABLE/UNFAVORABLE ACTION

DATE AND ACTION TAKEN:

ARTICLE 23: To see if the Town will vote to authorize the Fire Department CPR Class Revolving Fund as authorized by Chapter 44, Section 53E ½ of Massachusetts General Laws. Said account to be under the direction of the Fire Chief and used for the deposit of receipts collected through class fees and public donations; and further to allow the Fire Chief to expend funds not to exceed SIX THOUSAND DOLLARS (\$6,000) during Fiscal year 2017 from said account for salaries and expenses related to CPR Classes; or take any other action relative thereto.

The Fire Chief shall give a report to the Annual Town Meeting detailing the total receipts and expenditures of this fund for the fiscal year.

Article submitted by the Fire Department

BOARD OF SELECTMEN RECOMMEND FAVORABLE ACTION

FINANCE BOARD RECOMMENDS FAVORABLE/UNFAVORABLE ACTION

DATE AND ACTION TAKEN:

ARTICLE 24: To see if the Town will vote to appropriate a sum of up to FIFTY- FIVE THOUSAND THREE HUNDRED DOLLARS (\$55,300) from the Community Preservation Fund General Reserve to be made available for the purpose of the development of Phase 3 of a plan for the Groveland Community Trail project, said project to be managed by the town Finance Director and the Groveland Open Space and Trails Committee under the CPA categories of Open Space and Recreation and be completed no later than June 30, 2019; or take any action relative thereto.

Article submitted by the Community Preservation Committee

This project is for the third phase of planning and is being conducted to put a required plan in place to receive a MassDOT Transportation Improvement Plan grant for \$4-5 million to construct the Groveland Community Trail.

BOARD OF SELECTMEN RECOMMEND FAVORABLE ACTION

FINANCE BOARD RECOMMENDS FAVORABLE/UNFAVORABLE ACTION

DATE AND ACTION TAKEN:

ARTICLE 25: To see if the Town will vote to appropriate a sum of up to FORTY-TWO THOUSAND TWO HUNDRED FIFTY ONE DOLLARS (\$42,251) from the Community Preservation Fund's Historic Reserve to be made available for the purpose of preserving and managing the historical documents maintained by the Town Clerk, said project to be managed by the town Finance Director and the Town Clerk under the CPA category of Historic Preservation and be completed no later than June 30, 2019 or take any action relative thereto.

Article submitted by the Community Preservation Committee

This proposal details a plan to scan our historic documents and only store originals of our most historic and legal items. The project would clear town hall of all the paper while making historic documents easier to find and more accessible to the public.

BOARD OF SELECTMEN RECOMMEND FAVORABLE ACTION

FINANCE BOARD RECOMMENDS FAVORABLE/UNFAVORABLE ACTION

DATE AND ACTION TAKEN:

ARTICLE 26: To see if the Town will vote to appropriate a sum of up to TWELVE THOUSAND DOLLARS (\$12,000.) from the Community Preservation Fund's Historic Reserve FY-2017 to be made available for the purpose of conducting a Historic Properties Survey by the town Historic Commission, said project to be managed by the town Finance Director and the Historic Commission under the CPA category of Historic Preservation and be completed no later than June 30, 2019 or take any action relative thereto.

Article submitted by the Community Preservation Committee

Identify and document buildings and structures that are architecturally and historically significant to the history and development of Groveland.

BOARD OF SELECTMEN RECOMMEND FAVORABLE ACTION

FINANCE BOARD RECOMMENDS FAVORABLE/UNFAVORABLE ACTION

DATE AND ACTION TAKEN:

ARTICLE 27: To see if the Town will vote to appropriate or reserve from Community Preservation Fund Fiscal Year 2017 estimated annual revenues the amounts recommended by the Community Preservation Committee for committee administrative expenses, debt service, community preservation projects, and other expenses, with each item to be considered a separate appropriation:

PURPOSE	RECOMMENDED AMOUNT
Appropriations:	
Committee Administrative Expenses	\$ 20,000
Reserves:	
Open Space	\$ 50,000
Historic Resources	\$ 50,000
Community Housing	\$ 50,000

or take any other action relative thereto.

Article submitted by the Community Preservation Committee

BOARD OF SELECTMEN RECOMMEND FAVORABLE ACTION

FINANCE BOARD RECOMMENDS FAVORABLE/UNFAVORABLE ACTION

DATE AND ACTION TAKEN:

ARTICLE 28: To see if the Town will vote to rescind the \$750,000 borrowing authorization, for the purchase of an aerial/ladder truck for the use of the Fire Department, which appropriation was approved by the Town under Article 11 of the warrant at the 2015 Annual Town Meeting; or take any other action relative thereto.

Article submitted by the Board of Selectmen

BOARD OF SELECTMEN RECOMMEND FAVORABLE ACTION

FINANCE BOARD RECOMMENDS FAVORABLE/UNFAVORABLE ACTION

DATE AND ACTION TAKEN:

ARTICLE 29: To see if the Town will vote to raise and appropriate the sum of \$750,000, more or less, for the purpose of purchasing and equipping an aerial/ladder truck for the use of the Fire Department, including the payment of all costs incidental and related thereto; provided, however, that the appropriation authorized hereunder shall be contingent upon approval by the voters of a ballot question to exclude the amount raised and appropriated for said purchase from the limitation on total property taxes set forth in Chapter 59, Section 21C of the General Laws (Proposition 2½, so called); or take any other action relative thereto.

Article submitted by the Board of Selectmen

BOARD OF SELECTMEN RECOMMEND FAVORABLE ACTION

FINANCE BOARD RECOMMENDS FAVORABLE/UNFAVORABLE ACTION

DATE AND ACTION TAKEN:

ARTICLE 30: To see if the Town will vote to raise and appropriate, or borrow the sum of \$750,000, more or less, for the purpose of purchasing and equipping an aerial/ladder truck for the use of the Fire Department, including the payment of all costs incidental and related thereto; that to meet said appropriation, authorize the Treasurer, with approval of the Board of Selectmen, to borrow said sum under G.L. Chapter 44, Section 7 or any other enabling authority and to issue bond or notes of the Town therefor; provided, however, that the appropriation authorized hereunder shall be contingent upon approval by the voters of a ballot question to exclude the amount required to pay for the bond or notes issued for said project from the limitation on total property taxes set forth in Chapter 59, Section 21C of the General Laws (Proposition 2 1/2), so called; or take any other action relative thereto.

Article submitted by the Board of Selectmen

BOARD OF SELECTMEN RECOMMEND FAVORABLE ACTION

FINANCE BOARD RECOMMENDS FAVORABLE/UNFAVORABLE ACTION

DATE AND ACTION TAKEN:

ARTICLE 31: To see if the Town will vote to rescind its acceptance of the provisions of Massachusetts General Laws, Chapter 48, Sections 42, 43, and 44, the so-called “strong fire chief” statute; and further to accept the provisions of Massachusetts General Laws, Chapter 48, Section 42A, the so-called “weak fire chief” statute; or take any other action relative thereto.

Article submitted by the Board of Selectmen

Accepting this statute would give the Selectmen appointing authority over all positions within the fire department, and further gives them authority to set wages and establish regulations within the fire department. A copy of Chapter 48, Section 42A is inserted in the warrant for informational purposes only. (Appendix C)

BOARD OF SELECTMEN RECOMMEND FAVORABLE ACTION

DATE AND ACTION TAKEN:

ARTICLE 32: To see if the Town will vote to recodify and renumber the Town of Groveland Zoning By-laws in their entirety, including all internal citations thereto, in the manner set forth in the Town of Groveland Zoning By-laws “Submitted for revision on April 25, 2016” (the “Revised Zoning Bylaws”), and addendums thereto, a copy of which has been placed on file with the Town Clerk, and further to amend said existing Zoning By-laws to delete certain existing terms and add new terms, all as set forth below:

1. Delete the existing table of contents and add a new Table of Contents as set forth in the Revised Zoning By-laws;
2. Recodify Section 104.1 of the existing Zoning By-laws as Section 1.7 of the Revised Zoning By-laws; Recodify Sections 105.1 and 105.2 as Section 14.8 of the Revised Zoning By-laws, and amend the terms of Section 105.1.1 as shown; Recodify Sections 107.1 and 107.2.2 as Section 4.3 of the Revised Zoning By-laws, and amend the terms of Section 107.1.1 as shown; Recodify Section 107.3 as Section 7.2 of the Revised Zoning By-laws; Recodify Sections 107.4, 107.5 and 107.6 as Sections 8.3, 8.4 and 8.5 of the Revised Zoning By-laws; Recodify Section 107.8 as Section 8.6 of the Revised Zoning By-laws; Delete the remainder of Section 100 in its entirety, and add a new Section 1 as set forth in the Revised Zoning By-laws;
3. Recodify Sections 201 and 202 of the existing Zoning By-laws as Sections 3.1 and 3.2 of the Revised Zoning By-laws and amend the terms of those sections as shown; Recodify Appendix C as Section 3.3 of the Revised Zoning By-laws; and delete Section 203 of the existing Zoning By-laws;
4. Recodify Section 301.8 of the existing Zoning By-laws as Section 7.1 of the Revised Zoning By-laws; Amend Section 301.8.3 as set forth in Section 7.1.3 of the Revised Zoning By-laws; Delete Section 301.8.6 and add Section 7.1.5.1 in its place; Recodify Section 302.1 as Section 7.3 of the Revised Zoning By-laws; Recodify Section 302.3 as Section 6.2.7.3(a) of the Revised Zoning By-laws; Recodify Sections 303.4, 303.5, 303.6(2), 304.1 and 306 as Section 8.2 of the Revised Zoning By-laws, and amend the terms of Sections 303.5 and 303.6(2) as shown; Delete the remainder of Section 300 and add a new Section 4, including a new Table of Uses in Section 4.4, and a new Section 8, as set forth in the Revised Zoning By-laws;
5. Delete Section 400 of the existing Zoning By-laws in its entirety;
6. Recodify Section 500 of the existing Zoning By-laws as Section 10.2 of the Revised Zoning By-laws and amend Section 500 in the manner set forth in the Revised Zoning By-laws, including the addition of new Sections 10.2.8.5 and 10.2.9.1(e), and revisions to Section 500.X.1(c) as set forth in Section 10.2.9.3(a)(3) of the Revised Zoning By-laws;
7. Delete Section 600 of the existing Zoning By-laws in its entirety;
8. Recodify Section 700 of the existing Zoning By-laws as Section 10.3 of the Revised Zoning By-laws, and amend Section 700 in the manner set forth in the Revised Zoning By-laws, including revisions to Section 703.1.4 in the manner set forth in Section 10.3.3.1(d) of the Revised Zoning By-laws;
9. Delete Sections 800, 850 and 900 of the existing Zoning By-laws in their entirety;

10. Recodify Section 950 of the existing Zoning By-laws as Section 10.1 of the Revised Zoning By-laws, rename the Section "Inclusion of Affordable Housing," and amend Section 950 in the manner set forth in the Revised Zoning By-laws, including revisions to Sections 951, 956.2, and 956.4;
11. Delete Section 1000 of the existing Zoning By-laws in its entirety;
12. Recodify Section 1100 of the existing Zoning By-laws as Section 6.1 of the Revised Zoning By-laws, and amend Section 1100 in the manner set forth in the Revised Zoning By-laws;
13. Recodify Section 1200 of the existing Zoning By-laws as Section 12 of the Revised Zoning By-laws, and amend Section 1200 in the manner set forth in the Revised Zoning By-laws;
14. Delete Section 1300 of the existing Zoning By-laws in its entirety and add a new Section 11 as set forth in the Revised Zoning By-laws;
15. Delete Section 1400 of the existing Zoning By-laws in its entirety and add a new Section 9 as set forth in the Revised Zoning By-laws;
16. Recodify Section 1505 of the existing Zoning By-laws as Section 14.5 of the Revised Zoning By-laws; Recodify Sections 105.1 and 105.2 as Section 14.8 of the Revised Zoning By-laws; Delete the remainder of Section 1500 of the existing Zoning By-laws and add a new Section 14 as set forth in the Revised Zoning By-laws;
17. Recodify Section 1600 of the existing Zoning By-laws as Section 7.4 of the Revised Zoning By-laws;
18. Recodify Section 1700 of the existing Zoning By-laws as Section 6.2 of the Revised Zoning By-laws; and amend Section 1700 in the manner set forth in the Revised Zoning By-laws, including revisions to Sections 1700.2 and 1700.6(C), 1700.6.C.vii, and the addition of Section 6.2.7.3;
19. Delete Appendix A of the existing Zoning By-laws in its entirety;
20. Recodify Appendix B of the existing Zoning By-laws as Section 2 of the Revised Zoning By-laws; Amend the introductory paragraph of Section 2 in the manner set forth in the Revised Zoning By-laws; Add new definitions to Section 2 and amend existing definitions in the manner depicted in red and blue in the Revised Zoning By-laws;
20. Add new Sections 5 and 13 as set forth in the Revised Zoning By-laws;
21. Recodify Appendix E as Appendix A of the Revised Zoning By-laws.

or take any other action relative thereto.

PLANNING BOARD RECOMMENDS FAVORABLE ACTION

BOARD OF SELECTMEN RECOMMEND FAVORABLE/UNFAVORABLE ACTION

DATE AND ACTION TAKEN:

ARTICLE 33: To adjourn Town Meeting, and direct those qualified to vote in Annual Town Election to meet in their respective voting precinct **Town Hall, 183 Main Street Groveland, MA** on **Monday, May 2, 2016 between the hours of 7:00 A.M. and 8:00 P.M.** to elect the following Town Officers and vote on the following Ballot Questions:

To Elect:

- One (1) Selectman for three years
- One (1) Town Clerk for three years
- One (1) Assessor for three years
- One (1) Road Commissioner for three years
- One (1) member of the Board of Health for three years
- One (1) member of the School Committee for three years
- Three (3) Trustees of the Langley-Adams Library for three years
- Two (2) Trustees of the Langley-Adams Library for two years
- One (1) Trustee of the Langley-Adams Library for one year
- One (1) member of the Planning Board for five years
- One (1) member of the Planning Board for one year
- One (1) member of the Water/Sewer Commission for three years
- One (1) member of the Cemetery Commission for three years
- One (1) member of the Municipal Light Commission for three years
- One (1) Tree Warden for one year
- One (1) Moderator for one year

To vote upon the following Questions fill in the Oval to the right of the “YES” or “NO”.

