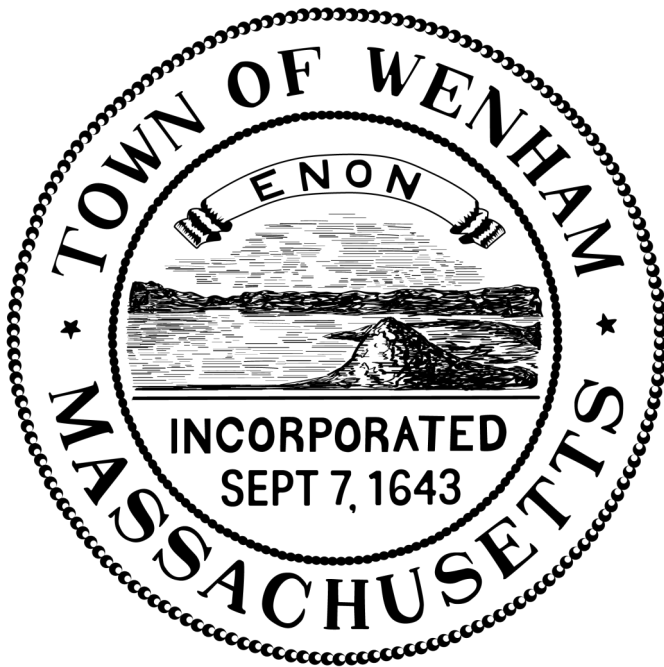


2019-2020
Annual Town Report
Part II

Warrant for the Annual Town Meeting
With Reports and Recommendations of
the Finance and Advisory Committee



Hearing on the Warrant
Monday, April 1, 2019
Buker School at 7:00 pm

Annual Town Meeting
Saturday, April 6, 2019
Buker School at 1:00 pm

Election Day
Thursday April 11, 2019
Wenham Town Hall at 7:00 am to 8:00 pm

Please bring this Part II with you to the Hearing and Town Meeting.
Matters to be voted on do not appear in Part I of the Town Report.

Table of Contents for the Warrant for Annual Town Meeting on April 6, 2019

Article #	Title	Page Number
	<u>Finance and Advisory Committee Annual Report</u>	2
1	<u>Budget Appropriations</u>	6
	<u>Notes to the Recap Sheet</u>	7
	<u>Budgetary Summary Analysis</u>	8
	<u>Article 1 Budget Spreadsheet</u>	10
2	<u>Use of Free Cash to Balance the Budget</u>	20
3	Hamilton Wenham Regional School District Operating Override #1	20
4	<u>Hamilton Wenham Regional School District Operating Override #2 (for Other Post Employment Benefits and School Resource Officer)</u>	21
5	<u>Cemetery and Other Trust Funds</u>	21
6	<u>Cemetery Maintenance Fund Transfer</u>	22
7	<u>Road Work – Chapter 90 Funding</u>	22
8	<u>Transfer from Water Operating Budget to Water Capital Reserve Fund Transfer</u>	23
9	<u>from Water Department Undesignated Fund Balance Surplus to FY19 Water Department Operating Expense</u>	23
10	<u>Amend Veterans Property Tax Work-Off Program</u>	24
11	<u>Bylaw Amendment: Iron Rail Rental Revolving Fund</u>	24
12	<u>CPA Appropriations</u>	25
13	<u>Bylaw Amendment: Historic District Commission/Historical Commission</u>	29
14	<u>Acceptance of Settler’s Lane as a Public Way</u>	32
15	<u>Zoning Bylaw Amendment: Site Plan Review Applicability</u>	32
16	<u>Zoning Bylaw Amendment: Signs</u>	34
17	<u>Bylaw Amendment: Penalties</u>	38
18	<u>Election of Town Officers</u>	39
	<u>Appendices</u>	40

Wenham Finance and Advisory Committee

Fiscal 2020 Annual Report

To the Citizens of Wenham,

The Wenham Finance and Advisory Committee herein submits for your review, consideration, and action at the April 6, 2019 Annual Town Meeting, our recommended budget for the Fiscal Year 2020, which begins July 1, 2019.

The Town of Wenham continues to face many fiscal challenges in the upcoming years. These challenges, including recent continued increases to Wenham's assessment for the Hamilton Wenham Regional School District (HWRSD), have made a large impact on the discussions of this Committee as we look to Fiscal Year (FY) 2020 and the future. The culmination of the FY 2020 budget process includes an override as did the FY 2019 budget. In a similar manner, and in the interest of transparency, the FY 2020 financial articles again represent incremental appropriations, as outlined below.

- Article 1 funds a budget within the Town's levy limit with the assistance of \$700,000 of free cash recommended in Article 2.
- Article 3 funds Wenham's share of what HWRSD identifies as level services, while Article 4 funds the balance of Wenham's share of HWRSD's budget identified as "level services plus OPEB plus SRO" (which can be found in Appendix 1 of this Warrant).
- Articles 3 and 4 fully fund the HWRSD assessment for Wenham at \$499,145 and \$116,119, respectively, for a total override amount of \$615,264.

The FY 2020 operating budget reflects an increase of \$ 1,360,511, or 7.2% over the previous fiscal year, assuming the school operating overrides in Articles 3 and 4 pass at Town Meeting and the ballot. If the overrides do not succeed, the FY 2020 operating budget in articles 1 and 2 reflects an increase of \$ \$745,247, or 3.92%, over the previous fiscal year.

Schools Overview

The Finance and Advisory Committee has, in recent years, highlighted the need to balance our goal of meeting residents' expectations for our outstanding educational system with what the Town can afford. To best understand Wenham's education cost increases, we must consider the following three metrics:

1. The HWRSD net operating budget increase,
2. Wenham's increasing proportion of the HWRSD enrollment, relative to Hamilton's, and
3. The increase in Wenham's HWRSD assessment, as a function of #1 and #2.

First, the total proposed HWRSD net operating budget for FY 2020 increases by \$1,457,612, or 5.1%, over FY 2019. Key drivers of this increase include contractual salary increases, substantial increases in the costs associated with special education programs, and the request to fund an OPEB trust fund and school resource officer.

Second, Wenham's enrollment-based apportionment for HWRSD is increasing to 35.9% up from 35.4% in the current fiscal year. While this 0.5% increase may seem modest, a five-year view of FY 2016 through FY 2020 reveals a shift in HWRSD enrollment-based cost of 6.7% from Hamilton to Wenham. This enrollment shift has added \$1.4 million to Wenham's cumulative assessment since 2016, independent of the annual HWRSD operating expense increases over that same period.

Third, Wenham's HWRSD FY 2020 assessment, as impacted by the above factors, increases by 6.9% to \$10,747,655 (52.78% of Wenham's budgeted expenditures if both overrides pass). Should Wenham's

assessment continue to increase at a rates higher than the Town's levy limit increases, available revenue falls short of that which is needed to manage the operational and capital expenditures of the Town while funding the Schools.

Town Overview

The Fiscal 2020 budget reflects an increase of 6.68% in Town expenses, as detailed below.

Salaries

Town salaries increase by \$169,150 reflecting 2% COLA increases, contractual step increases, up to 2% in non-union personnel merit increases, and salary adjustments for non-union positions within the ranges established in the compensation and classification schedule. Salaries for Pleasant Pond and other part-time roles were also adjusted to maintain market rate values due to the increase to the minimum wage.

Debt Service

Debt payments of both principle and interest from the general fund operating budget will decrease \$22,872 from the current fiscal year to \$616,623, a decrease of 3.71%. This is due to the decreasing payments over time on the Town's outstanding debt. Debt funded by Community Preservation Funds, if approved by Town Meeting, is decreasing by \$7,150 or 5.3%.

Free Cash

Free cash results from higher than expected revenue, or lower than expected expenditures (relative to one another). As with the prior two fiscal years, the FY 2020 budget includes the use of free cash (Article 2) in the amount of \$700,000. This reflects a decrease year over year of \$50,000 to ensure a minimum of \$250,000 in reserve, consistent with the Town's financial policy.

Available free cash was certified at \$977,873, so the use of \$700,000 in free cash will leave a balance of \$277,873. While these one-time funds have historically been applied to capital items and/or the reduction of the tax rate, they now are relied on to balance the budget. Since year-to-year fluctuations in the amount of free cash generated by operations are possible, best practices in municipal financial management discourage the use of free cash for on-going operations support and suggest that free cash be used for one-time items such as capital or investment in reserves. Looking ahead, we will need to reduce the Town's reliance on free cash to balance the budget to address this structural deficit.

Capital Expenditures

In prior fiscal years, some capital expenditures were able to be funded by free cash, but the increased use of free cash to balance the budget and the annual increase in Wenham's HWRSD assessment has necessitated the omission of many of the requested capital items for the Town in FY 2020.

The following capital commitments are made in Article 1 based on current lease agreements or necessary safety equipment. These were selected as minimum requirements and do not accurately reflect all of the necessary capital improvement items identified in either departmental budget requests or the Town's 5-year Capital Improvement Plan.

- \$43,020 for Highway Dept. Peterbilt truck lease
- \$85,000 for Highway Dept. road capital
- \$35,000 for Highway Dept. front end loader lease
- \$41,000 for Fire Dept. protective gear and air packs
- \$54,133 for Police Dept. marked cruiser and administrative vehicle leases
- \$35,431 for Information technology, including Town Hall and library computers and the Town's Financial Software

The Water Dept. is again seeking to transfer \$35,000 from the operating budget to the Capital Reserve account created last year for long term investments into the water infrastructure (Article 8). The Iron Rail Commission is seeking an increase of \$5,000 to the Iron Rail Revolving Fund (article 11) which would allow the Commission to cover debt service and previously deferred smaller capital projects. These funds are generated by Iron Rail rental income and a reduction in these revenues to account for the additional Revolving Fund transfer is reflected in the FY 2020 budget.

Net Effect: Anticipated Tax Rate Impact of Articles 1, 3, and 4

The chart below summarizes the incremental impact of each budget scenario presented in the Warrant. It starts with a level services budget that remains within the maximum allowable levy and then presents each potential override (Articles 3 and 4) and the impact of each on the tax rate. Please note that all three scenarios assume approval of Article 2 (the use of \$700,000 in free cash to balance the budget).

FY20 TAX RATE SCENARIOS

	Levy Limit Impact	FY 19 Tax Rate	Est. Tax Rate Impact of Article	Resulting estimated Tax Rate*	Percent Increase FY19 to FY20	Est. Tax Bill Increase*
Articles 1 & 2, levy limit budget and free cash	N/A	\$18.02	+ \$0.44 /1,000	\$18.46	+2.4%	+ \$253
Article 3, HWRSD level services	Increase of \$499,145		+\$0.56 / 1,000	\$19.02	+5.5%	+ \$321
Article 4, plus OPEB plus SRO	**Increase of \$615,264		+.14/\$1,000	\$19.16	+6.3%	+\$81

**Assumes Articles 3 and 4 pass

*Assumes median assessed home value remains at \$574,100

If Articles 1 through 4 all pass at Town Meeting and Articles 3 & 4 are approved through the ballot, the median house in Wenham can expect a total tax increase of approximately \$655 over FY19.

Article 4 does not and cannot commit the School Committee to eliminating the specific purposes for which those funds are recommended to be applied toward should either override, and thus the school budget, fail. However, in light of Wenham level services and HWRSD funding challenges in our already constrained levy limit, and given the prospect of an override far in excess of the FY 2019 level, both the Finance and Advisory Committee and the Board of Selectmen seek to help Wenham residents best understand the incremental tax rate impact of each override article.

Fiscal Outlook for 2020 and Beyond

The Town of Wenham continues to experience mounting pressure with respect to the funding of town operations. The continued growth of the HWRSD budget and the desire to support our excellent education system has left little funds to address Town needs. The risk of not funding the Town’s annual capital needs, along with expansion of programs where warranted can negatively impact Wenham’s quality of service and infrastructure; underfunded reserves can leave us exposed in the event of an economic downturn.

The Schools will also have capital needs – and developing a capital plan is critical so that we can understand and possibly align each other’s large scale capital projects. Overlaying Wenham’s goals with those of both the HWRSD and Town of Hamilton can help identify large budget impacts well in advance. In addition to a capital plan, we have encouraged the School Committee to consider formulating a strategic plan focusing on well-defined goals and outcomes while continuing to deliver the high quality educational programs that our residents expect. Ultimately, we must ensure the needs of our educators are met within a construct that is also affordable to our residents.

Wenham will continue to face the pressures of increasing municipal and educational costs carried by its residential tax base. While the Town will continue to manage its budget in a fiscally responsible manner, the likelihood of future overrides remains. For practical purposes, a levy limit increase approved by residents this year represents a permanent increase in the taxing authority, but doesn’t fully address increasing budget pressures. Thus, Wenham residents may well face an operating override in Fiscal 2021 – regardless of whether this year’s override is approved.

There are some positive developments, as the fiscal impact of the enrollment shift normalizes new permitted growth will also come on line (though this is a gradual process). We also want to share with residents the good news of a clean audit report for FY18 and a solid rating of AAA. Finally, we are happy to share that Town’s FY 2019 Budget Document received the Government Finance Officers Association (GFOA) Distinguished Budget Award, having been recognized for excellence in meeting best practices.

We hope you will join us at the Warrant Hearing on Monday, April 1, at 6:30 PM in The Buker Elementary School multi-purpose room.

WENHAM FINANCE AND ADVISORY COMMITTEE

Alex Begin, Chair

Michael Therrien, Vice-Chair

Carrie Jelsma

David Molitano

James Purdy

**WARRANT FOR THE ANNUAL TOWN MEETING
WENHAM, MASSACHUSETTS
Saturday April 6, 2019**

Essex, ss

To either of the Constables of Wenham, in said County,

GREETINGS:

In the name of the Commonwealth of Massachusetts, you are hereby directed to notify the inhabitants of said Town qualified to vote in Town Affairs and elections. The Town Meeting will take place in the Perkins Auditorium in the Bessie Buker School located at 1 School Street in said Town on Saturday, the sixth of April, 2019 at 1:00 PM. Voters of the Town are also notified to bring in their votes at the Annual Town Election for the election of Town officers and the several questions to be determined by official ballot from 7:00 AM until 8:00 PM at the Wenham Town Hall, 138 Main Street, on the eleventh of April, 2019.

ARTICLE 1: Budget Appropriations

To see if the Town will determine what sum of money may be necessary to defray the Town's expenses of the twelve month period (Fiscal Year 2020) beginning July 1, 2019 and ending June 30, 2020 and to make appropriations for the same and to determine the source thereof.

Or take any other action relative thereto.

Commentary: The FY 2020 budget appropriation in this article, as recommended by the Board of Selectmen and Finance & Advisory Committee, totals \$19,748,600. The FY 2020 budget requires the use of \$700,000 in FY 2018 free cash (see Article 2) to balance the budget and stay within the levy limit. See financial exhibits contained within the Article 1 warrant for further details about departmental line item funding amounts. If the FY 2020 budget outlined in Article 1 is accepted as recommended, total revenues from local property taxation rise by \$378,352, in line with a 2.5% levy limit increase under Proposition 2½. This article only includes partial funding for the Hamilton Wenham Regional School District's operating expense increase within the Town's levy capacity. Articles 3 and 4, when combined, will fully cover the FY 2020 Hamilton Wenham Regional School District budget as approved by their School Committee. Assuming no changes in the Town's overall property valuation, the tax rate is set to rise to \$18.46/1000 upon the passage of this article, an increase of \$.44 or 2.41% from FY 2019 rate of \$18.02/1000. Additional tax rate implications for Articles 3 and 4 are included in those commentaries.

Recommendation of the Board of Selectmen: Favorable Action (2-0-0)

Recommendation of the Finance & Advisory Committee: Favorable Action (5-0-0)

Vote needed: Simple Majority

Notes to Recap Sheet for FY 2020

REVENUE

<u>Local Receipts:</u> Includes the following:	\$2,676,948
Motor Vehicle Excise, Penalties and Interest, Payments in Lieu of Taxes, Charges for Services, Fees, Rentals, Departmental Revenue, Licenses and Permits, Fines and Forfeits, and Investment Income.	
 <u>Water Revenue:</u>	 \$445,138
Raised from water use charges. Water receipts equal Water Budget:	
 <u>Assessment to Hamilton: FY '20 apportionment:</u>	 \$982,967
Joint Library (64.51% Hamilton & 35.49% Wenham), Pleasant Pond & Joint Inspectional Services	
 <u>Cherry Sheet Revenue:</u>	 \$464,915
FY '20 Estimate	
 <u>Other Available Funds:</u>	
FY 2018 Certified Free Cash Used to Reduce Tax Rate (\$977,873 certified)	
	\$700,000

EXPENSES

<u>Cherry Sheet Charges:</u> Assessed by the Commonwealth	\$156,591
 <u>Other Expenditures:</u>	
Other charges that may be assessed to the town without appropriation; This includes Cherry Sheet Offsets and any other deficits that may need to be raised	
Public Libraries Offset Receipts	
	\$9,328
 <u>Overlay:</u> Allowance for Abatements and Exemptions from Assessors	
FY '20 Estimated	
	\$195,000
 <u>Special Articles:</u>	
The total dollar amount of the Finance and Advisory Committee's recommended expenditures under all of the warrant articles that affect the tax rate.	
Article No. 4 Cemetery funds transfer	
	\$7,500

FY 2020 Levy Limit Calculation:

Prior <u>Fiscal Year Levy Limit:</u> From Department of Revenue RECAP Sheet	\$15,134,590
<u>Prop 2.5 levy increase</u>	\$378,365
<u>New Growth:</u> Value increases from new construction	\$220,000
 <u>Levy Limit</u>	 \$15,732,955
 <u>Proposition 2 ½ Debt Exclusion:</u>	
Includes Joint Library Project, Town Hall/Police Station Project Iron Rail Boiler and School Debt	
	+ \$527,705
 <u>Maximum Allowable Levy</u>	 \$16,260,660

