

WARRANT FOR
ANNUAL TOWN MEETING
MAY 6, 2019
7:00 P.M.
Hale Middle School Auditorium
55 Hartley Road

With

ANNUAL TOWN ELECTION
MAY 14, 2019

7:00 A.M. TO 8:00 P.M.
Center School
403 Great Road



Annual Town Report of Officers and Committees available at Town Building, Police Station,
and Randall Library

PLEASE BRING TO TOWN MEETING
THIS IS YOUR ONLY COPY

Anyone with a disability requiring special arrangements for Town Meeting should contact Town Clerk
Linda Hathaway at (978) 897-5034 by 4 p.m. on Monday, April 29, 2019.

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2019 DATES TO REMEMBER

APRIL 16	DEADLINE TO REGISTER TO VOTE FOR 8PM ANNUAL TOWN MEETING AND ANNUAL ELECTION https://www.sec.state.ma.us/ovr/
APRIL 29	CANDIDATES NIGHT – 7PM STOW TOWN HALL 375 GREAT ROAD
MAY 6 & 7	ANNUAL TOWN MEETING — 7PM HALE MIDDLE SCHOOL 55 HARTLEY ROAD
MAY 14	ANNUAL TOWN ELECTION— 7AM-8PM THE CENTER SCHOOL 403 GREAT ROAD
MAY 17-19	SPRINGFEST WEEKEND

MUNICIPAL FINANCE TERMINOLOGY

The following terms are frequently used in the Annual Town Warrant and at Town Meetings. In order to provide everyone with a better understanding of the meaning, the following definitions are provided.

RAISE AND APPROPRIATE:

The amount allowable by General Law to be raised for annual appropriations based on Property Tax Levy Limits and estimated local and state receipts.

AVAILABLE FUNDS:

Available Funds include Undesignated Fund Balance in the General Fund and Unreserved Fund Balance in the Water and Sewer Funds as well as Overlay Surplus and the Host Community Trust Fund Balance.

UNDESIGNATED FUND BALANCE: (often referred to as “Free Cash”)

Fund Balance is the amount certified annually by the State Bureau of Accounts by deducting from surplus revenue all uncollected taxes for prior years. This fund may be used by a vote for the Town Meeting.

OVERLAY:

The overlay is the amount raised by the Assessors in excess of appropriations and other charges for the purpose of creating a fund to cover abatements granted and avoiding fractions.

OVERLAY SURPLUS:

This is the accumulated amount of the Overlay for various years not used or required to be held in the specific Overlay Account for a given year, certified by the Board of Assessor, and may be used by a vote of the Town.

RESERVE FUND:

This fund is established by the votes at an Annual Town Meeting only and may be composed of an appropriation (not exceeding 5% of the tax levy of the preceding year). It is available throughout the year by vote of the Finance Committee for Unexpected and/or Extraordinary expenditures.

STABILIZATION FUND:

This is a fund created to provide a reserve. Appropriations from the Stabilization funds may be made at an Annual Town Meeting by a two-thirds vote for any lawful purpose.

CHERRY SHEET:

Named for the cherry colored paper on which the Massachusetts Commission of Corporations and Taxation traditionally has printed it. The cherry sheet carries the state aid figures that must be used by the Assessors in determining the amount to be raised by taxation.

It lists the amounts of county tax and state assessments, as well as the established tax distributions from the General Fund, reimbursements, agency funds and the Sales and Use Taxes.

Finance Committee Warrant Report
Annual Town Meeting
May 6, 2019

Fiscal Year 2019

Introduction to the Finance Committee

Every town in Massachusetts with a property valuation of over \$1 million is required by state law, MGL Ch. 19, Sect 16, to have a Finance Committee that shall “consider any or all municipal questions for the purpose of making reports or recommendations to the town.” According to the Department of Local Services (DLS), the Finance Committee is “the official fiscal watchdog for a town. Because it is difficult for all taxpayers to be completely informed about every aspect of a town’s finances, finance committees were established so a representative group of taxpayers could conduct a thorough review of municipal finance questions on behalf of all citizens.”

With this in mind, the Finance Committee’s primary responsibility is advisory, to examine the budget and all other warrant articles and make recommendations to the voters on each article. It also administers the Reserve Fund to provide for urgent and unforeseen expenditures that might arise between town meetings. Lastly, although it is not required in our Charter, the Finance Committee Annual Report provides the voters with an overview of the Town’s financial condition.

In Stow, the Moderator appoints five voting and up to five associate members to the Finance Committee. Any voter registered in Stow is eligible to join. As of March 29nd, 2019 there were four voting members and zero associate members on the committee.

Town Revenues

Town revenues totaling \$29,675,944 in FY18 represent an 8.11% increase relative to FY17. The significant figures contained total include \$26,151,939 within the proposition two and one-half levy limit with an actual new growth revenue amount of \$ 571,082 representing a 59.1% increase above this year.

Included in the \$26,151,939 total is the \$1,082,059 we currently have available in unused levy capacity pursuant to the provisions of proposition two and one-half.

Town Revenues increased by 7.6% in FY18, driven by a 4.3% increase in Property Taxes.

Property taxes make up 88.1% of the Town’s Revenue, and the increase resulted from a .78% growth in average assessed home value and an 8.63% increase in the Tax Rate (https://www.stow-ma.gov/sites/stowma/files/pages/tax_rate_doc_0.pdf). Local Receipts and State Aid, together accounting for about 7.5% of Town Revenues, increased sharply by 26.5%, mostly due to new housing growth from housing projects.

It is important to note that the Town had \$2,266,676 in certified free cash available for use this year. Together with a balance of \$868,163 in the stabilization fund, the Town has \$3,134,839 in stored assets. This is a financially healthy amount. (See the Free Cash Section below)

Given the increased level of our free cash balance (i.e. unrestricted available funds), I want to further in FY18. It is worth noting that the Town Administrator opted to apply \$430,000 of the Town’s Free Cash to fund the purchase of capital items, which is a 108% increase or \$193,500 over FY17. This application of free cash reduces the total tax appropriation amount, and reduces the Town’s need to finance Capital items.

Also, note that Transfers from other funds (CPF) increased an eye-popping 3241%. This increase was driven from the accounting requirement to include the Public, Educational, and Government Access and Cable Related Fund (see Part I, Title VII, Chapter 44, Section 53F3/4 of Massachusetts General Law - <https://malegislature.gov/Laws/GeneralLaws/PartI/TitleVII/Chapter44/Section53F3~4>). If the \$217,000 PEG Funds are removed, the increased 5.59% or \$396.50 to \$7094.00 from \$6,697.50. Without this PEG reporting requirement, the Town Revenues would have increased 6.9% or about .5% lower than currently displayed in Table 1, which shows a comparison of revenue sources for FY18 and FY17.

	FY17	FY17 % of Total	FY18	FY18 % of Total	\$ Change FY17 - FY18	% Change FY17 - FY18
Property Tax	\$25,079,013	91.0%	\$26,151,939	88.1%	\$1,072,926	4.3%
Local Receipts	\$1,751,646	6.4%	\$2,215,501	7.5%	\$463,855	26.5%
State Aid	\$445,255	1.6%	\$488,486	1.6%	\$43,231	9.7%
Savings and Other Funds	\$286,500	1.0%	\$595,914	2.0%	\$309,414	108.0%
Override	\$0	0.0%	\$0	0.0%	\$0	N/A
Property Tax	\$0	0.0%		0.0%	\$0	N/A
Other (CPF)	\$6,698	0.0%	\$224,104	0.8%	\$217,407	3246.1%
Total	\$27,569,112		\$29,675,944		\$2,106,832	7.6%

Source: Town Administrator FY2018 Financial Summary Report

Town Expenditures

The FY18 expenditure budget totals \$29,649,819, representing a 5.8% increase above FY17. It is important to note that there were several significant annual budget expenditures over which the Town Administrator and the Town exercise no authoritative control (e.g. the state and county charges, including the annual employee pension premium; the NRSD and Minuteman school assessments; the capital project budget and the annual debt payment). At \$22,851,858, the amount of these uncontrollable expenditures represents approximately 75% of the total annual Town budget. **With this in mind, the Town effectively has management control over approximately 23% of the total budget.**

Total Town Expenditures increased by about \$1.6 million (5.8%) in FY18 and is driven by a \$750,437 (4.4%) increase in the School Assessment. The Town spends fifty-eight cents of its tax dollars for the Nashoba Regional School District (NRSD), i.e. Nashoba Regional High School, the Hale Middle School, and the Center Elementary School. Another 2.1% funds the Minuteman Regional Vocational (MRVSD) operations. Both School Assessments include the Town's portion of both School Districts' debt service obligations totaling \$209,419 in FY18 (\$180,597 for NRSD and \$28,822 for MRVSD.) It is important to note that the NRSD debt service will decline starting in FY20 when the Hale Building debt is retired while the MRVSD will increase dramatically due to the bonding of debt related to the new \$157,000,000 school

slated to be completed in late 2019.

	FY14	FY15	FY16	FY17	FY18
Nashoba (inclusive of School Building Debt)	\$ 15,362,692	\$ 16,190,738	\$ 17,101,144	\$ 17,829,844	\$ 18,527,743
YOY % Change	4.12%	5.39%	5.62%	4.26%	3.91%
Minuteman (exclusive of new School debt)	\$ 766,081	\$ 657,204	\$ 618,680	\$ 577,577	\$ 727,258
YOY % Change	22.97%	-14.21%	-5.86%	-6.64%	25.92%
TOTAL	\$ 16,128,773	\$ 16,847,942	\$ 17,719,824	\$ 18,407,421	\$ 19,255,001
YOY % Change	4.88%	4.46%	5.18%	3.88%	4.60%
Include Hale and Center bldg debt, less the State reimbursement (state aid) amount for Hale					

The Municipal Government portion of the budget is 6,797,961, showing an increase of 4.3% which is largely related to higher town-wide expenses (e.g. employee health insurance and property and casualty insurance), increased wages and costs, and increased IT expenses. The wage and expense budgets of all municipal departments include a 2% COLA and any required employee wage step increases. There are no new hires included in the budget. The notable increase includes the following:

- Increasing the Assistant Town Clerk's weekly work hours to full time to manage the increasing regulatory responsibilities of the office.
- Increasing one of the Town's two part-time custodian positions to a full time position given the significant increase in custodial needs resulting from the opening of the fire station and community center.
- Merit salary increases for the Police Chief, Fire Chief, Library Director, Assistant Cemetery Superintendent and Assistant Facilities Manager.
- A substantive increase in the Facility Management and IT expense budgets related to increased costs associated with the operational and maintenance requirements of the new fire station and community center.

With respect to town-wide expenses, the Town's group health care premium is increasing 9.76% to \$845,290.

The 13.7% increase in the Other category can be attributed to increases in Special Articles and Capital spending. On the Special Articles, the legal budget of \$70,000 represents a significant increase above the current budget amount of \$30,000. This increase is primarily the result of the fact that the Town engaged in litigating a number of court cases that increased in costs as they progressed through the court process. Also, the veterans' services budget is increasing

significantly in FY18 from \$13,686 to \$41,509, based on the arrival in town this year of a veteran receiving a significant amount of state approved benefits including monthly living expenses. The Town is required to pay the full amount of eligible veterans' services/benefits and the state then reimburses the Town 75%.

The capital articles budget currently totals \$690,773 which represents a 36.9% increase above the FY17 Budget. The most significant item in this budget is the fire department's \$285,000 request for a new ambulance, \$100,000 for new a Highway vehicle and \$48,537 for the scheduled purchase of a Police Cruiser. Also, the NRS D received \$32,000 for various repairs to the Hale School. The Planning Department received \$50,000 for hiring an engineering consultant to develop a priority plan that identifies town road improvements that would comply with MassDOT's complete streets design/construction program.

The estimated annual debt payment of \$2,352,478 represents an increase of 1.9% relative to FY17.

Of the state and county charges the most significant figure is the mandated annual county retirement premium. The FY18 premium amount of \$826,612 represents a 9.4% increase above the FY17.