QUESTION 1: Shall the Town of Groveland 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 pay costs of purchasing and equipping an aerial/ladder truck for the use of the Fire Department, including the payment of all costs incidental and related thereto?

YES () NO ()

QUESTION 2: Shall the Town of Groveland be allowed to assess an additional \$750,000 in real estate and personal property taxes for the purpose of purchasing and equipping an aerial/ladder truck for the use of the Fire Department, including the payment of all costs incidental and related thereto, for the fiscal year beginning July first, two thousand and sixteen?

YES () NO ()

APPENDIX A

CAPITAL IMPROVEMENT PLAN

FY2017 Capital Budget and 5YR Capital Plan -Adopted by vote of the Capital Improvement Committee on 12/29/15								
Department	Project	FY2017	FY2018	FY2019	FY2020	FY2021	FY2022	6 Yr Totals
Council on Aging	Handicap Access Van			58,000				58,000
	Subtotal - Council on Aging			58,000				\$ 58,000
Fire Department	Air Packs				140,000			\$ 140,000
	Pumper Engine					538,000		\$ 538,000
	Jaws of Life						100,000	\$ 100,000
	Squad 1 to replace F450		95,000					\$ 95,000
	Replace Radio System			130,000				\$ 130,000
	Portable Radios	82,000						\$ 100,000
	Subtotal - Fire Department	82,000	95,000	130,000	140,000	538,000	100,000	\$ 1,103,000
Highway Department	1-Ton Truck (Replacing 2005 Ford)	80,000						\$ 80,000
	5-Ton Truck (Replacing 2006 Peterbilt)		170,000					\$ 170,000
	6-Ton Truck (Replacing 2007 Peterbilt)				203,000			\$ 203,000
	Vacuum Truck					263,000		\$ 263,000
	Subtotal - Highway Department	80,000	170,000		203,000	263,000		\$ 716,000
Cemetery Department								
	Utility Vehicle	20,000						\$ 20,000
	Walker Mower			15,500				\$ 15,500
	1/2 -Ton 4x4 Pickup Truck					30,000		\$ 30,000
	Subtotal- Cemetery Department	20,000		15,500		30,000		\$ 65,500
Police Department								
	Replacement of Network Server			20,000				\$ 20,000
	Replacement of Line Cruiser	27,973	28,813	29,677	30,568	31,485	32,430	\$ 180,946
	Subtotal - Police Department	27,973	28,813	49,677	30,568	31,485	32,430	\$ 200,946
	Totals	209,973	293,813	253,177	373,568	862,485	132,430	\$ 2,143,446

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APPENDIX B

REVOLVING FUND REPORTS TO TOWN MEETING

Veasey Memorial Park Revolving Fund

As of March 25, 2016

<u>Expenditures</u>	<u><i>Budget</i></u> <u><i>FY 16</i></u>	<u><i>Actual</i></u> <u><i>Spent</i></u>	<u><i>Percent of</i></u> <u><i>Budget</i></u>
Utilities			
Main Building			
Heat (oil and gas)	\$7,000	\$1,932.00	27.60%
Electricity	\$4,500	\$3,208.92	71.31%
Internet /Phone			
/TV	\$1,700	\$1,552.68	91.33%
Water	\$1,200	\$2,613.04	217.75%
Alarm Telephone	\$420	\$420.00	100.00%
Outbuildings and grounds			
Electricity	\$150	\$359.71	239.81%
Water	\$400	\$302.53	75.63%
Maintenance			
Heating Systems			
Main Building	\$200		0.00%
199 Washington	\$150		0.00%
Good Shepherds			
Cottage	\$150		0.00%
Other Systems	\$600	\$599.62	99.94%
Septic Systems			
Main Building	\$150		0.00%
199 Washington	\$150		0.00%
Good Shepherds			
Cottage	\$150		0.00%
Professional Services			
Events Coordinator	\$14,000	\$6,328.20	45.20%
Facilities and Grounds Manager	\$20,800	\$14,640.00	70.38%
Housekeeping	\$5,000	\$1,728.00	34.56%
Carpet Cleaning	\$1,000	\$560.00	56.00%
Special Cleaning Projects	\$200	\$0.00	0.00%
Supplies			
Administrative	\$600	\$451.24	75.21%
Housekeeping	\$600	\$324.89	54.15%
Hospitality	\$600	\$69.65	11.61%
Facilities	\$2,600	\$2,543.23	97.82%
Wine and Art	\$2,500	\$2,518.00	100.72%
Miscellaneous			
misc (apt repair & prep)	\$600	\$0.00	0.00%

Capital Projects

New Heating System Great Hall	\$18,000	\$17,900.00
Window replacement	\$1,500	2038.51
Roof Repair	\$1,000	\$0.00
Green Room Floor	\$4,000	\$0.00

Total	\$89,920	\$60,090	66.83%
--------------	-----------------	-----------------	---------------

	<i>Goal</i>	<i>Actual</i>
<u>Revenue</u>	<u>FY 16</u>	<u>Rec'd</u>
Tenants		
199 Washington St	\$ 20,100	\$13,400.00
Good Sheppherd Cott	\$ 13,800	\$11,027.00
Main Bldg Apartment	\$ 14,460	\$9,640.00
Lucile's Cott (OTAT)	\$ 5,400	\$3,600.00
West Wing	\$ 3,600	\$2,400.00
Storage Rm (MVPO)	\$ 1,200	\$600.00
Commercial Kitchen	\$ 690	

\$59,250

Long Term Partners

Girl Scouts	\$ 50	\$100.00
Chesterton	\$ 1,200	\$400.00
VFW/Legion	\$ 700	\$700.00
Visions	\$ 720	\$720.00

\$2,670

Single Use /Events	\$ 20,000	\$16,195.12
--------------------	-----------	-------------

\$20,000

Fundraising

Cultural Council	\$ 500	
Wine and Art	\$ 6,000	\$7,450.00
Friends of Veasey	\$ 1,000	
Donations	\$ 500	\$250.00

\$8,000

Total Income	\$89,920	\$66,482	73.93%
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Cash Position

On-hand at beginning of FY Year 16	\$1,022.52
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Revenue Year to Date FY 2016	\$66,482.12
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Expenditures Year to Date FY 2016	\$60,090.91
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On hand March 25, 2016 FY 2016	\$7,413.73
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Submitted by Mike Dempsey, Conservation Commission

Pines Recreation Boat Ramp Revolving Fund

FY15 Beginning Balance: \$ 29,035.10

FY15 Revenue: \$ 3,250.00

FY15 Expenses: \$ 27.72

FY15 Ending Balance: \$ 32,257.38

FY16 Beginning Balance: \$ 32,257.38

FY16 Revenue (through March 31, 2016): \$ 2,109.00

FY16 Expenses (through March 31, 2016): \$ 15,476.03

Current Balance: \$ 18,890.35

Submitted by: Denise M. Dembkoski, Finance Director

Zoning Board of Appeals Revolving Fund

Total Amount for 2015-16 Revolving Acct.

Beginning Balance \$2,164.69

Warrants Payable (16-09)

Expenses (Tom Wakefield) (\$77.56)

Warrants Payable (16-29)

Inv#2015-12-J. Hauss (\$204.55)

Total in Revolving Acct as of March 31st: \$1,882.58

Submitted by: Julie Hauss, Zoning Board Secretary

Bagnall Summer Recreation Program Revolving Account

FY16 Starting Balance \$263,554.55

Transfer Out -\$98,000.00 STM Transfer

Payroll -\$102,763.33

Expenses -\$81,464.07

Revenue So Far \$50,037.36 Revenue from 2016 (FY17) Program so far

Ending Balance \$31,364.51

Submitted by: Matthew Castonguay, Director, Summer Recreation Program

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APPENDIX C

Massachusetts General Laws, Chapter 48, Section 42A

“In towns which accept this section or have accepted corresponding provisions of earlier laws there shall be a fire department established under the direction of the selectmen, who shall appoint a chief of the fire department and such other officers and firemen as they deem necessary, and fix their compensation in an amount not in the aggregate exceeding the annual appropriation therefor. The selectmen may make suitable regulations governing the fire department and the officers and firemen thereof, and in towns which are not subject to chapter thirty-one may remove the chief and other officers and firemen at pleasure. The chief of the fire department shall be in immediate control of all town property used by the department, and of the officers and firemen, who shall obey his orders.”

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APPENDIX D

DEFINITION OF FINANCIAL TERMS COMMONLY USED AT TOWN MEETINGS

Appropriation – An authorization by the Town Meeting to make expenditures and incur liabilities for specific purposes. An appropriation is usually limited in amount and as to the time when it may be expended.

Assessed Valuation – A valuation set upon real estate or other property by the Assessors as a basis for levying taxes.

Bond – A written promise to pay a specified sum of money by a fixed date, and carrying with it interest payments at a fixed rate, paid periodically. A **Note** is similar, but issued for a shorter period.

Debt and Interest – The amount of money necessary annually to pay the interest and the principal on the Town's outstanding debt. Also known as "Debt Service."

Fiscal Year – The budget period used by the Town running from July 1 of one year to June 30 of the next year. At the end of this period, the Town closes its books in order to determine its financial condition and the results of its operation.

Free Cash (Available Funds) – The amount of money left after all prior years' uncollected taxes have been deducted from surplus revenue. This amount may be used as available funds by vote of the Town Meeting.

Overlay – The amount, up to 5% of the tax levy, raised by the Assessors in excess of appropriations and other charges to cover abatements and exemptions.

Overlay Reserve – Unused amount of the overlay for previous years, which the Town may transfer to Surplus Revenue after all abatements for such fiscal year are settled.

Reserve Fund – A fund voted by the Annual Town Meeting and controlled by the Finance Committee for extraordinary and unforeseen expenditures incurred by Town departments during the year.

Stabilization Fund – Special Reserve Fund that can be used by a 2/3 vote of the Town Meeting.

Surplus Revenue – The amount by which cash, accounts receivable and other assets exceed the liabilities and reserves. Used in calculating free cash.

Transfer – The movement of funds from one account to another. Transfers between accounts (other than the Reserve Fund) can be made only by vote of the Town Meeting.

Unexpended Balance – That portion of an appropriation or account not yet expended. Any such balances left at the end of the fiscal year are generally used as Surplus Revenue in calculating Free Cash.

APPENDIX E

TABLE OF MOTIONS

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Table of Basic Points of Motion

Rank		Second Required	Debatable	Amendable	Vote Required	May Reconsider	May Interrupt
PRIVILEGED MOTIONS							
1	Dissolve or adjourn sine die	Yes	No	No	Majority	No	No
2	Adjourn to fix time or recess	Yes	Yes	Yes	Majority	No	No
3	Point of no quorum	No	No	No	None	No	No
4	Fix the time to (or at) which to adjourn	Yes	Yes	Yes	Majority	Yes	No
5	Question of privilege	No	No	No	None	No	Yes
SUBSIDIARY MOTIONS							
6	Lay on the table	Yes	No	No	2/3	Yes	No
7	The previous question	Yes	No	No	2/3	No	No
8	Limit or extend debate	Yes	No	No	2/3	Yes	No
9	Postpone to a time certain	Yes	Yes	Yes	Majority	Yes	No
10	Commit or refer	Yes	Yes	Yes	Majority	Yes	No
11	Amend (or substitute)	Yes	Yes	Yes	Majority	Yes	No
12	Postpone indefinitely	Yes	Yes	No	Majority	Yes	No
INCIDENTAL MOTIONS							
*	Point of order	No	No	No	None	No	Yes
*	Appeal	Yes	Yes	No	Majority	Yes	No
*	Division of a question	Yes	Yes	Yes	Majority	No	No
*	Separate consideration	Yes	Yes	Yes	Majority	No	No
*	Fix the method of voting	Yes	Yes	Yes	Majority	Yes	No
*	Nominations to committees	No	No	No	Plur.	No	No
*	Withdraw or modify a motion	No	No	No	Majority	No	No
*	Suspension of rules	Yes	No	No	2/3***	No	No
MAIN MOTIONS							
None	Main Motion	Yes	Yes	Yes	Var.	Yes	No
**	Reconsider or rescind	Yes	**	No	Majority	No	No
None	Take from the table	Yes	No	No	Majority	No	No
None	Advance an article	Yes	Yes	Yes	Majority	Yes	No

* Same rank as motion out of which they arise.

** Same rank and debatable to same extent as motion being reconsidered.

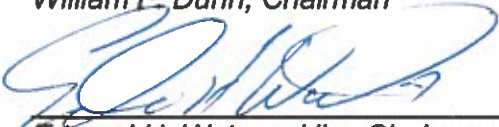
*** Unanimous if rule protects minorities; out of order if rule protects absentees.

And you are directed to serve this Warrant by posting attested copies thereof in said Town, one copy in each of the three parts of Town known as Savaryville, the Village, and South Groveland, fourteen (14) days at least before the time of holding said meeting.

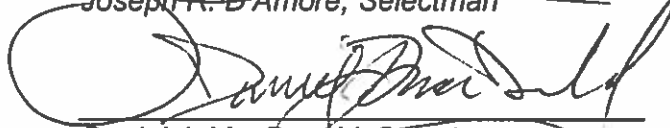
Hereof fail not and make due return of this Warrant, with your doings thereon to the Precinct Clerk, at the time and place of said meeting.

Given under our hands this 4th day of April in the year of our Lord two thousand sixteen.


William F. Dunn, Chairman


Edward H. Watson, Vice Chairman


Joseph R. D'Amore, Selectman


Daniel J. MacDonald, Selectman


Michael N. Wood, Selectman

A true copy, attest:


Anne Brodie, Town Clerk


Robert J. Kirmelewicz, Police Chief

OFFICER'S RETURN

I have notified and warned the inhabitants of the Town of Groveland who are qualified to vote in Town Affairs by posting true and attested copies of this Warrant at the Town Hall, Savaryville and South Groveland, said copies not having been posted less than **fourteen days** before the time of said meeting.