**FY 2020 ARTICLE 1
 SPRING ANNUAL TOWN MEETING - BUDGET SUMMARY ANALYSIS
 COMPARISON OF FISCAL YEAR 2019 TO 2020**

	ACTUAL - DOR FY2017 Recap	ACTUAL - DOR FY2018 Recap	ACTUAL - DOR FY2019 Recap	Projected FY2020 Receipts No Override	INCREASE (DECREASE)	Projected FY2020 Receipts w/ Override #1	INCREASE (DECREASE)	Projected FY2020 Receipts w/ both Overrides	INCREASE (DECREASE)
REVENUES									
LOCAL RECEIPTS	\$ 1,023,014.00	\$ 977,147.00	\$ 992,455.00	\$ 1,248,843.00	\$ 256,388.00	\$ 1,248,843.00	\$ 256,388.00	\$ 1,248,843.00	\$ 256,388.00
WATER - Special Revenue Fund	\$ 417,438.00	\$ 421,617.00	\$ 427,395.00	\$ 445,138.00	\$ 17,743.00	\$ 445,138.00	\$ 17,743.00	\$ 445,138.00	\$ 17,743.00
ASSESSMENT from Hamilton - Joint Library & Pleasant Pond	\$ 725,635.00	\$ 751,203.00	\$ 879,668.00	\$ 982,967.00	\$ 103,299.00	\$ 982,967.00	\$ 103,299.00	\$ 982,967.00	\$ 103,299.00
Local Receipt Subtotal	\$ 2,166,087.00	\$ 2,149,967.00	\$ 2,299,518.00	\$ 2,676,948.00	\$ 377,430.00	\$ 2,676,948.00	\$ 377,430.00	\$ 2,676,948.00	\$ 377,430.00
CHERRY SHEET REVENUE	\$ 430,835.00	\$ 448,610.00	\$ 465,044.00	\$ 464,915.00	\$ (129.00)	\$ 464,915.00	\$ (129.00)	\$ 464,915.00	\$ (129.00)
OTHER (Available Funds)									
Cemetery Funds to offset DPW expenses	\$ 5,000.00	\$ 7,500.00		\$ 7,500.00	\$ 7,500.00	\$ 7,500.00	\$ 7,500.00	\$ 7,500.00	\$ 7,500.00
OVERLAY SURPLUS:									
Longfellow Project	\$ -	\$ -	\$ 60,000.00		\$ (60,000.00)		\$ (60,000.00)		\$ (60,000.00)
TOTAL GROSS REVENUES	\$ 2,601,922.00	\$ 2,606,077.00	\$ 2,824,562.00	\$ 3,149,363.00	\$ 324,801.00	\$ 3,149,363.00	\$ 324,801.00	\$ 3,149,363.00	\$ 324,801.00
LESS: REVENUE OFFSETS									
CHERRY SHEET CHARGES	\$ (223,661.00)	\$ (225,090.00)	\$ (231,168.00)	\$ (156,591.00)	\$ 74,577.00	\$ (156,591.00)	\$ 74,577.00	\$ (156,591.00)	\$ 74,577.00
CHERRY SHEET OFFSETS (Library Offset)	\$ (9,188.00)	\$ (9,317.00)	\$ (9,451.00)	\$ (9,328.00)	\$ 123.00	\$ (9,328.00)	\$ 123.00	\$ (9,328.00)	\$ 123.00
OTHER DEFICITS TO BE RAISED	\$ (10,460.00)	\$ -			\$ -		\$ -		\$ -
OVERLAY (Allowance for Abatements)	\$ (136,123.00)	\$ (135,182.45)	\$ (135,000.00)	\$ (195,000.00)	\$ (60,000.00)	\$ (195,000.00)	\$ (60,000.00)	\$ (195,000.00)	\$ (60,000.00)
NET REVENUE	\$ 2,222,490.00	\$ 2,236,487.55	\$ 2,448,943.00	\$ 2,788,444.00	\$ 339,501.00	\$ 2,788,444.00	\$ 339,501.00	\$ 2,788,444.00	\$ 339,501.00
ARTICLE 2 - FREE CASH USE	\$ 750,000.00	\$ 750,000.00	\$ 750,000.00	\$ 700,000.00	\$ (50,000.00)	\$ 700,000.00	\$ (50,000.00)	\$ 700,000.00	\$ (50,000.00)
TOTAL REVENUE & FREE CASH	\$ 2,972,490.00	\$ 2,986,487.55	\$ 3,198,943.00	\$ 3,488,444.00	\$ 289,501.00	\$ 3,488,444.00	\$ 289,501.00	\$ 3,488,444.00	\$ 289,501.00
EXPENDITURES									
ARTICLE 1 - SALARIES & WAGES	\$ 3,955,778.00	\$ 4,055,439.00	\$ 4,262,961.00	\$ 4,432,110.00	\$ 169,149.00	\$ 4,432,110.00	\$ 169,149.00	\$ 4,432,110.00	\$ 169,149.00
ARTICLE 1 - TOWN EXPENSES	\$ 3,454,475.00	\$ 3,619,157.00	\$ 3,715,187.00	\$ 4,075,521.00	\$ 360,334.00	\$ 4,075,521.00	\$ 360,334.00	\$ 4,075,521.00	\$ 360,334.00
ARTICLE 1 - TOWN DEBT SERVICE	\$ 778,718.00	\$ 670,810.00	\$ 639,495.00	\$ 616,623.00	\$ (22,872.00)	\$ 616,623.00	\$ (22,872.00)	\$ 616,623.00	\$ (22,872.00)
ARTICLE 1 - H W REG SCHOOL EXPENSES	\$ 8,433,233.00	\$ 8,870,591.00	\$ 9,708,859.00	\$ 9,989,176.00	\$ 280,317.00	\$ 9,989,176.00	\$ 280,317.00	\$ 9,989,176.00	\$ 280,317.00
ARTICLE 1 - SCHOOL DEBT	\$ 340,410.00	\$ 335,586.00	\$ 344,154.00	\$ 143,215.00	\$ (200,939.00)	\$ 143,215.00	\$ (200,939.00)	\$ 143,215.00	\$ (200,939.00)
ARTICLE 1 - REG VOCATIONAL SCHOOL EXPENSES	\$ 189,550.00	\$ 145,894.00	\$ 143,217.00	\$ 159,958.00	\$ 16,741.00	\$ 159,958.00	\$ 16,741.00	\$ 159,958.00	\$ 16,741.00
ARTICLE 1 - REG VOCATIONAL SCHOOL DEBT	\$ -	\$ 18,349.00	\$ 16,829.00	\$ 22,850.00	\$ 6,021.00	\$ 22,850.00	\$ 6,021.00	\$ 22,850.00	\$ 6,021.00
ARTICLE 1 - CAPITAL	\$ 159,000.00	\$ 149,651.00	\$ 172,652.00	\$ 309,147.00	\$ 136,495.00	\$ 309,147.00	\$ 136,495.00	\$ 309,147.00	\$ 136,495.00
ARTICLE 1 - TOTAL EXPENDITURES	\$ 17,311,164.00	\$ 17,865,477.00	\$ 19,003,354.00	\$ 19,748,600.00	\$ 745,246.00	\$ 19,748,600.00	\$ 745,246.00	\$ 19,748,600.00	\$ 745,246.00
ARTICLE 3 - SCHOOL OVERRIDE #1						\$ 499,145.00	\$ 499,145.00	\$ 499,145.00	\$ 499,145.00
ARTICLE 4 - SCHOOL OVERRIDE #2						\$ -	\$ -	\$ 116,119.00	\$ 116,119.00
TOTAL EXPENDITURES INCLUDING OVERRIDE(S)	\$ 17,311,164.00	\$ 17,865,477.00	\$ 19,003,354.00	\$ 19,748,600.00	\$ 745,246.00	\$ 20,247,745.00	\$ 1,244,391.00	\$ 20,363,864.00	\$ 1,360,510.00
NET AMOUNT TO BE RAISED (Total expenditures less total revenues. This amount is subject to the levy limit)	\$ 14,338,674.00	\$ 14,878,989.45	\$ 15,804,411.00	\$ 16,260,156.00	\$ 455,745.00	\$ 16,759,301.00	\$ 954,890.00	\$ 16,875,420.00	\$ 1,071,009.00

4/6/2019

**FY 2020 ARTICLE 1
 SPRING ANNUAL TOWN MEETING - BUDGET SUMMARY ANALYSIS
 COMPARISON OF FISCAL YEAR 2019 TO 2020**

	ACTUAL - DOR FY2017 Recap	ACTUAL - DOR FY2018 Recap	ACTUAL - DOR FY2019 Recap	Projected FY2020 Receipts No Override	INCREASE (DECREASE)	Projected FY2020 Receipts w/ Override #1	INCREASE (DECREASE)	Projected FY2020 Receipts w/ both Overrides	INCREASE (DECREASE)
LEVY LIMIT CALCULATION - EACH SCENARIO									
PRIOR FISCAL YEAR LEVY LIMIT	\$ 13,192,578.73	\$ 13,612,731.00	\$ 14,161,731.53	\$ 15,134,589.81	\$ 972,858.29	\$ 15,134,589.81	\$ 972,858.29	\$ 15,134,589.81	\$ 972,858.29
2 1/2% Increase	\$ 329,814.47	\$ 340,833.53	\$ 354,043.29	\$ 378,364.75	\$ 24,321.46	\$ 378,364.75	\$ 24,321.46	\$ 378,364.75	\$ 24,321.46
School Operating Override			\$ 331,294.00		\$ (331,294.00)	\$ 499,145.00	\$ 167,851.00	\$ 615,264.00	\$ 283,970.00
Current New Growth (Value increases from new building)	\$ 90,337.00	\$ 208,167.00	\$ 287,521.00	\$ 220,000.00	\$ (67,521.00)	\$ 220,000.00	\$ (67,521.00)	\$ 220,000.00	\$ (67,521.00)
LEVY LIMIT - before adding current year debt exclusion	\$ 13,612,730.20	\$ 14,161,731.53	\$ 15,134,589.81	\$ 15,732,954.56	\$ 598,364.75	\$ 16,232,099.56	\$ 1,097,509.75	\$ 16,348,218.56	\$ 1,213,628.75
PROP 2 1/2 DEBT EXCLUSION	\$ 807,410.00	\$ 725,578.00	\$ 742,446.00	\$ 527,705.00	\$ (214,741.00)	\$ 527,705.00	\$ (214,741.00)	\$ 527,705.00	\$ (214,741.00)
School Debt, Town Hall/Police Station, Joint Library									
LEVY LIMIT - Maximum Allowable Levy (Net Amount To Be Raised cannot be higher than this)	\$ 14,420,140.20	\$ 14,887,309.53	\$ 15,877,035.81	\$ 16,260,659.56	\$ 383,623.75	\$ 16,759,804.56	\$ 882,768.75	\$ 16,875,923.56	\$ 998,887.75
GAP: Levy Limit minus the Net Amount To Be Raised.	\$ 81,466.20	\$ 8,320.08	\$ 72,624.81	\$ 503.56		\$ 503.56		\$ 503.56	
PROPERTY VALUATION	\$ 782,524,552.00	\$ 792,256,064.00	\$ 880,932,916.00	\$ 880,932,916.00		\$ 880,932,916.00		\$ 880,932,916.00	
TAX RATE - (Net Amount to be Raised divided by property valuation * \$1,000)	\$ 18.32	\$ 18.78	\$ 18.02	\$ 18.46	\$ 0.44	\$ 19.02	\$ 1.00	\$ 19.16	\$ 1.14

4/6/2019

All FY 2020 salaries listed are based on a 52.29 week year

ITEM NO.	ITEM	Adopted Budget 7/1/2014 6/30/2015	Adopted Budget 7/1/2015 6/30/2016	Adopted Budget 7/1/2016 6/30/2017	Adopted Budget 7/1/2017 6/30/2018	Adopted Budget 7/1/2018 6/30/2019	Proposed Budget 7/1/2019 6/30/2020
114	MODERATOR						
114-5200	EXPENSES	50	50	50	50	50	50
122	SELECTMEN						
122-5100	SALARIES <i>(Chairman @ \$4,438/year, 2 Members @ \$3,405/year)</i>	10,812	10,812	10,920	11,139	11,029	11,250
122-5200	EXPENSES	2,000	2,000	2,000	2,000	2,000	500
	TOTAL - SELECTMEN	12,812	12,812	12,920	13,139	13,029	11,750
123	TOWN ADMINISTRATOR						
123-5100	SALARY <i>(Town Administrator @ 138,000/year)</i>	102,393	104,441	106,050	114,240	132,000	138,047
123-5200	EXPENSES	2,500	2,500	2,500	2,500	2,500	4,000
	TOTAL - TOWN ADMINISTRATOR	104,893	106,941	108,550	116,740	134,500	142,047
131	FINANCE & ADVISORY COMMITTEE						
131-5200	EXPENSES	250	250	250	250	250	250
132	RESERVE FUND MGL C.40, S.6						
132-5700	RESERVE FUND	150,000	175,000	190,000	125,000	125,000	125,000
135	TOWN ACCOUNTANT (MOVED TO FINANCE)						
135-5100	SALARY & WAGES	0	0	0	0	0	0
135-5200	EXPENSES	56,650	0	0	0	0	0
	TOTAL - TOWN ACCOUNTANT	56,650	0	0	0	0	0
139	MUNICIPAL AUDIT						
139-5300	CONTRACT SERVICES - Municipal Audit	24,000	22,000	22,000	23,500	23,500	25,000
	CONTRACT SERVICES - Actuarial Valuation		5,000	0	0	0	0
	TOTAL - MUNICIPAL AUDIT	24,000	27,000	22,000	23,500	23,500	25,000
141	ASSESSORS						
141-5100	SALARY & WAGES <i>(P/T Chief Assessor @ \$38,652/year for 20 hrs/wk)</i> <i>(Asst Assessor @ \$26,478/year for 18 hrs/wk)</i>	58,423	60,453	59,679	61,280	63,103	65,131
141-5200	EXPENSES	10,574	12,150	12,150	12,150	13,150	14,150
141-5800	CAPITAL - Measure List		10,000	0	0	0	0
	TOTAL - ASSESSORS	68,997	82,603	71,829	73,430	76,253	79,281
145	TREASURER / COLLECTOR (MOVED TO FINANCE)						
145-5100	SALARY & WAGES	63,357	0	0	0	0	0
145-5200	EXPENSES	77,010	0	0	0	0	0
	TOTAL - FINANCE DIR. TREASURER/COLLECTOR	140,367	0	0	0	0	0

4/6/2019

All FY 2020 salaries listed are based on a 52.29 week year

ITEM NO.	ITEM	Adopted Budget 7/1/2014 6/30/2015	Adopted Budget 7/1/2015 6/30/2016	Adopted Budget 7/1/2016 6/30/2017	Adopted Budget 7/1/2017 6/30/2018	Adopted Budget 7/1/2018 6/30/2019	Proposed Budget 7/1/2019 6/30/2020
149	FINANCE DEPARTMENT						
149-5100	SALARY & WAGES <i>(Finance Director / Treasurer/Collector @ \$100,558/year for 40 hrs/wk)</i> <i>Town Accountant @ \$79,494/year for 40 hrs/wk)</i> <i>(Finance Assistant @ \$49,623/year for 33 hrs/wk)</i>	0	172,226	170,853	187,551	195,778	225,276
149-5200	EXPENSES	10,574	25,400	26,400	37,500	32,950	22,950
	TOTAL - FINANCE DEPARTMENT	<u>10,574</u>	<u>197,626</u>	<u>197,253</u>	<u>225,051</u>	<u>228,728</u>	<u>248,226</u>
145-5301	TAX TITLE EXPENSE						10,000
151	TOWN COUNSEL / LEGAL						
151-5210	CONTRACT SERVICES - RETAINER	7,000	7,000	7,000	0	0	
151-5220	CONTRACT SERVICES - OUTSIDE COUNSEL	15,000	40,000	48,000	50,000	55,000	60,000
	TOTAL - TOWN COUNSEL/LEGAL	<u>22,000</u>	<u>47,000</u>	<u>55,000</u>	<u>50,000</u>	<u>55,000</u>	<u>60,000</u>
155	INFORMATION TECHNOLOGY						
155-5200	EXPENSES	56,124	61,036	50,387	55,254	64,014	73,211
155-5800	CAPITAL	35,000	10,000	10,000	7,000	7,000	7,000
	TOTAL - INFORMATION TECHNOLOGY	<u>91,124</u>	<u>71,036</u>	<u>60,387</u>	<u>62,254</u>	<u>71,014</u>	<u>80,211</u>
160	TOWN HALL						
160-5100	SALARY & WAGES <i>(Administrative Assistant @ \$58,485/year for 36.5/hrs/wk)</i> <i>(Special Projects Asst. @ \$29,227/year for 18.25/hrs/wk)</i> <i>(Minute Taker - \$15,563/year)</i> <i>(\$30,000k Placeholder for Potential 2% Merit Increases for non-union staff)</i>	61,169	75,909	74,568	104,060	122,265	133,276
160-5200	EXPENSES	51,870	51,870	47,720	47,720	47,720	47,720
160-5310	Minutes Taker - Moved to Salary & Wages	4,692	8,401	8,401	8,569	0	
	TOTAL - TOWN HALL	<u>117,731</u>	<u>136,180</u>	<u>130,689</u>	<u>160,349</u>	<u>169,985</u>	<u>180,996</u>
161	TOWN CLERK						
161-5100	SALARY & WAGES <i>(Town Clerk @ \$61,369/year for 36.5 hrs./wk.)</i> <i>(Registrar Stipend \$169/year)</i> <i>(Election coverage totaling \$4,160)</i> <i>(Administrative Assistant @ \$10,789/year 680 hours/yr @\$15.87)</i> <i>(Town Clerk Certification Stipend \$1,000/year)</i>	87,349	64,991	65,818	65,039	77,487	83,773
161-5200	EXPENSES	11,034	10,765	16,930	12,555	12,855	13,065
	TOTAL - TOWN CLERK	<u>98,383</u>	<u>75,756</u>	<u>82,748</u>	<u>77,594</u>	<u>90,342</u>	<u>96,838</u>
170	PLANNING & LAND USE						
170-5100	SALARY & WAGES	77,029	67,783	47,797	57,105	69,122	66,056

4/6/2019

All FY 2020 salaries listed are based on a 52.29 week year

ITEM NO.	ITEM	Adopted Budget 7/1/2014 6/30/2015	Adopted Budget 7/1/2015 6/30/2016	Adopted Budget 7/1/2016 6/30/2017	Adopted Budget 7/1/2017 6/30/2018	Adopted Budget 7/1/2018 6/30/2019	Proposed Budget 7/1/2019 6/30/2020
	<i>(Planning Coordinator @ \$35,833/year for 19 hrs/wk)</i>						
	<i>(Conservation & Open Space Coordinator @19 hrs/wk)</i>						
171-5200	EXPENSES - Conservation/Planning/Zoning	2,990	6,450	6,250	4,900	6,155	6,585
175-5200	EXPENSES - Planning	500	500	0	0	0	
176-5200	EXPENSES - Board of Appeals	500	500	0	0	0	
	TOTAL - PLANNING & LAND USE	81,019	75,233	54,047	62,005	75,277	72,641
192	FACILITIES MANAGEMENT						
192-5100	SALARIES & WAGES	101,874	82,177	88,069	81,194	81,247	84,045
	<i>(Facilities Director @ \$72,866/year for 40 hrs/wk)</i>						
	<i>(Summer help - 2 workers @ \$10,000)</i>						
	<i>(Clock Winder - \$1,241/year - Stipend)</i>						
192-5200	EXPENSES	70,347	73,347	73,347	73,989	78,989	87,934
192-5800	CAPITAL	4,750	0	0	0	0	
	TOTAL - BUILDING & GROUNDS MAINTENANCE	176,971	155,524	161,416	155,183	160,236	171,979
195	TOWN REPORT						
195-5200	EXPENSES	0	5,000	5,000	5,500	5,700	6,000
199	IRON RAIL PROPERTY						
199-5100	SALARY & WAGES	13,857	14,134	14,275	7,102	6,973	
	<i>(Custodial staff - moved to contracted for 2020)</i>						
199-5200	EXPENSES	34,970	36,470	36,470	36,470	36,470	46,670
199-5800	CAPITAL	3,000	6,000	0	0	0	
	TOTAL - IRON RAIL PROPERTY	51,827	56,604	50,745	43,572	43,443	46,670
	TOTAL GENERAL GOVERNMENT	1,197,074	1,224,615	1,202,884	1,193,617	1,272,307	1,356,939
	<u>PROTECTION OF PERSONS AND PROPERTY</u>						
210	POLICE						
210-5100	SALARIES & WAGES	1,099,873	1,188,792	1,251,067	1,237,224	1,271,226	1,306,706
	<i>(Chief @ \$137,400/year)</i>						
	<i>(Captain @ \$109,322/year)</i>						
	<i>(9 officers totaling \$730,838)</i>						
	<i>(Reserve Officers totaling \$258,616)</i>						
	<i>(Administrative Assistant @ \$49,185/year)</i>						
	<i>(Animal Control Officer @ \$21,083/year)</i>						
	<i>(Pleasant Pond Life Guards & Gatekeepers @ \$21,280/year)</i>						
210-5200	EXPENSES	109,109	109,680	122,930	125,266	123,216	126,616