Table 2: Town Expenditures						
	FY17 Voted	FY17 % of Total	FY18 Voted	FY18 % of Total	\$ Change FY17 - FY18	% Change FY17 - FY18
<i>Municipal Govt</i>						
General	\$ 1,412,383	5.0%	\$ 1,530,794	5.2%	\$ 118,411	8.4%
Public Safety	\$ 2,325,690	8.3%	\$ 2,403,198	8.1%	\$ 77,508	3.3%
Public Works	\$ 1,130,605	4.0%	\$ 1,101,967	3.7%	\$ (28,638)	-2.5%
Human Services	\$ 342,477	1.2%	\$ 351,314	1.2%	\$ 8,837	2.6%
Culture/Rec	\$ 340,684	1.2%	\$ 353,554	1.2%	\$ 12,870	3.8%
TownWide Expense	\$ 967,717	3.5%	\$ 1,057,134	3.6%	\$ 89,417	9.2%
Total Municipal Govt	\$ 6,519,556	23.3%	\$ 6,797,961	22.9%	\$ 278,405	4.3%
<i>Education</i>						
Nashoba	\$ 16,491,359	58.9%	\$ 17,188,374	58.0%	\$ 697,015	4.2%
Minuteman	\$ 577,577	2.1%	\$ 630,999	2.1%	\$ 53,422	9.2%
Total Education	\$ 17,068,936	60.9%	\$ 17,819,373	60.1%	\$ 750,437	4.4%
<i>Other</i>						
Debt Service	\$ 2,307,780	8.2%	\$ 2,352,478	7.9%	\$ 44,698	1.9%
Special Articles	\$ 518,605	1.9%	\$ 790,225	2.7%	\$ 271,621	52.4%
Capital Spending	\$ 504,500	1.8%	\$ 690,773	2.3%	\$ 186,273	36.9%
Recap Items	\$ 1,096,665	3.9%	\$ 1,199,009	4.0%	\$ 102,344	9.3%

Total Other	\$ 4,427,550	15.8%	\$ 5,032,485	17.0%	\$ 604,935	13.7%
GRAND TOTAL	\$ 28,016,042		\$ 29,649,819		\$ 1,633,777	5.8%

Source: Town Administrator FY2018 Financial Summary Report

Town Savings

Town savings (Free Cash plus the Stabilization Fund) are “rainy day” accounts that are built up during good times and drawn down in bad times. Town Savings is a key determinant of the Town credit rating, and the credit rating affects the interest rate the Town pays when the voters decide to borrow money. These funds are a necessity, not a luxury, and should be kept at balances between 5% to 10% of the annual budget and, ideally, between 10% and 15%. The Town’s overall Savings balance has increased steadily over the past ten years, to an admirable 11.96% of Budget, as noted in Table 3.

Table 3 Town Savings						
FREE CASH AND STABILIZATION FUND						
(Beginning of Fiscal Year)						
FISCAL YEAR	FREE CASH	% of BUDGET	STABILIZATION FUND	% of BUDGET	TOTAL	% of BUDGET
2019	2,735,392	9.01%	895,443	2.95%	3,630,835	11.96%
2018	2,787,417	9.40%	878,975	2.96%	3,666,392	12.36%
2017	2,266,676	8.09%	865,531	3.09%	3,132,207	11.18%
2016	1,890,072	7.03%	852,619	3.17%	2,742,691	10.20%
2015	1,832,298	6.96%	840,333	3.19%	2,672,631	10.16%
2014	1,696,289	6.83%	779,856	3.14%	2,476,145	9.97%
2013	1,395,874	5.94%	713,310	3.04%	2,109,184	8.98%
2012	1,283,016	5.61%	649,953	2.84%	1,932,969	8.45%
2011	778,703	3.58%	586,998	2.70%	1,365,701	6.27%
2010	604,198	-%	500,593	-%	1,104,791	-%

Source: Town Administrator FY2018 Financial Summary Report

Town Savings comes from receiving more-than-anticipated revenue (taxes, state aid, Budget money left over from the prior year) and/or spending less than our voted budget. These savings are accumulated to build a targeted balance or used to fund the next year’s budget. Historically, we’ve added to the balance and used savings to fund capital items, as noted in Table 4. Further, it is worth noting that, historically, the voters decided to apply Free Cash to build the Stabilization Fund, which is restricted in how it can be spent. This practice was discontinued in 2015 as noted in Table 4 because Town Savings had hit the upper range of the target balance and Free Cash was applied to other priorities (e.g. Other Pension and Employee Benefits liability).

Table 4: SAVINGS (FREE CASH) USED TO BALANCE BUDGET

FISCAL YEAR	APPLIED TO CAPITAL ITEMS	APPLIED TO STABILIZATION FUND	APPLIED TO OPERATIONS	TOTAL	% OF BUDGET
2018	430,000	0	0	430,000	1.44%
2017	236,500	0	0	236,500	0.79%
2016	196,000	0	0	196,000	0.65%
2015	235,379	50,000	0	285,379	0.95%
2014	197,000	50,000	0	247,000	0.82%
2013	200,000	50,000	0	250,000	0.83%
2012	200,000	50,000	0	250,000	0.83%
2011	199,500	50,000	0	249,500	0.83%

Source: Town Administrator FY2018 Financial Summary Report

Property Tax Rate and Property Valuations

The information presented in Table 5 shows the trends in tax rate, average single family home valuation and average single family tax bill. The Town's tax rate grew by 1.9% over FY 2017.

Table 5: Property Taxes Rates and Valuations Trends (based on MA Class 101 properties)

	FY 14	FY 15	FY 16	FY 17	FY 18
Tax Rate (per \$1,000)	\$ 19.17	\$ 19.98	\$ 19.98	\$ 20.59	\$ 20.98
YOY % Change	4.35%	4.23%	0.00%	3.05%	1.89%
Avg Single Family Valuation	\$ 424,668	\$ 428,160	\$ 442,300	\$ 449,301	\$ 460,309
YOY % Change	0.17%	0.82%	3.30%	1.58%	2.45%
Avg Single Family Tax Bill	\$ 8,141	\$ 8,555	\$ 8,837	\$ 9,251	\$ 9,657
YOY % Change	4.53%	5.09%	3.30%	4.68%	4.39%

Source: DLS and the Board of Assessors

The Average Single Family Tax Bill grew by 4.39% in FY18 over FY17. The DLS has not made 2018 rankings available as of the writing of this report on March 29,th 2019 but it is likely Stow will continue to rank top ten percentile in the State (out of 351 towns) in this category as displayed in Table 6.

Table 6: Stow Single Family Tax Bill				
Fiscal Year	Average Single Family Tax Bill*	Cost increase	% Change	State Rank out of 351 Towns
2018	9,657	\$406	4.39%	**

2017	9,251	\$414	4.68%	31
2016	8,837	\$283	3.30%	35
2015	8,555	\$414	5.08%	34
2014	8,141	\$353	4.54%	34
2013	7,788	\$106	1.38%	37
2012	7,682	\$7	0.10%	35
2011	7,675	\$86	1.14%	36
2010	7,588	-\$98	-1.27%	30
2009	7,686	\$748	10.78%	32
2008	6,938	-	-	30

Sources: Massachusetts Department of Revenue's Department of Local Services (DLS) Municipal Databank** 2018 Rankings are not available from the DLS

Finance Committee Commentary

The FY18 budget, with a net increase of 5.51% above the FY17 budget, and which leaves the Town with \$1,004,952.94 in unused levy capacity and approximately \$2,684,839 in stored assets, The Town Administrator asserts the Budget is “fiscally responsible [and...] reasonably efficient and cost effective in satisfying the Town’s growing regulatory requirements and constituent needs.”

There are a number of factors that indicate that the Town remains in great fiscal shape. There has been no voter override of the Budget in the last 10 years, the Town Savings are over the recommended amount of 5-10% of the overall Town Budget, the Town’s property taxes remain well within the levy capacity with over \$1 million in levy capacity, and our debt rating remains strong.

Nonetheless, the Finance Committee remains concerned about the growth in the Town’s overall budget and debt levels and growth. Generally, there are a number of capital projects in process or queued up that will require funding in the future, including potential new or renovated NRHS facilities. Specifically, the Town has yet to bond Stow’s full share of the new Minuteman building. Moreover, the NRSD will soon submit a Statement of Interest (SOI) to the Massachusetts School Building Authority to request guidance regarding potential renovations or to build a new High School facility. The debt associated with this new High School Facility project will add a significant amount to the Town’s debt service.

By looking at the total debt load of the Town, we can see that recent borrowing has increased dramatically in the last 10 years in Total Principal outstanding and Debt per Capita (estimated populations since official numbers weren’t available).

Town Debt *					
Fiscal Year	Principal Outstanding	\$ Change	% Change	Pop.	Debt per Capita
FY18**	\$ 25,978,298	\$ (1,905,707)	-7.34%	7125	\$3,646.08
FY17**	\$ 27,884,005	\$ 6,829,376	24.49%	7125	\$3,913.54

FY16**	\$ 21,054,629	\$ (1,244,540)	-5.91%	7125	\$2,955.04
FY15	\$ 22,299,169	\$ (1,400,457)	-6.28%	7125	\$3,129.71
FY14	\$ 23,699,626	\$ 569,626	2.40%	7088	\$3,343.63
FY13	\$ 23,130,000	\$ 5,718,000	24.72%	6916	\$3,344.42
FY12	\$ 17,412,000	\$ 6,872,000	39.47%	6854	\$2,540.41
FY11	\$ 10,540,000	\$ 1,520,000	14.42%	6747	\$1,562.18
FY10	\$ 9,020,000			6590	\$1,368.74

*Does not include Debt incurred by School

** Estimated

Of course, debt is useful and financially prudent when you can borrow inexpensively like the Town can because of a financially well-managed Budget. Nonetheless, our debt servicing costs have grown by close to \$1 million in the last eight years.

Debt Service Payments including Schools			
Fiscal Year	Annual Debt Pmt	\$ Change	% Change
FY18	\$ 2,400,197.23	\$ 37,019.24	1.54%
FY17	\$ 2,363,177.99	\$ 184,890.99	7.82%
FY16	\$ 2,178,287.00	\$ 132,043.50	6.06%
FY15	\$ 2,046,243.50	\$ 27,230.20	1.33%
FY14	\$ 2,019,013.30	\$ 124,283.02	6.16%
FY13	\$ 1,894,730.28	\$ 251,379.75	13.27%
FY12	\$ 1,643,350.53	\$ 418,869.80	25.49%
FY11	\$ 1,224,480.73	\$ (283,109.29)	-23.12%
FY10	\$ 1,507,590.02		

Also, the Government Accountability Standards Board (GASB) has released guidance for Town's in include the Town's Other Pension and Employee Benefits (OPEB) liability of several millions on its balance sheet potentially affecting the Town's finances such as its credit rating. The Town Administrator has hired an OPEB consultant to validate the Town's financial policy towards funding OPEB.

It is our opinion that this is a fair and accurate picture of the Town's financial state. Whether you are pleased or displeased, the Finance Committee reminds all citizens that Town Meeting directly controls the rate of growth of Town expenses. We encourage your participation.

Respectfully submitted,
Richard Eckel, Chair
Paul McLaughlin, Vice Chair
Peter McManus, Member
Atli Thorarensen, Member
Christopher Sarno, Associate Member
Jean Vangsness, Administrative Assistant



HOW DO I CENTER THIS TEXT BOX WITH TOWN SEAL?
WARRANT FOR 2019 ANNUAL TOWN MEETING

To either of the Constables of the Town of Stow, in the County of Middlesex, GREETINGS:

In the name of the Commonwealth of Massachusetts, you are directed to notify and warn the inhabitants of the Town of Stow, qualified to vote in Elections and Town Affairs, to assemble in

HUGH MILL AUDITORIUM AT THE HALE SCHOOL

In said Town on

MONDAY, THE SIXTH DAY OF MAY 2019

AT 7:00 P.M.

Then and there to act on the following Articles, namely:

ARTICLE 1. Reports of Selectmen and Other Officers and Committees

To hear and accept the reports of the Selectmen and other Officers and Committees of the Town for Calendar Year 2018; or take any other action relative thereto.

(Board of Selectmen)

The Finance Committee recommends approval of this Article

ARTICLE 2. Reports of Special Committees

To hear and accept the reports of special committees for Calendar Year 2018; or take any other action relative thereto.

(Board of Selectmen)

The Finance Committee recommends approval of this Article

ARTICLE 3. Wage and Salary Schedules for Fiscal Year 2019

To see if the Town will vote to amend Article 11 of the General Bylaws of the Town, Personnel Administration, by deleting from Section 20.h. the existing salary Schedules A, B, C, D, and E, and inserting in place thereof the following new Schedules; or take any other action thereto.

(Board of Selectmen)

The Finance Committee recommends approval of this Article.