Anne Brodie, Town Clerk


Robert J. Kirmelewicz, Police Chief

**TOWN OF GROVELAND
MASSACHUSETTS
2015-2016**

BOARD OF SELECTMEN

William F. Dunn, Chairman
Edward H. Watson, Vice Chair
Joseph R. D'Amore
Daniel J. MacDonald
Michael N. Wood

FINANCE DIRECTOR

Denise M. Dembkoski

FINANCE COMMITTEE

TERM EXPIRES

William Cook, Chairman	2016
Leigh Ann Berry	2017
Kathleen King DeLisle	2017
William O'Neil	2018
Andrew Wildes	2018
Vacancy	2018
Vacancy	2016
Vacancy	2016
Vacancy	2017

SPECIAL TOWN MEETING MINUTES

April 25, 2016

Article 1: Favorable Action Unanimous

Article 2: Favorable Action Unanimous

ANNUAL TOWN MEETING

April 25, 2016

Article 1: Favorable Action Unanimous

Article 2: Favorable Action Unanimous

Article 3: Favorable Action Unanimous

Article 4: Favorable Action Unanimous

Article 5: Favorable Action as Amended Unanimous

Article 6: Favorable Action on Finance Board Recommendation

Article 7: Favorable Action on Finance Board Recommendation

Article 8: Favorable Action Unanimous

Article 9: Favorable Action Unanimous

Article 10: Favorable Action Unanimous

Article 11: Favorable Action Unanimous

Article 12: Favorable Action Unanimous

Article 13: Favorable Action 2/3 Majority

Article 14: Favorable Action Unanimous

Article 15: Favorable Action Majority

Article 16: Favorable Action Majority

Article 17: Favorable Action Majority

Article 18: Favorable Action Majority

Article 19: Favorable Action Majority

Article 20:	Favorable Action	Unanimous
Article 21:	Favorable Action	Unanimous
Article 22:	Favorable Action	Unanimous
Article 23:	Favorable Action	Unanimous
Article 24:	Favorable Action	Majority
Article 25:	Favorable Action	Majority
Article 26:	Favorable Action	Unanimous
Article 27:	Favorable Action	Majority
Article 28:	Favorable Action	Majority
Article 29:	Favorable Action as Amended	Majority
Article 30:	Favorable Action	Unanimous as Amended
Article 31:	Not Passed	
Article 32:	Tabled	

Town Meeting Adjourned at 10:04 pm

200 Voters Attended

TOWN ELECTION RESULTS

<u>2016 Town Election</u>	<u>Voters</u>	555	574	1129
<u>Monday May 2nd, 2016</u>				
		<u>Precinct 1</u>	<u>Precinct 2</u>	<u>Total</u>
Assessor				
Write-In	William H. Darke			5
	Blanks	525	546	1071
Board of Health				
	Blanks	533	541	1074
Cemetery Commission 3 yrs				
	Raymond S. Dower III	389	396	785
	Blanks	164	175	339
Library Trustee 3 yrs				
	Jay A. Collins	376	377	753
	Barbara A. Gauvin	346	335	681
	Kathleen M. Prunier	326	317	643
	Blanks	608	686	1294
Library Trustee 2 yrs				
	Christopher Shramko	352	362	714
	Leonard Thomas	361	373	734
	Blanks	393	411	804
Library Trustee 1 yr				
	Charles J. Herman	373	380	753
	Blanks	180	192	372
Light Commissioner 3 yrs				
	Kermit K. Cross	409	417	826
	Blanks	144	156	300
Moderator 1 yr				
	William H. Darke	409	416	825
	Blanks	143	154	297
Planning Board 5 yrs				
	James M. Freer	370	373	743
	Blanks	184	197	381
Planning Board 1 yr				
	Blanks	540	563	1103

School Committee 3 yrs				
	Lisa M. O'Connor	381	388	769
	Blanks	168	183	351
Selectman 3 yrs				
	Mark M. McCabe	207	268	475
	William G. O'Neil	321	276	597
	Blanks	24	27	51
Town Clerk 3 yrs				
	Anne M. Brodie	445	442	887
	Blanks	109	130	239
Road Commissioner 3 yrs				
	Robert P. Arakelian	306	280	586
	William M. Daley	238	283	521
	Blanks	11	10	21
Tree Warden				
	Mark Parenteau	413	412	825
	Blanks	142	159	301
Water/Sewer Commission 3 yrs				
Write in	John Willett	3	5	8
	Blanks	528	551	1079
Question 1				
	Yes	270	271	541
	No	228	251	479
	Blanks	57	52	109
Question 2				
	Yes	202	209	411
	No	292	314	606
	Blanks	61	51	112

Question 1: Shall the Town of Groveland 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 pay costs of purchasing and equipping an aerial/ladder truck for the use of the Fire Department, including the payment of all costs incidental and related thereto?	Question 2: Shall the Town of Groveland be allowed to assess an additional \$750,000 in real estate and personal property taxes for the purpose of purchasing and equipping an aerial/ladder truck for the use of the Fire Department, including the payment of all costs incidental and related thereto, for the fiscal year beginning July first, two thousand and sixteen?			
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**TOWN
DEPARTMENT
REPORTS**



**ASSESSORS OFFICE
TOWN OF GROVELAND**

183 Main Street

Groveland, MA 01834

Tel: (978)372-8528

Fax: (978) 469-5000

REPORT OF THE BOARD OF ASSESSORS FISCAL 2016

The Assessor's primary responsibility is to find the "full and fair cash value" of all properties in the Town. The Assessors use a mass appraisal technique, along with data collection, new sales and building permits to establish annually assessed values. The assessment date is January 1, 2015 for fiscal year 2016. The town's fiscal year is July 1, 2015 to June 30, 2016. New values for properties are based on calendar year 2014 sales.

The Assessors' Office is the primary generator of Groveland's revenue as ninety percent of the Town's budget is funded by property taxes and motor vehicle excise. This office functions as part of the town's government but must comply with Massachusetts General Laws and is regulated by the Massachusetts Department of Revenue.

Below is a table of the Fiscal year 2016 parcel counts, valuations and taxes for the main property classes in Town:

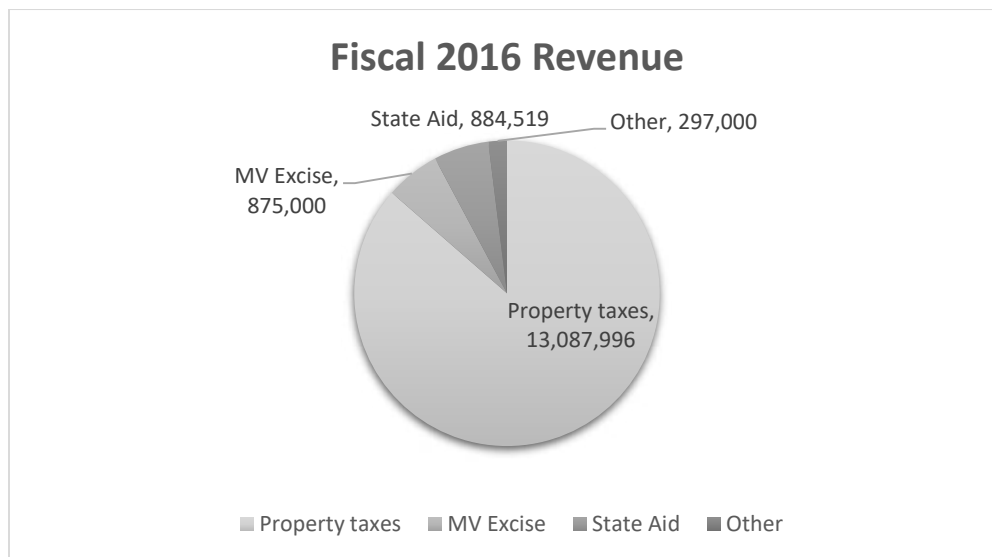
Tax Classification	Parcel Count	Assessed Value by Class	Tax Rate	Tax by Class	% of Total Value
Residential	2355	\$798,445,860	\$15.09	\$12,048,548	92.06%
Open Space	0	0		0	0%
Commercial	90	\$ 24,481,951	\$15.09	\$ 369,433	2.82%
Industrial	38	\$ 20,356,600	\$15.09	\$ 307,181	2.35%
Personal Property	128	\$ 24,044,670	\$15.09	\$ 362,834	2.77%
Exempt	125	\$ 79,862,400		0	0%
TOTAL	2736	\$947,191,481		\$13,087,996	100.00%

As always, the Board feels it is important for all taxpayer to remember that the Board of Assessors does not raise or lower your taxes, the tax bills are determined by the amounts appropriated at the annual town meeting. The assessors determine your share of that number by calculating your property's value. Real estate values are compiled from actual sales that have occurred in town, so the buyers and sellers are, in effect, setting the future values for properties within the town.

The following chart shows the average single-family tax bill for the past five fiscal years.

Fiscal Year	Tax Rate	Avg. Single Family Value	Avg. Tax Bill
2016	\$15.09	\$361,000	\$5,455
2015	\$14.61	\$352,900	\$5,160
2014	\$15.06	\$329,500	\$4,960
2013	\$14.98	\$331,800	\$4,805
2012	\$12.98	\$352,200	\$4,575

As stated earlier, the assessor's office generates 90% of the revenue for the Town, as it is responsible for property taxes and motor vehicle excise bills. The following is a breakdown of where the money the town uses for its budgeting comes from:



The assessor's office is open to the public for abutter's lists, property record cards, mapping, and abatements and exemptions for both real estate and motor vehicle excise bills. The assessors' database can be accessed on the town website along with downloadable forms and maps.

Respectfully Submitted,

N. Dana Moody, Chairman
Gerald Hill
William Darke
Debra Webster, MAA, Office Manager

2016 ANNUAL REPORT

HEALTH DEPARTMENT

BOARD OF HEALTH: Elaine Wozny, Chairman

Joan Searl, RN, Member

Deborah Kadar-Hull, RN, Member

HEALTH AGENT: Deborah Ketchen

PUBLIC HEALTH NURSE: Anita Wright, RN

ADMINISTRATIVE ASSISTANT/TRASH CONTRACT ADMINISTRATOR: Lori Bentsen

PROVIDING A SAFE AND HEALTHY ENVIRONMENT

As the town's population grows, we are confronted with more complex challenges to ensure the health of all residents. The Board of Health addressed a wide range of issues in 2016. Through our attentive efforts, the residents of Groveland benefited from lower communicable disease rates, safer food sources, increased safety at recreational facilities, reduced accessibility to tobacco products to minors and a comprehensive influenza vaccination program. In addition, the Northeast Massachusetts Mosquito Control Program continues to provide Groveland with adequate mosquito spraying at appropriate intervals. The construction and operation of septic systems continues to be a major emphasis of the Board of Health.

The Groveland Board of Health has responsibilities in three (3) main areas:

1. Community Sanitation;
2. Public Health Protection;
3. Environmental Health Protection

In the area of community sanitation, the Trash Contract Administrator oversees weekly trash and recycle collection. Trash and recycle are collected Monday through Friday and the administrator handles daily phone calls and residents coming into the office regarding missed pick-ups, trash bag limits, items allowed to be placed in the trash and recycle, hazardous waste, recycle bins and stickers, bulk items and cost, disposal of paint, electronics, appliances, tires, construction debris and yard waste.

The Public Health Nurse works closely with the Massachusetts Department of Public Health to monitor reported communicable diseases. The Public Health Nurse provides state mandated and community services including, but not limited to;

- Communicable disease surveillance, investigation, case management, MAVN/CDC data entry and outreach.
- Enforcement of quarantine/isolation practices.
- Vaccine management, distribution and administration.
- Special outbreak strategies as they arise.
- Mutual aid to surrounding communities.
- Refugee, immigrant health assessment.

- TB management and testing as indicated.
- Resource to school nurses; public, private, charter.
- Providing pneumonia and flu clinics yearly.
- Home visits to homebound, disabled and assisting residents with homecare/outpatient issues.
- Monthly health maintenance clinics.
- In home care, skilled nursing provision urgent basis.
- Collaborate with LEMS, MEMA, FEMA initiatives.
- Support Board of Health initiatives and public health education.
- Follow trends in insect borne activity, water and food service reports and state wide cancer registry.
- In 2016 the public health nurse held 12 health clinics and 4 flu/pneumonia clinics.

The Health Agent's major responsibility is to witness percolation/soil tests and conduct septic system inspections during the process of installation to ensure systems are compliant with Massachusetts Title 5 Regulations. Other job responsibilities include, but are not limited to;

- Conduct routine inspections of camps, public swimming pools, food establishments, school, church kitchens, mobile food facilities, catering establishments, to ensure sanitary and safe conditions.
- Perform environmental inspections as required by statute or as needed e.g., school food service and school bathrooms, indoor air quality and hazardous waste.
- Approve plans for new establishments and authorize the issue of licenses for the establishments listed above.
- Enforce tobacco and smoke-free establishment regulations.
- Investigate nuisance complaints and conduct follow-up inspections to ensure compliance with state and local regulations.
- Conduct investigations in response to resident complaints regarding minimum standards for safe and sanitary housing such as lead paint determination, trash, rodents, etc.
- Witness water well flow rate to ensure compliance with well regulations and examine laboratory water test results to ensure potable water.
- Review and approve preliminary septic system plans and as-built plans and issue certificate of compliance.
- Attend Board of Health meetings to advise/update the Board on issues.
- Participate in Homeland Security, Emergency Preparedness for Region 3A, participate in training programs and maintain current in planning and various certifications.
- In 2016, the health agent inspected 22 food establishments, 4 retail food stores and 2 catering facilities. The health agent witnessed and inspected 13 septic system installations and 3 well installations.