4/6/2019

All FY 2020 salaries listed are based on a 52.29 week year

ITEM NO.	ITEM	Adopted Budget 7/1/2014 6/30/2015	Adopted Budget 7/1/2015 6/30/2016	Adopted Budget 7/1/2016 6/30/2017	Adopted Budget 7/1/2017 6/30/2018	Adopted Budget 7/1/2018 6/30/2019	Proposed Budget 7/1/2019 6/30/2020
210-5800	CAPITAL <i>Purchase of new front line cruiser @ \$42,000</i> <i>Lease costs for Administrative Vehicle @ \$12,133</i>	87,600	38,000	38,000	40,000	40,000	54,133
	TOTAL - POLICE	<u>1,296,582</u>	<u>1,336,472</u>	<u>1,411,997</u>	<u>1,402,490</u>	<u>1,434,442</u>	<u>1,487,455</u>
220	FIRE						
220-5100	SALARIES & STIPENDS <i>(Chief @ \$99,744/year)</i> <i>(Fire Prevention Officer @ \$99,079/year)</i> <i>(F/T Firefighter @ \$53,455/year)</i> <i>(Administrative Assistant @ \$6,854/year)</i> <i>(Training, OT & EMT, Deputy, Captain, Lieutenant Stipends, \$138,993)</i> <i>(Additional EMS Coverage(\$25,000)</i>	579,297	623,636	384,288	401,285	387,036	423,125
220-5110	ON-CALL WAGES	0	0	206,091	201,220	202,995	181,555
220-5200	EXPENSES	84,048	94,270	116,820	133,286	123,961	131,763
220-5800	CAPITAL	77,978	15,000	15,000	15,000	0	41,000
	TOTAL - FIRE	<u>741,323</u>	<u>732,906</u>	<u>722,199</u>	<u>750,791</u>	<u>713,992</u>	<u>777,443</u>
240	PERMITTING - INSPECTIONAL SERVICES						
240-5100	SALARIES & WAGES <i>(Permitting Coordinator @ \$29,252/year for 18.25 hrs/wk.)</i> <i>Building Commissioner @ \$67,977/year)</i> <i>(Plumbing Inspector @ \$15,000/year)</i> <i>(Electrical Inspector @ \$23,868/year)</i> <i>(Back-up Plumbing & Gas Inspector @ \$1,000/year)</i> <i>(Back-up Electrical Inspector @\$3,000/year)</i> <i>(Back-up Building Inspector @\$2,475/year)</i>	35,300	36,006	58,369	60,475	138,952	142,573
240-5200	EXPENSES (Building, Plumbing & Electrical)	2,757	2,757	7,557	6,757	15,000	27,920
240-5800	CAPITAL					3,000	0
	TOTAL - PERMITTING - INSPECTIONAL SERVICES	<u>38,057</u>	<u>38,763</u>	<u>65,926</u>	<u>67,232</u>	<u>156,952</u>	<u>170,493</u>
294	TREE WARDEN						
294-5100	SALARY (\$1,693 stipend/year - plus add'l \$1K for tree plan implem.)	1,549	1,579	1,595	1,627	1,660	2,693
294-5200	EXPENSES	20,300	30,300	25,800	25,800	25,800	25,800
	TOTAL - TREE WARDEN	<u>21,849</u>	<u>31,879</u>	<u>27,395</u>	<u>27,427</u>	<u>27,460</u>	<u>28,493</u>
	TOTAL PROTECTION OF PERSONS & PROPERTY	<u>2,097,811</u>	<u>2,140,020</u>	<u>2,227,517</u>	<u>2,247,940</u>	<u>2,332,846</u>	<u>2,463,884</u>

4/6/2019

All FY 2020 salaries listed are based on a 52.29 week year

ITEM NO.	ITEM	Adopted Budget 7/1/2014 6/30/2015	Adopted Budget 7/1/2015 6/30/2016	Adopted Budget 7/1/2016 6/30/2017	Adopted Budget 7/1/2017 6/30/2018	Adopted Budget 7/1/2018 6/30/2019	Proposed Budget 7/1/2019 6/30/2020
<u>SCHOOLS</u>							
310	REGIONAL SCHOOL DISTRICT						
310-5200	ASSESSMENT - Wenham Share	7,338,512	7,734,075	8,433,233	8,870,591	9,708,859	9,989,176
315	REGIONAL SCHOOL DEBT						
315-5910	PRINCIPAL & INTEREST (1997 New Middle School)	233,655	237,053	245,696	248,192	247,816	
315-5900	PRINCIPAL & INTEREST (Cutler Roof)	38,797	39,802	42,610	42,129	45,451	47,023
315-5900	PRINCIPAL & INTEREST (Buker & Winthrop Boiler)	0	0	52,104	45,265	42,049	41,323
315-5911	WINTHROP SPRINKLER & INFRASTRUCTURE	0	0	0	0	8,838	54,869
	TOTAL - PRINCIPAL & INTEREST	272,452	276,855	340,410	335,586	344,154	143,215
	TOTAL - HAMILTON/WENHAM REGIONAL SCHOOL DISTRICT	7,610,964	8,010,930	8,773,643	9,206,177	10,053,013	10,132,391
320	REGIONAL VOCATIONAL SCHOOL DISTRICT						
320-5200	ASSESSMENT - Wenham Share	144,688	149,029	189,550	145,894	143,217	159,958
320-5910	INTEREST - New Regional Technical School Building	35,000	36,050	0	18,349	16,829	22,850
	TOTAL - REGIONAL VOCATIONAL SCHOOL DISTRICT	179,688	185,079	189,550	164,243	160,046	182,808
	TOTAL EDUCATION	7,790,652	8,196,009	8,963,193	9,370,420	10,213,059	10,315,199
<u>DEPARTMENT OF PUBLIC WORKS</u>							
422	HIGHWAY DEPARTMENT						
422-5100	SALARIES & WAGES <i>(DPW Director @ \$112,932/year)</i> <i>(Foreman @ \$73,666/year)</i> <i>(6 f/t positions totaling \$330,105/year)</i> <i>(Administrative Assistant \$30,326/year @ 23.5 hrs/wk)</i> <i>(Summer Help/Leaf Pick up/ etc. - \$9,017)</i> <i>(OT \$13,362)</i>	514,258	520,498	523,131	548,447	551,413	569,359
422-5200	EXPENSES	242,344	257,344	223,344	219,304	219,304	276,495
422-5800	CAPITAL	86,500	0	96,000	83,020	83,020	163,020
	TOTAL - HIGHWAY DEPARTMENT	843,102	777,842	842,475	850,771	853,737	1,008,874
423	SNOW REMOVAL						
423-5100	WAGES	36,050	36,050	36,050	36,050	36,050	36,050
423-5200	EXPENSES	70,000	70,000	70,000	70,000	70,000	70,000
	TOTAL - SNOW REMOVAL	106,050	106,050	106,050	106,050	106,050	106,050
424	STREET LIGHTING						
424-5200	EXPENSES	47,947	52,000	40,000	30,574	18,000	20,000

4/6/2019

All FY 2020 salaries listed are based on a 52.29 week year

ITEM NO.	ITEM	Adopted Budget 7/1/2014 6/30/2015	Adopted Budget 7/1/2015 6/30/2016	Adopted Budget 7/1/2016 6/30/2017	Adopted Budget 7/1/2017 6/30/2018	Adopted Budget 7/1/2018 6/30/2019	Proposed Budget 7/1/2019 6/30/2020
433	REFUSE COLLECTION AND DISPOSAL						
433-5300	EXPENSES	262,000	233,659	240,669	365,000	386,000	401,268
491	CEMETERY						
491-5100	SALARIES & WAGES -(Burial Agent - \$3,184/year stipend)	3,379	5,947	3,481	3,180	3,122	4,385
491-5200	EXPENSES	4,200	4,900	4,900	6,100	6,600	4,750
	CAPITAL						4,362
	TOTAL - CEMETERY	7,579	10,847	8,381	9,280	9,722	13,497
	TOTAL DEPARTMENT OF PUBLIC WORKS	1,266,678	1,180,398	1,237,575	1,361,675	1,373,509	1,549,689
	<u>HEALTH AND HUMAN SERVICES</u>						
510	BOARD OF HEALTH						
510-5100	SALARIES	8,012	8,170	12,023	12,261	12,384	15,550
	<i>(Inspector of Animals @ \$2,593/year)</i>						
	<i>(Assistant Health Agent @ \$6,134/year)</i>						
	<i>(Public Health Nurse @ \$6,823/year)</i>						
510-5200	EXPENSES	18,820	18,820	19,370	19,935	20,643	20,948
510-5300	CONTRACT SERVICE	0	0	0	0	0	0
	TOTAL - BOARD OF HEALTH	26,832	26,990	31,393	32,196	33,027	36,498
541	COUNCIL ON AGING						
541-5100	SALARIES	72,247	75,535	84,021	81,886	87,108	93,503
	<i>(COA Director @\$52,039/year)</i>						
	<i>(5 P/T Staff, Drivers totaling \$48,799/year)</i>						
541-5200	EXPENSES	24,920	28,874	20,274	20,274	20,274	19,950
	TOTAL - COUNCIL ON AGING	97,167	104,409	104,295	102,160	107,382	113,453
543	VETERAN'S BENEFITS						
543-5200	EXPENSES	1,776	1,900	1,900	1,900	1,919	475
543-5210	REGIONAL DISTRICT ASSESSMENT	20,000	19,500	20,085	21,000	21,420	22,724
	TOTAL VETERAN'S BENEFITS	21,776	21,400	21,985	22,900	23,339	23,199
	TOTAL HEALTH & HUMAN SERVICES	145,775	152,799	157,673	157,256	163,748	173,150

4/6/2019

All FY 2020 salaries listed are based on a 52.29 week year

ITEM NO.	ITEM	Adopted Budget 7/1/2014 6/30/2015	Adopted Budget 7/1/2015 6/30/2016	Adopted Budget 7/1/2016 6/30/2017	Adopted Budget 7/1/2017 6/30/2018	Adopted Budget 7/1/2018 6/30/2019	Proposed Budget 7/1/2019 6/30/2020
<u>CULTURE and RECREATION</u>							
620	JOINT LIBRARY						
620-5100	SALARIES & WAGES						
320-5100-1	(Director)	74,765	76,644	80,647	83,483	86,801	90,207
320-5100-2	(Head Reference)	47,488	47,320	49,943	51,743	53,818	56,401
320-5100-3	(General Services)						
320-5100-4	(Young Adult Librarian)	46,965	46,713	49,941	51,327	53,406	55,906
320-5100-5	(Children's)	50,703	48,518	49,562	52,748	54,859	57,484
320-5100-6	(Head of Circulation)	46,626	46,430	49,494	51,015	53,074	55,521
320-5100-7	(Adult Services/Admin Librarian)	46,262	46,001	49,185	50,518	52,576	54,001
320-5100-8	(Technical Services)	57,268	57,364	57,928	58,615	59,766	54,655
320-5100-9	(Assistant Director)	50,018	49,736	55,940	58,056	60,418	63,187
20-5100-11	(Generalist)	46,693	46,380	48,744	50,965	53,036	54,272
	(Placeholder for Wage Matrix)		13,719	0	0	0	
	SUBTOTAL PROFESSIONAL	466,788	465,106	491,384	508,470	527,754	541,634
20-5100-10	(Support Staff - 7 Part-time Positions @ various hourly wages)	78,939	78,556	102,302	105,776	110,209	116,326
	(Shelvers - total 20 hrs/wk)	17,810	17,810	0	0	0	
	SUBTOTAL SUPPORT STAFF	96,749	96,366	102,302	105,776	110,209	116,326
	TOTAL SALARIES	563,537	561,472	593,686	614,246	637,963	657,960
620-5200	EXPENSES						
320-5200-1	(Library Books)	122,814	122,814	125,814	127,814	130,814	132,126
320-5200-2	(Subscriptions & Periodicals)	10,000	10,000	10,000	10,000	10,000	10,000
320-5200-3	(Technology)	43,757	44,938	46,404	48,668	49,694	53,209
320-5200-5	(General Supplies)	12,265	12,265	12,265	12,765	12,627	12,627
320-5200-6	(Memberships, Conference & Travel)	816	916	916	916	916	916
320-5200-7	(Programs)	500	500	500	500	500	500
320-5200-8	(Heat & Utilities)	55,250	55,540	55,540	53,540	53,540	56,427
320-5200-9	(Maintenance of Building & Grounds)	40,101	41,101	39,635	41,135	45,105	48,105
	TOTAL LIBRARY EXPENSES	285,503	288,074	291,074	295,338	303,196	313,910
20-5800-10	CAPITAL	0	9,595	0	0	0	
	TOTAL - LIBRARY	849,040	859,141	884,760	909,584	941,159	971,870
640	JOINT RECREATION PROGRAM						
640-5200	OTHER - JT. RECREATION PROGRAM EXPENSE						
	(Includes IDC model administrative fee to Hamilton)						
	EXPENSES	56,000	70,000	68,615	68,784	97,140	86,778

4/6/2019

All FY 2020 salaries listed are based on a 52.29 week year

ITEM NO.	ITEM	Adopted Budget 7/1/2014 6/30/2015	Adopted Budget 7/1/2015 6/30/2016	Adopted Budget 7/1/2016 6/30/2017	Adopted Budget 7/1/2017 6/30/2018	Adopted Budget 7/1/2018 6/30/2019	Proposed Budget 7/1/2019 6/30/2020
650	PARKS DEPARTMENT (Moved to Police Dept.)						
650-5100	WAGES (Summer Help)	3,877	0	0	0	0	
650-5200	EXPENSES	6,052	0	0	0	0	
	TOTAL - PARKS DEPARTMENT	9,929	0	0	0	0	
691	HISTORIC DISTRICT COMMISSION						
691-5200	EXPENSES	200	200	200	200	200	200
	TOTAL CULTURE AND RECREATION	915,169	929,341	953,575	978,568	1,038,499	1,058,848
	<u>FIXED CHARGES</u>						
840	INTERGOVERNMENTAL						
911-5200	ECO - RETIREE ASSESSMENT	0	19,250	19,866	20,101	20,717	24,281
911	RETIREMENT						
911-5200	ESSEX REGIONAL RETIREMENT ASSESSMENT	510,403	574,214	597,599	668,111	728,457	794,018
911-5220	FORMER EMPLOYEE PENSION	5,800	6,206	6,640	0	0	
	TOTAL - RETIREMENT	516,203	580,420	604,239	668,111	728,457	794,018
914	EMPLOYEE BENEFITS						
914-5200	GROUP INSURANCE (Health & Life - Town Share)	590,115	604,154	646,445	691,696	638,415	760,168
914-5220	UNEMPLOYMENT	5,000	20,000	17,000	7,000	7,000	
	COMPENSATED ABSENCES						22,400
	TOTAL - EMPLOYEE BENEFITS	595,115	624,154	663,445	698,696	645,415	782,568
916	FICA / MEDICARE						
916-5200	EXPENSES	48,000	53,455	55,069	56,721	57,856	59,013
945	GENERAL INSURANCE						
945-5200	EXPENSES	113,900	120,000	123,600	123,600	127,308	135,000
	TOTAL - GENERAL INSURANCE	113,900	120,000	123,600	123,600	127,308	135,000
991	OTHER POST EMPLOYMENT BENEFITS - OPEB						
991-5960	EXPENSES	0	0	0	0	40,000	50,000
	TOTAL FIXED CHARGES	1,273,218	1,397,279	1,466,219	1,567,229	1,619,753	1,844,880
	<u>TOWN DEBT - PRINCIPAL & INTEREST</u>						
710	PRINCIPAL						
710-5910-3	PRINCIPAL - JOINT LIBRARY	70,000	74,600	60,000	60,000	50,000	50,000
710-5910-4	PRINCIPAL - LIBRARY LEASE/PURCHASE	15,000	13,600	15,000	15,000	15,000	15,000
710-5910-5	PRINCIPAL - TOWN HALL PROJ (\$244,000)	15,000	9,100	10,000	10,000	10,000	10,000

4/6/2019

All FY 2020 salaries listed are based on a 52.29 week year

ITEM NO.	ITEM	Adopted Budget 7/1/2014 6/30/2015	Adopted Budget 7/1/2015 6/30/2016	Adopted Budget 7/1/2016 6/30/2017	Adopted Budget 7/1/2017 6/30/2018	Adopted Budget 7/1/2018 6/30/2019	Proposed Budget 7/1/2019 6/30/2020
710-5910-6	PRINCIPAL- TOWN HALL / POLICE PROJECT	220,000	232,500	235,000	210,000	200,000	195,000
710-5910-8	PRINCIPAL - FIRE ENGINE (Quint - Debt Exclusion)	45,000	45,000	45,000			
710-5910-9	PRINCIPAL - Culvert/Drainage Road Repair	39,000	39,000	39,000	40,000	76,000	76,000
10-5910-11	PRINCIPAL - ESCO	24,000	24,000	24,000	24,000	24,000	24,000
10-5910-13	PRINCIPAL - HIGHWAY TRACKLESS MACHINE (Loan)	30,000	25,000	0			
10-5910-14	PRINCIPAL - STATE HOUSE NOTE '15 - FIRE TRUCK			127,000	120,000	120,000	115,000
	Subtotal - Principal	458,000	462,800	555,000	479,000	495,000	485,000
751	INTEREST						
751-5915-3	INTEREST - JOINT LIBRARY	18,125	4,966	3,800	2,600	1,500	500
751-5915-4	INTEREST - LIBRARY LEASE/PURCHASE	4,418	1,291	1,050	750	450	150
751-5915-5	INTEREST - TOWN HALL PROJ (\$244,000)	3,183	861	700	500	300	100
751-5915-6	INTEREST - TOWN HALL / POLICE PROJECT	101,473	62,178	54,075	47,150	43,050	39,100
751-5915-8	INTEREST - FIRE ENGINE (Quint - Debt Exclusion)	4,782	2,869	956			
751-5915-9	INTEREST - Culvert/Drainage Road Repair	14,728	13,948	13,119	12,230	10,830	8,740
51-5915-11	INTEREST - ESCO	5,520	5,040	4,530	3,990	3,420	2,760
51-5915-12	INTEREST - HIGHWAY TRACKLESS MACHINE (Loan)	1,485	675	0			
51-5915-14	INTEREST - STATE HOUSE NOTE '15 - FIRE TRUCK			21,862	10,935	7,695	4,523
	Subtotal - Interest	153,714	91,828	100,092	78,155	67,245	55,873
	TOTAL TOWN DEBT	611,714	554,628	655,092	557,155	562,245	540,873
	TOTAL GENERAL FUND	15,298,091	15,775,089	16,863,728	17,433,860	18,575,966	19,303,462