**SCHEDULE A
ANNUAL RATE POSITIONS**

<u>Position Title</u>	<u>Minimum</u>	<u>Step 1</u>	<u>Step 2</u>	<u>Step 3</u>	<u>Maximum</u>
Assistant Assessor	46,404	49,160	52,051	54,939	57,831
Assistant Facility Manager	52,140	55,211	58,642	61,933	65,103
Assistant Treasurer-Collector	46,404	49,160	52,051	54,939	57,831
Building Commissioner	61,761	65,619	69,478	73,340	77,203
Board of Health Office Administrator	46,404	49,160	52,051	54,939	57,831
Cemetery Superintendent	54,939	58,203	61,626	65,047	68,468
Conservation Commission Coordinator	58,484	61,989	65,710	69,156	72,459
Council on Aging Executive Director	58,713	62,202	65,866	69,520	73,308
Librarian	46,404	49,160	52,051	54,939	57,831
Library Director	58,771	62,445	66,116	69,797	73,465
Assistant Planner	52,815	55,952	59,245	62,531	65,826
Town Planner	70,678	74,534	78,390	82,247	86,104
Police Lieutenant	80,859	86,962	91,539	96,116	99,166
Principal Assessor	61,493	65,377	69,217	73,071	76,887
Recreation Director	54,939	58,203	61,626	65,047	68,468
Selectmen's/Town Administrator's Assistant	47,821	50,633	53,443	57,831	60,273
Supt. of Streets	79,959	84,957	89,956	94,951	99,952
Town Clerk	64,050	67,366	70,681	74,000	77,875
Treas. Collector	63,090	67,036	70,978	74,921	78,864

SCHEDULE B
HOURLY RATE POSITIONS

GROUP A

<u>Position Title</u>	<u>Minimum</u>	<u>Step 1</u>	<u>Step 2</u>	<u>Step 3</u>	<u>Maximum</u>
Cemetery Worker	13.92	15.03	16.36	17.58	18.77
Council on Aging Driver	13.79	14.56	15.80	16.97	18.13
Custodian	14.51	15.63	16.87	18.04	19.20
Library Page	13.79	14.56	15.80	16.97	18.13
Parks & Commons Worker	13.79	14.56	15.80	16.97	18.13

GROUP B

<u>Position Title</u>	<u>Minimum</u>	<u>Step 1</u>	<u>Step 2</u>	<u>Step 3</u>	<u>Maximum</u>
Assistant Town Clerk	19.79	21.32	22.90	24.82	26.66
Building Department Secretary	16.47	17.71	19.06	20.62	22.17
Council on Aging Driver/Dispatcher	15.25	16.37	17.61	19.10	20.51
Financial Clerk	15.25	16.37	17.61	19.10	20.51
Fire Department Secretary	15.25	16.37	17.61	19.10	20.51
Library Aide	15.25	16.37	17.61	19.10	20.51
Recreation Commission Secretary	15.25	16.37	17.61	19.10	20.51
Town Clerk Clerical Assistant	15.25	16.37	17.61	19.10	20.51

GROUP C

<u>Position Title</u>	<u>Minimum</u>	<u>Step 1</u>	<u>Step 2</u>	<u>Step 3</u>	<u>Maximum</u>
Accountant's Clerk	16.37	17.88	19.26	20.76	22.17
Assessor's Clerk	16.37	17.88	19.26	20.76	22.17
Asst. Cemetery Superintendent	16.37	17.88	19.26	20.76	22.17
Assistant Librarian	16.37	17.88	19.26	20.76	22.17
Bd. of Appeals Secretary	20.82	22.69	24.47	26.34	28.15
Board of Health Office Assistant	16.37	17.88	19.26	20.76	22.17
Community Preservation Committee Secretary	16.37	17.88	19.26	20.76	22.17
Conservation Commission Secretary	16.37	17.88	19.26	20.76	22.17
Council on Aging Outreach Coordinator	19.73	21.47	23.17	25.50	26.67
Council on Aging Outreach Worker	18.28	19.89	21.46	23.12	24.69
Finance Committee Secretary	16.37	17.88	19.26	20.76	22.17
Financial Clerk II	16.37	17.88	19.26	20.76	22.17
Highway Department Secretary	19.67	21.42	23.12	24.89	26.59
Highway/Tree/ Grounds Worker	16.37	17.88	19.26	20.76	22.17
ITAC Committee Secretary	16.37	17.88	19.26	20.76	22.17
Office Assistant	16.37	17.88	19.26	20.76	22.17
Payroll Coordinator	23.70	25.11	26.59	28.06	29.53

Planning Board Secretary	16.37	17.88	19.26	20.76	22.17
Recreation Assistant	16.37	17.88	19.26	20.76	22.17
Selectmen/Town Admin. Secretary	19.79	21.32	22.90	24.82	26.66
Town Secretary	16.37	17.88	19.26	20.76	22.17

GROUP D

<u>Position Title</u>	<u>Minimum</u>	<u>Step 1</u>	<u>Step 2</u>	<u>Step 3</u>	<u>Maximum</u>
Building Dept Administrative Assistant	20.31	21.59	22.86	24.09	25.33
Community Preservation Assistant	20.31	21.59	22.86	24.09	25.33
Conservation Commission Assistant	20.31	21.59	22.86	24.09	25.33
Council on Aging Front Desk Coordinator	20.31	21.59	22.86	24.09	25.33
Financial Assistant	20.31	21.59	22.86	24.09	25.33
Fire Dept Administrative Assistant	20.31	21.59	22.86	24.09	25.33
Highway/Tree Grounds Driver-Laborer	20.31	21.59	22.86	24.09	25.33
Planning Dept Administrative Assistant	20.31	21.59	22.86	24.09	25.33
Police Chief Secretary	20.31	21.59	22.86	24.09	25.33

GROUP E

<u>Position Title</u>	<u>Minimum</u>	<u>Step 1</u>	<u>Step 2</u>	<u>Step 3</u>	<u>Maximum</u>
Highway Dept. Equipment Operator	22.16	23.53	24.93	26.32	27.68
Maintenance Person	22.16	23.53	24.93	26.32	27.68

Tree Worker (Moth)	22.16	23.53	24.93	26.32	27.68
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GROUP F

<u>Position Title</u>	<u>Minimum</u>	<u>Step 1</u>	<u>Step 2</u>	<u>Step 3</u>	<u>Maximum</u>
Crew Chief	24.45	25.84	27.51	29.00	30.53
Highway Dept. Mechanic	25.62	27.11	28.59	30.30	32.10

GROUP G

<u>Position Title</u>	<u>Minimum</u>	<u>Step 1</u>	<u>Step 2</u>	<u>Step 3</u>	<u>Maximum</u>
Assistant Super of Streets	28.73	30.52	32.30	34.08	35.87
Children's Librarian	24.85	26.42	27.94	29.47	31.05
Highway Dept. Foreman	26.09	27.74	29.34	30.99	32.58
IT Director	24.85	26.42	27.94	29.47	31.05
Social Worker	31.01	32.62	34.22	35.83	37.43

**SCHEDULE C
SINGLE RATE POSITIONS PAID ANNUALLY**

<u>Position Title</u>	<u>Salary</u>
Animal Inspector	1,605
Assistant Registrar of Voters	317
Registrar of Voters	158
Tree Warden	6,535
Veterans' Service Officer	2,190

**SCHEDULE D
SINGLE RATE POSITIONS PAID HOURLY**

<u>Position Title</u>	<u>Rate</u>
Apprentice Firefighter (call)	16.23
Assistant Counselor	12.00

Assistant Swim Instructor	12.00
Auxiliary Police Officer	16.92
Beach Checker	12.00
Camp Stow Director	19.25
COA Substitute Van Driver	15.78
COA Substitute Van Driver CDL	18.13
Dispatcher, part-time	21.57
Election Clerical Assistance	12.00
Election Clerk	15.73
Election Teller	12.00
Election Warden	15.73
Emergency Medical Technician (call)	18.56
EMT - w/Defib & Epi Pen (call)	20.26
Firefighter (call)	18.56
Firefighter/EMT - w/Defib & Epi Pen (call)	21.09
Firefighter/EMT (call)	19.40
Head Beach Checker	15.18
Head Counselor	13.30
Head Lifeguard	16.05
Junior Lifeguard	12.00
Junior Maintenance Person	13.30
Senior Lifeguard	13.30
Officers - Fire or Medical (call)	22.82
Per Diem Firefighter (call)	16.76
Police Matron	22.89
Police Officer, part-time	25.97
Recreation Maintenance Person	16.05
Street Lister	12.00
Street Listing Clerk	12.00
Street Numberer	12.00
Town Engineer	35.87
Waterfront Director	18.00
WSI Swim Instructor/Lifeguard	15.18

SCHEDULE E
FIRE DEPARTMENT ANNUAL SINGLE RATES

<u>Position Title</u>	<u>Salary</u>
Deputy Fire Chief (call)	1,144
EMS Assistant Coordinator	382

EMS Quartermaster	307
EMS Records Coordinator	457
EMS Schedule Coordinator	229
Fire Captain (call)	762
Fire Engineer	992
Fire Lieutenant (call)	611
Fire Medical Officer	457

ARTICLE 4. General Budget for Fiscal Year 2020

To see what sums of money the Town will vote to raise and appropriate, or appropriate and transfer from available funds, to defray the necessary expenses of the several departments of the Town, as set forth in the following line items, or any other sums; or take any other action relative thereto.

(Board of Selectmen)

The Finance Committee will make a recommendation at Town Meeting. The General Budget was not available at the time of the Finance Committee's public meeting when it was voting to recommend or opposed Warrant Articles.

LINE NO.	DEPARTMENT	FY 2019 ACTUAL BUDGET	FY 2020 BUDGET REQUEST	FY 2020 BUDGET TOWN ADMIN/ SELECTMEN RECOMMEND	FY 2020 BUDGET FINANCE COMMITTEE RECOMMEND
	<u>MUNICIPAL BUDGET</u>	LINES 1 - 77			
	<u>GENERAL GOVERNMENT</u>	LINES 1 - 32			
Line No.					
	MODERATOR				
1	MODERATOR SALARY	45.00	45.00	45.00	45.00
2	MODERATOR EXPENSES	46.00	46.00	46.00	46.00
	TOTAL MODERATOR	91.00	91.00	91.00	91.00
	SELECTMEN				

LINE NO.	DEPARTMENT	FY 2019 ACTUAL BUDGET	FY 2020 BUDGET REQUEST	FY 2020 BUDGET TOWN ADMIN/ SELECTMEN RECOMMEND	FY 2020 BUDGET FINANCE COMMITTEE RECOMMEND
3	SELECTMEN'S OFFICE WAGES	81,241.00	98,663.00	89,177.00	89,177.00
4	SELECTMEN'S OFFICE EXPENSES	10,574.00	11,975.00	11,975.00	11,975.00
5	TOWN ADMINISTRATOR SALARY	138,551.00	143,816.00	143,816.00	143,816.00
6	TOWN ADMINISTRATOR EXPENSES	500.00	500.00	500.00	500.00
	TOTAL SELECTMEN	230,866.00	254,954.00	245,468.00	245,468.00
	FINANCE COMMITTEE				
7	FINANCE COMMITTEE WAGES	4,200.00	4,319.00	4,319.00	4,319.00
8	FINANCE COMMITTEE EXPENSES	450.00	450.00	450.00	450.00
	TOTAL FINANCE COMMITTEE	4,650.00	4,769.00	4,769.00	4,769.00
	TOWN ACCOUNTANT				
9	ACCOUNTANT SALARY	56,931.00	61,260.00	58,525.00	58,525.00
10	ACCOUNTANT CLERK SALARY	300.00	350.00	350.00	350.00
11	ACCOUNTANT EXPENSES	2,125.00	2,125.00	2,125.00	2,125.00
	TOTAL TOWN ACCOUNTANT	59,356.00	63,735.00	61,000.00	61,000.00

LINE NO.	DEPARTMENT	FY 2019 ACTUAL BUDGET	FY 2020 BUDGET REQUEST	FY 2020 BUDGET TOWN ADMIN/ SELECTMEN RECOMMEND	FY 2020 BUDGET FINANCE COMMITTEE RECOMMEND
	ASSESSORS				
12	PRINCIPAL ASSESSOR'S WAGES	71,081.00	73,071.00	73,071.00	73,071.00
13	ASSESSORS CLERICAL WAGES	78,056.00	70,895.00	70,895.00	70,895.00
14	ASSESSORS EXPENSES	8,800.00	10,500.00	10,500.00	10,500.00
	TOTAL ASSESSORS	157,937.00	154,466.00	154,466.00	154,466.00
	TREASURER-COLLECTOR				
15	TREASURER-COLLECTOR SALARY	76,716.00	78,864.00	78,864.00	78,864.00
16	TREASURER-COLLECTOR CLERICAL WAGES	82,294.00	84,757.00	84,757.00	84,757.00
17	TREASURER-COLLECTOR EXPENSES	40,250.00	42,700.00	42,700.00	42,700.00
	TOTAL TREASURER-COLLECTOR	199,260.00	206,321.00	206,321.00	206,321.00
	INFO TECH				
18	IT CLERICAL WAGES	39,260.00	40,670.00	40,670.00	40,670.00
19	IT EXPENSES	156,217.00	169,340.00	157,340.00	157,340.00
	TOTAL INFO TECH	195,477.00	210,010.00	198,010.00	198,010.00
	TOWN CLERK				