The Board of Health's administrative assistant handles the daily functions of the office. These responsibilities include, but are not limited to;

- Answer or direct all incoming phone calls.
- Assist residents, septic system installers, engineers, attorneys, bank appraisers, Title 5 inspectors, private well installers, food establishment owners, realtors who come into the office with questions, complaints, issues regarding trash and recycle, process of installing a new septic system, Title 5 and related paperwork, septic system and private well design plans, Title 5 inspections and reports, Title 5 as-built septic system plans and certificate of compliance, percolation/soil testing, food establishment inspections and licensing and related paperwork.
- Receive and deposit checks to the finance department for town permit and license fees for septic system installers, septic system and well construction, percolation/soil testing, food establishments, retail stores, tobacco, swimming pools.
- All accounts payable to the finance department including the town trash and recycle collection monthly invoices.
- Annual departmental budget which includes health department expenses, employee salaries, Board of Health member stipends and the town trash and recycle contract.
- New fiscal year payroll calculations for three (3) employees submitted to the finance department.
- Purchase office supplies for the office and staff and recycle bins and recycle stickers for the residents.
- Prepare meeting agenda and correspondence for monthly board meetings for three (3) board members and transcribe meeting minutes for board approval.
- Type all correspondence for the board, health agent, public health nurse which includes letters, memorandums, reports, town licenses.

The Groveland Board of Health and its staff will continue to work hard to provide the best health services to the residents of Groveland.

FY2016 – Office of Inspectional Services

The Office of Inspectional Services issues permits and performs inspections for: Building, Gas, Plumbing, Electric, Sheet Metal, Trenches, AAB Compliance, Street Openings and Zoning. These permits and inspections are designed to ensure public health, safety and accessibility in the built environment.

As of the August 2015 Building Inspector Pat Schena retired after decades of service to the Town of Groveland and the position was filled by Sam Joslin. From August 17th, when the new inspector started, to June 30th 2016, permits issued had a combined construction value of \$6,279,664.00 excluding plumbing, gas and electrical permits.

Expenses

Salaries and Wages	\$69,658.68
<u>Department Expenses</u>	<u>\$7,244.92</u>
Total Department Expenses	\$76,903.60

Our Inspectors Are:

Sam Joslin – Building Commissioner/Zoning Enforcement Officer	(978)-556-7209
Gerry Viens – Plumbing and Gas Inspector	(978)-372-1575
Albert Seavey – Electrical Inspector	(978)-372-9721

Current Building Codes (partial list)

1. 2009 International Building Code with MA front end amendments.
2. 2009 International Residential Code with MA front end amendments.
3. 2015 International Energy Conservation Code.
4. 2009 International Existing Building Code.
5. MA Fuel Gas Code.
6. MA Plumbing Code.
7. MA Electrical Code / 2014 National Electrical Code.
8. 2009 International Mechanical Code.

Beginning January 1st of 2017 the Town of Groveland will be implementing an online permitting system.



Groveland Council On Aging

Town Hall
183 Main Street
Groveland MA 01834

Phone: (978)-372-1101 Fax: (978)-469-5008 E-Mail: LStanton@GrovelandMA.Com

COA Annual Report FY2016

Mission Statement

Our mission is to advocate for older adults, to identify their needs, to develop and implement services, to meet their health, economic, social and cultural needs, to encourage independence, and to improve their quality of life.

Summary

Groveland's over-60 population is projected to grow 43.5% between 2010 and 2020! [Source: UMass Donahue Institute and www.census.gov] We continue our preparations to meet the needs of our "booming" 60+ population. To that end, Anita Wright (long standing COA board member and Groveland's Board of Health Nurse) addressed the Board of Selectmen on December 28, 2015 to highlight the reasons the COA needs more space and a building of our own.

Statistics and Service

FY2016 Programs, Services and Activities Provided Through the COA

(with the Support of Elder Services of the Merrimack Valley and the EOEA)

Seniors Served: Your COA currently provides programs/services/events to 1,988 Groveland residents (153 are 80-85 and 196 are 86 or better)! Of that total, we directly served 779 – 72.5% women and 27.5% men. We also served 88 non seniors (general information and family assistance).

Outreach Provided: Our Outreach position is partially funded (8 hours/week) by a grant from the EOEA. Phone reassurance, Elder Mental Health Outreach (EMHOT) in conjunction with the Amesbury COA, friendly visitors, elder legal advice, fuel assistance, veterans' services, SNAP and MassHealth application help, van trips, grocery shopping, and USDA food program.

Meals on Wheels: 2,912 meals were delivered to home-bound elders, dispatched out of the West Newbury COA.

Newsletter: Sent to 1,380 households, 10 times each year. Funded by a grant from the EOEA. Newsletter is also available online.

Financial Assistance: Community Action, Citizens Energy Heat Program, Rebuilding Together, MV Legal Assistance, Prescription Advantage Program, and Medicare assistance reached 238 elders.

Transportation: The use of our van to provide transportation to doctors, hospitals, rehab., shopping and personal needs, as well as volunteer drivers with the NEET program (Northern Essex Elder Transport) provided 1,220 rides to 62 residents. FREE transportation is now available through MVRTA's Ring & Ride Program (approved by our Board of Selectmen). Property tax work-off program and intergenerational activities were also provided.

Health/Wellness/Exercise: Board of Health blood pressure clinics, podiatrist clinics and senior flu clinics reached 176 clients. All classes (diet and health, Senior Fitness, Yoga, Zumba) now held at Town Hall (formerly at Fire Station meal site).

Elder Services of the Merrimack Valley: Provided Groveland clients access to SHINE (Serving the Health Info Needs of Everyone on Medicare – 88 residents served), the Brown Bag program, Crisis Intervention Unit, Money Mgmt., Home Care Program (homemaker, companion, personal care, chores, social day care, adult day health, Life Line) and Title III (meals) programs.

On Going Activities: AARP tax assistance (40 returns filed), financial/retirement planning, health insurance / social security programs, trips to museums, travel and tours, exhibits, movies and concerts, Men's Breakfasts, Ladies Tea, monthly birthday celebrations, art classes, weekly game day, and summer cookouts (enjoyed by 211 citizens).

Annual Events: Volunteer Appreciation Brunch (supported by the *Friends of the COA*), COA Senior Day (supported by local businesses, Groveland Police Assoc. and local Cultural Council Grant), NEET Volunteer Drivers' Luncheon, and Harvest Dinner provided by the Groveland Police Assoc.

Volunteers: Our dedicated volunteers logged 1,677 hours of service.

Community Support (in addition to services above): *Friends of the Groveland COA* (sponsor of many programs and events) started a "Town Wide Yard Sale" fundraiser that was very popular. It will be an annual event. Ongoing support provided by the Board of Selectmen, the Chicken Connection, Atty. Elaine Dalton, Groveland Congregational Church Mission Committee, Groveland Police Dept., Langley-Adams Library, Merrimack Valley Philharmonic Orchestra, "Mister Fix-It," residents of Nichols Village, Penacook Place, Ocasio's Martial Arts, Pentucket Regional High School, art Instructors Marcia Nadeau and Frank Sadowski and our generous citizens!

Respectfully Submitted,

Lynne Stanton *Director*

Board of COA: Ron Mertens - *Chairperson*, Frank Sadowski - *Vice Chairperson*, Steve Williamson (partial year) and Dorothy DiChiara - *Treasurers*, Laurel Puchalski - *Secretary* and Carl Much

Staff: Nisha Burke - *Program / Transportation Coordinator*, Vanessa Kahrman (partial year) and Katherine Shaw - *Outreach*, Walter Losee and Hugh Mitchell - *Van Drivers*

Groveland Conservation Commission
FY-2016 Annual Report

The Groveland Conservation Commission is charged with the protection of Groveland's natural resources including wetlands, streams and rivers. The Commission held public hearings on the second Wednesdays of each month. In addition were available Monday evenings at town hall for sign-offs and questions. When fully staffed, the Commission has seven full members all of whom are appointed volunteers. The Commissioners in 2016 were Chair Mike Dempsey, Tom Schaeffer, Terry Grim, Fred O'Connor and John Gebauer. We had two unfilled positions.

The office is staffed by Administrator, Julie Hauss, who is a part-time consultant. Chief among the Conservation Commission's responsibilities is the administration and enforcement of the Massachusetts Wetlands Protection Act and the Groveland Wetlands Protection Bylaw. In FY 2016, the Commission held public hearings on 11 Notices of Intent and 7 Requests for Determination of Applicability,¹ Abbreviated Notice of Resource Determination as well as 4 requests to amend or extend existing Orders. The Commission inspected and acted on more than 18 Requests for Certificates of Compliance. The Commission investigated various complaints and calls regarding resource area concerns and issued Enforcement Orders on violations. The Commission advises other Town boards and officials, as well as private individuals and groups, on issues that relate to its areas of jurisdiction. The Commission issued comment letters to the Planning Board and the Zoning Board of Appeals for projects under review this year and places high priority on providing input during the preliminary design review phase of new developments.

Equally important is the Conservation Commission's authority under the Conservation Commission Act of 1957 to plan for natural resource protection, acquire important land and water areas, and manage these properties for conservation and passive recreation. In FY 2016, the Conservation Commission worked on the following land protection and land management projects:

The Commission continued to work with the Mass Executive Office of Environmental Affairs to complete the requirement to receive a \$200,000 grant under the Federal Land and Water Conservation Fund program. The grant will be applied toward the purchase of the 48-acre Mattingly property purchased in 2014 using Community Preservation Funds and State Turtle Habitat Restoration funds from the Groveland Solar Field project. When received the grant funds will be repaid to Community Preservation accounts.

The Commission continued to work with Mass EEA, Mass DEP, the Natural Heritage and Endangered Species Program and Essex County Greenbelt Association (ECGA) to complete a required Conservation Restriction on the Mattingly and Angelini parcels. The CR will be held by ECGA.

The Commission continues to manage Veasey Memorial Park, a Conservation property purchased in 1996. Going into our twenty-first year we work with our volunteer management agents to provide a conservation park with trails, forest and fields while using the main building as an event and meeting facility. Due ice dams in the Winter of 2015 and insurance coverage we were able to complete extensive repairs including repair of the apartment second floor roof, restoration of original Veasey living and dining room and an upgrade to a new fire alarm system.

The Commission applied for Community Preservation funds to repair old windows and a door in an historic portion of the main building at Veasey Park in FY-15. We spent most of this year finding a vendor that can complete the work within the budget allotted.

The Commission continues to work on preserving the Lower Center Street area that borders Haverhill and Boxford. We examined the existing picnic area and made some changes to the rules at the site.

Additional trail work was completed at the Meadow Pond property as part of the Bagnall School Fourth Grade Class annual trail projects. We also continue to work closely with the Groveland Open Space and Trails Committee to manage trails at Veasey Park, Meadow Pond, Town Forest and the new Center Street Greenway. The Commission also worked on various projects involving beaver issues, trail construction and maintenance and signage; and other conservation land management concerns.

The Conservation Commission is represented on the Community Preservation Committee and the Groveland Open Space and Trails Committee.

Respectfully Submitted,
Michael Dempsey, Chair
Groveland Conservation Department
June 30, 2016



TOWN OF GROVELAND FIRE DEPARTMENT

181 Main Street
Groveland, MA
01834

Annual Report FY2016

The Groveland Fire Department is strictly a call Fire Department. We have no full-time staff and rely on a work force that isn't always available. As the community grows, the request for services continues to increase. The fire department responded to a total 579 calls during the fiscal year. The following view is a summary of those calls from 7/1/13 through 6/30/16.

3 Year Trend	FY2014	FY 2015	FY2016
Fire	n/a	35	31
Rescue & EMS	267	305	354
Hazardous Conditions	n/a	18	28
Service Call	n/a	52	47
Good Intent Call	n/a	39	45
False Alarm & False Call	n/a	77	74
Severe Weather & Natural Disaster	n/a		
Totals	492	526	579

Financial Performance

Operating within budget requires careful planning and a prioritization of needs and fire service requirements. The maintenance, testing and certification is ongoing and must be performed to satisfy all safety standards and requirements. The ability to stay within the budget and respond to an increased call volume creates a unique set of challenges. The Fire Department budget has been limited to a 2% increase in overall budget while the demand for services continues to grow.

Training

Since our decision to adopt a new training standard in 2015, we have improved significantly. Groveland has partnered with the Massachusetts Firefighting Academy to host the Firefighter I/II class for new recruits. This partnership has accelerated our ability to train our personnel to a national standard. In FY15 we trained 3 firefighters to this level, in FY16 we added another 6 certified firefighters. This program requires each firefighter to complete the 240-hour class and pass both a written and practical exam.

Students receive classroom training in all basic firefighting skills. They practice first under non-fire conditions and then during controlled fire conditions. To graduate, students must first demonstrate proficiency in life safety, search and rescue, ladder operations, water supply, pump operations, and fire attack. The fire department completed 2,963 hours of training in FY2016.

Fire Chief Credentialing

In 2012 the Massachusetts Fire Service Commission adopted the Mass Fire Chief Credentialing Program. The goal of the program is to ensure a strong degree of accountability and to provide that as many fire chiefs as possible can be involved in the process. The Credentialing Program set forth the goals needed for fire chiefs to enhance their knowledge, skills, and abilities to be fire chiefs in Massachusetts. The program establishes a higher degree of professionalism so that chiefs may be better prepared to serve their department, their community and other organizations. The goal is to promote the professional development of the fire chief in Massachusetts and to assist the chiefs in their daily operations, including the management of large-scale incidents. Credentialed Chiefs will be required to renew their credentials every three years.

In June of 2016, Fire Chief Robert Lay and Captain Kurt Ruchala were recognized by the Fire Service Commission for having met the requirements and were awarded this important accreditation.

Emergency Medical Services

The EMS operations for the department have experienced numerous changes over the past year. We received approval from the Massachusetts Department of Public Health for our Emergency Zone Plan submitted in 2016. This document defines how EMS is delivered in Groveland and is in place to monitor performance and deployment of resources. We are currently working with the State to become a licensed ambulance service that will expand our ability to operate as EMT's in the field. While we won't be the transporting agency, this does represent an improved level of care to our residents.

HeartSafe Community

The Groveland Fire Department has adopted a comprehensive program under the guidelines of the "HEARTSAFE Community" program to increase the overall community response to incidents of sudden cardiac arrest (SCA) in Groveland. This program has included a survey of public buildings and private businesses to locate publicly placed AED's and an AED/ CPR awareness campaign targeting businesses that are considered "high risk" for SCA. This program has also included review and revisions to Fire Department dispatch protocols and QA/QI. We have cultivated a small group of American Heart Association CPR/AED instructors to teach and certify the public in CPR/AED use, and intend on making education the core of our program.