4/6/2019

All FY 2020 salaries listed are based on a 52.29 week year

ITEM NO.	ITEM	Adopted Budget 7/1/2014 6/30/2015	Adopted Budget 7/1/2015 6/30/2016	Adopted Budget 7/1/2016 6/30/2017	Adopted Budget 7/1/2017 6/30/2018	Adopted Budget 7/1/2018 6/30/2019	Proposed Budget 7/1/2019 6/30/2020
450	WATER FUND						
450-5100	SALARIES & WAGES <i>(Superintendent @ \$103,336/year)</i> <i>(Primary operator @ \$61,653/year)</i> <i>(Administrative Assistant @ \$16,584/year for 13 hrs/wk)</i> <i>(Summer help/weekend coverage - \$6,120)</i> <i>(Overtime - \$2,000)</i> <i>(Commissioner's salaries: 1 @ \$2, 2 @ \$1)</i> <i>(Secondary Operator @ \$2,100)</i>	160,968	164,853	163,948	168,828	174,048	191,798
450-5200	EXPENSES	120,322	130,315	129,863	134,503	136,458	137,958
450-5916	DEBT	138,075	128,197	123,626	113,655	77,250	75,750
450-5800	CAPITAL	11,785	0	0	4,631	39,632	39,632
	TOTAL - WATER FUND	431,150	423,365	417,437	421,617	427,388	445,138
	TOTAL GENERAL/WATER FUND	15,729,241	16,198,454	17,281,165	17,855,477	19,003,354	19,748,600

SUMMARY

ARTICLE 1 - SALARIES & WAGES	3,659,302	3,875,464	3,955,779	4,055,439	4,262,961	4,432,111
ARTICLE 1 - TOWN EXPENSES	3,222,885	3,355,561	3,424,475	3,609,157	3,715,187	4,075,520
ARTICLE 1 - TOWN DEBT SERVICE	749,789	682,824	778,718	670,810	639,495	616,623
ARTICLE 1 - H W REG SCHOOL EXPENSES	7,338,512	7,734,075	8,433,233	8,870,591	9,708,859	9,989,176
ARTICLE 1 - SCHOOL DEBT	272,452	276,855	340,410	335,586	344,154	143,215
ARTICLE 1 - REG VOCATIONAL SCHOOL EXPENSES	144,688	149,029	189,550	145,894	143,217	159,958
ARTICLE 1 - REG VOCATIONAL SCHOOL DEBT	35,000	36,050	0	18,349	16,829	22,850
ARTICLE 1 - CAPITAL	306,613	88,595	159,000	149,651	172,652	309,147
	15,729,241	16,198,454	17,281,165	17,855,477	19,003,354	19,748,600

SCHOOL BUDGET DETAIL

School Budget Article 1	\$ 10,132,391
School Budget with Articles 1 and 3	\$ 10,631,536
School Budget with Articles 1, 3 & 4	\$ 10,747,655

ARTICLE 2: Use of Free Cash to Balance the Budget

To see what sum of money the Town will vote from FY 2018 Free Cash to be used to balance the budget for the period July 1, 2019 to June 30, 2020.

Or take any other action relative thereto.

Commentary: This article seeks to transfer the sum of \$700,000 from the FY 2018 certified free cash amount of \$977,873 to balance the FY 2020 budget. This article seeks to use 72% of the FY 2018 certified free cash amount, leaving a balance of \$277,873, which is consistent with the Town’s Financial Policy to maintain a minimum balance of \$250,000 in free cash. For comparison purposes, last year, the Town’s FY 2017 free cash was certified at \$1,232,635 and 2018 Annual Town Meeting appropriated \$750,000 to balance the budget and another \$200,500 for capital projects, utilizing a combined total of 77% of the available free cash and leaving a balance of \$282,135. The Town’s annual certified free cash balances have decreased over the past few years due to more conservative budgeting, leading to less excess funds available at the end of each fiscal year.

Recommendation of the Board of Selectmen: Favorable Action (2-0-0)

Recommendation of the Finance & Advisory Committee: Favorable Action (5-0-0)

Vote needed: Simple Majority

ARTICLE 3: Hamilton Wenham Regional School District Operating Override #1

To see what sum of money the Town will vote to be used to fund a portion of Wenham’s annual assessment for the FY 2020 Hamilton Wenham Regional School District budget as adopted by the Hamilton Wenham Regional School Committee for the period July 1, 2019 to June 30, 2020; provided, however, that the vote taken hereunder shall be expressly contingent upon approval by the voters at an election of a Proposition 2 ½ override allowing the Town to raise the funds appropriated hereunder outside the limits established by Proposition 2 ½, MGL Chapter 59, Section 21C.

Or take any other action relative thereto.

Commentary: The operating budget voted by the Hamilton Wenham Regional School Committee for FY 2020 includes a 5.1% operating expense increase. Due to the effects of a continuing shift in student enrollment, Wenham’s net assessment is set to increase by 6.9%, or \$694,643, from FY 2019 to FY 2020. Due to budget constraints, the Town was only able to fund 11.5% of this increase within the levy limit under Article 1. Full funding for the balance of Wenham’s FY 2020 assessment for the Regional School District is included in a combination of this article and Article 4. Article 3 includes sufficient funding for the District’s “level services” budget. Article 4 would fund Wenham’s share of the District’s contribution toward Other Post-Employment Benefits and a School Resource Officer, two new initiatives this year. Both of these operating overrides must be approved by Town Meeting and at the ballot in Wenham in order for the Regional School District’s budget to be funded as approved by the School Committee. If Article 3 is approved, the tax rate is projected to increase by another \$.56/1000, or 2.9%, above the Article 1 tax impact to \$19.02/1000.

Recommendation of the Board of Selectmen: Favorable Action (0-2-0)

Recommendation of the Finance & Advisory Committee: Favorable Action (5-0-0)

Vote needed: Simple Majority

**ARTICLE 4: Hamilton Wenham Regional School District
Operating Override #2 for Other Post-
Employment Benefits and School Resource
Officer**

To see what sum of money the Town will vote to be used to fund a portion of Wenham’s annual assessment for the FY 2020 Hamilton Wenham Regional School District budget as adopted by the Hamilton Wenham Regional School Committee for the period July 1, 2019 to June 30, 2020, specifically for Other Post-Employment Benefits and a School Resource Officer; provided, however, that the vote taken hereunder shall be expressly contingent upon approval by the voters at an election of a Proposition 2 ½ override allowing the Town to raise the funds appropriated hereunder outside the limits established by Proposition 2 ½, MGL Chapter 59, Section 21C.
Or take any other action relative thereto.

Commentary: Article 1 funds the Town’s levy limit budget and Article 2 balances the levy limit budget with the use of free cash. Article 3 funds the Regional School District’s “level services” budget. Article 4 would fund Wenham’s share of Other Post-Employment Benefits and a School Resource Officer for the Regional School District, both having been presented as new initiatives separate from their FY 2020 “level services” budget. Articles 3 and 4 must both be approved by Town Meeting and at the ballot in Wenham in order for the Regional School District’s budget to be funded as approved by the School Committee. If both Articles 3 and 4 are approved, the tax rate is projected to increase by another \$1.14/1000, or 5.9%, above the Article 1 tax impact to \$19.46/1000.

Recommendation of the Board of Selectmen: Favorable Action (0-2-0)
Recommendation of the Finance & Advisory Committee: Favorable Action (1-4-0)
Vote needed: Simple Majority

ARTICLE 5: Cemetery and Other Trust Funds

To see if the Town will vote to accept the Cemetery and other Trust Funds received in FY 2018, as printed in Part I of the Town Report and on file with the Town Clerk.
Or take any other action relative thereto.

Commentary: This is a standard acceptance article required to enable expenditure of annually accruing funds from trust donations for general or restricted purposes as provided by the terms of the gift or trust.

Recommendation of the Board of Selectmen: Favorable Action (3-0-0)
Recommendation of the Finance & Advisory Committee: Favorable Action (5-0-0)
Vote needed: Simple Majority

ARTICLE 6: Cemetery Maintenance Fund Transfer

To see if the Town will vote to authorize the Treasurer to withdraw a sum of money, not to exceed \$7,500 from the Sale of Cemetery Lots - Receipts Reserved for Appropriation account, after July 1, 2019 and before June 30, 2020, and transfer and deposit said funds into the General Fund. The purpose of the transfer is to subsidize Highway Department expenditures for the care and operation of the three cemeteries in the Town of Wenham.
Or take any action relative thereto.

Commentary: The Sale of Cemetery Lots - Receipts Reserved for Appropriation account is restricted for expenditure for certain purposes, including costs to maintain the cemeteries. For many years, this service has been provided by DPW staff rather than a private grounds keeping service. The DPW estimates their cost to maintain the cemeteries totals approximately \$30,000 each year. Proceeds from burials and the sale of lots have historically directed about \$15,000-20,000 to the General Fund to help offset these expenses.

This article seeks to transfer \$7,500 from the Sale of Cemetery Lots - Receipts Reserved for Appropriation account to cover the balance of projected DPW General Fund expenses for cemetery maintenance next year. Based on historical sale of lot proceeds, transfers from this account at this level should continue to be self-sustaining over time.

Recommendation of the Board of Selectmen: Favorable Action (2-0-0)
Recommendation of the Finance & Advisory Committee: Favorable Action (5-0-0)
Vote needed: Simple Majority

ARTICLE 7: Road Work – Chapter 90 Funding

To see if the Town will vote from available funds a sum of money for work on Town Roads, subject to conditions detailed by the Massachusetts Department of Transportation Highway Division, pursuant to MGL Chapter 30, Section 39M; Chapter 149, Section 44J; and Chapter 149, Section 26-27F; said work to conform to the requirements of the Massachusetts Department of Transportation Highway Division.
Or take any other action relative thereto.

Commentary: This annual article allows the Town to expend funds for work on Town roads in anticipation of reimbursement through the state’s Chapter 90 program. The actual amount of funding available to the Town will not be confirmed until the state votes to appropriate funding later in the calendar year, but has historically totaled approximately \$150,000 and no major changes are anticipated for this coming year based on anticipated bond authorizations.

Recommendation of the Board of Selectmen: Favorable Action (3-0-0)
Recommendation of the Finance & Advisory Committee: Favorable Action (5-0-0)
Vote needed: Simple Majority

ARTICLE 8:

Transfer from Water Operating Budget to Water Capital Reserve Fund

To see if the Town will approve the transfer of \$35,000 from the FY 2020 Water operating budget into the water capital reserve account.

Or take any other action relative thereto.

Commentary: The Water Department is responsible for the maintenance of more than 28 miles of water main throughout town. While most of this infrastructure is still in relatively good condition, it was all installed 40+ years ago and will need to be incrementally replaced over time in the coming years. This work will come at a significant cost, requiring a debt issuance that will be authorized by Town Meeting when the time comes. Last year, based on a permanent reduction in approximately \$35,000 in annual debt payments, Town Meeting approved a transfer of \$35,000 into a new capital reserve account in order to mitigate future impacts to the water rate from these capital projects. Another \$35,000 has been included in the FY 2020 operating budget for the Water Department to be set aside for this same purpose.

Recommendation of the Board of Selectmen: Favorable Action (3-0-0)

Recommendation of the Finance & Advisory Committee: Favorable Action (5-0-0)

Vote needed: Simple Majority

ARTICLE 9:

Transfer from Water Department Undesignated Fund Balance Surplus to FY19 Water Department Operating Expense

To see if the Town will vote to transfer a sum of \$20,000 from the water undesignated fund balance surplus account to the water expense account for costs associated with the installation of 39 new water services for the Wenham Pines and Spring Hill subdivisions to be used in this fiscal year (FY 2019).

Or take any other action relative thereto.

Commentary: The Town provides materials for the installation of new water services for new subdivisions, developments, and dwelling units and is then reimbursed through service fees for each new installation. Given the significant number of new services that have occurred this year, this transfer to the water expense account is necessary to cover these one-time expenditures. The Water Department has already recovered these costs via FY 2019 revenues which will ultimately be added back to the Undesignated Fund Balance Surplus at the end of this fiscal year. Since this article involves a current fiscal year appropriation, a 4/5ths majority vote is required.

Recommendation of the Board of Selectmen: Favorable Action (3-0-0)

Recommendation of the Finance & Advisory Committee: Favorable Action (5-0-0)

Vote needed: 4/5ths Majority

ARTICLE 10: Amend Veterans Property Tax Work-Off Program

To see if the Town will vote to amend the Veterans Property Tax Work-Off Program adopted under Article 17 of the 2016 Annual Town Meeting, by increasing the abatement amount to \$1,500, the maximum currently allowed by law, for veterans who participate in the program under MGL Chapter 59, Section 5N.

Or take any other action relative thereto.

Commentary: At Town Meeting in 2016, the Town voted to establish the Veterans Property Tax Work-Off program which allows veterans or, in some circumstances, a veteran’s spouse to perform volunteer work for the Town in exchange for a reduction in their local property tax obligations. This article seeks to increase the maximum abatement amount in a given tax year to residents participating in this program from the \$1,000 currently offered to the new state limit of \$1,500, which would match the change made by Town Meeting in 2018 to the Senior Property Tax Work-Off program. Currently, the Senior program is at capacity (10 residents) and the Veterans program has only one (1) participant. The goal of this change is to encourage more participation in this particular program, providing additional tax relief options to veterans or their spouses in some circumstances. Funding for these tax relief programs is included in the overlay, which is the account that provides for exemptions and abatements through the Board of Assessors.

Recommendation of the Board of Selectmen: Favorable Action (3-0-0)

Recommendation of the Finance & Advisory Committee: Favorable Action (5-0-0)

Vote needed: Simple Majority

ARTICLE 11: Bylaw Amendment: Iron Rail Rental Revolving Fund

To see if the Town will vote to amend the Chapter XXVIII, Section 2 of the General Bylaws to increase the fiscal year spending limit of the Iron Rail Rental Revolving Fund to \$30,000.

Or take any other action relative thereto.

Commentary: Two years ago, Town Meeting approved the creation of a new Iron Rail Rental revolving fund as a mechanism for allocating a portion of the \$160,000+ in revenues annually collected from this property so that those funds could be spent directly on building-related maintenance. This revolving fund ensures that the Town is committed to consistently investing in the maintenance of this important asset. Last year, Town Meeting authorized a \$25,000 annual spending limit from this fund to cover the annual debt payments associated with the \$245,000 borrowing for two significant Iron Rail capital projects also approved by Town Meeting last year. This year’s request to increase the spending limit for this fund by \$5,000 will allow the Iron Rail Commission to address smaller capital projects such as the replacement of the septic system in the next several years. This amount has been accounted for in our FY 2020 local receipt projections.

Recommendation of the Board of Selectmen: Favorable Action (3-0-0)

Recommendation of the Finance & Advisory Committee: Favorable Action (5-0-0)

Vote needed: Simple Majority

ARTICLE 12: CPA Appropriations

To see if the Town will vote to: hear and act on the report of the Community Preservation Committee (“CPC”) for FY 2020; increase the amounts set aside in FY 2019 to reflect higher than forecasted FY 2019 Community Preservation Fund (“CPF”) revenues; appropriate from the CPF FY 2020 estimated annual revenues a sum of money to meet the necessary and proper expenses of the Community Preservation Committee for FY 2020; and, further, to expend or set aside, whether from CPF FY 2020 estimated annual revenues or otherwise, as recommended by the CPC, sums of money for: acquisition, creation and preservation of open space; acquisition, creation, preservation, rehabilitation, and restoration of land for recreational use; acquisition, preservation, rehabilitation, and restoration of historic resources; acquisition, creation, preservation and support of community housing; and for the rehabilitation and restoration of open space or community housing acquired under the Community Preservation Act (“CPA”).
Or take any other action relative thereto.

Anticipated motions under Article 12:

- 1) Move that the Town vote to transfer from the Community Preservation Fund 2019 estimated annual revenues the additional sum of \$21,867.30, for the purpose of reserving a minimum of 10% of the CPF FY 2019 estimated annual revenue for each of the three purposes of the CPA, as follows:

\$ 7,289.10	Historic Resources Reserve
\$ 7,289.10	Open Space & Recreation Reserve
\$ 7,289.10	Community Housing Reserve

Recommendation of the Board of Selectmen: Favorable Action (3-0-0)

Recommendation of the Finance & Advisory Committee: Favorable Action (5-0-0)

Vote needed: Simple Majority

- 2) Move that the Town vote to transfer from the Community Preservation Fund FY 2020 estimated annual revenue the total sum of \$119,490, for the purpose of reserving a minimum of 10% of the FY 2020 estimated annual revenue for each of the three purposes of the CPA, and to make annual transfers to the Budgetary Reserve (\$271,310) and to the CPC Administrative Account (\$7,500) for the necessary and proper expenses of the CPC for FY 2020, as follows:

\$ 39,830	Historic Resources Reserve
\$ 39,830	Open Space & Recreation Reserve
\$ 39,830	Community Housing Reserve
\$271,310	Budgetary Reserves
\$7,500	Administrative

Recommendation of the Board of Selectmen: Favorable Action (2-0-0)

Recommendation of the Finance & Advisory Committee: Favorable Action (5-0-0)

Vote needed: Simple Majority

- 3) Move that the total sum of \$126,100 be transferred from the Community Preservation Fund, of which the sum of \$99,619 shall come from the HISTORIC RESOURCES RESERVE and the sum of \$26,481 shall come from the CPA BUDGETARY RESERVES, for FY 2020 debt service on the borrowing for the rehabilitation of the historic Town Hall.

Recommendation of the Board of Selectmen: Favorable Action (2-0-0)

Recommendation of the Finance & Advisory Committee: Favorable Action (5-0-0)

Vote needed: Simple Majority

- 4) Move that the sum of \$60,000 be transferred from the Community Preservation FUND BALANCE as a grant to Habitat for Humanity North Shore, Inc. for the creation of two (2) affordable housing units developed through the use of a comprehensive permit (“friendly 40B process”) for one 2-bedroom unit and one 3-bedroom unit for the project entitled “40 Hull Street,” located at 40 Hull Street, Wenham, Massachusetts, as described in the application filed with the CPC on January 7, 2019 (the “Project”), and to authorize the Board of Selectmen to enter into a grant agreement with the Habitat for Humanity North Shore, Inc. setting forth the terms and conditions of the grant, including a requirement that the Town be provided with an affordable housing deed restriction in such property, in perpetuity, and to authorize the Board of Selectmen to accept such restriction, execute any documents or other agreements, and take all other action necessary to effectuate this vote; provided, however, that the Board of Selectmen shall not expend the funds appropriated hereunder unless the following conditions are met:
 - i) The Zoning Board of Appeals issues a comprehensive permit for the Project, which permit is not appealed;
 - ii) The Project receives all other necessary permits and Town Department approvals;
 - iii) The Project to be undertaken is consistent with the project as described in the application submitted to the Community Preservation Committee on January 7, 2019; and
 - iv) The Board of Selectmen or its designee has verified that all of the aforementioned conditions have been met.