LINE NO.	DEPARTMENT	FY 2019 ACTUAL BUDGET	FY 2020 BUDGET REQUEST	FY 2020 BUDGET TOWN ADMIN/ SELECTMEN RECOMMEND	FY 2020 BUDGET FINANCE COMMITTEE RECOMMEND
20	TOWN CLERK SALARY	71,984.00	77,875.00	77,875.00	77,875.00
21	TOWN CLERK OTHER WAGES	72,114.00	104,565.00	67,008.00	67,008.00
22	TOWN CLERK EXPENSES	18,625.00	16,240.00	16,240.00	16,240.00
	TOTAL TOWN CLERK	162,723.00	198,680.00	161,123.00	161,123.00
	CONSERVATION COMMISSION				
23	CONSERVATION COORDINATOR	70,485.00	72,459.00	72,459.00	72,459.00
24	CONSERVATION COMMISSION CLERICAL WAGES	26,787.00	30,926.00	30,926.00	30,926.00
25	CONSERVATION COMMISSION EXPENSES	5,050.00	5,050.00	5,050.00	5,050.00
	TOTAL CONSERVATION COMMISSION	102,322.00	108,435.00	108,435.00	108,435.00
	PLANNING BOARD				
26	TOWN PLANNER	80,007.00	82,247.00	82,247.00	82,247.00
27	PLANNING BOARD CLERICAL WAGES	74,979.00	77,213.00	77,213.00	77,213.00
28	PLANNING BOARD EXPENSES	6,150.00	6,150.00	6,150.00	6,150.00
	TOTAL PLANNING BOARD	161,136.00	165,610.00	165,610.00	165,610.00
	BOARD OF APPEALS				
29	BOARD OF APPEALS CLERICAL WAGES	11,178.00	15,138.00	15,138.00	15,138.00

LINE NO.	DEPARTMENT	FY 2019 ACTUAL BUDGET	FY 2020 BUDGET REQUEST	FY 2020 BUDGET TOWN ADMIN/ SELECTMEN RECOMMEND	FY 2020 BUDGET FINANCE COMMITTEE RECOMMEND
30	BOARD OF APPEALS EXPENSES	4,390.00	2,300.00	2,300.00	2,300.00
	TOTAL BOARD OF APPEALS	15,568.00	17,438.00	17,438.00	17,438.00
	MUNICIPAL BUILDING				
31	MUNI BUILDING & PROPERTY WAGES	131,489.00	135,679.00	135,679.00	135,679.00
32	MUNI BUILDING & PROPERTY EXPENSES	142,000.00	159,000.00	141,500.00	141,500.00
	TOTAL MUNICIPAL BUILDING	273,489.00	294,679.00	277,179.00	277,179.00
	OTHER GENERAL GOVERNMENT				
33	TOWN REPORTS EXPENSES	9,000.00	7,990.00	7,990.00	7,990.00
	TOTAL OTHER GENERAL GOVERNMENT	9,000.00	7,990.00	7,990.00	7,990.00
	TOTAL GENERAL GOVERNMENT	1,571,875.00	1,687,178.00	1,607,900.00	1,607,900.00
-	<u>PUBLIC SAFETY</u>	LINES 34 - 42			
	POLICE DEPT				
34	POLICE CHIEF SALARY	125,376.00	148,220.00	133,560.00	133,560.00
35	POLICE &	1,300,000.00	1,347,601.00	1,347,601.00	1,347,601.00

LINE NO.	DEPARTMENT	FY 2019 ACTUAL BUDGET	FY 2020 BUDGET REQUEST	FY 2020 BUDGET TOWN ADMIN/ SELECTMEN RECOMMEND	FY 2020 BUDGET FINANCE COMMITTEE RECOMMEND
	DISPATCH WAGES				
36	POLICE & DISPATCH EXPENSES	91,700.00	93,450.00	93,450.00	93,450.00
	TOTAL POLICE DEPT	1,517,076.00	1,589,271.00	1,574,611.00	1,574,611.00
	FIRE AND EMS				
37	FIRE CHIEF SALARY	105,221.00	108,167.00	108,167.00	108,167.00
38	FIRE AND EMS WAGES	582,514.00	615,836.00	609,476.00	609,476.00
39	FIRE AND EMS EXPENSES	78,000.00	78,000.00	78,000.00	78,000.00
	TOTAL FIRE AND EMS	765,735.00	802,003.00	795,643.00	795,643.00
	BUILDING INSPECTOR				
40	BUILDING INSPECTOR WAGES	75,100.00	77,203.00	77,203.00	77,203.00
41	BUILDING DEPT CLERICAL WAGES	48,856.00	50,165.00	50,165.00	50,165.00
42	BUILDING DEPT EXPENSES	5,495.00	5,995.00	5,995.00	5,995.00
	TOTAL BUILDING INSPECTOR	129,451.00	133,363.00	133,363.00	133,363.00
	TOTAL PUBLIC SAFETY	2,412,262.00	2,524,637.00	2,503,617.00	2,503,617.00
	<u>PUBLIC WORKS</u>	LINES 43 - 51			

LINE NO.	DEPARTMENT	FY 2019 ACTUAL BUDGET	FY 2020 BUDGET REQUEST	FY 2020 BUDGET TOWN ADMIN/ SELECTMEN RECOMMEND	FY 2020 BUDGET FINANCE COMMITTEE RECOMMEND
	<u>AND FACILITIES</u>				
	HIGHWAY AND GROUNDS				
43	SUPT OF STREETS SALARY	97,231.00	99,952.00	99,952.00	99,952.00
44	HIGHWAY & GROUNDS WAGES	524,753.00	546,549.00	546,549.00	546,549.00
45	HIGHWAY & GROUNDS EXPENSES	129,850.00	129,850.00	129,850.00	129,850.00
46	SNOW AND ICE REMOVAL EXPENSE	165,000.00	165,000.00	165,000.00	165,000.00
	TOTAL HIGHWAY & GROUNDS	916,834.00	941,351.00	941,351.00	941,351.00
	OTHER PUBLIC WORKS				
47	MUNICIPAL LIGHTING	8,400.00	8,000.00	8,000.00	8,000.00
48	GASOLINE & DIESEL FUEL EXPENSE	80,000.00	80,000.00	80,000.00	80,000.00
	TOTAL OTHER PUBLIC WORKS	88,400.00	88,000.00	88,000.00	88,000.00
	CEMETERY DEPT				
49	CEMETERY SUPERINTENDENT	63,275.00	68,468.00	68,468.00	68,468.00
50	CEMETERY SALARY AND WAGES	39,871.00	500.00	500.00	500.00
51	CEMETERY	8,000.00	8,000.00	8,000.00	8,000.00

LINE NO.	DEPARTMENT	FY 2019 ACTUAL BUDGET	FY 2020 BUDGET REQUEST	FY 2020 BUDGET TOWN ADMIN/ SELECTMEN RECOMMEND	FY 2020 BUDGET FINANCE COMMITTEE RECOMMEND
	EXPENSES				
	TOTAL CEMETERY DEPT	111,146.00	76,968.00	76,968.00	76,968.00
	TOTAL PUBLIC WORK & FACILITIES	1,116,380.00	1,106,319.00	1,106,319.00	1,106,319.00
	<u>HUMAN SERVICES</u>	LINES 52 - 59			
	HEALTH DEPT				
52	HEALTH ADMINISTRATIVE ASSISTANT	56,256.00	57,831.00	57,831.00	57,831.00
53	HEALTH DEPARTMENT WAGES	61,194.00	66,578.00	66,578.00	66,578.00
54	HEALTH DEPARTMENT EXPENSES	5,930.00	5,550.00	5,550.00	5,550.00
	TOTAL HEALTH DEPT	123,380.00	129,959.00	129,959.00	129,959.00
	COUNCIL ON AGING				
55	EXECUTIVE DIRECTOR SALARY	71,311.00	73,308.00	73,308.00	73,308.00
56	COUNCIL ON AGING WAGES	149,455.00	155,726.00	155,726.00	155,726.00
57	COUNCIL ON AGING EXPENSES	12,948.00	12,948.00	12,948.00	12,948.00
	TOTAL COUNCIL ON AGING	233,714.00	241,982.00	241,982.00	241,982.00

LINE NO.	DEPARTMENT	FY 2019 ACTUAL BUDGET	FY 2020 BUDGET REQUEST	FY 2020 BUDGET TOWN ADMIN/ SELECTMEN RECOMMEND	FY 2020 BUDGET FINANCE COMMITTEE RECOMMEND
	VETERANS' DEPT				
58	VETERANS' SERVICE OFFICER SALARY	2,130.00	2,190.00	2,190.00	2,190.00
59	VETERANS' SERVICE OFFICER EXPENSES	300.00	300.00	300.00	300.00
	TOTAL VETERANS' DEPT	2,430.00	2,490.00	2,490.00	2,490.00
	TOTAL HUMAN SERVICES	359,524.00	374,431.00	374,431.00	374,431.00
	<u>CULTURE AND RECREATION</u>	LINES 60 -70			
	LIBRARY DEPT				
60	LIBRARY DIRECTOR SALARY	71,464.00	73,465.00	73,465.00	73,465.00
61	LIBRARY WAGES	117,724.00	128,123.00	121,015.00	121,015.00
62	LIBRARY EXPENSES	73,719.00	79,254.00	79,254.00	79,254.00
	TOTAL LIBRARY DEPT	262,907.00	280,842.00	273,734.00	273,734.00
	RECREATION COMMISSION				
63	RECREATION DIRECTOR	63,275.00	65,047.00	65,047.00	65,047.00
64	RECREATION WAGES	600.00	600.00	600.00	600.00
65	RECREATION EXPENSES	23,550.00	16,000.00	16,000.00	16,000.00
	TOTAL RECREATION	87,425.00	81,647.00	81,647.00	81,647.00

LINE NO.	DEPARTMENT	FY 2019 ACTUAL BUDGET	FY 2020 BUDGET REQUEST	FY 2020 BUDGET TOWN ADMIN/ SELECTMEN RECOMMEND	FY 2020 BUDGET FINANCE COMMITTEE RECOMMEND
	COMMISSION				
	LAKE BOON COMMISSION				
66	LAKE BOON COMMISSION WAGES	0.00	0.00	0.00	0.00
67	LAKE BOON COMMISSION EXPENSES	1,500.00	1,500.00	1,500.00	1,500.00
	TOTAL LAKE BOON COMMISSION	1,500.00	1,500.00	1,500.00	1,500.00
	OTHER CULTURE & RECREATION				
68	HISTORICAL COMMISSION EXPENSES	1,200.00	1,200.00	1,200.00	1,200.00
69	MEMORIAL DAY EXPENSES	900.00	900.00	900.00	900.00
70	LIGHTING OF CLOCK EXPENSES	100.00	100.00	100.00	100.00
	TOTAL OTHER CULTURE & RECREATION	2,200.00	2,200.00	2,200.00	2,200.00
	TOTAL CULTURE & RECREATION EXPENSES	354,032.00	366,189.00	359,081.00	359,081.00
	<u>TOWN WIDE EXPENSES</u>	LINES 71 -73			
71	GROUP INSURANCE	890,266.00	926,022.00	926,022.00	926,022.00

LINE NO.	DEPARTMENT	FY 2019 ACTUAL BUDGET	FY 2020 BUDGET REQUEST	FY 2020 BUDGET TOWN ADMIN/ SELECTMEN RECOMMEND	FY 2020 BUDGET FINANCE COMMITTEE RECOMMEND
72	INSURANCE AND BONDS	153,000.00	159,986.00	159,986.00	159,986.00
73	TELEPHONE	25,000.00	20,000.00	20,000.00	20,000.00
	TOTAL TOWN WIDE EXPENSES	1,068,266.00	1,106,008.00	1,106,008.00	1,106,008.00
	MUNICIPAL BUDGET TOTAL	6,882,339.00	7,164,762.00	7,057,356.00	7,057,356.00
	<u>EDUCATION</u>	LINES 74 - 75			
	SCHOOL DISTRICTS				
74	NASHOBA REG SCHOOL DIST ASSESSMENT	17,912,331.00	17,889,278.00	17,889,278.00	17,889,278.00
75	MINUTEMAN VOC TECH ASSESSMENT	727,258.00	881,595.00	881,595.00	881,595.00
	TOTAL DISTRICT ASSESSMENTS	18,639,589.00	18,770,873.00	18,770,873.00	18,770,873.00
	<u>DEBT SERVICE</u>	LINES 76 -78			
	PRINCIPAL				
76	MATURING PRIN LONG-TERM DEBT	1,680,000.00	1,810,000.00	1,810,000.00	1,810,000.00
	TOTAL MATURING PRINCIPAL	1,680,000.00	1,810,000.00	1,810,000.00	1,810,000.00
	INTEREST				
77	INT ON LONG-TERM DEBT - BONDS	742,567.00	816,933.00	816,933.00	816,933.00
78	INT ON TEMPORARY LOANS - REVENUE	1,000.00	1,000.00	1,000.00	1,000.00

LINE NO.	DEPARTMENT	FY 2019 ACTUAL BUDGET	FY 2020 BUDGET REQUEST	FY 2020 BUDGET TOWN ADMIN/ SELECTMEN RECOMMEND	FY 2020 BUDGET FINANCE COMMITTEE RECOMMEND
	TOTAL INTEREST ON MATURING DEBT	743,567.00	817,933.00	817,933.00	817,933.00
	TOTAL DEBT SERVICE	2,423,567.00	2,627,933.00	2,627,933.00	2,627,933.00
	TOTAL	27,945,495.00	28,563,568.00	28,456,162.00	28,456,162.00

BEGINNING OF CONSENT CALENDAR

ARTICLE 5. Reserve Fund

(CONSENT CALENDAR)

To see if the Town will vote to raise and appropriate, or appropriate and transfer from available funds the sum of Seventy Thousand Dollars (\$70,000), or any other sum, for a Reserve Fund for the fiscal year beginning July 1, 2019 (FY 2020); or take any other action relative thereto.