Fire Prevention

The fire prevention division is headed up by Lt. Credit and supervised by Chief Lay. They currently have 2 credential fire prevention officers. Fire prevention reviews plans for new construction and renovations for fire alarm and fire protection systems as required by the state building code. They perform inspections for code compliance before occupancy permits are issued. Fire prevention issues permits and inspects, oil burners, oil tanks, propane tanks, fuel storage, fuel dispensing facilities and vehicle mounted fuel transfer tanks to name a few. They permit and supervise removal of old and abandon underground storage tanks. Our inspectors monitor properties that have sprinkler systems and fire detection systems to ensure that they

are inspected and tested annually. They educate home owners and real estate professionals and perform inspections as required by MGL upon sale and transfer of residential structures. In FY 2016 fire prevention 232 inspections. The Fire Prevention division is also required to inspect preschools and conducting fire drills at the Bagnall School 4 times each year.

ISO Rating

Groveland participated in the Insurance Service Organization (ISO) survey in 2014. The ISO measures a community's ability to perform fire suppression based on three components, its' equipment, staffing, training and pre-incident planning. The actual rating is then used by insurance companies to calculate insurance rates. Our current rating is a 4 and all our initiatives are designed to improve our rating. Should our ISO rating improve to a 3, **this would lower insurance premiums in Groveland.** A full copy of this report can be found on grovelandfd.com.

Apparatus Update

The department finalized the plans to create a smaller and faster fleet of vehicles. The plans to reduce the number of trucks over the next several years will benefit the community in the long term. As reported in the past, this plan will reduce capital needs and operational costs. The current issue facing the fire department is the aging fleet of fire apparatus. Our two oldest trucks, Engine 2 (2001) and Engine 3 (1991) continue to require repairs that are consistent with their age. This trend will continue until the two trucks are replaced by one newer truck in 2021. Squad 1 which is our everyday EMS vehicle is in desperate need of replacement, this is scheduled for FY2018.

Summary

The Town of Groveland is fortunate to have this dedicated group of individuals that serve as firefighters and EMT's. The demands on staying current with our training and being prepared for any type of emergency in our town requires considerable time and commitment, we are fortunate to have the men and women of the Groveland Fire Department.

Respectfully submitted,

Robert B. Lay

Fire Chief

**Langley-Adams Library
Acting Library Director's Report
Fiscal Year 2016**

Statistics

By the end of Fiscal Year 2016, Langley-Adams Library held a total of 46,025 materials. These materials include physical and electronic items.

Langley-Adams Library's materials were checked out and renewed a total of 45,474 times.

During Fiscal Year 2016, we provided 6,057 items to other libraries through interlibrary loan. These items were loaned within the Merrimack Valley Library Consortium and through the Commonwealth Catalog, which reaches the majority of Massachusetts.

The Library had a total of 4,602 registered borrowers by the end of Fiscal Year 2016, 3,609 of which were residents of Groveland.

Programs

Our summer reading program during 2016 focused on health, including mental health, fitness, and healthy eating. Over fifty children won the Topsfield Fair Prize Pack, generously provided by the Topsfield Fair's annual Read and Win program.

Story times continued to take place at least three times a week, including one story time for babies and toddlers and two for preschoolers. The Library also has a monthly Teddy Bear Story Time the first Wednesday of every month in the evening for all ages.

During Fiscal Year 2016, a dynamic new Adult Services Librarian and Outreach Coordinator was hired, ensuring that excellent programming for adults continues. Our new Adult Services Librarian schedules at least one program per month, but often more.

Comments

Thank you to everyone in the community for their support during Fiscal Year 2016!

Respectfully submitted,

Darcy Lepore, Acting Library Director



Town of Groveland Police Department

181 Main Street
Groveland, Massachusetts 01834
(978) 521-1212

Robert J. Kirmelewicz
Chief of Police

In FY 2016, the police department logged 14,550 calls for service and 17,275 log entries. There were 2,724 commercial business and residence checks logged. There were 316 alarm responses. Reported larcenies/burglaries totaled 21. The department responded to 378 medical calls and 64 motor vehicle crashes. Identity theft/credit card calls 35, alarm responses 316 and assist citizens/other agencies totaled 4,767. There were 380 animal calls for service.

Officers had 2,578 motor vehicle stops with 1,955 operators given verbal warnings, 85 written warnings, 451 civil citations issued, 73 criminal complaints issued and 14 arrests were made.

The charges for individuals arrested are broken down as follows: license/registration offenses 210, operating under the influence 24, warrant arrest 41, drug/liquor offenses 18, larceny/B&E 12, trespass/threats/firearms/weapons charges 15, and harassment/domestic assaults 45.

Thanks to the support of the Capital Improvement Committee, the Finance Committee, the Finance Director, the Board of Selectmen and the residents, we were able to complete a total renovation and upgrade of the town's emergency communications center. We now have state of the art equipment to dispatch for the police department, the fire department and all other town departments. Additionally, thanks to the State 911 Department we now have the next generation 911 system. This allows us to track 911 calls on a GPS mapping system to locate callers quicker and with better accuracy.

The department continues to be involved in many community-policing events and is doing very well serving the community. I would like to thank all town departments, the Board of Selectmen and the residents for all that they do to help us make Groveland such a great place.

Respectfully,

Robert Kirmelewicz
Chief of Police



Town of Groveland
Water and Sewer Department
183 Main Street
Groveland, MA 01834
(978) 556-7200 x 220 Fax (978) 373-6147

2015 Annual Town Report for the Water and Sewer Department

To the Citizens of the Town of Groveland

The **Water Department** was started in 1965 after buying water from Haverhill for many years. All of our water supply is derived from gravel packed wells. These wells are primarily located near the Merrimack River. We supply 1,925 service connections to approximately 6,355 people through 36.5 miles of main. The system is split into two service zones, Low and High. In the low zone static pressure is achieved by a 2 Million gallon Storage Tank located off King St. The High zone is serviced by a 1000 gpm Booster Station located on Main St and a new 800 thousand gallon storage Tank located off Wood Street.

On an average day, the Department pumps about 400 thousand gallons from our three active wells. Water is treated with Sodium Hydroxide for corrosion control, fluoride for dental health and chlorine for preventive disinfection of the distribution system.

There has been some national discussion about fluoride being added to public drinking water. To date no changes have been made. The EPA and DPH are looking into adjusting the target dose and MCL. If you have any questions please call the office.

The **Sewer Department** was started in 1977 to collect the Town's sewerage and pump it to the Haverhill Waste Water Treatment Plant for treatment. The Department operates and maintains six small lift stations and one main sewer pump station. The Collection System is comprised of 20 miles of gravity sewers and 2 miles of pressure force main.

Both Departments are municipally owned by the Town of Groveland and are operated as enterprise funds. Enterprise funds are used as a separate accounting practice for tracking revenue and expenses associated with a specific service provided to the citizens. This means that the Water and Sewer Department operates with the revenue from the water and sewer rate payers and not the tax revenue from the Town.

Water Department

The 2015 Water Quality Report (CCR) was mailed out in June 2016, this report contains testing results and information relevant to the Town's public water. It is also available at the Water Department Office located in Town Hall and the Town's web site. The Town of Groveland continues to provide high quality drinking water to its customers. The Capital Improvement Plan for the Water Department is currently being used as a reference to prioritize the needs of the Water Department. The updated CIP is accompanied by a rate study report. This study explains the costs (adjusted rates) needed to improve the water system.

There were twelve new water service connections activated this year.

In the year 2015 the department pumped a total of 147.283 million gallons of water, which is 13% more than the previous year. This increase is attributed to the Department now supplying water to the Pentucket High School. On the maximum peak day June 10th, we pumped 859 thousand gallons of water. The daily average was 0.403 million gallons of water. Our current withdrawal permit with MADEP is set at 0.410 million gallons a day. Our ten year running average is 0.385 MGD.

Jan	Feb	Mar	Apr	May	Jun
10.882	10.920	10.171	10.744	15.806	14.093

July	Aug	Sep	Oct	Nov	Dec
15.228	15.225	15.626	10.318	9.109	9.162

In millions of gallons

Unaccounted for water was 6%, the goal as set by the DEP is 10%. "Unaccounted water" is the difference between the water billed to consumers (metered consumption) and the amount of water that entered the system (metered supply). It includes domestic and non-domestic water meters under-registration, unauthorized hydrant openings, piping leakage, and illegal connections. Water that is lost is not used, and is therefore wasted. It not only represents a loss to the water supplier who receives no compensation for the distribution of this water, but also a loss to the consumer, who is missing out on the opportunity to consume this water.

During the annual hydrant flushing program we flushed 300 hydrants throughout the town for a total of 5.28 million gallons of water. Hydrant flushing enhances water quality by flushing sediment from the mainline pipes, verifies proper operation of hydrants and valves, thereby enhancing firefighting capability.

Sewer Department

The total wastewater pumped to the City of Haverhill wastewater treatment plant was 78.765 million gallons for the year. This was up roughly 1.5 million gallons from last year. Maximum daily flow was .725 million gallons and the average flow was .212 million gallons.

10 new customer were connected to the Town's sewer system this year bringing the total customers to 921.

The Sewer Department has completed an II Program, (Infiltration/Inflow Study). This study evaluates the sewer collection system for piping failure and cross connections to the drainage system. This is similar to **"Unaccounted Water"** that we monitor in the water system. Any extra flow into the sewer system increases the total volume pump to The Haverhill Waste Water Treatment Plant. This extra flow is a direct increase in cost to the Department and its customers.

The Department is also having the Sewer Master Plan updated in order to better serve the community going forward. The original plan is from the 1970's and much has changed over the years. We have been approached by many in the community requesting sewer service to their neighborhoods. The Department feels strongly that an efficiently designed system will have a long term savings to its customers. It's important to note that Sewer Extensions must have a majority Town Vote when Town funds are used to fund the project. The funds are paid back by the home owners in the form of a betterment. The Town offers multiple term options for paying the betterments, the charge is attached to your quarterly tax bill.

South Groveland has limited sewer service, most of which is a combination of gravity and pressure sewers. Pressure sewers are typically the last choice during the design phase due to the increased maintenance issues. The extension of the Main Interceptor to South Groveland is a Key Upgrade and will not only provide sewer service to residential areas, but more importantly the Industrial areas Located in the Town's Aquifer.

Respectfully submitted,

James M. Sheehan, Chair

Richard Danforth

Thomas D Cusick Jr., Superintendent

Pat Rogers, Office Manager

"And it never failed that during the dry years the people forgot about the rich years, and during the wet years they lost all memory of the dry years. It was always that way." ~ John Steinbeck

Town of Groveland
Zoning Board of Appeals

Annual Town Report Fiscal Year 2016

The Groveland Zoning Board of Appeals is a five member (volunteer) appointed board charged with hearing appeals from decisions of the building inspector and planning board, pursuant to M.G.L. c. 40A s 8, and with hearing special permit and variance applications in accordance with the Groveland Zoning Bylaws.

In Fiscal Year 2017, the Zoning Board of Appeals comprised the following members:

Name	Title (Term Ends)
Thomas Wakefield	Chair (June 30, 2018)
Katherine (Kacy) Bailey	Member (June 30, 2016)
Kathleen Franson	Member (June 30, 2016)
Danial J. MacDonald	Member (June 30, 2018)
Jason Normand*	Member (June 20, 2017)
Vacant	Member (June 30, 2018)
Vacant	Alternate Member
Vacant	Alternate Member

* Mark McCabe held this seat for a portion of this fiscal year.

The Zoning Board of Appeals heard approximately 7 applications and appeals. The subject matter of these applications/appeals was as follows:

<u>Special Permit/Accessory In-Law Apartments</u>	<u>1</u>
<u>Special Permit/Use</u>	<u>3</u>
<u>Variance</u>	<u>2</u>
<u>Transfer of Special Permit</u>	<u>1</u>

**SCHOOL
DEPARTMENT
REPORTS**

District Administrative Offices
22 Main Street
West Newbury, MA 01985
Telephone (978) 363-2280
Fax (978) 363-1165

Dr. Jeffrey J. Mulqueen
Superintendent of Schools

Greg Labrecque
Business Manager

The Groveland Annual Report of the School Department activities for FY16 has been developed by the Principals of the Dr. Elmer S. Bagnall School, Pentucket Regional Middle School and Pentucket Regional High School on behalf of the Superintendent of Schools and the Pentucket Regional School Committee.

Joanna Blanchard, Chairwoman
Lisa O'Connor, Vice Chairman
Wayne Adams, Assistant Treasurer
Christine Reading, Secretary
John Willett
Douglas Gelina
Brian Page
Andy Murphy
Christopher Wile

Pentucket Regional High School Annual Report Fiscal Year 2016-17

The 2016-2017 school year was productive at Pentucket Regional High School. Student enrollment was 739 and comprised of 157 from West Newbury, 270 from Groveland, 276 from Merrimac, and 36 school choice students.

Below is a summary of activities that took place in the areas of curriculum, instruction, assessment and other areas of interest.

Teachers continued to develop their course curriculum and worked to incorporate District Determined Measures of progress in the areas of Technical Academic Knowledge, Personal Meaning and Adaptive leadership skills in all of their classes. These elements come together into high powered units of instruction where students are expected to apply what they have learned.

Pentucket's Innovation Academies in Safety/Public Service, Movement Science/Athletics, Arts Academy, Music Conservatory, STEM and Business Finance and Entrepreneurship saw more students than ever engage with classes and activities related to career and post high school study options. Students who accumulated at least 25 credits were recognized at Graduation. This year 11 students in the Music Conservatory, 14 students in the Safety and Public Service Academy, 14 students in the STEM Academy, 17 students in the Arts Academy and 26 students in the Movement Science Athletics Academy received special recognition.

Pentucket High School students continue to excel on state assessments with 98% of students scoring Advanced or Proficient in MCAS ELA, 87% of students scoring Advanced or Proficient in Biology and 88% of students scoring Advanced and Proficient in Math.