Recommendation of the Board of Selectmen: Favorable Action (2-0-0)

Recommendation of the Finance & Advisory Committee: Favorable Action (5-0-0)

Vote needed: Simple Majority

- 5) Move that the sum of \$50,000 be transferred from the Community Preservation FUND BALANCE as a grant to the Community House, Inc. for the heating system as part of the preservation and rehabilitation of the historic Community House located at 284 Bay Road, Hamilton, Massachusetts, and to authorize the Board of Selectmen to enter into a grant agreement with the Community House, Inc. upon such terms and conditions as the Board of Selectmen shall deem appropriate, including but not limited to the provision to the Town of an historic preservation restriction, in perpetuity, in such property, and further that historic preservation efforts be documented to the satisfaction of the Board of Selectmen, and to authorize the Board of Selectmen to accept an historic preservation restriction in such property, execute documents, and take all other action needed to effectuate the purposes of this vote; provided, however, that if the project contemplated by this vote has not commenced on July 1, 2020, the appropriation authorized hereunder shall expire, said deadline to be extended at the discretion of the Board of

Selectmen upon the request of the Community House, Inc. as long as the Board determines that a good faith effort has been made by the Community House, Inc. to advance the Project.

Recommendation of the Board of Selectmen: Favorable Action (3-0-0)

Recommendation of the Finance & Advisory Committee: Favorable Action (5-0-0)

Vote needed: Simple Majority

- 6) Move that the sum of \$6,000 be transferred from the OPEN SPACE AND RECREATION RESERVE for the Open Space Trail Map project, including all incidental and related expenses, which project is described in the application submitted to the Community Preservation Committee on February 6, 2019, such sum to be expended under the direction of the Town of Wenham Open Space and Recreation Committee.

Recommendation of the Board of Selectmen: Favorable Action (2-0-0)

Recommendation of the Finance & Advisory Committee: Favorable Action (5-0-0)

Vote needed: Simple Majority

- 7) Move that the sum of \$1,200 be transferred from the OPEN SPACE AND RECREATION RESERVE for the purpose of the purchasing and installing the so-called Wenham Lake Cedar Street Bench, including all incidental and related expenses, which project is described in the application submitted to the Community Preservation Committee on January 7, 2019, such sum to be expended under the direction of the Town of Wenham Open Space and Recreation Committee.

Recommendation of the Board of Selectmen: Favorable Action (2-0-0)

Recommendation of the Finance & Advisory Committee: Favorable Action (5-0-0)

Vote needed: Simple Majority

- 8) Move that the sum of \$750,000 be transferred from the Community Preservation Fund, of which the sum of \$182,052 shall come from the Community Preservation FUND BALANCE, and the sum of \$373,119 shall come from the COMMUNITY HOUSING RESERVE, and the sum of \$194,829 shall come from the CPA BUDGETARY RESERVES, as a grant to Harborlight Community Partners, Inc., for the acquisition and/or creation of forty-five (45) units of housing for seniors (over the age of 62) earning no more than 80% of the area median income including the Town of Wenham, for the project known as “Maple Woods Senior Affordable Housing,” located at 62 Maple Street, Wenham, Massachusetts, and described in the application filed with the CPC on January 23, 2019 (the “Project”), and to authorize the Board of Selectmen to enter into a grant agreement with Harborlight Community Partners, Inc., setting forth the terms and conditions of the grant, including a requirement that the Town be provided with an affordable housing deed restriction or restrictions in such property, in perpetuity, and to authorize the Board of Selectmen to accept such restriction(s), execute any documents and other agreements, and take all other action necessary to effectuate this vote; provided, however, that the Board of Selectmen shall not expend the funds appropriated hereunder unless the following conditions are met:
 - i) A final ruling, settlement, and/or dismissal by the court is reached with respect to the matter of Lou Terranova, et al. v. Crystal Kornegay, Director of the Commonwealth of MA Dept of Housing and Community Development, et al, Essex County Superior

Court, C.A. No. 1677CV00015, the pending litigation regarding the appeal of the Maple Woods comprehensive permit issued by the Wenham Zoning Board of Appeals;

- ii) The Zoning Board of Appeals issues a comprehensive permit for the Project, which permit is not appealed;
- iii) The Project receives all other necessary permits and Town Department approvals;
- iv) The Project to be undertaken is consistent with the terms and conditions of the fully executed settlement agreement rather than the development already permitted by Maple Woods LLC several years ago;
- v) The acquisition value set forth in the final cost certification of the Project shall not exceed the sum of the As-Is Market Value, as determined by an independent appraisal, and Reasonable Carrying Costs, consistent with the rules and requirements of the Department of Housing and Community Development;
- vi) Harborlight Community Partners, Inc. applies for and receives a building permit from the Wenham Inspector of Buildings within 360 and 364 days of being issued a comprehensive permit by the Wenham Zoning Board of Appeals;
- vii) And further, that said grant award of \$750,000 shall expire three (3) years after a comprehensive permit has been issued by the Wenham Zoning Board of Appeals if a certificate of occupancy has not been issued for the Project by the Wenham Inspector of Buildings by that date certain, said deadline to be extended at the discretion of the Board of Selectmen upon the request of Harborlight Community Partners, Inc., as long as the Board determines that a good faith effort has been made by Harborlight Community Partners, Inc. to advance the Project; and
- viii) The Board of Selectmen or its designee has verified that all of the aforementioned conditions are met.

Recommendation of the Board of Selectmen: Favorable Action (2-1-0)

Recommendation of the Finance & Advisory Committee: To be given at Town Meeting

Vote needed: Simple Majority

Commentary: *In 2005, the Town adopted the Community Preservation Act, and began accumulating funds drawn from a 3% surcharge on our Wenham real estate taxes, with the first \$100,000 of assessed value being exempt from that surcharge. To date, we have collected \$3,785,793 in local property taxes and the Town has received \$2,368,261 in state matching funds. Money from this CPA fund can be used to pay for projects that qualify. CPA mandates that each year, the Town must set aside from its CPA income at least 10% each for open space, community housing, and historic preservation funds. Operation of and initial selection of grants from the CPA funds so collected are made by an appointed Community Preservation Committee. The Committee reviews eligible needs in the town and grant applications, and its recommendation is required for Town Meeting to appropriate CPA funds for specific projects.*

Section 1 of this article makes corrections to the FY 2019 allocation of revenues, based on an increased state match amount resulting from a state budget surplus last year. Section 2 allocates projected FY 2020 revenues from local property tax collections and state matching funds to the various required funds. Sections 3 through 8 of this article set forth the CPC recommended grants for FY 2020. If all proposed project funding and transfers are approved by Town Meeting this year, the account balances for each fund will be as follows: \$48,580 in the CPA Fund Balance; \$50,000 in

budgetary reserves; \$677,212 in open space fund; \$0.00 in historic preservation fund; \$0.00 in community housing fund; for a total fund balance of \$775,792.

Consistent with the new CPA application format as of FY 19, this year's appropriations to any non-municipal entity include language authorizing the Board of Selectmen to act on behalf of the Town to establish grant agreements and/or restriction agreements with each of these applicants to ensure compliance with the CPA statute. Some of this year's appropriations also include contingencies to protect the Town's interests and to guarantee that the projects move forward as presented by the applicants.

ARTICLE 13: Bylaw Amendment: Historic District Commission / Historical Commission

To see if the Town will vote to amend the General Bylaw by separating the current Wenham Historical Commission Bylaw into two different bylaws, a Historic District Commission and a Historical Commission, by inserting the bold text and deleting the strikethrough text, all as set forth below:

CHAPTER XXV.I WENHAM ~~HISTORICAL COMMISSION~~ HISTORIC DISTRICT COMMISSION

~~SECTION 1~~

~~This bylaw shall be known and may be cited as the Wenham Historical Commission Bylaw and is adopted pursuant to Chapter 40C of the General Laws of the Commonwealth of Massachusetts, as amended.~~

SECTION 1 ~~2~~

The purpose of this bylaw is to promote the educational, cultural, economic and general welfare of the public through the preservation and protection of the distinctive characteristics of buildings and places significant in the history of the Town of Wenham or their architecture within the Historic District(s), and through the maintenance and improvement of settings for such buildings and places and the encouragement of design compatible therewith.

SECTION 2 ~~3~~

There is hereby established under the provisions of Chapter 40C of the General Laws a historic district to be known as the "Wenham Historic District 1972" attached to and made part of this bylaw.

SECTION 3 ~~4~~

There is hereby established under Chapter 40C of the General **Laws the Wenham Historic District Commission** with all the powers and duties **provided for by statute** ~~of a historic district commission under such statute a Wenham Historical Commission / Historic District Commission~~, consisting of seven members to be appointed **for terms of three years** in accordance with the provisions of such statute; provided, however, that in addition to the organizations which section four of such statute designates, the Wenham Village Improvement Society may submit nominees for membership in the Commission. ~~The initial appointments to membership in the Commission shall be as follows: two members appointed for a term of one year; two members appointed for a term of two years; and three~~

~~members appointed for a term of three years. Successors shall each be appointed for a term of three years. Vacancies shall be filled by appointment for the unexpired term.~~

SECTION 4 5

Notwithstanding anything containing in this bylaw to the contrary, the authority of this commission shall not extend to the review of the following categories of buildings or structures or exterior architectural features in the Wenham Historic District.

a. Terraces, walks, driveways and similar structures or any one or more of them, provided that any such structure is substantially at grade level.

b. Storm doors and windows, screens, window air conditioners, lighting fixtures, antennas and similar appurtenances, or any one or more of them.

c. The color of paint

d. The color of materials used on roofs

e. The reconstruction of substantially similar in exterior design of a building, structure or exterior architectural feature damaged or destroyed by fire or storm or other disaster, provided such reconstruction is begun within one year thereafter and carried forward with due diligence.

~~SECTION 6~~

~~The commission established hereunder shall have the powers and duties of an historical commission as provided in chapter 40 section eight D of the General Laws of the Commonwealth of Massachusetts and the commission shall be entitled The Wenham Historical Commission / Historic District Commission.~~

SECTION 5 7

In case any section, paragraph or part of this bylaw be for any reason declared invalid or unconstitutional by any court of competent jurisdiction, every other section, paragraph or part shall continue in full force and effect.

CHAPTER XXV.II WENHAM HISTORICAL COMMISSION

~~SECTION 1~~

~~This bylaw shall be known and may be cited as the Wenham Historic District Commission Bylaw and is adopted pursuant to Chapter 40 section 8D of the General Laws of the Commonwealth of Massachusetts, as amended.~~

SECTION 1 2

The purpose of this bylaw is for the preservation, protection and development of the historical or archeological assets of the Town of Wenham. ~~through conducting researches for places of historic or archeological value, shall cooperate with the state archeologist in conducting such researches or other surveys, and shall seek to coordinate the activities of unofficial bodies organized for similar purposes, and may advertise, prepare, print and distribute books, maps, charts, plans and pamphlets which it deems necessary for its work.~~

SECTION 2 3

The Wenham Historic District Commission, established under Chapter XXV.I(3) shall act also as ~~There is hereby established the Wenham Historical Commission under Chapter 40 section 8D of the General Laws and shall have all the powers and duties provided to historical commissions by said statute. with all the powers and duties of a historical commission under such statute a~~ **Wenham Historical**, consisting of no less than three nor more than seven members appointed by the selectmen, excepting towns having a town manager form of government, in which towns appointments shall be made by the town manager, subject to the approval of the selectmen. Alternate members may be appointed in like manner as provided for in this section not exceeding in number the principal members. In the case of the absence or inability to act on the part of a principal member, the place of the principal member shall be taken by an alternate member designated by the chairman. When a commission is first established, the terms of the members and alternate members shall be for one, two or three years, and so arranged that the terms of approximately one third of the members and alternate members will expire each year, and their successors shall be appointed for terms of three years each. Any member or alternate member of a commission so appointed may, after a public hearing if requested, be removed for cause by the appointing authority. A vacancy occurring otherwise than by expiration of a term shall in a city or town be filled for the unexpired term in the same manner as an original appointment.

SECTION 3

The Historical Commission shall make such recommendations as it shall deem appropriate to the Board of Selectmen on matters relating to the preservation, protection and development of historic areas, buildings, structures and sites. In addition, to further its objectives, the commission may hold hearings, and do and perform any and all acts that may be necessary or desirable to carry out the purposes of G.L. c.40, §8D. Further, it may acquire in the name of the city or town by gift, purchase, grant, bequest, devise, and lease or otherwise the fee or lesser interest in real or personal property of significant historical value and may manage the same.

SECTION 4

In case any section, paragraph or part of this bylaw be for any reason declared invalid or unconstitutional by any court of competent jurisdiction, every other section, paragraph or part shall continue in full force and effect.

Or take any other action relative thereto.

Commentary: In 1972, the Town of Wenham adopted a local Historic District and corresponding Commission. In 2014, Town Meeting authorized a Historical Commission to focus on historic preservation outside of the Historic District and charged the same committee members with both roles. Due to a clerical error, the two bylaws for these boards were combined and need to be clarified. This bylaw change provides no additional authority or jurisdiction to either the Historic District Commission or Historical Commission. It makes administrative corrections to reflect what Town Meeting had previously voted on and to provide clarity to residents living in the Historic District and commission members charged with administering these bylaws.

Recommendation of the Board of Selectmen: Favorable Action (3-0-0)
Vote needed: Simple Majority

ARTICLE 14: Acceptance of Settler’s Lane as a Public Way

To see if the Town will vote accept as a Town way the roadway known as Settler’s Lane, as heretofore laid out by the Board of Selectmen and shown on a plan entitled “Definitive Plans/Settler’s Lane/Wenham, Mass.”, prepared by Hayes Engineering, Inc., dated June 1, 2007, last revised October 8, 2009, and recorded with the Essex South District Registry of Deeds in Book 423, Page 84, and on file with the Town Clerk, and to authorize the Board of Selectmen to acquire on behalf of the Town, by gift, purchase, and/or eminent domain, the fee to or an easement to use Settler’s Lane for all purposes for which public ways are used in the Town of Wenham, and any and all drainage, utility, access, and/or other easements related thereto.

Or take any other action relative thereto.

Commentary: For a municipality to accept a street as a public way, the Planning Board must conduct a public hearing prior to the Board of Selectmen placing an article to accept the street on the Warrant. Further, the street to be accepted must comply with all Town regulatory standards, including, but not limited to, paving, grading, storm water management, and width. With this subdivision now fully complete, the Town has verified that Settler’s Lane meets all of the necessary requirements for acceptance.

Recommendation of the Board of Selectmen: Favorable Action (2-0-0)

Vote needed: Simple Majority

ARTICLE 15: Zoning Bylaw Amendment: Site Plan Review Applicability

To see if the Town will vote to amend the Wenham Zoning Bylaw Section 13 as follows, with additions in bold and deletions in strikethrough:

“13.5.1 – Site Plan Review Applicability

1) Construction, exterior alteration or exterior expansion of, or change of use within, a municipal, institutional, commercial, industrial, or residential structure with two or more dwelling units; and

2) any change of use of from residential, including single family, to municipal, institutional, commercial, industrial use, or residences with two or more dwellings; and,”

~~2)3)~~ Construction or expansion of a parking lot for a municipal, institutional, commercial, industrial, or residential structure with two or more dwelling units.

~~3)4)~~ For the following Institutional and Exempt Uses set forth in the Table of Use Regulations: Educational, Religious, and Child Care Facility, see Section 13.7, Site Plan Review for Institutional and Exempt Uses (collectively, “Dover Amendment Uses”), subject to the limitations on the scope of review as set forth hereunder.

“13.5.5 - Contents of Plan

13.5.5.1 - Five (5) separate plans prepared at a scale of one (1) inch equals twenty (20) feet or such other scale as may be approved by the Board. The plans are as follows:

- 1) Site layout, which shall contain the boundaries of the lot(s) in the proposed development, proposed structures, drives, parking, fences, walls, walks, outdoor lighting, loading facilities, and areas for snow storage after plowing. The first sheet in this plan shall be a locus plan, at a scale of one (1) inch equals one hundred (100) feet, showing the entire project and its relation to existing areas, buildings and roads for a distance of one thousand (1,000) feet from the project boundaries or such other distance as may be approved or required by the Board.
- 2) Topography and drainage plan, which shall contain the existing and proposed final topography at two foot intervals and plans for handling storm water drainage.
- 3) Utility and landscaping plan, which shall include all facilities for refuse and sewerage disposal or storage of all wastes, the location of all hydrants, fire alarm and firefighting facilities on and adjacent to the site, all proposed recreational facilities and open space areas, and all wetlands including floodplain areas.
- 4) Architectural plan, which shall include the ground floor plan and architectural elevations of all proposed buildings and a color rendering.
- 5) Landscaping plan, showing the limits of work, existing tree lines, and all proposed landscape features and improvements including screening, planting areas with size and type of stock for each shrub or tree, and including proposed erosion control measures.
- 6) Dover Amendment Uses shall be required to provide only information that is relevant to the limited scope of site review of the use as provided for under G.L. c.40A, s. 3.

13.5.5.2 The site plan shall be accompanied by:

- 1) A written statement indicating the estimated time required to complete the proposed project and any and all phases thereof. There shall be submitted a written estimate, showing in detail the costs of all site improvements planned.
- 2) A written summary of the contemplated projects indicating, where appropriate, the number of dwelling units to be built and the acreage in residential use, the evidence of compliance with parking and off-street loading requirements, the forms of ownership contemplated for the property and a summary of the provisions of any ownership or maintenance thereof, identification of all land that will become common or public land, and any other evidence necessary to indicate compliance with this Bylaw.
- 3) Drainage calculations by a registered professional engineer. Storm drainage design must conform to the Town's Subdivision Rules and Regulations and **to the Planning Board's Rules and Regulations.**
- 4) If the Board requires, narrative assessments of the on-site and off-site impacts of the proposed use and structures.
- 5) Certification that the proposal is fully compliant with the provisions, if applicable, of the Americans with Disabilities Act and the Massachusetts Architectural Barriers Board.
- 6) Dover Amendment Uses shall be required to provide only information that is relevant to the limited scope of site review of the use as provided for under G.L. c.40A, s. 3.

Or take any other action relative thereto.

***Commentary:** This Zoning Bylaw change has two objectives. First, it makes clear that any change from a single family home to any other use (municipal, institutional, commercial, or industrial) requires that the property to go through Site Plan Review with the Planning Board before the change takes effect. It also clarifies that Site Plan Review applies when a change of use by the Zoning Board of Appeals or Planning Board via a special permit is sought.*

The second objective of this change is to add a reference under Site Plan Review to the Planning Board's Rules and Regulations in regards to Stormwater Management. This reference, in conjunction with an updated version of the Planning Board's Rules and Regulations, are required to address new federal compliance requirements regarding storm water management under the Town's so-called MS4 Permit. This article will amend the Zoning Bylaw to require adherence to the Planning Board's Rules and Regulations to meet these new standards.