(Finance Committee)

The Finance Committee recommends approval of this Article. As mentioned in the Finance Committee's Warrant Report, the Finance Committee has a discretionary fund used to fund budget items that are Unexpected and/or Extraordinary expenditures (see MUNICIPAL FINANCE TERMINOLOGY section). It is disbursed through transfers voted and approved by the Finance Committee.

ARTICLE 6. Revolving Fund for Inspection Fees

(CONSENT CALENDAR)

To see if the Town will vote to authorize, upon the recommendation of the Selectmen, a revolving fund pursuant to Massachusetts General Laws Chapter 44, Section 53E-1/2 for FY 2020, to which shall be credited all permitting fees received for wire, gas, plumbing, and fire alarm permits and for weights and measures sealing, to a limit of Forty Thousand Dollars (\$40,000) for FY 2020, to be expended by the Selectmen without further appropriation, for the

purpose of payment of fees to the inspectors administering such permits and reimbursement of expenses incurred on behalf of the Town; or take any other action relative thereto.

(Board of Selectmen)

The Finance Committee recommends approval of this article. This article has no effect on the tax rate, except a 10% fee retained by the Town may reduce your taxes. Permit fees to pay for wire, gas, plumbing or fire alarm inspections are deposited into this revolving fund. The money in this Revolving Fund is used to pay the inspectors who do the work, they are not town employees.

ARTICLE 7. Revolving Fund for Advanced Life Support Services

(CONSENT CALENDAR)

To see if the Town will vote to authorize, upon the recommendation of the Selectmen, the establishment of a revolving fund pursuant to Massachusetts General Laws Chapter 44, Section 53E-1/2 for FY 2020, to which shall be credited all fees received for advanced life support services provided by the Town of Stow, to a limit of Ten Thousand Dollars (\$10,000) for FY 2020, to be expended by the Fire Department without further appropriation, for the purpose of payment of all costs associated with providing advanced life support ambulance services; or take any other action relative thereto.

(Fire Department)

The Finance Committee recommends approval of this article. This article has no effect on the tax rate. Fees charged in association with the use of the Stow ambulances are deposited into this account, than transferred to the General Account as a revenue source.

ARTICLE 8. SwiftReach 911 Notification System

(CONSENT CALENDAR)

To see if the Town will vote to raise and appropriate, or appropriate and transfer from available funds, the sum of Four Thousand Dollars (\$4,000), or any other sum, to be expended under the direction of the Chief of Police, for the purpose of paying for a town-wide telephonic emergency notification system known as SwiftReach Networks, or take any other action relative thereto.

(Police Department)

The Finance Committee recommends approval of this article. The Swiftreach system allows the Public safety officials to reach the appropriate constituencies when necessary. For example, if there is an emergency, the Police could reverse dial Stow citizens to tell them which roads are open or closed.

ARTICLE 9. Weights and Measures Testing

(CONSENT CALENDAR)

To see if the Town will vote to raise and appropriate, or appropriate and transfer from available funds, the sum of One Thousand Dollars (\$1,000), or any other sum, to be added to any

balance remaining from a previous appropriation, for the purpose of funding the Town's Weights and Measures testing; or take any other action relative thereto.

(Board of Selectmen)

The Finance Committee recommends approval of this article. This is standard regulatory Article so our Gasoline pumps and other items are properly regulated.

ARTICLE 10. Transfer to Conservation Fund

(CONSENT CALENDAR)

To see if the Town will vote to appropriate and transfer from the Conservation Land Maintenance Account to the Conservation Fund the sum of Six Thousand Two Hundred Eighty Two Dollars and Fifty Cents (\$6,282.50) or any other sum; or take any action relative thereto.

(Conservation Commission)

The Finance Committee recommends approval of this article. The Conservation Land Maintenance Account is a Revolving Account which receives fees paid by people to rent garden plots and to lease farmland. The entire balance of this fund is transferred annually to the Conservation Fund.

ARTICLE 11. Transfer from Wetlands Protection Fund

(CONSENT CALENDAR)

To see if the Town will vote to appropriate and transfer from the Wetlands Protection Fund the sum of Three Thousand One Hundred Fifty-Five dollars and Zero Cents (\$3,155.00) or any other sum, as an additional appropriation to the Conservation Commission, to be expended by the Conservation Commission in performing its duties under the Wetlands Protection Act; or take any action relative thereto.

(Conservation Commission)

The Finance Committee recommends approval of this article. The Wetlands Protection Fund receives money from permit application fees paid by town members. These fees are paid if a Town member wants to alter or develop land within 100' of wetlands and within 200' of rivers and ponds. These funds are to be used for the costs associated with administration of the Wetlands Protection Act.

ARTICLE 12. Addition to Conservation Fund

(CONSENT CALENDAR)

To see if the Town will vote to raise and appropriate, or appropriate and transfer from available funds, the sum of Two Thousand Five Hundred Dollars (\$2,500.00), or any other sum, to be added to the balance remaining in the Conservation Fund; or take any action relative thereto.

(Conservation Commission)

The Finance Committee recommends approval of this article The Conservation Fund receives money from the Conservation Land Management account (see Article 10), and from this annual Special Article. The money is used to pay for legal work and for conservation land purchase appraisals, the care of the community gardens, invasive species control, purchase of tools and signage for conservation land and for the salary of our paid Land Steward.

ARTICLE 13. Update of Property Valuations

(CONSENT CALENDAR)

To see if the Town will vote to raise and appropriate, or appropriate and transfer from available funds, the sum of Thirty Four Thousand Four Hundred Sixty-Six Dollars (\$34,466), or any other sum, to be added to the balance remaining from the amount previously appropriated for the purpose of updating property valuations in the Town to full and fair cash value, to be expended by the Assessors; or take any other action relative thereto.

(Assessors)

The Finance Committee recommends approval of this article. These funds pay for software maintenance, special appraisals, and listing and valuation services and an occasional consultant.

ARTICLE 14. Town Records Binding and Repair

(CONSENT CALENDAR)

To see if the Town will vote to raise and appropriate, or appropriate and transfer from available funds, the sum of Two Hundred Dollars (\$200), or any other sum, to be added to any balance previously appropriated for the purpose of binding and repairing Town records in accordance with Chapter 66, Section 9, to be expended by the Town Clerk; or take any other action relative thereto.

(Town Clerk)

The Finance Committee recommends approval of this article. The Town Clerk is required to maintain records of the Town and these monies fun that effort.

ARTICLE 15. Highway Road Machinery and Private Ways

(CONSENT CALENDAR)

To see if the Town will vote to raise and appropriate, or appropriate and transfer from available funds, the sums of money for Highway Department purposes as set forth in the schedule below, or any other sums; or take any other action relative thereto.

1. For the Road Machinery Account \$59,500
2. For Repairs on Private Ways \$15,000

(Highway Department)

The Finance Committee recommends approval of this article. This Article allows Highway to spend money to build and repair our private ways and maintain our highway equipment.

ARTICLE 16. Highway Road Construction

(CONSENT CALENDAR)

To see if the Town will appropriate and borrow the sum of Two Hundred Eighty-Three Thousand One Hundred and One Dollars (\$283,101.00) from the FY 2020 Apportionment, or any other sums, for construction, reconstruction and/or improvements to Town roads, as requested by the Board of Selectmen, to be reimbursed by the Commonwealth; or take any other action relative thereto.

(Highway Department)

The Finance Committee recommends approval of this article. This article has no effect on the tax rate, as the amounts are fully reimbursed by the State. The fiscal year 2019 Apportionment is an amount the State of Massachusetts has committed to reimburse the Town for road construction. Stow will borrow the money for these road construction projects with short-term bonds and be reimbursed by the State once the project is finished, when The Town will repay the debt. A large portion of the last two years of apportionment will be used to help pay for the road construction in Lower Village.

ARTICLE 17. Household Hazardous Waste Collection

(CONSENT CALENDAR)

To see if the Town will vote to raise and appropriate, or appropriate and transfer from available funds, the sum of Six Thousand Dollars (\$6,000.00), or any other sum, to be added to any balance remaining from the previous appropriation, to be expended under the direction of the Board of Health for the purpose of providing for recycling of hazardous material and household hazardous waste collection by membership of the Devens Regional Household Hazardous Products Collection Center; or take any action relative thereto.

(Board of Health)

The Finance Committee recommends approval of this article. Stow, along with ten other towns, is a member of the Devens Regional Household Hazardous Products Collection Center (Collection Center). This article covers our membership fee.

ARTICLE 18. Municipal Solid Waste Disposal

(CONSENT CALENDAR)

To see if the Town will vote to raise and appropriate, or appropriate and transfer from available funds, the sum of Five Hundred Dollars (\$500.00), or any other sum, to be added to any balance remaining from the previous appropriation, to be expended under the direction of the Board of Health for the purpose of renting a container and disposing of solid waste which has been dumped on Town land and roadsides; or take any action relative thereto.

(Board of Health)

The Finance Committee recommends approval of this Article. It allows It allows the Highway Department to dispose of solid waste the Town accumulates from roadsides, etc.

ARTICLE 19. Public Health Nurse

(CONSENT CALENDAR)

To see if the Town will vote to raise and appropriate or appropriate and transfer from available funds, the sum of Eight Thousand One Hundred Seventy One Dollars (\$8,171.00), or any other sum, to be added to any balance remaining from the previous appropriation, to be expended under the direction of the Board of Health for the purpose of providing public health nursing services, and communicable disease follow-up to Stow residents through the Nashoba Nursing Services; or take any action relative thereto.

(Board of Health)

The Finance Committee recommends approval of this article. Nashoba Community Health Nursing Program provides an essential public health service to Stow. The Nurse is available in town on the first Wednesday morning of each month at the new Community Center building and daily by phone. The Nurse provides monthly wellbeing clinics, screenings, and education to all residents.

ARTICLE 20. Stow Cultural Council

(CONSENT CALENDAR)

To see if the Town will vote to raise and appropriate, or appropriate and transfer from available funds, the sum of Three Thousand Five Hundred Dollars (\$3,500), or any other sum, to be added to any balance remaining from previous appropriations, to produce cultural activities and programming in Stow, including Two Thousand Dollars (\$2,000) of these funds to be used to support SpringFest activities; or take any other action relative thereto.

(Board of Selectmen)

The Finance Committee recommends approval of this article.

ARTICLE 21. Stow TV Expenses

(CONSENT CALENDAR)

To see if the Town will vote to appropriate from the PEG Access and Cable Related Fund, the sum of One Hundred Fifty-Seven Thousand Three Hundred Fifty-One Dollars and Fifty Cents (\$157,351.50), or any other sum, to be expended under the direction of the Local Access Channel Advisory Committee (LACAC) for the purpose of providing for equipment and operating expenses for Stow TV; or take any action relative thereto.

(Stow TV)

The Finance Committee recommends approval of this article. This article does not affect the tax rate. . The other name for LACAC is Stow TV which receives revenues from the town’s cable customers (as a fee on your cable bill) to pay for its operating expenses.