Expanded programming throughout the year resulted in learning opportunities at unique times including a series of Saturday workshops at Mass Art in Boston, Summer Semester classes where approximately 200 students were enrolled in Visual Art, Social Studies, English and Public Safety courses. The Movement Science and Athletics Academy has partnered with Merrimack College to allow students to earn college credits when they successfully complete Anatomy and Physiology I & II through concurrent enrollment.

Once again numerous students received awards for their sportsmanship, talent and hard work through musical and artistic competitions as well as athletics.

The school district continued to progress through the MSBA building project process. After completing the Eligibility Phase of the process the district was invited into the Feasibility Study phase. During this phase a Building Committee was formed. The building committee made much progress during this past year as they participated in the process to recommend and hire an Owner's Project Manager and a Designer. There are many more important steps ahead during the 2017-18 year.

Respectfully submitted,

Jonathan P. Seymour

Pentucket Regional Middle School Annual Report Fiscal Year 2016-2017

Demographic Information

The Pentucket Regional Middle School is located in the town of West Newbury, Massachusetts, and serves the students in grades 7 (207 students) and 8 (215 students) from West Newbury (108), Merrimac (128), and Groveland (162). The Middle School is located on the regional secondary campus and is the first regional experience students have outside their home community.

School Highlights from 2016-2017

- Early High School credit classes offered in ELA, Mathematics, Science and Innovation Schools
- Academic Schedule designed around student choice and elective courses
- Students benefit from music ensembles built into the school day
- Professional Walkthroughs continue to guide instructional design
- Grade 8 holds entire grade level completion ceremony to celebrate as one group on the new track infield
- PRMS using Twitter and Instagram to communicate school information - @PentucketMS

Below is a summary of activities at PRMS that took place in the areas of curriculum, instruction, assessment, and community service.

Curriculum

- Teachers use Pentucket Curriculum of technical knowledge, adaptive leadership skills, and personal meaning to accelerated student learning
- Middle school teachers participate in phase 1 of the Pentucket Curriculum Renewal process.
- Accelerated Science, ELA, and Algebra offered to grade 8 students as elective classes for early high school credit
- Schedule designed with student elective and choice of courses as the priority
- All professional staff implement District Determined Measures (DDMs).
- Enriching extracurricular activities support student choice and ideas

Instruction

- Innovation School expansion includes the middle school with 6 academies scheduled for 2015-2016 school year
- High School Department Chairs meet with middle school departments to align a curriculum for a grade 7-12 system of instruction
- Business Seminar, Sports Medicine I and Healthy Athlete offered as Innovation School pathway courses
- Orchestra offered as a 7-12 large ensemble for the first time

Assessment

- Professional staff implement District Determined Measures (DDMs) using PRSD model of essential question, skills, and outcomes.

- Elective math assessment provided for all grade 6 and grade 7 students to help families with accelerated math elective decision.
- PRMS administered MCAS 2.0 state assessments for ELA and Math as a computer based test (CBT) for the first time. Science Technology and Engineering MCAS was administered to grade 8 as a paper based test.

Community Service

- Organized food and clothing drives for local community organizations
- Organized blanket and cleaning supplies drive for local animal shelters
- Supported after school seasonal activities at district elementary schools
- Organized toy drive for Holiday season
- Organized supply drive for U.S. soldiers serving overseas

Respectfully submitted,

Kenneth Kelley

Dr. Elmer Bagnall Elementary School Annual Report Fiscal Year 2015-2016

Demographic Information

The Dr. Elmer Bagnall School is located in the town of Groveland , Massachusetts, and serves the students from Pre-Kindergarten to Grade 6. The enrollment is 535 children. The enrollment for the 2014- 2015 school year was 563 students.

School Highlights

The Bagnall School is part of the Pentucket Regional School System's mission for Innovation. We are a Design and Engineering Academy. We provide a rigorous and personalized academic program where all students can thrive. Through STEAM project based learning, our students think critically about authentic problems and devise solutions by applying mathematical and scientific concepts. Our students take Intellectual risks and engage in open-ended instruction. Adaptive leadership skills, such as collaboration and strategic thinking will be integrated throughout the curriculum.

Curriculum

o The Innovation School for Engineering and Design has led to a thoughtful look at how students access and engage in meaningful project-based learning opportunities. As part of our enhanced work in STEAM, we sent home regular parent communications as well as planned a STEAM Open House where each grade presented work that showed increased attention to our project based learning concepts.

Instruction

- Increased focus on increasing students' adaptive leadership, personal meaning, and technical knowledge skills.
- Teachers at Banall have been working on building some DDM (District Determined Measures) that will support both formative and summative assessments that will guide instruction.

Assessment

- o Students have taken the PARCC tests which were piloted for the last several years.
- o 5th Grade Students continue to take the MCAS test for Science and Engineering.

Community Collaboration

The Bagnall School is generously supported with funding that supports innovation by the PTO, Bagnall Education Foundation and the Pentucket Education Foundation.

Respectfully submitted,
Emily Puteri, Principal

Groveland Graduates

Nicholas Arcadipane
Michael Arsenault
Jaclyn Belanger
Madeline Binding
Colin Bode
Sophia Capobianco
Alison Carr
Samuel Castle
Brooke Chambers
Lauren Cook
Sam Coppola
Brendon Daniels
Jesse Delano
Justice Delcastillo
Amber Demers
Ryan Depaolo
Thomas Desantis
William Dickson
Kamren Donovan
Reese Dwyer
Nicola Elardo
Troy Ellis
Emma Formosi
Krystal Garabedian
Ryan Gavin
Olivia Giampietro
Andrew Greenbaum
Liah Haginicolos
Laura Hardenstine
Jennifer Hauss
Baileigh Henderson
Kevin Hendry
Riley Holden
Kylie Kennedy
Kyle Knox
Jared Koen
Kara Linck
Jennifer Lovett
Corie Lucier
James Lussier
Jordan Maysonet
Jackson McKean
Carolyn Modlish

Caroline Moolic
Emerald Moretti
Kelly Murray
Nicole O'Rourke
Angela Patriakeas
Paige Proto
Joseph Raimondi
Brett Repke
Alyssa Richardson
Taryn Riley
Spencer Roccapriore
Molly Rollins
Erika Sanborn
Adriana Santos
Joshua Schulz
Brendan Schwartz
Anthon Scibilia
Trevor Snow
Sarah Stewart
Jillian Terry
Erica Warner
James Wengler
Joshua Wildes
Cameron Wolbach
Courtney Zimmerman



NEW ENGLAND
ASSOCIATION
OF SCHOOLS
AND COLLEGES
ACCREDITED MEMBER

Whittier Regional Vocational Technical High School
115 Amesbury Line Road, Haverhill, MA 01830

APPROVED BUDGET 2015 – 2016 (04/8/2015)

William P. DeRosa
Superintendent

SCHOOL COMMITTEE

Charles LaBella Chairperson
Amesbury

Russ Bardsley
Ipswich

Brett Murphy
Vice Chairperson
Newburyport

Johanna True
Newbury

Richard P. Early, Jr.
Haverhill

David E. Irving
Secretary
Rowley

David Mansfield
West Newbury

Douglas Gelina
Groveland

Jo-Ann Testaverde, Ed.D
Georgetown

F. Nelson Burns
Newburyport

C. Anthony LeSage
Amesbury

Scott Wood
Haverhill

Alana Gilbert
Salisbury

Paul M. Tucker
Merrimac

“EQUAL EDUCATIONAL OPPORTUNITY”

Whittier Tech:
Working on your future



Whittier Regional Vocational Technical High School

Charles LaBella.
Chairperson
School Committee

William P. DeRosa
Superintendent

115 Amesbury Line Road
Haverhill, MA 01830-1898
978-373-4101
Fax: 978-372-5331
www.whittiertech.org

April 9, 2015

Dear Whittier Community Officials:

The booklet contains the 2015-2016 approved budget for the Whittier Regional Vocational Technical High School. At a public hearing on April 8, 2015, the District School Committee approved a total budget of \$ 21,656,418.

Whittier's total budgetary requests were \$ 22,742,836. The Administration and School Committee made reductions totaling \$ 1,086,418 and the School Committee voted to utilize School Choice funds in the amount of \$ 664,220 to arrive at the \$ 21,656,418 fiscal 2016 budget figure. The estimated receipts and recommended expenditures for School Choice are listed on page 23 of this booklet.

The approved FY16 budget of \$ 21,656,418 is an increase of \$ 826,931 or 3.97% over the FY15 budget of \$ 20,829,487. In addition to the approved FY16 budget, the District Committee has approved a capital assessment for FY16 for the replacement of the Saw Dust Collector and purchase of 2 school buses. The total amount assessed to the 11 communities is \$ 13,200,216, which is an increase of \$ 563,060 or 4.46% greater than FY15. It is important to note that the dollar value of the FY16 state minimum required assessment to member communities was 5.60% higher than FY15. The recommended overall 4.46% assessment was achieved through a combination of a 3.02% increase in Chapter 70 funds combined with fiscally responsible budgeting practices.

We respectfully request that you will encourage your community to support this budget and your corresponding assessment. We would like to thank you in advance for your support and cooperation.

If you have any questions on this information, please contact William P. DeRosa, Superintendent, or Kara M. Kosmes, Business Manager.

Sincerely,

Charles LaBella
Chairperson, School Committee

William P. DeRosa
Superintendent

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**WHITTIER REGIONAL VOCATIONAL TECHNICAL HIGH SCHOOL
RECOMMENDED BUDGET ACCOUNT TOTALS FY15 - FY16**

<u>FUNCT</u>	<u>FUNCTION TITLE</u>	<u>FY15 BUDGET</u>	<u>FY 16 RECOMMENDED</u>	<u>Change</u>
1000	District Leadership			
1100	School Committee	54,674	56,924	2,250
1200	Superintendent's Office	355,756	368,077	12,321
		<u>410,430</u>	<u>425,001</u>	<u>14,571</u>
1400	Finance & Administration	584,799	598,179	13,380
2000	Instruction			
2100	Academic Leadership	539,621	553,361	13,740
2200	School Building Leadership	667,165	686,492	19,327
2300	Instruction Teaching Services	8,824,623	9,082,538	257,915
2400	Instructional Materials	1,005,828	1,257,203	251,375
2700	Guidance	455,183	480,370	25,187
2800	Psychological Services	107,017	139,516	32,499
		<u>11,599,437</u>	<u>12,199,480</u>	<u>600,043</u>
3000	Student Services			
3100	Attendance	43,722	44,596	874
3200	Health Services	170,264	176,362	6,098
3310	Operation of School Busses	1,132,942	1,216,974	84,032
3510	Athletics	358,516	362,493	3,977
3520	Student Body	79,000	79,000	0
3600	School Security	337,122	341,396	4,274
		<u>2,121,566</u>	<u>2,220,821</u>	<u>99,255</u>
4000	Operations & Maintenance			
4110	Custodial Service	284,816	284,816	0
4120	Heating of Building	110,000	110,000	0
4130	Utility Services	565,697	670,500	104,803
4210	Maintenance of Grounds	30,000	35,000	5,000
4220	Maintenance of Building	639,268	651,144	11,876
4230	Maintenance of Equipment	47,383	46,000	-1,383
		<u>1,677,164</u>	<u>1,797,460</u>	<u>120,296</u>
5000	Fixed Charges	4,326,761	4,244,517	-82,244
6000	Community Services	12,000	12,000	0
7000	Replacement of Equipment	81,280	92,210	10,930
8000	Long Term Debt	0	0	0
9000	Tuitions	16,050	66,750	50,700
Total Operational Budget		<u>20,829,487</u>	<u>21,656,418</u>	<u>826,931</u>
	Capital Outlay	385,000	405,000	20,000
TOTAL GROSS BUDGET		<u>21,214,487</u>	<u>22,061,418</u>	<u>846,931</u>

**WHITTIER REGIONAL VOCATIONAL TECHNICAL HIGH SCHOOL
RECOMMENDED FY2015 BUDGET BY LINE ITEM**

<u>FUNCTION/CODE</u>	<u>CATEGORY/DESCRIPTION</u>	<u>EXPENDED FY14</u>	<u>ADJUSTED BUDGET - FY15</u>	<u>RECOMMENDED BUDGET - FY16</u>
1000	DISTRICT LEADERSHIP			
1100	School Committee			
1110.2	Salaries, Clerical District Clerk	1,950	0	0
1110.5	Supplies & Materials General Supply Items	0	1,100	1,100
1110.6	Other Expenses			
	Travel	1,226	3,500	3,500
	Memberships & Subscriptions	11,897	8,824	11,824
	Meeting Expenses	3,657	750	3,000
	Auditing Expenses	28,400	29,500	29,500
	Public Relations	10,570	8,000	8,000
	TOTALS 1106	55,750	50,574	55,824
	TOTALS 1100	57,700	51,674	56,924
1200	Superintendent's Office			
1210.1	Salaries, Professional Superintendent	186,004	187,000	190,700
1210.2	Salaries, Clerical Administrative Assistant	72,111	74,928	76,412
1210.4	Maintenance of Equipment	0	1,000	1,000
1210.5	Supplies & Materials Postage & Office Supplies Printing & Reproduction	29,597 12,915	25,715 28,465	25,715 28,465

WHITTIER REGIONAL VOCATIONAL TECHNICAL HIGH SCHOOL
RECOMMENDED FY2015 BUDGET BY LINE ITEM

<u>FUNCTION/CODE</u>	<u>CATEGORY/DESCRIPTION</u>	<u>EXPENDED FY14</u>	<u>ADJUSTED BUDGET - FY15</u>	<u>RECOMMENDED BUDGET - FY16</u>
	TOTALS 1210.5	42,512	54,180	54,180
1210.6	Other Expenses			
	Travel & Conferences	16,353	15,700	15,700
	Memberships & Subscriptions	13,828	13,626	13,626
	Advisory Boards	18,061	7,000	7,000
	NEASC & Accreditation	4,298	9,459	9,459
	TOTALS 1210.6	52,540	45,785	45,785
	TOTALS - 1200	353,167	362,893	368,077
	TOTALS - 1000	410,867	414,567	425,001