Recommendation of the Planning Board: Favorable Action (4-0-0)

Recommendation of the Board of Selectmen: Favorable Action (2-0-0)

Vote needed: 2/3 Majority

ARTICLE 16: Zoning Bylaw Amendment: Signs

To see if the Town will vote to amend Section 7.0 of the Wenham Zoning Bylaws as follows, with additions in bold and deletions in strikethrough, all as set forth below:

Section 7.0 Signs

7.1 Purpose.

The purpose and intent of this bylaw shall be to regulate, restrict and place limitations on the size, location, type and illumination of signs, as specified herein, to ensure that they are appropriate to the land, building or use to which they are located, be protective of property values and the public safety and not unnecessarily detract from the historic qualities and characteristics of the Town of Wenham.

7.2 Residential District.

Signs are prohibited in the Residential District, except as described below. All allowable signs are subject to the general standards set forth in 7.43. Any signs found to be in violation of this section are subject to removal by the Town.

A. Allowable temporary signs.

- (1) Real estate signs. On any lot there shall be no more than one temporary sign not exceeding seven (7) square feet in area, pertaining to lease or sale of the lot or building on which such sign is placed. The sign shall be permitted for a period not to exceed seven (7) days after such sale or lease execution.
- (2) Contractor signs. One temporary sign **not exceeding seven (7) square feet in area** advertising contracted services being provided on site shall be permitted for a period not to exceed seven (7) days after such completion of work.

(3) Non-commercial signs.

(a) On any lot, any non-commercial temporary sign (other than a special event sign addressed under Section 3(b) of this bylaw) shall not exceed seven (7) square feet in area.

(b) Special event signs. On any lot there shall be no more than one temporary sign not exceeding seven (7) square feet in area **providing notice of the date of a special event**, which signs may be erected for a period not to exceed **two (2) weeks** ~~four (4) weeks~~ prior to the event and are to be removed within two (2) business days following the **date of the event**.

B. Allowable permanent signs. On any lot there shall be no more than one such sign pertaining to the use thereof or having the name and occupation of the occupant or occupants, and no such sign shall exceed two (2) square feet in area. All permanent signs located in the Historic District are also subject to Historic District Commission review and approval.

C. Special permit. The Planning Board may, upon a request therefor, issue a special permit for the erection of a temporary or permanent sign under this section 7.1 that is larger, or posted for a longer period of time, than otherwise authorized hereunder, which sign the Planning Board deems not detrimental to the surrounding property nor injurious to the public welfare, provided however that any such permitted sign in the Historic District is also subject to the approval of the Historic District Commission.

7.2.2 Business District.

Signs advertising goods or services offered by an occupant of the premises for sale, hire or use are permitted, provided however that any such sign in the Historic District is subject to the approval of the Historic District Commission and further provided that signs shall not exceed seven (7) square feet in area for one business, or in the case of a building containing more than one business, the following shall apply:

- A. One street side sign not to exceed seven (7) square feet to identify the complex itself.
- B. Individual businesses within the complex identified at street side with signs 12 inches by 36 inches arranged vertically in a single structure.
- C. Each business within the complex may have one two-square-foot sign located at the doorway for business identification.

7.2.3 Senior Housing Overlay District (SHOD).

See 12.3.8 for special requirements for signs located in a Senior Housing Overlay District.

7.3 General Standards For Signs.

The following standards apply to all signs:

- A. No sign shall be erected so as to obstruct any fire escape, window, door, or other opening or so as to prevent free passage from one part of a roof to any other part thereof.
- B. No sign shall be attached in any manner to a fire escape or shall be placed to interfere with an opening which is required for ventilation.

- C. No exposed, un-insulated parts of an electrical sign shall be permitted.
- D. No sign shall be erected that shall in any way create a traffic hazard or in any way obscure or confuse traffic control.
- E. No sign or sign structure shall interfere in any way with a ~~public way, including sidewalks~~ paved roadway or sidewalk on a public way, or adjacent public property between a paved roadway and sidewalk.
- F. Letters, figures, characters, or representations in cutout or irregular form, maintained in conjunction with, attached to or superimposed upon any sign, shall be safely and securely built or attached to the sign structure.
- G. Signs shall be designed, constructed, and erected in accordance with the State Building Code.
- H. No sign shall be posted on or attached to utility poles, trees nor attached to any parapet.
- I. No non-municipal sign shall be located on public property, ~~including sidewalks, roadsides and roadways,~~ **with the exception of a location to be designated by a policy of the Board of Selectmen, with such policy to be set only after a public hearing process including notification in a newspaper of general circulation at least seven (7) days prior to the date of the public hearing.**

7.4 Illuminated signs.

The following additional standards apply to illuminated signs.

- A. Illuminated signs are not permitted within residential districts without a special permit.
- B. No red or green or other colored lights shall be used on any sign if such light would create a driving hazard.
- C. No sign may be illuminated more than 30 minutes after closing of any store or business or 30 minutes after working hours in a commercial building, except signs identifying public buildings; provided however, that the Planning Board, in granting a special permit, may, for good cause shown, extend the time during which a sign may be illuminated.

7.5 Moving signs.

Swinging signs, flashing signs, revolving signs, and signs consisting of pennants, ribbons, streamers, spinners, strings of light bulbs, revolving beacons, searchlights, animated signs, and signs illuminated to create the illusion of motion are prohibited.

7.6 Maintenance.

Every sign shall be maintained by the owner in a clean, sanitary condition and in good repair. In addition, every freestanding pole or ground sign shall be kept free and clear of all substances, rubbish, and weeds.

7.7 ~~Amortization~~ Removal of Existing Signs.

~~Nonconforming signs shall be amortized over a ten year period, commencing on the effective date of this By Law. Any nonconforming sign in existence at the time of the effective date hereof, shall be brought into compliance with Section 7.0 within ten (10) years thereafter.~~ Non-conforming signs that are enlarged, redesigned, replaced or altered in any way shall comply immediately with all applicable provisions of this Bylaw.

7.8 Special permit.

Notwithstanding the provisions set forth in this article, the Planning Board may authorize nonconforming signs or a greater number of signs by the grant of a special permit, where such relief is not detrimental to the neighborhood or the Town.

- A. Exemptions. No permit is required for the following types of signs:
- (1) Any sign legally erected before the date of the Town Meeting approving this article shall be exempt from the requirements in this article.
 - (2) Any sign erected or required by the Town, by the Commonwealth of Massachusetts or by the United States, or any subdivision or agency thereof, or for any sign intended solely for the protection of life or property.
- B. Special permit process.
- (1) Application. Application for a sign special permit shall be made in writing upon forms furnished by the Planning Board. Such application shall contain the location by street number of the proposed sign, the name and address of the owner of the sign, the name and address of the sign contractor or erector, if any, and a scale drawing showing the construction, the method of installation or support, colors, dimensions, and position of the sign, method of illumination and such other relevant information as may be requested.
 - (2) Fee. A sign special permit fee shall be paid to the Town for each permit in accordance with the schedule established by the Planning Board.
 - (3) Inspection. The Building Inspector shall inspect any sign subject to a special permit within 30 days after it is erected and shall report to the Planning Board that said sign has been erected properly and in accordance with the provisions of this article and any other applicable law.
 - (4) Constructive grant. If a sign special permit has not been denied within 60 days after application has been made, it shall be deemed to be approved.
 - (5) Lapse. A sign special permit shall become null and void if the work for which the permit was issued has not been completed within a period of 12 months from the date of the permit; provided, however, that the Planning Board may, in its discretion, issue extensions covering a period not to exceed an additional one year from the date of issue of the original permit. The applicant shall notify the Building Inspector of completion of work under a permit within 10 days of completion.

7.9 Administration and Penalties

This bylaw may be enforced by the Building Inspector by any means available in law or in equity in accordance with Chapter VIII of the General Bylaws, including non-criminal disposition.

Or take any other action relative thereto.

Commentary: The current sign bylaw lacks clarity on the applicability of this bylaw to signs that are located on, or adjacent to, a public way. This change seeks to address those deficiencies and would provide the Board of Selectmen with the capacity to establish a sign policy regarding signs on municipal property. The article also restates the Building Inspector's capacity to enforce this bylaw and provides specificity on the duration that temporary, non-commercial signs can be posted.

Recommendation of the Planning Board: Favorable Action (4-0-0)

Recommendation of the Board of Selectmen: Favorable Action (3-0-0)

Vote needed: 2/3 Majority

ARTICLE 17: Bylaw Amendment: Penalties

To see if the Town will vote to amend the General Bylaw by deleting the text of Chapter VIII and inserting in place thereof the following:

A. General.

1. These bylaws may be enforced by any means available in law or in equity, including but not limited to enforcement by criminal indictment or on complaint before the district court pursuant to MGL c .40, § 21 or by non-criminal disposition pursuant to G.L. MGL c. 40, § 21D. If enforced by criminal indictment or on complaint before the district court, a fine of up to \$300 may be imposed for each violation.
2. The election of one remedy shall not preclude enforcement through any other lawful means. Each day that a violation exists shall constitute a separate offense.

B. Enforcement through Non-criminal Disposition.

1. Any general or zoning by-law of the Town of Wenham, or rule or regulation of its officers, boards or departments adopted at a public meeting for which notice is posted on the Town website for a period of not less than one week prior to such public meeting, may in the discretion of the Town official who is the appropriate enforcing person, be enforced through non-criminal disposition as provided in MGL c.40, § 21D. The specific penalty for purposes of non-criminal disposition for each such violation, if not otherwise specified in the bylaw rule or regulation, shall be as follows, with each day a violation exists constituting a separate violation for purposes of this by-law:

First violation – warning

Second violation - \$50.00

Third violation - \$100.00

Fourth and subsequent violations - \$300.00

2. The term “enforcing person” as used in this by-law shall mean: any Town of Wenham Police Officer with respect to any offense; as well as the Fire Chief, Town Administrator, Inspector of Buildings, Building Commissioner/Zoning Enforcement Officer, Conservation Commission or its agent, Board of Health or its agent, Sealer of Weights

and Measures, Code Enforcement Officer, and their designees, and such other officials as the Board of Selectmen may from time to time designate, each with respect to violation of by-laws, rules and regulations within their respective jurisdictions. If more than one official has jurisdiction in a given case, any such official may be an enforcing person with respect thereto.

Or take any action relative thereto.

Commentary: Currently, there are several sections of the Town's General Bylaws that prohibit certain acts, but do not identify any consequences or fines for violators of that Bylaw. This article provides penalties for violations of at least a half dozen different sections of the Town's General Bylaws that do not currently have specific fees or enforcement provisions attached to them.

Recommendation of the Board of Selectmen: Favorable Action (2-0-0)
Vote needed: Simple Majority

ARTICLE 18: Election of Town Officers and Ballot Questions

To choose the following officers:

Board of Assessors, one position, three year term; Board of Health, one position, three year term; Board of Selectmen, one position, three year term; Hamilton Wenham Regional Library Trustee, one Wenham position, three year term; Hamilton Wenham Regional School Committee, three positions, three year terms; Moderator, one position, three year term; Planning Board, one position, five year term; Water Commissioner, one position, three year term and one position, 1 year term to fill an unexpired term; Wenham Housing Authority, one position, five year term.

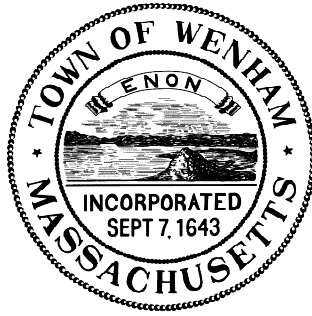
And to answer the following questions:

Shall the Town of Wenham be allowed to assess an additional \$499,145 in real estate and personal property taxes for the purposes of funding the Town of Wenham's annual assessment for the FY 2020 Hamilton Wenham Regional School District operating budget as adopted by the Hamilton Wenham Regional School Committee?

Shall the Town of Wenham be allowed to assess an additional \$116,119 in real estate and personal property taxes for the purposes of funding the Town of Wenham's annual assessment for the FY 2020 Hamilton Wenham Regional School District operating budget, particularly as adopted by the Hamilton Wenham Regional School Committee for Other Post Employment Benefits and a School Resource Officer?

Shall G.L. c.59, §5, Clause Forty First C 1/2, granting real estate property tax reductions to qualifying senior citizens, be accepted?

And you are hereby directed to serve this warrant by posting attested copies thereof at Town Hall, Hamilton-Wenham Regional Library, Senior Center, and on the bulletin board outside the Fire Station seven days at least before the time of the meeting aforesaid.

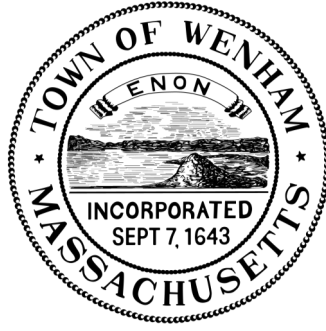


Appendices

Appendix 1	<u>Regional School District Budget Summary</u>
Appendix 2	<u>Recommended Capital Improvement Program</u>
Appendix 3	<u>Bond Repayment Schedule</u>
Appendix 4	<u>Median Home Assessed Value and Median Real Estate Tax</u>
Appendix 5	<u>Reserve Fund, Free Cash, and New Growth Summaries</u>
Appendix 6	<u>Proposed FY 2019 Budget Percentages by Segment</u>
Appendix 7	<u>Municipal Finance Terminology and Current Balances</u>

2018

**Warrant for the Annual
Town Meeting
Part II, Appendices**



Appendix 1

FY 2019 Regional School District Budget Summary

2018

**Warrant for the Annual
Town Meeting
Part II, Appendices**



FY20 Budget – District Totals

Level Service + OPEB + SRO: Net Assessment Budget

Total Expenses						
	FY18 BUD	FY18 ACT	FY19 BUD	FY20 BUD	Difference	
General Operating Expense (Before Offsets)	\$ 31,403,624	\$ 31,434,715	\$ 33,097,866	\$ 35,274,408	\$ 2,176,543	6.58%
Expense Offsets	\$ 1,203,808	\$ 1,243,065	\$ 1,203,808	\$ 1,404,648	\$ 200,840	16.68%
General Operating Expenses (After Offsets)	\$ 30,199,816	\$ 30,191,650	\$ 31,894,058	\$ 33,869,760	\$ 1,975,703	6.19%
Debt Service Expense	\$ 2,092,860	\$ 2,092,860	\$ 2,115,275	\$ 398,372	\$ (1,716,903)	-81.17%
TOTAL EXPENDITURES	\$ 32,292,676	\$ 32,284,510	\$ 34,009,333	\$ 34,268,132	\$ 258,799	0.76%

Total Funding Sources						
	FY18 BUD	FY18 ACT	FY19 BUD	FY20 BUD	Difference	
<i>Revenues</i>						
Chapter 70-Base Aid	\$ 3,554,656	\$ 3,606,706	\$ 3,606,706	\$ 3,659,749	\$ 53,043	1.5%
MSBA Debt Service Reimbursement	\$ 1,132,065	\$ 1,132,065	\$ 1,132,065	\$ -	\$ (1,132,065)	-100.0%
State Transportation Reimbursement	\$ 340,686	\$ 340,686	\$ 330,837	\$ 385,868	\$ 55,031	16.6%
Medicaid Reimbursement	\$ 85,000	\$ 175,036	\$ 150,000	\$ 175,000	\$ 25,000	16.7%
Interest Income	\$ 4,000	\$ 13,675	\$ 4,000	\$ 4,000	\$ -	0.0%
Prior Year Unexpended Encumbrances	\$ -	\$ 15,473	\$ -	\$ -	\$ -	#DIV/0!
Other Non-recurring Income (Including Transp)	\$ -	\$ 37,931	\$ -	\$ -	\$ -	#DIV/0!
Total Revenues	\$ 5,116,407	\$ 5,321,571	\$ 5,223,608	\$ 4,224,617	\$ (998,991)	-19.1%
<i>Transfers In From Other Funds</i>						
Excess and Deficiency	\$ 568,821	\$ 568,821	\$ 347,218	\$ 147,396	\$ (199,822)	-57.5%
Total Transfers	\$ 568,821	\$ 568,821	\$ 347,218	\$ 147,396	\$ (199,822)	-57.5%
Total Funding Sources	\$ 5,685,228	\$ 5,890,392	\$ 5,570,826	\$ 4,372,013	\$ (1,198,813)	-21.5%
Total Expenditures	\$ 32,292,676	\$ 32,284,510	\$ 34,009,333	\$ 34,268,132	\$ 258,799	0.8%
Less Total Funding Sources	\$ 5,685,228	\$ 5,890,392	\$ 5,570,826	\$ 4,372,013	\$ (1,198,813)	-21.5%
NET ASSESSMENT including Debt Service	\$ 26,607,448	\$ 26,394,118	\$ 28,438,507	\$ 29,896,119	\$ 1,457,612	5.1%

Total Town Assessments						
	FY18 BUD	FY18 ACT	FY19 BUD	FY20 BUD	Difference	
Hamilton	\$ 17,401,271	\$ 17,401,271	\$ 18,385,495	\$ 19,148,464	\$ 762,970	4.1%
Wenham	\$ 9,206,177	\$ 9,206,177	\$ 10,053,012	\$ 10,747,655	\$ 694,643	6.9%
NET ASSESSMENT including Debt Service	\$ 26,607,448	\$ 26,607,448	\$ 28,438,507	\$ 29,896,119	\$ 1,457,612	5.1%



FY20 Budget – District Totals

5 Year Summary of Net Assessments to the Towns

	<u>FY16 BUD (1)</u>	<u>FY17 BUD (2)</u>	<u>FY18 BUD (3)</u>	<u>FY19 BUD (4)</u>	<u>FY20 BUD (5)</u>
Operations					
Hamilton	\$16,417,016	\$16,837,974	\$16,776,063	\$17,746,438	\$18,893,307
Wenham	<u>\$7,724,443</u>	<u>\$8,433,233</u>	<u>\$8,870,590</u>	<u>\$9,708,859</u>	<u>\$10,604,440</u>
SubTotal	\$24,141,459	\$25,271,207	\$25,646,653	\$27,455,297	\$29,497,747
Debt					
Hamilton	\$574,956	\$656,775	\$625,208	\$639,057	\$255,157
Wenham	<u>\$286,487</u>	<u>\$340,410</u>	<u>\$335,587</u>	<u>\$344,153</u>	<u>\$143,215</u>
SubTotal	\$861,443	\$997,185	\$960,795	\$983,210	\$398,372
Total					
Hamilton	\$16,991,972	\$17,494,749	\$17,401,271	\$18,385,495	\$19,148,464
Wenham	<u>\$8,010,930</u>	<u>\$8,773,643</u>	<u>\$9,206,177</u>	<u>\$10,053,012</u>	<u>\$10,747,655</u>
Total	\$25,002,902	\$26,268,392	\$26,607,448	\$28,438,507	\$29,896,119

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

(2) FY17 Assessment reduced by \$555 per School Committee Policy D4021.

(3) FY18 Assessment reduced by \$568,821 per School Committee Policy D4021.

(4) FY19 Assessment reduced by \$347,218 per School Committee Policy D4021.

(5) FY20 Assessment reduced by \$147,396 per School Committee Policy D4021.