ARTICLE 22. Holiday Decorations and Lighting Fund

(CONSENT CALENDAR)

To see if the Town will vote to raise and appropriate, or appropriate and transfer from available funds, the sum of Five Thousand Dollars (\$5,000), or any other sum, to be expended by the Highway Department, for the purpose of purchasing and installing holiday decorations and lights on municipal properties; or take any other action relative thereto.

(Highway Department)

The Finance Committee recommends approval of this article.

ARTICLE 23. Employee Educational Incentive Program

(CONSENT CALENDAR)

To see if the Town will vote to raise and appropriate, or appropriate and transfer from available funds, the sum of One Hundred Forty-Two Thousand Dollars (\$142,000), or any other sum to be added to any balance remaining from any previous appropriation, to be expended by the Town Administrator for funding the Town's employee educational incentive program; or take any other action relative thereto.

(Town Administrator)

The Finance Committee recommends approval of this article. The Employee Educational Incentive Program (EIP) was developed to encourage Stow employees to pursue college educations. The program was motivated by matching a similar program earned by our Police Department, the Quinn bill. Besides tuition reimbursement, which is a small portion of the EIP, the program pays employees with an Associate's Degree an extra amount equal to 5% of their salary, those with Bachelor's degrees receive an extra 10%, and those with Master's Degrees and higher receive an extra 15%.

ARTICLE 24. Audit of Financial Records

(CONSENT CALENDAR)

To see if the Town will vote to raise and appropriate, or appropriate and transfer from available funds, the sum of Twelve Thousand Five Hundred Dollars (\$12,500), or any other sum, for a Town financial audit; or take any action relative thereto.

(Treasurer-Collector)

The Finance Committee recommends approval of this article.

ARTICLE 25. Transfer to OPEB Trust Fund

(CONSENT CALENDAR)

To see if the Town will vote to raise and appropriate, or appropriate and transfer from available funds, the sum of Two Hundred Thirty-Five Thousand Dollars (\$235,000), or any other sum, to be added to the OPEB (Other Post-Employment Benefits) Trust Fund; or take any action relative thereto.

(Treasurer-Collector)

The Finance Committee recommends approval of this article. OPEB principally involves funding retiree health care benefits, but also may include life insurance, disability, legal and

other services. These benefits are provided by State and Local Governments to their retired employees. Until this Fiscal year, the Town of Stow has funded the OPEB Trust Fund a “pay-as-you-go” policy, meaning the Town pays for the retiree benefits from current year’s taxes. However, in FY2019, The Town Administrator engaged an consultant to review and help recommend the ideal amount of money to contribute to the OPEB Trust Fund. This year’s OPEB contribution was arrived from this analysis This contribution amount will be reevaluated annually by the Town Administrator using the plan from the consultings and adjusted up or down, if necessary.

ARTICLE 26. Transfer from MWPAT (Harvard Acres Wells) Loan Receipts

(CONSENT CALENDAR)

To see if the Town will vote to appropriate and transfer from MWPAT (Harvard Acre Wells) Receipts, the sum of Fifty-Five Thousand Nine Hundred Fifty-Eight Dollars (\$55,958), or any other sum, as additional appropriation to the Debt Service line item, to be expended by the Treasurer-Collector for repayment of the MWPAT loan; or take any action relative thereto.

(Treasurer-Collector)

The Finance Committee recommends approval of this article. This article has no effect on the tax rate.

ARTICLE 27. Water System Expenses

(CONSENT CALENDAR)

To see if the Town will vote to raise and appropriate, or appropriate and transfer from available funds, the sum of Twenty Thousand Dollars (\$20,000), or any other sum, to be added to any balance remaining from previous appropriations, to be expended by the Facility Manager, for the purpose of paying expenses related to the operation of the Town’s public water supply systems, or take any action relative thereto.

(Town Administrator)

The Finance Committee recommends approval of this article. The town has two public water systems, one for Town Hall, the other at Pompositticut Community Center. This money pays for monthly water testing of these systems.

ARTICLE 28. Economic Development and Industrial Commission (EDIC)

(CONSENT CALENDAR)

To see if the Town will vote to raise and appropriate, or appropriate and transfer from available funds, the sum of One Thousand Dollars (\$1,000), or any other sum to be added to any remaining balance, for the purpose of adding to an expense account for use by Stow’s Economic Development and Industrial Commission; or take any other action relative thereto.

(Town Administrator)

The Finance Committee recommends approval of this article.

ARTICLE 29. Lake Boon Water Quality Remediation

(CONSENT CALENDAR)

To see if the Town will vote to raise and appropriate, or appropriate and transfer from available funds, the sum of Nineteen Thousand One Hundred Twenty-Four Dollars (\$19,124), or any other sum, to be expended under the direction of the Lake Boon Commission, for the purpose of weed control; or take any other action relative thereto.

(Lake Boon Commission)

The Finance Committee recommends approval of this article. This money is used to fight weeds in Lake Boon.

ARTICLE 30. Planning Board Engineering/Consulting and Master Plan Expenses

(CONSENT CALENDAR)

To see if the Town will vote to raise and appropriate, or appropriate and transfer from available funds, the sum of Ten Thousand Dollars (\$10,000), or any other sum, to be added to any balance remaining and previously appropriated for this purpose, to be expended by the Planning Board for Planning Board engineering/consulting services and master plan expenses; or take any other action relative thereto.

(Planning Board)

The Finance Committee recommends approval of this article.

ARTICLE 31. Community Preservation Expenses

(CONSENT CALENDAR)

To see if the Town will vote to appropriate from FY 2020 Community Preservation Fund Annual Reserves the sum of Forty Thousand Dollars (\$40,000) to be expended for wages and expenses associated with the creation, implementation and maintenance of Community Preservation programs, in accordance with the provision of Massachusetts General Laws Chapter 44B, the Community Preservation Act, including but not limited to office supplies, clerical assistance, property surveys, appraisals, attorney's fees, and other professional services, recording fees, printing and all other necessary and proper expenses for the FY 2020, in accordance with a budget prepared for the Town Administrator; or take any other action relative thereto.

(Community Preservation Committee)

The Finance Committee recommends approval of this article. This article does not affect the tax rate as residents pay a separate 3% CPA tax which funds Community Preservation Act Programs.

ARTICLE 32. Community Preservation Reserves

(CONSENT CALENDAR)

To see if the Town will vote to reserve for later appropriation monies from the Community Preservation Fund Balance collected from both the Community Preservation Act

Surcharge and the State Trust Fund Distribution and collected from FY 2020 Community Preservation Fund Annual Revenues, for 10% allocation to reserve accounts in accordance with the provision of Massachusetts General Laws Chapter 44B, the Community Preservation Act, for the undertaking of Community Preservation projects; or take any other action relative thereto.

- 1. Preservation of Historic Resources \$100,000
 - 2. Preservation of Open Space \$100,000
 - 3. Affordable Housing \$100,000
- (Community Preservation Committee)

The Finance Committee recommends approval of this article. This article does not affect the tax rate as the Article transfers funds to their statutorily defined allocations.

CONCLUSION OF CONSENT CALENDAR

ARTICLE 33. Capital Requests

To see if the Town will vote to appropriate and transfer from available funds as set forth below, or any other sums, for the purposes indicated in the recommended Capital Outlay Program; or take any other action relative thereto.

(Capital Planning Committee)

	Department	Item	Amount
1.	Assessors	Upgrade CAMA system	\$40,000
	<i>The Finance Committee recommends approval of this article. The system is necessary for the Assessor to perform her duties.</i>		
2.	Assessors	CAMA system server	\$19,000
	<i>The Finance Committee recommends approval of this article. The server is necessary for the Assessor to run the Upgraded CAMA system.</i>		
3.	Building Department	Old Fire Station heating system replacement	\$60,000
	<i>The Finance Committee recommends approval of this article. The Old Fire Station heating system has come to its end of life and a new system is necessary.</i>		

	Department	Item	Amount
4.	Cemetery Department	Landscaping improvement projects	\$25,000
	<i>The Finance Committee recommends approval of this article. The Town has received a donation of a gazebo and this money will prepare the area to receive it.</i>		
5.	Highway Department	Backhoe	\$135,000
	<i>The Finance Committee recommends approval of this article.</i>		
6.	Highway Department	Waste oil burner	\$14,000
	<i>The Finance Committee recommends approval of this article. The cost savings to burn the oil rather than pay to dispose of it is projected to pay in off 3 years.</i>		
7.	Highway Department	Lake Boon Dam repairs	\$87,000
	<i>The Finance Committee recommends approval of this article. These are the design funds to determine what works needs to be done and the associated cost to repair the damn Dam.</i>		
8.	Highway Department	October Lane resurfacing	\$30,000
	<i>The Finance Committee recommends approval of this article. These funds are expended annually to different road ways to maintain them. This year is October Lane's turn.</i>		
9.	Highway Department	Wedgewood Road resurfacing	\$50,000
	<i>The Finance Committee recommends approval of this article. These funds are expended annually to different road ways to maintain them. This year is Wedgewood Road's turn.</i>		
10	Stow TV	HD Video Server	\$40,000
	<i>The Finance Committee recommends approval of this article. This article does not affect the tax rate. . The other name for LACAC is Stow TV which receives revenues from the town's cable customers (as a fee on your cable bill) to pay for its operating expenses.</i>		
11	Stow TV	Video On Demand (VOD) system	\$10,000
	<i>The Finance Committee recommends approval of this article. This article does not affect the</i>		

	Department	Item	Amount
	<i>tax rate. . The other name for LACAC is Stow TV which receives revenues from the town's cable customers (as a fee on your cable bill) to pay for its operating expenses.</i>		
12 .	Planning Board	Complete Streets projects	\$50,000
	<i>The Finance Committee recommends approval of this article. Request for engineering/design/study of high priority projects and/or matching funds for Complete Streets Program Grant Requests.</i>		
13 .	Police Department	Cruiser and related equipment	\$47,235
	<i>The Finance Committee recommends approval of this article. This is part of an annually planned replacement of Cruisers.</i>		
14 .	Randall Library	Renovation design	\$40,000
	<i>The Finance Committee recommends approval of this article. The funds will be spent to determine how to best fix the Library.</i>		
15 .	Nashoba Regional School District	Hale School - Water supply system improvements	\$61,675
	<i>The Finance Committee recommends approval of this article.</i>		
16 .	Nashoba Regional School District	Hale School - AC system repairs	\$13,000
	<i>The Finance Committee recommends approval of this article.</i>		
17 .	Nashoba Regional School District	Hale and Center Schools - Radio repeater system	\$12,000
	<i>The Finance Committee recommends approval of this article.</i>		
18 .	Nashoba Regional School District	Center School - Security system upgrade	\$24,500

	Department	Item	Amount
	<i>The Finance Committee recommends approval of this article. The NRSD engaged a consultant who recommended different safety improvements.</i>		
19	Nashoba Regional School District	Hale School - Security system upgrade	\$17,900
	<i>The Finance Committee recommends approval of this article. The NRSD engaged a consultant who recommended different safety improvements.</i>		
20	Nashoba Regional School District	Hale School - Replace library carpet	\$14,000
	<i>The Finance Committee recommends approval of this article.</i>		

ARTICLE 34. Lower Village Traffic Safety Improvements

To see if the Town will vote to raise and appropriate, or appropriate and transfer from available funds the sum of Five Hundred Thousand Dollars (\$500,000), or any other sum, to pay the costs of fully funding design and construction work to make roadway safety improvements to a portion of Route 117 in the Lower Village as identified and defined in the plans and specifications developed by the Planning Board, including the payment of administrative expenses and any other incidental costs related thereto for a total estimated construction cost of Five Hundred Thousand Dollars (\$500,000); or take any other action related thereto.

(Planning Board)

The Finance Committee recommends approval of this article. Unfortunately, the Lower Village project encountered big cost overruns due to unforeseen circumstances by the Town. These funds are essential to complete it.

Planning Board Summary

The capital request for the Lower Village Traffic Safety Improvements will be used to construct the final pedestrian, bike and traffic safety improvements begun in the spring of 2018. The funds will allow installation of the final surface course of pavement in a manner that will reduce the potential for ponding of water, winter icing and deterioration of the roadway surface.

Upon completion, Route 117 in Lower Village will include continuous sidewalks, dedicated bicycle lanes, permanent pedestrian refuge islands, and replacement of the deteriorated drainage system. Together the planned improvements will increase safety for pedestrians and cyclists, expand accessibility to local businesses at peak times and create a more inviting, convenient and attractive district for residents to do business in.