**WHITTIER REGIONAL VOCATIONAL TECHNICAL HIGH SCHOOL
RECOMMENDED FY2015 BUDGET BY LINE ITEM**

<u>FUNCTION/CODE</u>	<u>CATEGORY/DESCRIPTION</u>	<u>EXPENDED FY14</u>	<u>ADJUSTED BUDGET - FY15</u>	<u>RECOMMENDED BUDGET - FY16</u>
1400	FINANCE & ADMINISTRATION			
1410	Business & Finance			
1410.1	Salaries, Professional			
	Business Manager	133,224	131,200	133,824
	Comptroller	56,878	56,375	59,160
	TOTALS 1410.1	190,102	187,575	192,984
1410.2	Salaries, Clerical			
	Accounts Payable Clerk	44,488	47,278	47,048
	Payroll Clerk (80%)	36,898	41,000	40,800
	Business Office Clerks	38,928	43,050	43,911
	Treasurer	15,000	15,000	15,000
	TOTALS 1410.2	135,314	146,328	146,759
	TOTAL 1410	325,416	333,903	339,743
1420	Human Resource & Benefits			
1420.2	Salaries, Clerical			
	Personnel Clerk	49,174	50,903	51,911
	Payroll Clerk (20%)	9,222	10,250	10,200
	TOTALS 1420.2	58,396	61,153	62,111
1420.4	Advertising	5,760		
	TOTALS 1420	64,156	61,153	62,111
1430	Legal Services			
1430.4	Contracted Services			
	School Attorney	17,831	10,000	10,000
	Negotiator	2,363	10,000	10,000
	TOTALS 1430.4	20,194	20,000	20,000

**WHITTIER REGIONAL VOCATIONAL TECHNICAL HIGH SCHOOL
RECOMMENDED FY2015 BUDGET BY LINE ITEM**

<u>FUNCTION/CODE</u>	<u>CATEGORY/DESCRIPTION</u>	<u>EXPENDED FY14</u>	<u>ADJUSTED BUDGET - FY15</u>	<u>RECOMMENDED BUDGET - FY16</u>
	TOTALS 1430	20,194	20,000	20,000
1450	Information Technology			
1450.1	Salaries, Professional Technology Director	0	100,000	102,000
1450.3	Salaries, Other Repair Tech. & Students	56,709	72,868	74,325
	TOTALS 1450	56,709	172,868	176,325
	TOTALS 1400	466,475	587,924	598,179

**WHITTIER REGIONAL VOCATIONAL TECHNICAL HIGH SCHOOL
RECOMMENDED FY2015 BUDGET BY LINE ITEM**

<u>FUNCTION/CODE</u>	<u>CATEGORY/DESCRIPTION</u>	<u>EXPENDED FY14</u>	<u>ADJUSTED BUDGET - FY15</u>	<u>RECOMMENDED BUDGET - FY16</u>
2000	INSTRUCTION			
2100	Academic Leadership			
2100.1	Salaries, Professional			
	Director of Pupil Personnel	129,532	129,597	132,418
	Curriculum Coordinator	122,485	125,528	128,274
	Vocational Coordinator	122,735	126,028	128,524
	TOTALS 2100.1	374,752	381,153	389,216
2100.2	Salaries, Clerical			
	Secretary to Special Ed	50,857	52,618	53,655
	Secretary Voc. & Curr Coord.	40,782	41,802	42,637
	TOTALS 2100.2	91,639	94,420	96,292
2120.1	Salaries, Professional			
	Cluster Chairs	73,391	64,800	67,853
	TOTALS 2100	539,782	540,373	553,361
2200	School Building Leadership			
2210.1	Salaries, Professional			
	Principal	137,193	133,942	136,606
	Asst. Principals	228,894	234,834	239,752
	Coordinator of Data & Assessment	122,485	125,778	128,274
	In House Suspension	57,147	58,807	59,963
	TOTALS 2210.1	545,719	553,361	564,595
2210.2	Salaries, Clerical			
	Secretary to Principal	46,531	51,000	52,010
	Secretary to Asst. Principals	39,042	41,801	42,637
	TOTALS 2210.2	85,573	92,801	94,647
2210.4	Contracted Services			

**WHITTIER REGIONAL VOCATIONAL TECHNICAL HIGH SCHOOL
RECOMMENDED FY2015 BUDGET BY LINE ITEM**

<u>FUNCTION/CODE</u>	<u>CATEGORY/DESCRIPTION</u>	<u>EXPENDED</u> <u>FY14</u>	<u>ADJUSTED</u> <u>BUDGET - FY15</u>	<u>RECOMMENDED</u> <u>BUDGET - FY16</u>
2210.5	Answering Service & Maintenance Supplies & Materials	6,757 15,570	6,500 16,000	6,500 16,000
2210.6	Other Expenses			
	Travel & Memberships	3,418	4,000	4,000
	School Council	274	750	750
	TOTALS 2210.6	3,692	4,750	4,750
	TOTALS 2200	657,311	673,412	686,492

**WHITTIER REGIONAL VOCATIONAL TECHNICAL HIGH SCHOOL
RECOMMENDED FY2015 BUDGET BY LINE ITEM**

<u>FUNCTION/CODE</u>	<u>CATEGORY/DESCRIPTION</u>	<u>EXPENDED FY14</u>	<u>ADJUSTED BUDGET - FY15</u>	<u>RECOMMENDED BUDGET - FY16</u>
2300	Instruction Teaching Services			
2305.1	Salaries, Professional Instructional	7,221,143	7,556,654	7,859,622
	Instructional, Special Needs	778,872	815,174	813,444
	TOTALS 2305.1	8,000,015	8,371,828	8,673,066
2325.3	Salaries, Substitutes	92,503	100,000	100,000
2330.3	Salaries, Teacher Aides			
	Teacher Aides	23,616	57,342	33,610
	Teacher Aides, Special Needs	28,096	28,671	67,722
	TOTALS 2330.3	51,712	86,013	101,332
2340.1	Salaries, Professional Instructional Media Specialist	83,998	86,306	88,140
2351.6	Professional Development Expense	98,070	110,000	110,000
2355.3	Professional Development Subs	16,470	5,000	10,000
	TOTALS 2300	8,342,768	8,759,147	9,082,538
2400	Instructional Materials & Equipment			
2410.4	Contracted Services			
	Repair & Maint of A/V Equipment	0	1,000	1,000
2410.5	Supplies & Materials			
	Textbooks	24,620	15,225	17,954
2415.5	Library Books	3,885	12,600	10,100
2415.6	Library/AV Memberships	3,095	3,510	3,510

**WHITTIER REGIONAL VOCATIONAL TECHNICAL HIGH SCHOOL
RECOMMENDED FY2015 BUDGET BY LINE ITEM**

<u>FUNCTION/CODE</u>	<u>CATEGORY/DESCRIPTION</u>	<u>EXPENDED FY14</u>	<u>ADJUSTED BUDGET - FY15</u>	<u>RECOMMENDED BUDGET - FY16</u>
2420.5	Instructional Equipment			
2430.4	Contracted Services	74,438	29,709	41,450
	Shop Requests	82,587	94,019	92,369
2340.5	Supplies & Materials			
	General Instructional	262,842	295,015	318,546
	Computer Supplies	33,793	40,000	40,000
	General Classroom	9,716	6,000	9,000
	Program Expansion	0	5,000	5,000
	TOTALS 2430.5	306,351	346,015	372,546
2430.6	Other Expenses	14,090	27,531	16,376
2451	Classroom Technology			
2451.4	Contracted Services			
	Software/Hardware Maint	70,304	83,540	83,818
2451.5	Supplies & Materials			
	Computer Equipment	345,830	392,679	618,080
	TOTALS 2400	925,200	1,005,828	1,257,203
2700	Guidance			
2710.1	Salaries, Professional			
	Guidance Director	80,789	75,977	76,441
	Guidance Counselors	319,584	320,412	341,074
	Summer Coverage	4,191	8,682	8,855
	TOTALS 2710.1	404,564	405,071	426,370
2710.2	Salaries, Clerical	49,279	51,829	51,000
2710.5	Supplies & Materials			
	Reference & Test Materials	141	1,000	1,000
	Recruitment Brochures	2,096	2,000	2,000

**WHITTIER REGIONAL VOCATIONAL TECHNICAL HIGH SCHOOL
RECOMMENDED FY2015 BUDGET BY LINE ITEM**

<u>FUNCTION/CODE</u>	<u>CATEGORY/DESCRIPTION</u>	<u>EXPENDED FY14</u>	<u>ADJUSTED BUDGET - FY15</u>	<u>RECOMMENDED BUDGET - FY16</u>
	TOTALS 2710.5	2,237	3,000	3,000
2710.6	Other Expenses			
	Travel & Memberships	449	0	0
	TOTALS 2700	456,529	459,900	480,370
2800	Psychological Services			
2800.1	Salaries, Professional	56,396	74,942	76,441
	School Psychologist	1,591	8,000	4,000
	Tutoring			
	TOTALS 2800.1	57,987	82,942	80,441
2800.4	Contracted Services	24,413	49,618	42,275
2800.5	Supplies & Materials	15,158	17,400	16,800
	TOTALS 2800	97,558	149,960	139,516
	TOTALS 2000	11,019,148	11,588,620	12,199,480

**WHITTIER REGIONAL VOCATIONAL TECHNICAL HIGH SCHOOL
RECOMMENDED FY2015 BUDGET BY LINE ITEM**

<u>FUNCTION/CODE</u>	<u>CATEGORY/DESCRIPTION</u>	<u>EXPENDED FY14</u>	<u>ADJUSTED BUDGET - FY15</u>	<u>RECOMMENDED BUDGET - FY16</u>
3000	STUDENT SERVICES			
3100	Attendance			
3100.1	Salaries, Professional Attendance Monitor	41,616	43,722	44,596
	TOTALS 3100	41,616	43,722	44,596
3200	Health Services			
3200.1	Salaries, Professional School Nurses	137,799	146,505	150,282
3200.4	Contracted Services School Physician Laundry/Medical Waste TOTALS 3204.4	14,745 295 15,040	15,000 1,500 16,500	15,300 1,500 16,800
3200.5	Supplies & Materials	9,410	9,000	9,000
3200.6	Other Expenses Memberships	150	280	280
	TOTALS 3200	162,399	172,285	176,362
3310	Salaries, Professional Coordinator of Transportation	62,730	64,298	65,584
3310.3	Salaries, Other Bus Drivers Mechanics Security/Bus Drivers (50%) TOTALS 3310.3	453,017 129,403 45,767 628,187	439,298 123,555 46,767 609,620	503,329 126,490 47,933 677,752

**WHITTIER REGIONAL VOCATIONAL TECHNICAL HIGH SCHOOL
RECOMMENDED FY2015 BUDGET BY LINE ITEM**

<u>FUNCTION/CODE</u>	<u>CATEGORY/DESCRIPTION</u>	<u>EXPENDED FY14</u>	<u>ADJUSTED BUDGET - FY15</u>	<u>RECOMMENDED BUDGET - FY16</u>
3310.5	Supplies & Materials			
	General Supply Items	79,347	96,000	88,000
	Fuel, Oil, Lubricants	137,394	140,390	139,000
	Equipment	2,263	4,000	2,500
	TOTALS 3310.5	219,004	240,390	229,500
3310.6	Other Expenses			
	Licensing & Physicals	7,487	7,000	7,000
	Insurance, Health	59,290	64,234	67,723
	Insurance, Buses	17,464	33,000	26,900
	Insurance, Workers Comp	32,793	21,400	23,300
	Leasing Expense	0	93,000	119,215
	TOTALS 3310.6	117,034	218,634	244,138
	TOTALS 3310	1,026,955	1,132,942	1,216,974
3510	Athletics			
3510.1	Salaries, Professional			
	Athletic Director & Equipment Tech	26,322	27,076	27,076
	Coaches	164,358	155,150	158,253
	Trainer	25,984	26,764	26,764
	Transportation	17,914	20,160	18,500
	TOTALS 3510.1	234,578	229,150	230,593
3510.4	Contracted Services			
	Officials	35,971	34,000	35,000
	Police	1,968	6,000	6,000
	Reconditioning of Equipment	13,961	16,000	16,000
	TOTALS 3510.4	51,900	56,000	57,000
3510.5	Supplies, Sporting Goods & First Aid	84,245	59,900	59,900
3510.6	Memberships, Clinics & Travel	13,516	15,000	15,000

**WHITTIER REGIONAL VOCATIONAL TECHNICAL HIGH SCHOOL
RECOMMENDED FY2015 BUDGET BY LINE ITEM**

<u>FUNCTION/CODE</u>	<u>CATEGORY/DESCRIPTION</u>	<u>EXPENDED FY14</u>	<u>ADJUSTED BUDGET - FY15</u>	<u>RECOMMENDED BUDGET - FY16</u>
	TOTALS 3510	384,239	360,050	362,493
3520	Student Body			
3520.1	Salaries, Class & Club Advisors	38,380	45,000	45,000
3520.6	Other Expenses	29,545	25,000	25,000
	VICA, Skills USA	12,926	9,000	9,000
	Yearbook & Senior Class	42,471	34,000	34,000
	TOTALS 3520.6			
	TOTALS 3520	80,851	79,000	79,000
3600	School Security			
3600.1	Salaries, Supervisor of Security	39,071	40,023	40,803
3600.3	Salaries, Other	23,361	24,500	24,990
	Monitors	46,760	46,767	47,933
	Security/Bus Drivers (50%)	9,558	7,000	7,000
	Security Special Events	79,679	78,267	79,923
	TOTALS 3600.3			
3600.4	Contracted Services			
	Security Contract	136,847	122,000	122,000
	School Resource Officer	70,195	73,532	75,370
	TOTALS 3600.4	207,042	195,532	197,370
3600.5	Supplies & Materials	2,954	5,000	5,000
3600.6	Repairs Security Equipment	18,730	18,300	18,300
	TOTALS 3600	347,476	337,122	341,396
	TOTALS 3000	2,043,536	2,125,121	2,220,821