FY20 Budget – District Totals

5 Year Impact Analysis of Net Assessments to the Towns

Total Net Assessment:		
FY15	\$	24,478,847
FY20	\$	29,896,119
5 Year Chg \$	\$	5,417,272
5 Year Chg %		22.13%
<i>Avg Annual Chg</i>		<i>4.43%</i>
Hamilton's Total Net Assessment:		
FY15	\$	16,867,884
FY20	\$	19,148,464
5 Year Chg \$	\$	2,280,580
5 Year Chg %		13.52%
<i>Avg Annual Chg</i>		<i>2.70%</i>
This 5 Yr Period includes a ~\$1.1MM shift to Wenham (re: 3 Yr Enrollment)		
Wenham's Total Net Assessment:		
FY15	\$	7,610,763
FY20	\$	10,747,655
5 Year Chg \$	\$	3,136,892
5 Year Chg %		41.22%
<i>Avg Annual Chg</i>		<i>8.24%</i>
This 5 Yr Period includes a ~\$1.1MM shift from Hamilton (re: 3 Yr Enrollment)		



Appendix 2

Town of Wenham Recommended Capital Improvement Program

2019

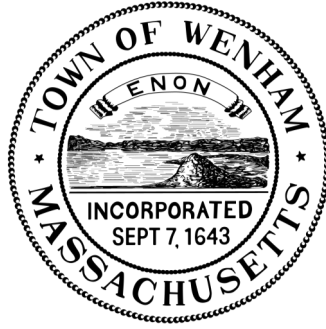
**Warrant for the Annual
Town Meeting
Part II, Appendices**

FY 2020 CAPITAL IMPROVEMENT PROGRAM*	Operating Budget (Article 1)	Non- Excluded Debt (Article 1)	Chapter 90 (Article 7)	Iron Rail Rental Revolving (Article 11)	Other funding sources (i.e. state aid, DPW revolving)	Departmental Totals
<u>IT</u>						\$ 35,431
Town Staff Computers, Printers & Monitors	\$ 7,000					
Financial Software		\$ 18,171				
Library Computers					\$ 10,260	
<u>Police</u>						\$ 54,133
Marked Police Cruiser	\$ 42,000					
Administrative Vehicle	\$ 12,133					
<u>Fire</u>						\$ 122,768
Pumper Fire Truck		\$ 81,768				
Protective Gear	\$ 26,000					
Air Packs	\$ 15,000					
<u>DPW - Highway</u>						\$ 435,236
Highway Road Capital	\$ 85,000					
Peterbilt Truck Lease Payment	\$ 43,020					
2 Highway Plow Trucks		\$ 19,584				
Front End Loader	\$ 35,000					
State Road Capital			\$ 150,000			
Mini Excavator Lease Payment					\$ 4,632	
Main Street 25% Design					\$ 98,000	
<u>Water</u>						\$ 115,382
Mini Excavator Lease Payment	\$ 4,632					
Water Capital Reserve	\$ 35,000					
Water Tower Construction		\$ 75,750				
<u>Miscellaneous</u>						\$ 4,632
Mini Excavator Lease Payment (Cemetery)	\$ 4,632					
<u>Iron Rail</u>						\$ 30,000
Replace Roofing, Gutter, Fascia				\$ 17,000		
Road and Parking Lot Paying				\$ 8,000		
Design Septic System				\$ 5,000		
FY 2020 Capital Totals	\$ 309,417	\$ 195,273	\$ 150,000	\$ 30,000	\$ 112,892	\$ 797,582

*Capital Appropriations are organized by Warrant Article

Town of Wenham
Capital Improvement Program FY 2020-2024

Department	FY2020	TA Recommended	Funding Source	FY 2021	FY 2022	FY 2023	FY 2024	5 year total
DPW								
2 Highway Plow Trucks	\$19,584	\$19,584	General Fund Operating (Nonexcluded Debt)	\$18,267				\$37,851
Peterbilt Truck	\$43,020	\$43,020	General Fund Operating (DPW)	\$43,020	\$43,020			\$129,060
Mini Excavator	\$4,632	\$4,632	DPW Revolving					\$4,632
State Road Capital	\$150,000	\$150,000	Chapter 90	\$150,000	\$150,000	\$150,000	\$150,000	\$750,000
Highway Road Capital	\$85,000	\$85,000	General Fund Operating (DPW)	\$95,000	\$100,000	\$100,000	\$100,000	\$480,000
Main Street 25% Design	\$98,000	\$98,000	Economic Development Bond, Chapter 90, and/or Highway Road Cap	\$90,000				\$188,000
Front end Loader	\$35,000	\$35,000	General Fund Operating (DPW)	\$35,000	\$35,000	\$35,000		\$140,000
One Ton Pick-up				\$65,000				\$65,000
Backhoe				\$40,000	\$40,000	\$40,000		\$120,000
DPW Fuel Storage Tank				\$125,000				\$125,000
Landscape Trailer					\$5,200			\$5,200
Medium duty Truck w/ Plow					\$180,000			\$180,000
Total DPW in General Fund Operating		\$182,604						
Total DPW from Free Cash		\$0						
Total DPW from other sources		\$252,632						
Total DPW	\$435,236	\$435,236		\$661,287	\$553,220	\$325,000	\$250,000	\$2,224,743
Police								
Front line Cruiser	\$42,000	\$42,000	General Fund Operating (Police)	\$42,000	\$42,000	\$42,000	\$42,000	\$210,000
Administrative Vehicle	\$12,133	\$12,133	General Fund Operating (Police)	\$12,133	\$15,000	\$15,000	\$15,000	\$69,266
4 MDT units (Cruiser Laptops)				\$24,000				\$24,000
Auto Plate Reader				\$22,000				\$22,000
14 Rifles					\$14,000			\$14,000
Station Cameras & Security Hardware Upgrade							\$150,000	\$150,000
Total Police in General Fund Operating		\$54,133						
Total Police from Free Cash		\$0						
Total Police from other funding sources		\$0						
Total Police	\$54,133	\$54,133		\$100,133	\$71,000	\$57,000	\$207,000	\$489,266
Fire Dept								
Pumper Fire Truck	\$81,768	\$81,768	General Fund Operating (Nonexcluded Debt)	\$76,269				\$158,037
Protective Gear	\$26,000	\$26,000	General Fund Operating (Fire)	\$25,000				\$51,000
Air Packs	\$15,000	\$15,000	General Fund Operating (Fire)	\$15,000				\$30,000
Administrative Vehicles					\$85,000			\$85,000
Rescue Truck/Ambulance				\$100,000				\$100,000
Engine 4 Rehab							\$75,000	\$75,000
Total Fire in General Fund Operating		\$122,768						
Total Fire from Free Cash		\$0						
Total Fire from other funding sources		\$0						
Total Fire	\$122,768	\$122,768		\$216,269	\$85,000	\$0	\$75,000	\$499,037
IT								
Financial Software	\$18,171	\$18,171	General Fund Operating (Nonexcluded Debt)	\$16,949				\$35,120
Library Computers	\$10,260	\$10,260	General Fund Operating and/or State Aid	\$10,000	\$10,000	\$10,000	\$10,000	\$10,260
PCs/Laptops	\$7,000	\$7,000	General Fund Operating	\$10,000	\$10,000	\$10,000	\$10,000	\$47,000
Library Server				\$9,600				\$9,600
Total IT in General Fund Operating		\$25,171						
Total IT from Free Cash		\$0						
Total IT from other funding sources		\$10,260						
Total IT	\$35,431	\$35,431		\$36,549	\$10,000	\$10,000	\$10,000	\$101,980
Recreation								
Tennis Courts at Pingree Park			CPA, USTA Grant, and/or HWRSD Capital	\$300,000				\$300,000
High School Turf Field							\$3,671,863	\$3,671,863
Total Recreation in General Fund Operating		\$0						
Total Recreation from Free Cash		\$0						
Total Recreation from other funding sources		\$0						
Total Rec	\$0	\$0		\$300,000	\$0	\$0	\$3,671,863	\$3,971,863
Library								
Repair Sidewalk				\$12,000				\$12,000
Carpet Replacement 1st/2nd Floors				\$65,000				\$65,000
Total Library in General Fund Operating		\$0						
Total Library from Free Cash		\$0						
Total Library from other funding sources		\$0						
Total Library	\$0	\$0		\$77,000	\$0	\$0	\$0	\$77,000
Miscellaneous								
Mini Excavator	\$4,632	\$4,632	General Fund Operating (Cemetery)					\$4,632
COA Roof Repairs				\$21,000				\$21,000
Clerk Dehumidifier				\$8,000				\$0
Total Misc in General Fund Operating		\$4,632						
Total Misc from Free Cash		\$0						
Total Misc. from other funding sources		\$0						
Total Facilities	\$4,632	\$4,632		\$21,000	\$0	\$0	\$0	\$25,632
Iron Rail								
Replace Roofing, Gutter, and Fascia	\$17,000	\$17,000	Iron Rail Rental Revolving - Nonexcluded Debt	\$17,000	\$17,000	\$17,000	\$17,000	\$85,000
Road and Parking Lot Paving	\$8,000	\$8,000	Iron Rail Rental Revolving - Nonexcluded Debt	\$8,000	\$8,000	\$8,000	\$8,000	\$40,000
Design and Replace Septic System	\$5,000	\$5,000	Iron Rail Rental Revolving - Nonexcluded Debt	\$5,000	\$5,000			\$15,000
Total Iron Rail in General Fund Operating		\$0						
Total Iron Rail from Free Cash		\$0						
Total Iron Rail from other funding sources		\$30,000						
Total Iron Rail	\$30,000	\$30,000		\$30,000	\$30,000	\$25,000	\$25,000	\$140,000
Water								
Mini Excavator	\$4,632	\$4,632	General Fund Operating					\$4,632
Water Capital Reserve	\$35,000	\$35,000	General Fund Operating	\$35,000	\$35,000	\$35,000	\$35,000	\$175,000
Water Tower Construction	\$75,750	\$75,750	General Fund Operating (Nonexcluded Debt)					
SCADA Upgrade				\$40,000				
Emergency Generator at Pleasant St Pump Station					\$125,000			\$125,000
Total Water in General Fund Operating		\$115,382						
Total Water from Water Surplus		\$0						
Total Water from other funding sources		\$0						
Total Water	\$115,382	\$115,382		\$75,000	\$160,000	\$35,000	\$35,000	\$304,632
Total General Fund Operating		\$504,690						
Total One-time Funds (Free Cash, etc)		\$0						
Other Funding Sources		\$292,892						
Summary	\$797,582	\$797,582		\$1,517,238	\$909,220	\$452,000	\$4,273,863	\$7,834,153



Appendix 3

Bond Repayment Schedule

2019

**Warrant for the Annual
Town Meeting
Part II, Appendices**

HWRSD

Estimated Debt Service Schedule

Town of Wenham's Estimated Share as of March 11, 2019

<u>FY</u>	<u>Cutler Roof & 2013 Summer Projects</u>	<u>HS/MS Project</u>	<u>Buker & Winthrop Boilers & Winthrop Window Project</u>	<u>Winthrop Sprinkler Project</u>	<u>Total Wenham</u>
FY19B	\$45,451	\$247,816	\$42,049	\$8,838	\$344,154
FY20B*	\$47,023	\$0	\$41,323	\$54,869	\$143,215
FY21E*	\$45,998	\$0	\$43,248	\$54,060	\$143,306
FY22E*	\$44,973	\$0	\$42,565	\$50,690	\$138,228
FY23E*	\$45,719	\$0	\$41,882	\$49,180	\$136,781
FY24E*	\$44,641	\$0	\$41,199	\$47,670	\$133,510
FY25E*	\$45,333	\$0	\$44,075	\$46,376	\$135,784
FY26E*	\$45,971	\$0	\$43,320	\$44,758	\$134,049
FY27E*	\$46,555	\$0	\$42,376	\$0	\$88,931
FY28E*	\$46,978	\$0	\$43,212	\$0	\$90,190
FY29E*	\$45,468	\$0	\$42,421	\$0	\$87,889
FY30E*	\$45,724	\$0	\$43,410	\$0	\$89,134
FY31E*	\$0	\$0	\$42,583	\$0	\$42,583
FY32E*	\$0	\$0	\$41,756	\$0	\$41,756
Totals	\$549,834	\$247,816	\$595,417	\$356,441	\$1,749,508

* - Using FY20 Budgeted apportionment share of 35.95% for Town of Wenham

TOWN OF WENHAM DEBT SERVICE

FISCAL YEAR	TOWN EXCLUDED DEBT SERVICE				WITHIN-LEVY DEBT SERVICE			TOTALS		OTHER FUNDING SOURCES	
	1.62%	1.55%	1.790%	2.393%	1.55%	2.224%	2.700%	Total Payments	Tax Rate Impact	WATER 1.58%	CPA 1.790%
	\$294,600 Joint Library	\$73,600 Lease Buy-out	\$2,228,079 Town Hall	\$656,811 Culverts	\$49,100 Town Hall	\$288,000 ESCO	\$592,000 *2015 ATM ART 11 & 12			\$ 392,400 Water Tank	\$ 1,037,800 Town Hall
2019	51,500	15,450	243,050	86,830	10,300	27,420	127,695	562,245	1,039.51	77,250	133,250
2020	50,500	15,150	234,100	84,740	10,100	26,760	119,523	540,873	1,000.00	75,750	126,100
2021			230,200	82,460		26,040	111,485	450,185	832.33		124,000
2022			221,350	79,895		25,230		326,475	603.61		121,900
2023			217,550	77,235		24,390		319,175	590.11		114,850
2024			203,625					203,625	376.47		112,725
2025			198,000					198,000	366.07		109,600
2026			190,800					190,800	352.76		100,700
2027			183,600					183,600	339.45		96,900
Totals	102,000	30,600	1,922,275	411,160	20,400	129,840	358,703	2,974,978		153,000	1,040,025

*Debt service for 2015 Pumper Truck, (2) Highway trucks with plows and sanders and finance/accounting software

BAN - Iron Rail Revolving Fund (Article 7)

Iron Rail Capital BAN

Authorized Total \$ 245,000

Fiscal 19 contribution \$ 25,000

Fiscal 20 contribution \$ 30,000

Borrowing Period 10 years

Current interest rate 2.5%

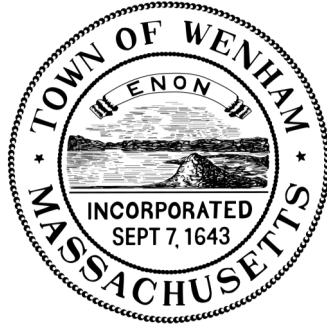
Purpose Iron Rail Capital

TOTAL FY 2020 (ARTICLE 1- TOWN) \$ 540,873

TOTAL FY 2020 (ARTICLE 1 - SCHOOL) \$ 143,215

TOTAL FY 2020 (OTHER FUNDING SOURCES) \$ 201,850

TOTAL FY 2020 DEBT (OVERALL) \$ 885,938



Appendix 4

Median Home Assessed Value And Median Real Estate Tax

2019

**Warrant for the Annual
Town Meeting
Part II, Appendices**

MEDIAN HOME ASSESSED VALUE AND REAL ESTATE TAX

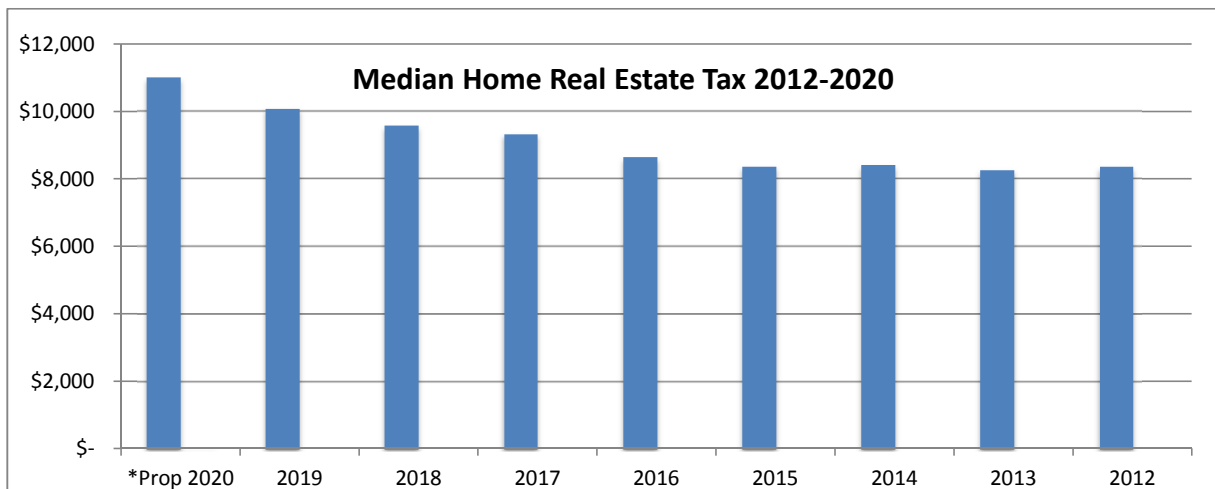
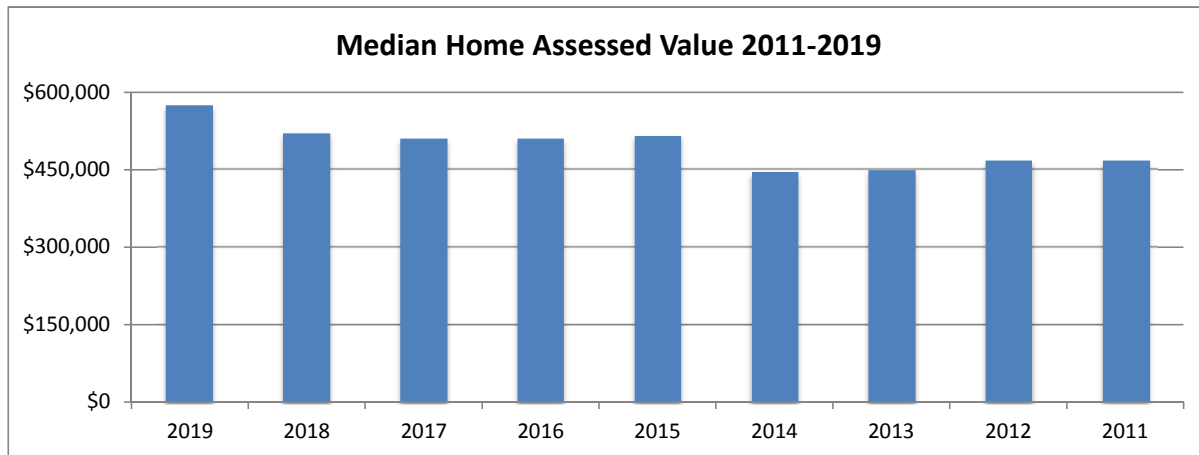
MEDIAN HOME ASSESSED VALUE 2011-2019

2019	\$ 574,100
2018	\$ 520,450
2017	\$ 509,550
2016	\$ 509,700
2015	\$ 515,600
2014	\$ 445,300
2013	\$ 447,700
2012	\$ 467,500
2011	\$ 467,550

MEDIAN HOME REAL ESTATE TAX 2012-2020

*Prop 2020	\$ 11,000
2019	\$ 10,086
2018	\$ 9,574
2017	\$ 9,340
2016	\$ 8,655
2015	\$ 8,379
2014	\$ 8,407
2013	\$ 8,274
2012	\$ 8,364

* Assumes no assessment increase and approval of school operating overrides.