ARTICLE 35. Purchase of Class A Fire Pumper Truck

To see if the Town will vote to raise and appropriate, or appropriate and transfer from available funds or borrow the sum of Six Hundred Twenty-Five Thousand Dollars (\$625,000), or any other sum, in order to fund the costs involved with the purchase of a Class A pumper truck for use by the Stow Fire Department including the payment of administrative expenses and any other incidental costs related thereto; however, it is acknowledged that this cost estimate is non-binding and that the actual cost shall be determined through the state required public bid process; and that an affirmative vote on a ballot question to be placed on the 2019 Annual Town Election, to exempt the amount required to pay the bonds to be issued hereunder from the provisions of proposition two and one-half; or any other action relative thereto.

(Fire Department)

The Finance Committee recommends approval of this article. The primary “attack” piece of the Town’s Fire apparatuses no longer has the capability to lead so a new crucial piece of equipment is necessary to fight fires as necessary. It is worth noting that since the Town doesn’t have fire hydrants, we’d better have a good pump.

ARTICLE 36. Replace Town Building HVAC (Heating Ventilation Air Conditioning) Systems

To see if the Town will vote to raise and appropriate, or appropriate and transfer from available funds or borrow the sum of Eight Hundred fifty Thousand Dollars (\$850,000), or any other sum, in order to fund the costs involved with the replacement of the HVAC (heating, ventilation and air conditioning) system at Town Building, including the payment of administrative expenses and any other incidental costs related thereto; however, it is acknowledged that this cost estimate is non-binding and that the actual cost shall be determined through the state required public bid process; and that an affirmative vote on a ballot question to be placed on the 2019 Annual Town Election, to exempt the amount required to pay the bonds to be issued hereunder from the provisions of proposition two and one-half; or any other action relative thereto.

(Building Department)

The Finance Committee recommendation at Annual Town Meeting.

ARTICLE 37. Legal Services

To see if the Town will vote to raise and appropriate, or appropriate and transfer from available funds the sum of Thirty Thousand Dollars, (\$30,000), or any other sum, to be added to any balance remaining from any previous appropriation, for the purpose of funding the Town’s general Legal account; or take any other action relative thereto.

(Town Administrator)

The Finance Committee recommends approval of this article. Note that the expense has declined by 25% this year over last Fiscal Year.

ARTICLE 38. Employee Compensation Survey

To see if the Town will vote to raise and appropriate, or appropriate and transfer from available funds, the sum of Fifteen Thousand Dollars (\$15,000), or any other sum, to be utilized for an evaluation of employee salaries and wages; or take any action relative thereto.

(Town Administrator)

The Finance Committee recommends approval of this article. The Finance Committee highly recommends this to understand the Total Cost of the Town's workforce.

ARTICLE 39. Ballot Box and Tabulator

To see if the Town will vote to raise and appropriate, or appropriate and transfer from available funds, the sum of Six Thousand Nine Hundred Dollars (\$6,900.00), or any other sum to be expended by the Town Clerk to purchase a Ballot Tabulator and ballot boxes for elections; or take any other action relative thereto.

(Town Clerk)

The Finance Committee recommends approval of this article.

ARTICLE 40. Veterans' Benefits

To see if the Town will vote to raise and appropriate, or appropriate and transfer from available funds, the sum of Sixty-Two Thousand Nine Hundred Forty Dollars (\$62,940), or any other sum to be added to any remaining balance, to be expended by the Veterans' Service Officer, to provide services to Stow veterans, or take any other action relative thereto.

(Board of Selectmen)

The Finance Committee recommends approval of this article. It is worth noting that this expense has doubled over last year which reflects the fact that more veterans live in Stow.

ARTICLE 41. Establishment of Stabilization Fund for Nashoba Regional School District

To see if the Town will approve the establishment of a Stabilization Fund by the Nashoba Regional School District, beginning July 1, 2019, pursuant to Section 16G 1/2 of Chapter 71 of the Massachusetts General Laws; or act in any other manner in relation thereto.

(Board of Selectmen at the request of the Nashoba Regional School District)

The Finance Committee recommends approval of this article. This article does not affect the Tax Rate. The NRSB is planning to offer full day kindergarten in the near future and the way the State funding works, there will be a forecasted \$600,000 deficit in what is necessary to fund it for the first year. Generally, the Finance Committee supports the establishment of restricted funds specifically designated to cover the cost such as the ones mentioned above.

Nashoba Regional School District Summary: The Nashoba Regional School District is seeking permission from the member towns to establish a Stabilization Fund as a mechanism for funding the Universal Full Day Kindergarten Program. The District is not requesting any funding for this at this time.

ARTICLE 42. Norfolk County Agricultural High School Assessment

To see if the Town will vote to raise and appropriate, or appropriate and transfer, the sum of Forty-Eight Thousand Dollars (\$48,000), or any other sum, for the purpose of paying the FY-20 Norfolk County Agricultural High School assessment and transportation for the attendance for one Stow student for one year; or take any other action relative thereto.

(Town Administrator)

The Finance Committee will make a recommendation at Town Meeting.

ARTICLE 43. Assabet River Water Chestnut Control

To see if the Town will vote to raise and appropriate, or appropriate and transfer from available funds, the sum of One Thousand Six Hundred Eighty Dollars (\$1,680), or any other sum, to be expended under the direction of OARS, Inc., for the purpose of control of invasive water chestnut plants in the Assabet River in Stow; or to take any other action relative thereto.

(Conservation Commission)

The Finance Committee recommends approval of this article.

ARTICLE 44. Lake Boon Patrol

To see if the Town will vote to raise and appropriate, or appropriate and transfer from available funds, the sum of Five Thousand (\$5,000), or any other sum, to be expended under the direction of the Chief of Police, for the purpose of Lake Boon patrol and call outs from May-October; or take any other action relative to thereto.

(Police Department)

The Finance Committee recommends approval of this article. This item was included in the Police budget in previous years.

ARTICLE 45. Amend Bylaw: Lake Boon Rules and Regulations

To see if the Town will vote to amend General By-laws, Article 6 – Police Regulations, S. 21, by deleting in its entirety current language (shown below as stricken) and inserting in place thereof the following:

SECTION 21. Boating Regulations at Lake Boon

RULE 1. SPEED

(A) No person shall operate any motor boat on Lake Boon at a speed that is greater than is reasonable and proper under the circumstances and conditions then existing, or operate same or manipulate any water skis, wake board, tube or similar device in a negligent manner so that the lives or safety of the public might be endangered or property damaged.

(B) Speed in any of the narrows shall be such that no appreciable wake is produced, but in no case to exceed the minimum necessary to maintain steerage way. The Narrows are defined as the areas between the first and second, and second and third, and third and fourth basins.

(C) Speed during the period from one-half hour after sunset until one-half hour before sunrise shall be such that no appreciable wake is produced, but in no case to exceed the minimum necessary to maintain steerage way.

(D) The hours of 2-6 PM on Sundays and on the Massachusetts State holidays of Memorial Day, Independence Day, Labor Day and Columbus Day are designated for canoeing, sailing, swimming and other non-motorized uses of the Lake, and the maximum speed of any motorboat shall be the minimum necessary to maintain steerage way.

RULE 2. WATER SKIING & TOWING

(A) Water skiing, tubing and wake board riding is prohibited in any of the narrows, and in the third and fourth basins.

(B) Only one tow line is permitted from a boat, and the towing of more than two (2) persons on any towed device is hereby prohibited.

(C) No tow line shall exceed seventy-five (75) feet from the point of contact on the tow boat to the object being towed.

RULE 3. BOATS

(A) No vessel may be used as a residence, either permanently or temporarily, on the waters of Lake Boon.

(B) No air boat, so-called, which requires a propeller or propellers which are located above the surface of the water for the propulsion of a boat shall be used or allowed on the waters of Lake Boon except vessels as described above which are operated by any governmental subdivision or department.

(Lake Boon Commission)

The Finance Committee will make a recommendation at Town Meeting.

ARTICLE 46. Acceptance of Great Road Pedestrian Improvement Easement from Presti Family Limited Partnership

To see if the Town will vote to accept without charge or cost from Presti Family Limited Partnership, a Massachusetts limited partnership with a principal place of business at 585 Massachusetts Avenue, Acton, MA 01720 or its successors or assigns, a non-exclusive temporary construction easement for the benefit of the Town of Stow and members of the public,

with quitclaim covenants, running from east to west over said land located *at 92 Great Road, Stow, Massachusetts*, and shown more particularly *as an encroachment of pedestrian walkway improvements along Great Road on the north and easterly property boundary, shown as temporary easement twenty two (Parcel TE-22) on sheet 5 and 6* of a Plan entitled “*Stow 2017 Town Layout Alteration, prepared by Howard/Stein-Hudson Associates, Inc. dated May 1, 2017*” for pedestrian walkway purposes (“Pedestrian Improvement Easement”).

Planning Board Summary

This Temporary Construction Easement at 92 Great Road is necessary to complete construction of pedestrian improvements included in the Lower Village Traffic Safety plans.

(Planning Board)

The Finance Committee recommends approval of this article. This article does not affect the tax rate.

ARTICLE 47. Acceptance of Great Road Pedestrian Improvement Easement from JKC Properties, LLC

To see if the Town will vote to authorize the Board of Selectmen to accept without charge or cost from JKC Properties, LLC, a Massachusetts limited liability company with a principal place of business at 14 Nason Street, Suite 302, Maynard, MA 01754, or its successors or assigns, a non-exclusive temporary construction easement for the benefit of the Town of Stow and members of the public, with quitclaim covenants, running from east to west over said land located *at 108 Great Road, Stow, Massachusetts*, and shown more particularly *as an encroachment of pedestrian walkway improvements along Great Road on the northern property boundary, shown as temporary easement twenty one (Parcel TE-21) on sheet 4* of a Plan entitled “*Stow 2017 Town Layout Alteration, prepared by Howard/Stein-Hudson Associates, Inc. dated May 1, 2017*” for pedestrian walkway purposes (“Pedestrian Improvement Easement”).

(Planning Board)

Planning Board Summary

This Temporary Construction Easement at 108 Great Road is necessary to complete construction of pedestrian improvements included in the Lower Village Traffic Safety plans.

The Finance Committee recommends approval of this article. This article does not affect the tax rate.

ARTICLE 48. Acceptance of Great Road Pedestrian Improvement Easement from JKC Properties, LLC

To see if the Town will vote to authorize the Board of Selectmen to accept without charge or cost from JKC Properties, LLC, a Massachusetts limited liability company with a principal place of business at 14 Nason Street, Suite 302, Maynard, MA 01754 or its successors

or assigns, a non-exclusive temporary construction easement for the benefit of the Town of Stow and members of the public, with quitclaim covenants, running from east to west over said land located *at 118 Great Road, Stow, Massachusetts*, and shown more particularly *as an encroachment of pedestrian walkway improvements along Great Road on the northern property boundary, shown as temporary easement twenty (Parcel TE-20) on sheet 4 of a Plan entitled “Stow 2017 Town Layout Alteration, prepared by Howard/Stein-Hudson Associates, Inc. dated May 1, 2017”* for pedestrian walkway purposes (“Pedestrian Improvement Easement”).

(Planning Board)

Planning Board Summary

This Temporary Construction Easement at 118 Great Road is necessary to complete construction of pedestrian improvements included in the Lower Village Traffic Safety plans.

The Finance Committee recommends approval of this article. This article does not affect the tax rate.

ARTICLE 49. Acceptance of Great Road Pedestrian Improvement Easement from Lower Village, LLC

To see if the Town will vote to authorize the Board of Selectmen to accept without charge or cost from Lower Village, LLC, a Massachusetts limited liability company with a principal place of business at 171 Great Road, Acton, MA 01720, or its successors or assigns, a non-exclusive temporary construction easement for the benefit of the Town of Stow and members of the public, with quitclaim covenants, running from east to west over said land located *at 124 Great Road, Stow, Massachusetts*, and shown more particularly *as an encroachment of pedestrian walkway improvements along Great Road on the northern property boundary, shown as temporary easement nineteen (Parcel TE-19) on sheet 4 of a Plan entitled “Stow 2017 Town Layout Alteration, prepared by Howard/Stein-Hudson Associates, Inc. dated May 1, 2017”* for pedestrian walkway purposes (“Pedestrian Improvement Easement”).

(Planning Board)

Planning Board Summary

This Temporary Construction Easement at 124 Great Road is necessary to complete construction of pedestrian improvements included in the Lower Village Traffic Safety plans.

The Finance Committee recommends approval of this article. This article does not affect the tax rate.