**WHITTIER REGIONAL VOCATIONAL TECHNICAL HIGH SCHOOL
RECOMMENDED FY2015 BUDGET BY LINE ITEM**

<u>FUNCTION/CODE</u>	<u>CATEGORY/DESCRIPTION</u>	<u>EXPENDED FY14</u>	<u>ADJUSTED BUDGET - FY15</u>	<u>RECOMMENDED BUDGET - FY16</u>
4000	OPERATIONS/MAINTENANCE			
4110				
4110.4	Contracted Services. Cleaning Contract	252,245	284,816	284,816
	TOTALS 4110	252,245	284,816	284,816
4120	Heating of Building			
4120.4	Contracted Services-Natural/Propane Gas	105,024	110,000	110,000
	TOTALS 4120	105,024	110,000	110,000
4130.4	Utility Services			
	Water	10,359	10,000	10,000
	Sewerage Treatment	30,141	30,000	35,000
	Septic Service	4,640	3,500	5,000
	Refuse Removal	24,372	31,500	31,500
	Telephone	14,401	39,000	39,000
	Hazardous Waste Removal	23,539	40,000	40,000
	Electrical Service	425,864	405,697	500,000
	TOTALS 4130.4	533,316	559,697	660,500
4130.5	Supplies & Matierals	12,680	6,000	10,000
	TOTALS 4130	545,996	565,697	670,500
4210	Maintenance of Grounds			
4210.3	Salaries, Overtime & Snow	16,997	15,000	15,000
4210.5	Supplies & Materials			
	Ice Melt, Sand, Fertilizer	31,167	15,000	20,000

**WHITTIER REGIONAL VOCATIONAL TECHNICAL HIGH SCHOOL
RECOMMENDED FY2015 BUDGET BY LINE ITEM**

<u>FUNCTION/CODE</u>	<u>CATEGORY/DESCRIPTION</u>	<u>EXPENDED</u> FY14	<u>ADJUSTED</u> BUDGET - FY15	<u>RECOMMENDED</u> BUDGET - FY16
	TOTALS 4210	48,164	30,000	35,000
4220	Maintenance of Buildings			
4220.1	Salaries, Plant Facilities Manager	93,201	95,519	97,418
4220.3	Salaries, Other			
	Forer Stipend	5,484	5,484	5,484
	Maintenance "B"	249,555	305,735	304,771
	Shift Differential	0	5,677	5,677
	STP Stipend	4,250	4,250	4,250
	TOTALS 4220.3	259,289	321,146	320,182
4220.4	Contracted Services	40,998	50,500	50,500
4220.5	Supplies & Materials			
	Electrical, Paint, Plumbing, Etc	84,320	80,500	80,300
	Office Supplies	237	2,000	2,000
	Equipment	69,481	67,103	58,244
	TOTALS 4220.5	154,038	149,603	140,544
4220.6	Other Expenses			
	Repair & Replacement	43,931	20,000	40,000
	Travel & Seminars	2,418	2,500	2,500
	TOTALS 4220.6	46,349	22,500	42,500
	TOTALS 4220	593,875	639,268	651,144
4230	Maintenance of Equipment			
4230.4	Contracted Services			
	Maint/Rpr of Equipment	38,637	42,000	41,000
	Maint/Rpr of Vehicles	6,642	5,383	5,000
	TOTALS 4230	45,279	47,383	46,000
	TOTALS 4000	1,590,583	1,677,164	1,797,460

WHITTIER REGIONAL VOCATIONAL TECHNICAL HIGH SCHOOL
RECOMMENDED FY2015 BUDGET BY LINE ITEM

<u>FUNCTION/CODE</u>	<u>CATEGORY/DESCRIPTION</u>	<u>EXPENDED FY14</u>	<u>ADJUSTED BUDGET - FY15</u>	<u>RECOMMENDED BUDGET - FY16</u>
5000	FIXED CHARGES			
5100.5	Other Expenses			
	Retirement Program	463,170	478,148	494,883
	Annuities	29,500	29,500	29,500
	TOTALS 5100	492,670	507,648	524,383
5200.6	Other Expenses			
	Health Insurance-active employees	3,046,435	3,222,633	2,240,123
	Health Insurance - retiree	0	0	874,058
	Medicare	189,276	188,500	197,888
	Life/Disability Insurance	1,422	2,500	2,500
	Student Accident	14,435	18,058	15,200
	Package Insurance	95,766	102,800	111,000
	Worker's Compensation	74,912	92,249	70,900
	Umbrella	25,629	9,658	25,000
	Treasurer's Bond	617	800	800
	School Board Indemnity	3,562	3,761	4,000
	Automotive	8,108	9,918	4,800
	Unemployment	1,486	106,000	106,000
	OPEB - Liability Trust Fund	0	0	0
	Employment Practices Liability	12,886	17,300	18,500
	Disability Insurance	3,500	4,136	3,570
	TOTALS 5200	3,478,034	3,778,313	3,674,339
5300.4	Rental of Equipment			
	Postage Meter	2,860	3,800	3,800
	Copy Machines	27,167	37,000	41,995
	TOTALS 5300	30,027	40,800	45,795
	TOTALS 5000	4,000,731	4,326,761	4,244,517

**WHITTIER REGIONAL VOCATIONAL TECHNICAL HIGH SCHOOL
RECOMMENDED FY2015 BUDGET BY LINE ITEM**

<u>FUNCTION/CODE</u>	<u>CATEGORY/DESCRIPTION</u>	<u>EXPENDED FY14</u>	<u>ADJUSTED BUDGET - FY15</u>	<u>RECOMMENDED BUDGET - FY16</u>
6000	COMMUNITY SERVICES AND STAFF DEVELOPMENT			
	6200.5 Supplies & Materials	10,503	12,000	12,000
	Office, Flyers, Postage			
	TOTALS 6000	10,503	12,000	12,000
7000	REPLACEMENT OF EQUIPMENT			
	7400 Replacement of Equipment	93,477	81,280	92,210
	TOTALS 7000	93,477	81,280	92,210
9000	TUITIONS TO OTHER SCHOOLS			
	9100 Tuitions to Mass Schools	0	6,750	44,750
	9400 Tuitions to Collaboratives	27,600	9,300	22,000
	TOTALS 9000	27,600	16,050	66,750
TOTAL BUDGET		19,662,920	20,829,487	21,656,418

**WHITTIER REGIONAL VOCATIONAL TECHNICAL HIGH SCHOOL
TOTAL ASSESSMENTS FOR FY 2016**

Required Net School Spending	18,310,028
Other Assessments, Transportation and Community Education	1,216,974
Long Term Debt Assessment	-
Capital Assessment	405,000
Other Educational Assessment	<u>2,129,416</u>
Gross Budget	22,061,418

Less Revenues To Be Applied:		
Chapter 70 aid	8,252,715	
Transportation	<u>608,487</u>	<u>8,861,202</u>

Total Assessments	<u><u>13,200,216</u></u>
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	<u>Minimum Contribution</u>	<u>Other Assessments</u>	<u>Long-term Debt Assessments</u>	<u>Capital Assessments</u>	<u>Other Educational Assessments</u>	<u>Total Assessments</u>
Amesbury	637,348	33,313	-	43,203	116,581	830,445
Georgetown	495,783	22,903	-	25,622	80,149	624,457
Groveland	743,964	37,998	-	18,239	132,975	933,176
Haverhill	5,521,110	401,321	-	152,910	1,404,430	7,479,771
Ipswich	443,934	17,177	-	35,125	60,112	556,348
Merrimac	637,543	34,354	-	17,270	120,224	809,391
Newbury	319,710	11,972	-	16,430	41,896	390,008
Newburyport	237,806	9,369	-	50,440	32,788	330,403
Rowley	190,673	7,808	-	15,972	27,324	241,777
Salisbury	618,432	23,944	-	16,539	83,792	742,707
West Newbury	211,010	8,328	-	13,250	29,145	261,733
TOTALS	<u>10,057,313</u>	<u>608,487</u>	<u>-</u>	<u>405,000</u>	<u>2,129,416</u>	<u>13,200,216</u>

WHITTIER REGIONAL VOCATIONAL TECHNICAL HIGH SCHOOL

**REQUIRED NET SCHOOL SPENDING
FY 2016**

Required Net School Spending	18,310,028
Less: Chapter 70 Aid	<u>8,252,715</u>
Net Minimum Contribution	<u><u>10,057,313</u></u>
Member Municipalities:	
Amesbury	637,348
Georgetown	495,783
Groveland	743,964
Haverhill	5,521,110
Ipswich	443,934
Merrimac	637,543
Newbury	319,710
Newburyport	237,806
Rowley	190,673
Salisbury	618,432
West Newbury	<u>211,010</u>
TOTALS	<u><u>10,057,313</u></u>

WHITTIER REGIONAL VOCATIONAL TECHNICAL HIGH SCHOOL

**OTHER ASSESSMENTS
FY 2016**

Transportation	1,216,974
Less: Transportation Revenue to be Applied	<u>608,487</u>
Net Assessment	<u><u>608,487</u></u>

	<u>FY15 PUPILS/% OF CONTRIBUTION</u>		<u>FOR COMPARISON ONLY</u>		
	<u>PUPILS</u> <u>10/1/2013</u>	<u>PERCENT OF</u> <u>CONTRIBUTION</u>	<u>PUPILS</u> <u>10/1/2014</u>	<u>PERCENT OF</u> <u>CONTRIBUTION</u>	
MEMBER MUNICIPALITIES:					
Amesbury	74	6.52%	64	5.47%	33,313
Georgetown	39	3.44%	44	3.76%	22,903
Groveland	73	6.43%	73	6.24%	37,998
Haverhill	760	66.96%	771	65.95%	401,320
Ipswich	25	2.20%	33	2.82%	17,177
Merrimac	54	4.76%	66	5.65%	34,354
Newbury	19	1.67%	23	1.97%	11,972
Newburyport	19	1.67%	18	1.54%	9,369
Rowley	12	1.06%	15	1.28%	7,808
Salisbury	47	4.14%	46	3.93%	23,944
West Newbury	13	1.15%	16	1.37%	8,328
TOTALS	<u>1135</u>	<u>100.00%</u>	<u>1169</u>	<u>100.00%</u>	<u><u>608,487</u></u>

**WHITTIER REGIONAL VOCATIONAL TECHNICAL HIGH SCHOOL
CAPITAL COSTS ASSESSMENTS
FY 2016**

Assessed as a Capital Cost

7000 Asset Acquisition

Saw dust collector	230,000
2 Buses	175,000
Total Capital Cost Assessment	405,000

MEMBER MUNICIPALITIES	Resident Pupils 10/1/2014	%	<u>Capital Cost Assessment</u>
Amesbury	2364	10.67%	43,203
Georgetown	1402	6.33%	25,622
Groveland	998	4.50%	18,239
Haverhill	8367	37.76%	152,910
Ipswich	1922	8.67%	35,125
Merrimac	945	4.26%	17,270
Newbury	899	4.06%	16,430
Newburyport	2760	12.45%	50,440
Rowley	874	3.94%	15,973
Salisbury	905	4.08%	16,539
West Newbury	725	3.27%	13,250
TOTAL	22161	100.00%	405,000

WHITTIER REGIONAL VOCATIONAL TECHNICAL HIGH SCHOOL

**OTHER EDUCATIONAL ASSESSMENTS
FY 2016**

Other Educational Assessments	2,129,416
Less: E and D Transfer to Reduce Assessments	<u>0</u>
Total Other Educational Assessments	<u><u>2,129,416</u></u>

	<u>FY15 PUPILS/% OF CONTRIBUTION</u>		<u>FOR COMPARISON ONLY</u>		
	<u>PUPILS</u> <u>10/1/2013</u>	<u>PERCENT OF</u> <u>CONTRIBUTION</u>	<u>PUPILS</u> <u>10/1/2014</u>	<u>PERCENT OF</u> <u>CONTRIBUTION</u>	
MEMBER MUNICIPALITIES:					
Amesbury	74	6.52%	64	5.47%	116,581
Georgetown	39	3.44%	44	3.76%	80,149
Groveland	73	6.43%	73	6.24%	132,975
Haverhill	760	66.96%	771	65.95%	1,404,431
Ipswich	25	2.20%	33	2.82%	60,112
Merrimac	54	4.76%	66	5.65%	120,224
Newbury	19	1.67%	23	1.97%	41,896
Newburyport	19	1.67%	18	1.54%	32,788
Rowley	12	1.06%	15	1.28%	27,324
Salisbury	47	4.14%	46	3.93%	83,792
West Newbury	13	1.15%	16	1.37%	29,145
TOTALS	1135	100.00%	1169	100.00%	<u>2,129,416</u>

WHITTIER REGIONAL VOCATIONAL TECHNICAL HIGH SCHOOL
Proposed School Choice Expenditures FY16

Estimated School Choice balance as of 7/1/2015	183,900
Estimated School Choice Receipts to be Received during FY16	627,000 *
Total Estimated Available	<u>810,900</u>

Proposed Expenditures:

Salary

English Teacher	2.00	141,974
Data/IT Specialist	1.00	52,275
Child Care Teacher	1.00	65,000
Security Monitor	1.00	26,693
Transportation (4 drivers)		71,000
Coaching		<u>10,000</u>
		366,942

Expense

Transportation Other Costs	35,000
Instructional Supplies	50,000
Building Maintenance	25,000
Summer Painting	30,000
Summer Academic Programs	25,000
Health Insurance	72,278
Legal Fees	50,000
Advertising	<u>10,000</u>
	297,278

TOTAL PROPOSED EXPENDITURES	664,220
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*133 Students Received/6 Students Sending

Town Directory

	Phone Number
Town Hall Main Line.....	978-556-7200
Accountant's Office.....	978-556-7203
Assessor's Office.....	978-556-7218
Cemetery Department.....	978-373-5686
Conservation Office.....	978-556-7214
Council on Aging.....	978-556-7217
Electric Light Department.....	978-372-1671
Finance Office.....	978-556-7204
Fire Department.....	978-374-1923
Health Department.....	978-556-7210
Highway Department.....	978-556-7208
Inspectional Services.....	978-556-7209
Langley Adams Library.....	978-372-1732
Police Department.....	978-521-1212
Selectmen's Office.....	978-556-7207
Tax Office (Treasurer/ Collector).....	978-556-7202
Town Clerk's Office.....	978-556-7221
Water and Sewer Department.....	978-556-7220

For more information, visit our website at
www.Grovelandma.com