Appendix 5

Reserve Fund, Free Cash, and New Growth Summaries

2019

**Warrant for the Annual
Town Meeting
Part II, Appendices**

FREE CASH

Free cash is the amount of unrestricted funds available as a funding source for appropriation after certification by the Director of Accounts. Once certified, free cash can be appropriated up until the following June 30 by Town Meeting for any legal spending purpose. Free cash is generated when actual operations of the fiscal year revenue collections exceed the estimates used for budgeting and actual expenditures and encumbrances (committed funds not yet expended) are less than appropriations.

As of Date	Fiscal Year		Free Cash
6/30/2002	2002	\$	687,915
6/30/2003	2003	\$	803,578
6/30/2004	2004	\$	631,437
6/30/2005	2005	\$	421,546
6/30/2006	2006	\$	661,685
6/30/2007	2007	\$	886,645
6/30/2008	2008	\$	497,002
6/30/2009	2009	\$	555,964
6/30/2010	2010	\$	629,098
6/30/2011	2011	\$	605,192
6/30/2012	2012	\$	584,345
6/30/2013	2013	\$	797,322
6/30/2014	2014	\$	586,863
6/30/2015	2015	\$	1,061,225
6/30/2016	2016	\$	1,371,147
6/30/2017	2017	\$	1,232,635
6/30/2018	2018	\$	977,873

STABILIZATION FUND

A fund designed to accumulate amounts for capital and other future spending purposes, although it may be appropriated for any lawful purpose (MGL Ch. 40 S.5B). The total of all stabilization fund balances may not exceed ten percent of the community's equalized value, and any interest shall be added to and become a part of the funds. A two-thirds vote of town meeting or city council is required to established, amend the purpose of, or appropriate money from the stabilization fund.

As of Date	Fiscal Year		Ending Balance
6/30/2002	2002	\$	389,696.65
6/30/2003	2003	\$	396,717.12
6/30/2004	2004	\$	401,566.66
6/30/2005	2005	\$	410,847.31
6/30/2006	2006	\$	424,471.59
6/30/2007	2007	\$	443,183.63
6/30/2008	2008	\$	465,843.44
6/30/2009	2009	\$	476,488.62
6/30/2010	2010	\$	482,774.98
6/30/2011	2011	\$	489,156.52
6/30/2012	2012	\$	496,505.81
6/30/2013	2013	\$	504,872.09
6/30/2014	2014	\$	508,197.18
6/30/2015	2015	\$	512,314.95
6/30/2016	2016	\$	516,856.09
6/30/2017	2017	\$	520,169.41
6/30/2018	2018	\$	523,109.00

NEW GROWTH

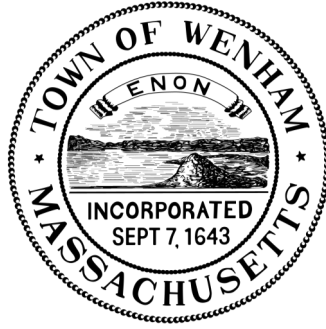
New Growth represents new tax dollars resulting from the new articles of personal property or previously exempt property, real estate taxed separate parcels for the first time (subdivisions, condo conversions) and increases in assessed value over prior years

As of Date	Fiscal Year		New Growth
7/1/2002	2003	\$	51,322.00
7/1/2003	2004	\$	79,274.00
7/1/2004	2005	\$	112,870.00
7/1/2005	2006	\$	88,558.00
7/1/2006	2007	\$	116,948.00
7/1/2007	2008	\$	171,769.00
7/1/2008	2009	\$	190,910.00
7/1/2009	2010	\$	46,828.00
7/1/2010	2011	\$	33,209.00
7/1/2011	2012	\$	60,532.00
7/1/2012	2013	\$	103,038.00
7/1/2013	2014	\$	130,638.00
7/1/2014	2015	\$	108,041.00
7/1/2015	2016	\$	63,095.00
7/1/2016	2017	\$	90,337.00
7/1/2017	2018	\$	208,167.00
7/1/2018	2019	\$	287,557.00

RESERVE FUND

Under state statutes, towns are permitted to establish a reserve fund to provide for extraordinary or unforeseen expenditures. A reserve can be established and funded as a line-item in the annual budget, or it can be created by a separate budget article and a line-item in the annual budget, or it can be created by a separate budget article and funded through a transfer from a specified revenue source. Transfer-out of a reserve require a majority vote of a Town finance committee. Expenditures cannot be made directly from the reserve fund. Instead, funds must be transferred to another account even if newly created, against which the charge is then posted.

FY18 RESERVE FUND TRACKING				
Reserve Fund Budget				\$125,000.00
Transfers COMPLETED				
DATE	REF #	ITEM		DESCRIPTION
08/22/18	FY2019-0001	Regional Dispatch Feasibility Study	(\$9,800.00)	<i>Feasibility study to examine considerations of leaving ECRECC and join a regional dispatch.</i>
08/22/18	FY2019-0002	New Engine for Trackless Machine	(\$25,000.00)	<i>Machine failed in July and was out of warranty.</i>
09/26/18	FY2019-0003	BOH Wages - Asst. Health Agent	(\$945.00)	<i>Increase in hourly rate and number of hours for Asst. Health Agent based on actual workload and required certification.</i>
01/31/19	FY2019-0004	Maple Woods Appraisal	(\$6,900.00)	<i>Funds to complete updated appraisal of Maple Woods Property</i>
02/27/19	FY2019-0005	Retirement Sick Buyouts	(\$17,000.00)	<i>Sick buyout for unanticipated retiring personnel</i>
02/27/19	FY2019-0006	Interim Treasurer/Tax Collector Ser	(\$8,000.00)	<i>Interim coverage in Finance Department for unanticipated Finance Director Departure</i>
Present Available Balance				\$57,355.00



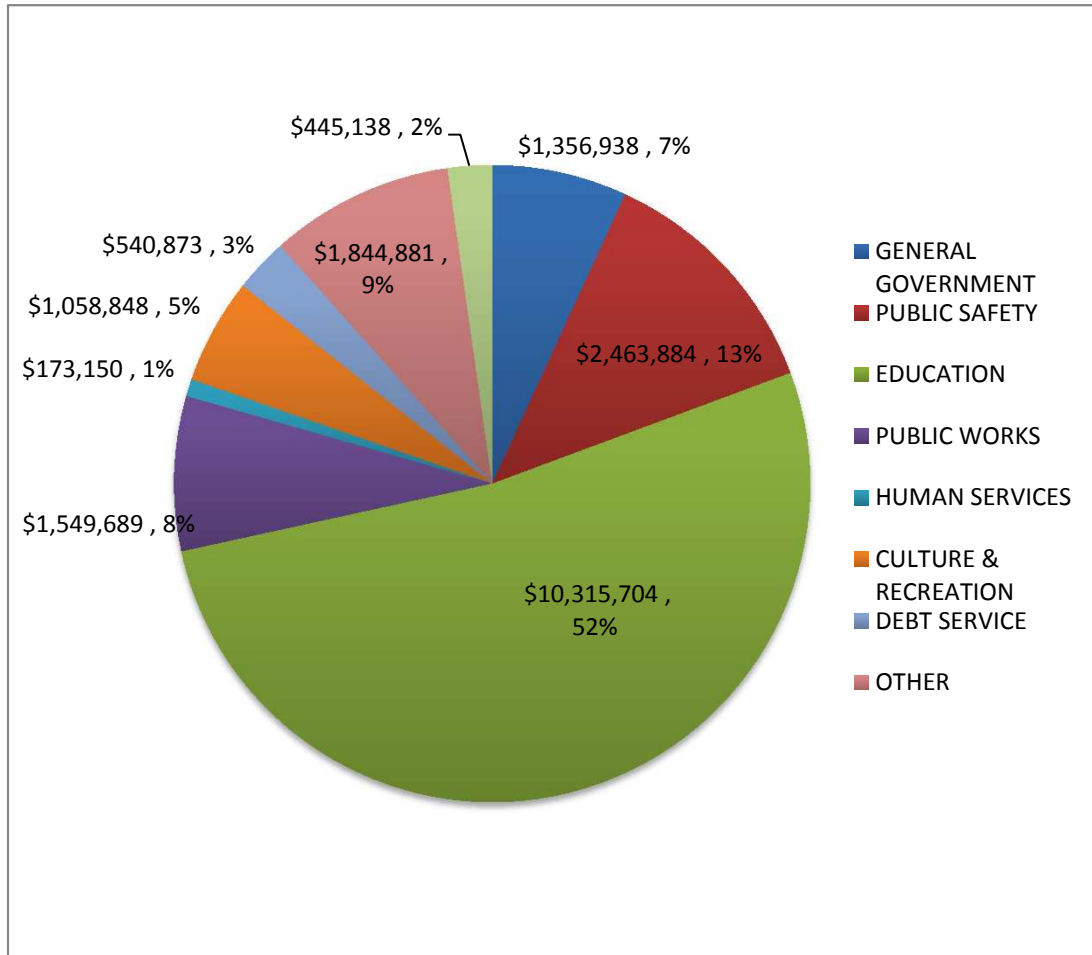
Appendix 6

Proposed FY 2019 Budget Percentages by Segment

2019

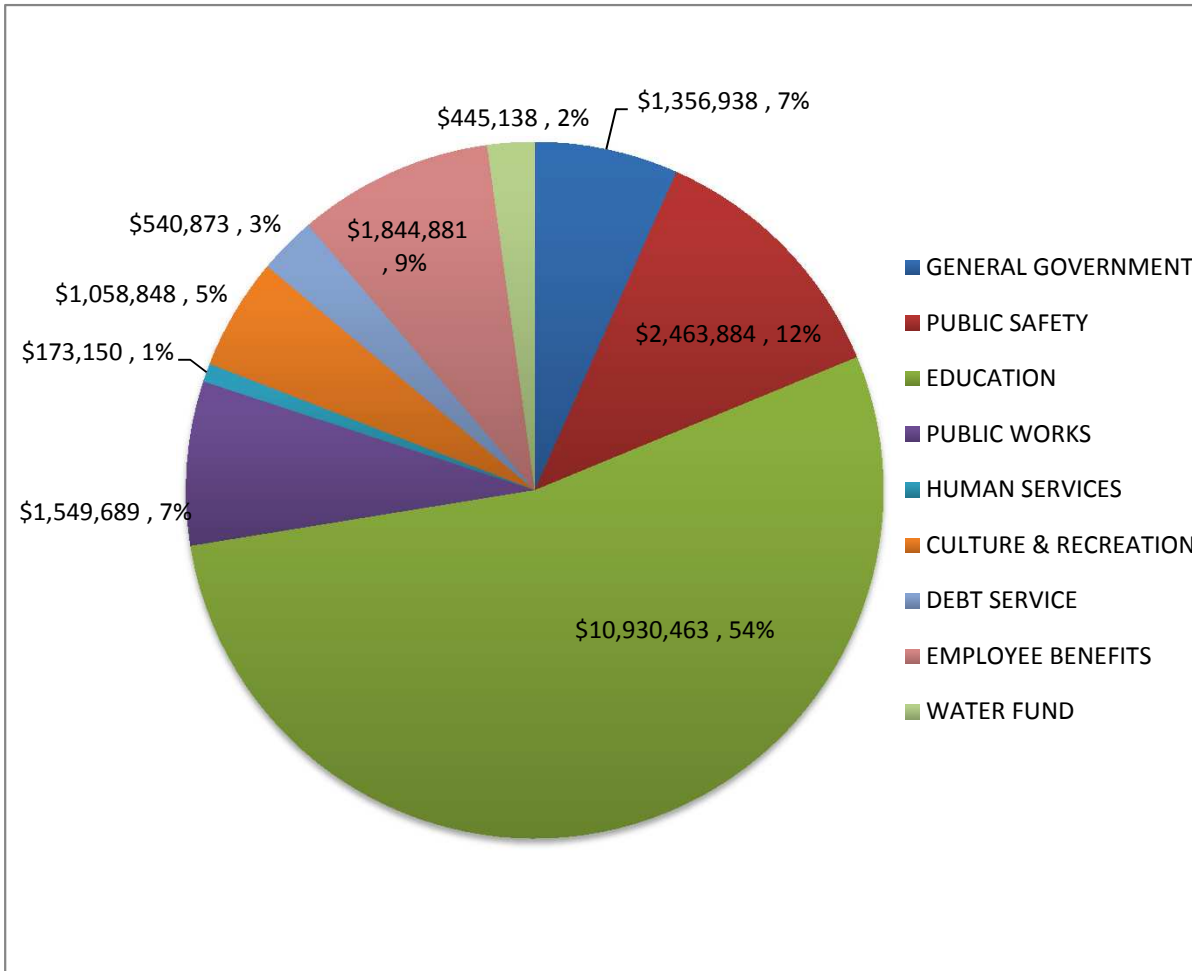
**Warrant for the Annual
Town Meeting
Part II, Appendices**

Proposed FY 2020 Budget - No Override

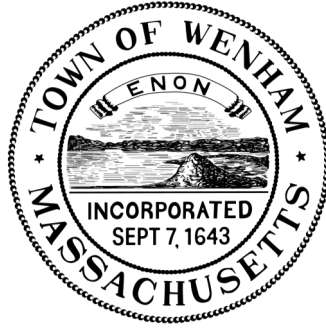


GENERAL GOVERNMENT	\$ 1,356,938
PUBLIC SAFETY	\$ 2,463,884
EDUCATION	\$ 10,315,704
PUBLIC WORKS	\$ 1,549,689
HUMAN SERVICES	\$ 173,150
CULTURE & RECREATION	\$ 1,058,848
DEBT SERVICE	\$ 540,873
OTHER	\$ 1,844,881
WATER FUND	\$ 445,138
TOTAL BUDGET	\$ 19,749,105

Proposed FY 2020 Budget with Overrides



GENERAL GOVERNMENT	\$ 1,356,938
PUBLIC SAFETY	\$ 2,463,884
EDUCATION	\$ 10,930,463
PUBLIC WORKS	\$ 1,549,689
HUMAN SERVICES	\$ 173,150
CULTURE & RECREATION	\$ 1,058,848
DEBT SERVICE	\$ 540,873
EMPLOYEE BENEFITS	\$ 1,844,881
WATER FUND	\$ 445,138
TOTAL BUDGET	<u>\$ 20,363,864</u>



Appendix 7

Municipal Finance Terminology & Current Balances

2019

**Warrant for the Annual
Town Meeting
Part II, Appendices**

MUNICIPAL FINANCE TERMINOLOGY

The following terms are frequently used in the Annual Town Report and at Town Meeting. In order to provide a better understanding of their meaning, the following definitions are provided:

BONDS:

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

CAPITAL IMPROVEMENTS PROGRAM (CIP):

\$309,147

Capital Improvements Program – A blueprint for planning a community's capital expenditures that comprises an annual capital budget and a five-year capital program. It coordinates community planning, fiscal capacity and physical development. While all of the community's needs should be identified in the program, there is a set of criteria that prioritizes the expenditures (See Appendix 3).

CHERRY SHEET:

\$298,996

An official notification from the Commonwealth (originally printed on cherry-colored paper), which itemizes state aid due to communities, as well as state and county charges assessed to communities. The resulting net receipt of funds is used by the Town to offset the amount to be raised.

COMMUNITY PRESERVATION ACT (CPA):

Enacted as MGL Ch. 44B in 2000, CPA permits cities and towns accepting its provisions to establish a restricted fund from which monies can be appropriated only for a) the acquisition, creation and preservation of open space; b) the acquisition, preservation, rehabilitation, and restoration of historic resources; and c) the acquisition, creation and preservation of land for recreational use; d) the creation, preservation and support of community housing; and e) the rehabilitation and restoration of open space, land for recreational use and community housing that is acquired or created using monies from the fund. Acceptance requires town meeting or city council approval or a citizen petition, together with referendum approval by majority vote. The local program is funded by a local surcharge up to 3 percent on real property tax bills and matching dollars from the state generated from registry of deeds fees. (See DOR IGR 00-209 as amended by IGR 01-207 and IGR 02-208)

DEBT EXCLUSION:

An action taken by a community through a referendum vote to raise the funds necessary to pay debt service costs for a particular project from the property tax levy, but outside the limits under Proposition 21/2. By approving a debt exclusion, a community calculates its annual levy limit under Proposition 21/2, then adds the excluded debt service cost. The amount is added to the levy limit for the life of the debt only and may increase the levy above the levy ceiling.

FREE CASH (FY 2018):

\$977,873

Free cash is the community's unrestricted available funds that may be used as a funding source for appropriations. Free Cash is generated when actual revenue collections exceeds budgeted estimates and when actual expenditures are less than budgeted appropriations, or a combination of both. Known as Excess & Deficiency or E & D in school budgeting.

LEVY CEILING (OR LEVY CAPACITY):

A levy ceiling is one of two types of levy (tax) restrictions imposed by MGL Ch. 59 §21C (Proposition 2^{1/2}). It states that, in any year, the real and personal property taxes imposed may not exceed 2^{1/2} percent of the total full and fair cash value of all taxable property. Property taxes levied may exceed this limit only if the community passes a capital exclusion, a debt exclusion, or a special exclusion. (See Levy Limit)

LEVY LIMIT:

\$16,260,660

A levy limit is one of two types of levy (tax) restrictions imposed by MGL Ch. 59 §21C (Proposition 2^{1/2}). It states that the real and personal property taxes imposed by a city or town may only grow each year by 2^{1/2} percent of the prior year's levy limit, plus new growth and any overrides or exclusions. The levy limit can exceed the levy ceiling only if the community passes a capital expenditure exclusion, debt exclusion, or special exclusion. (See Levy Ceiling) (Includes the Town's excluded debt).

NEW GROWTH:

\$220,000

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

OVERLAY:

\$195,000

An account established annually to fund anticipated property tax abatements, exemptions, and other uncollected taxes in that year. This amount is provided by the Board of Assessors and is raised on the tax recapitulation sheet.

OVERRIDE:

\$615,264

A vote by a community at an election to permanently increase the levy limit. An override vote may increase the levy limit no higher than the levy ceiling. The override question on the election ballot must state a purpose for the override and the dollar amount.

PROPOSITION 2^{1/2} :

A state law enacted in 1980, Proposition 2^{1/2} regulates local property tax administration and limits the amount of revenue a city or town may raise from local property taxes each year to fund municipal operations.

RESERVE FUND:

\$125,000

An amount set aside annually within the budget of the Town, not to exceed 5% of the tax levy for the preceding year. Transfers from this fund are within the exclusive control of the Finance and Advisory Committee and are for extraordinary and unforeseen expenditures.

STABILIZATION FUND:

\$532,478

A fund designed to accumulate funds for capital or other future spending purposes. A community may appropriate in any year an amount not exceeding 10% of the tax levy of the preceding year for the purpose of funding the Stabilization Fund. Amounts from this fund may be appropriated by a two-thirds vote at a Town Meeting, for any lawful purpose.

This glossary was developed by the Town of Wenham with use of *the Governmental Accounting, Auditing, and Financial Reporting*, by Stephen J Gauthier. Chicago: Government Finance Officers Association, 2001 and the "Municipal Finance Glossary" by the Massachusetts Department of Revenue Division of Local Services, May 2008.