ARTICLE 50. Acceptance of Great Road Pedestrian Improvement Easement from Linear Retail Stow #1, LLC

To see if the Town will vote to authorize the Board of Selectmen to accept without charge or cost from Linear Retail Stow #1, LLC, a Massachusetts limited liability company with

a principal place of business at 5 Burlington Woods Drive C/O Linear Retail Properties, LLC, Burlington, MA 01803, or its successors or assigns, a non-exclusive temporary construction easement for the benefit of the Town of Stow and members of the public, with quitclaim covenants, running from east to west over said land located *at 117 Great Road, Stow, Massachusetts*, and shown more particularly *as an encroachment of pedestrian walkway improvements along Great Road on the southerly property boundary, shown as temporary easements eight and nine (Parcel TE-8) and (Parcel TE-9) on sheets 3 and 4 of a Plan entitled “Stow 2017 Town Layout Alteration, prepared by Howard/Stein-Hudson Associates, Inc. dated May 1, 2017”* for pedestrian walkway purposes (“Pedestrian Improvement Easement”).
(Planning Board)

Planning Board Summary

This Temporary Construction Easement at 117 Great Road is necessary to complete construction of pedestrian improvements included in the Lower Village Traffic Safety plans.

The Finance Committee recommends approval of this article. This article does not affect the tax rate.

ARTICLE 51. Acceptance of Great Road Pedestrian Improvement Easement from Madelyn Properties, LLC

To see if the Town will vote to authorize the Board of Selectmen to accept without charge or cost from Madelyn Properties, LLC, a Massachusetts limited liability company with a principal place of business at 31 Estabrook Lane C/O Northboro Septic, Berlin, MA 01503, or its successors or assigns, a non-exclusive temporary construction easement for the benefit of the Town of Stow and members of the public, with quitclaim covenants, running from east to west over said land located *at 128 Great Road, Stow, Massachusetts*, and shown more particularly *as an encroachment of pedestrian walkway improvements along Great Road on the northern property boundary, shown as temporary easement eighteen (Parcel TE-18) on sheet 3 of a Plan entitled “Stow 2017 Town Layout Alteration, prepared by Howard/Stein-Hudson Associates, Inc. dated May 1, 2017”* for pedestrian walkway purposes (“Pedestrian Improvement Easement”).

(Planning Board)

Planning Board Summary

This Temporary Construction Easement at 128 Great Road is necessary to complete construction of pedestrian improvements included in the Lower Village Traffic Safety plans

The Finance Committee recommends approval of this article. This article does not affect the tax rate.

ARTICLE 52. Acceptance of Great Road Pedestrian Improvement Easement from Meeting House at Stow Condominium Trust

To see if the Town will vote to authorize the Board of Selectmen to accept without charge or cost from Meeting House at Stow Condominium Trust, with a principal place of business at 4 Preston Court Suite 101 C/O The Dartmouth Group, Bedford, MA 01730, or its successors or assigns, a non-exclusive temporary construction easement for the benefit of the Town of Stow and members of the public, with quitclaim covenants, running from east to west over said land located at ***34 Meeting House Lane, along Great Road and Elm Ridge Road, Stow, Massachusetts***, and shown more particularly ***as an encroachment of pedestrian walkway improvements along Great Road on the southwestern property boundary, shown as temporary easement four (Parcel TE-4) on sheets 2 and 3 of a Plan entitled “Stow 2017 Town Layout Alteration, prepared by Howard/Stein-Hudson Associates, Inc. dated May 1, 2017”*** for pedestrian walkway purposes (“Pedestrian Improvement Easement”).

(Planning Board)

Planning Board Summary

This Temporary Construction Easement at 34 Meeting House Lane is necessary to complete construction of pedestrian improvements included in the Lower Village Traffic Safety plans.

The Finance Committee recommends approval of this article. This article does not affect the tax rate.

ARTICLE 53. Acceptance of Great Road Pedestrian Improvement Easement from 132 Great Road Stow, LLC

To see if the Town will vote to authorize the Board of Selectmen to accept without charge or cost from 132 Great Road Stow, LLC, with a principal place of business at 69 Great Road P.O. Box 2350, Acton, MA 01720, or its successors or assigns, a non-exclusive easement for the benefit of the Town of Stow and members of the public, with quitclaim covenants, running from east to west over said land located at 132 Great Road, Stow, Massachusetts, and shown more particularly ***as an encroachment of pedestrian walkway improvements along Great Road on the northern property boundary, shown as temporary easement fifteen (Parcel TE-15) on sheets 3 of a Plan entitled “Stow 2017 Town Layout Alteration, prepared by Howard/Stein-Hudson Associates, Inc. dated May 1, 2017”*** for pedestrian walkway purposes (“Pedestrian Improvement Easement”).

Planning Board Summary

This Temporary Construction Easement at 132 Great Road is necessary to complete construction of pedestrian improvements included in the Lower Village Traffic Safety plans.

(Planning Board)

The Finance Committee recommends approval of this article. This article does not affect the tax rate.

ARTICLE 54. Establishment of Revolving Fund for Pompo School Operations & Maintenance

To see if the Town will vote to establish a rental revolving fund per MGL Chapter 40 section 3 where rental monies will be deposited and expended without further appropriation for the purpose of funding operational and maintenance functions of the facility; or take any other action relative thereto.

(Town Administrator)

The Finance Committee recommends approval of this article. This article does not affect the tax rate.

ARTICLE 55. Reimbursement to Highway Department for Chapter 90 Funds

To see if the Town will vote to appropriate from Overlay Surplus the sum of \$175,000 for the purpose of reimbursing the Highway Department for the Chapter 90 funds it approved for the roadway work associated with the Lower Village reconstruction project, said funds to be utilized by the Highway Department for C. 90 eligible project, and to create an account for this express purpose; or take any other action relative thereto.

(Highway Department)

The Finance Committee recommends approval of this article.

ARTICLE 56. Community Preservation Adjustment for FY-19 Reserves

To see if the Town will vote to reserve for later appropriation, adding to funds reserved at the May 7, 2018 Stow Annual Town Meeting, monies from the Community Preservation Fund Balance collected from both the Community Preservation Act Surcharge and the State Trust Fund Distribution and collected from Fiscal Year 2018 Community Preservation Fund Annual Revenues, in accordance with the provision of Massachusetts General Laws Chapter 44B, the Community Preservation Act, for the undertaking of Community Preservation projects.

Reserves:	Fiscal Year 2019 Adjustment to Annual Revenues:
1. Preservation of Historic Resources	\$4,350
2. Preservation of Open Spaces	\$4,350
3. Affordable Housing	\$4,350

(Community Preservation Committee)

The Finance Committee recommends approval of this article. This article does not affect the tax rate. The CPC is making changes to its forecasting to avoid having to make these adjustments in the future.

ARTICLE 57. Interest on Long Term Debt for Fiscal Year 2019

To see if the Town will vote to raise and appropriate, or appropriate and transfer from available funds, the sum of Eighty-Eight Thousand Four Hundred Fifty Dollars (\$88,450), or any other sum, as an additional appropriation to the FY 2019 Interest on Long Term Debt line item; or take any action relative thereto.

(Treasurer)

The Finance Committee recommends approval of this article. Due to an accounting error, the Town under budgeted the Long Term Debt expense. This amount will apply the additional funds to fully fund the expense for FY2019.

ARTICLE 58. Town Election

To vote by ballot on May 14, 2019 at the Center School, 403 Great Road, in said Town of Stow the following officers and ballot questions. The polls are open from 7:00 a.m. – 8 p.m.

- One Town Moderator for three years;
- Two members of the Board of Selectmen for three years;
- One member of the Board of Assessors for three years;
- One member of the Board of Assessors for two years of unexpired three-year term ending 2021;
- One member of the Board of Assessors for one year of unexpired three-year term ending 2022;
- One member of the Planning Board for five years;
- One member of the Board of Health for three years;
- Three Trustees, Randall Library for three years;
- One member of the Nashoba Regional School District Committee for three years;
- One member of the Stow Housing Authority for five years;

Question 1

Shall the Town of Stow be allowed to exempt from the provisions of proposition two and one-half, so called, the amounts required to pay for the bonds issued in order to fund the costs involved in purchasing a Class A pumper truck for use by the Stow Fire Department, including the payment of any administrative expenses and any other incidental costs related thereto?

Question 2

Shall the Town of Stow be allowed to exempt from the provisions of proposition two and one-half, so called, the amounts required to pay for the bonds issued in order to fund the costs involved with the replacement of the HVAC (heating, ventilation and air conditioning) system at Town Building, including the payment of administrative expenses and any other incidental costs related thereto?

And you are directed to serve this warrant by posting copies attested by you calling same at the Town Building and at each of at least seven (7) other public places at least seven (7) days before the time of holding said meeting.

Hereof, fail not and make due return of the warrant with your doings thereon to the Town Clerk or Selectmen on or before the time of said meeting.

Given under our hands this 9th day of April in the year 2019.

BOARD OF SELECTMEN

James H. Salvie, Chair

Brian P. Burke

Ingeborg Hegemann, Clerk

Thomas E. Ryan III

CONSENT CALENDAR PROCEDURES

As part of an effort to make our Town Meeting time more productive and save time for discussion of key issues, the Board of Selectmen and Moderator have implemented a procedure called the “Consent Calendar.”

Each year there are a number of warrant articles, for which past experience suggests that the **action will be routine, non-controversial and predictable**. Again at this annual meeting, these articles have been selected for inclusion in the Consent Calendar. The use of the Consent Calendar speeds the passage of warrant articles which the Selectmen and Moderator, in consultation with Town Counsel and the Finance Committee, believe should generate no controversy and can be properly voted without debate.

The consent calendar will be taken up as one of the first orders of business at the Annual Town Meeting.

There will be a motion to take all of the Consent Calendar articles identified in the warrant and **act upon these as a group by a single brief affirmative main motion**, referred to as the Consent Calendar, which will also contain separate and specific motions for each such article included in the Consent Calendar. The language and the amount of money specified in the Consent Calendar articles as printed in the warrant are subject to change. The motion made at Town Meeting will include any changes.

At the motion of the Consent Calendar, the Moderator will call out the number of each of the articles, one by one. If any voter has doubt about passing any motion or wishes an explanation of any article included in the Consent Calendar, the voter should say the word “**Hold**” in a loud voice when the article number is called by the Moderator.

The Moderator will then inquire as to whether the request to hold is for a question or for debate. If the purpose of the request is merely to ask a question, an attempt to obtain a satisfactory answer will be made, and if this occurs the article will remain on the Consent Calendar. If the purpose of the request is to hold the article for debate, the article will be dropped from the Consent Calendar and restored to its original place in the warrant, to be brought up, debated, and voted on in the usual way. It is hoped that voters will remove articles from the Consent Calendar only in cases of genuine concern.

After calling the individual articles on the Consent Calendar, the Moderator will ask that all articles remaining be **passed as a unit** by a unanimous vote after a brief affirmative main motion is made inclusive of all articles remaining on the Consent Calendar.

Before Town Meeting, please review the Consent Calendar articles and proposed motions:

- The articles begin on Page 31 and are marked “(CONSENT CALENDAR)” in the upper right-hand corner of the article.
- The proposed motions for the Consent Calendar articles begin below.

Please do your homework before coming to Town Meeting. If you have any questions about the articles included in the Consent Calendar, motions or procedures, please feel free to call the Town Administrator (978-897-2927) **before Town Meeting.**

CONSENT CALENDAR MOTIONS

Move that the Annual Town Meeting take action on Articles 5, 6, 7, 8, 9, 10, 11, 12, 13, 14, 15, 16, 17, 18, 19, 20, 21, 22, 23, 24, 25, 26, 27, 28, 29, 30 and 31 as said motions are printed in the warrant, a copy of which has been provided to the voters at this meeting, without debate on any such articles, and provided that upon the request of any voter at this meeting made before the vote is taken on this motion, an article shall be dropped from the Consent Calendar and shall be acted upon in the ordinary course and order of business at this Town Meeting.

ARTICLE 5. Reserve Fund

Move to appropriate and transfer from Free Cash the sum of Seventy Thousand Dollars (\$70,000) for a Reserve Fund for the fiscal year beginning July 1, 2019 (FY 2020).

ARTICLE 6. Revolving Fund for Inspection Fees

Move to authorize, upon the recommendation of the Selectmen, a revolving fund pursuant to Massachusetts General Laws Chapter 44, Section 53E-1/2 for FY 2019, to which shall be credited all permitting fees received for wire, gas, plumbing, and fire alarm permits and for weights and measures sealing, to a limit of Forty Thousand Dollars (\$40,000) for FY 2020, to be expended by the Selectmen without further appropriation, for the purpose of payment of fees to the inspectors administering such permits and reimbursement of expenses incurred on behalf of the Town.

ARTICLE 7. Revolving Fund for Advanced Life Support Services

Move to authorize, upon the recommendation of the Selectmen, the establishment of a revolving fund pursuant to Massachusetts General Laws Chapter 44, Section 53E-1/2 for FY 2019, to which shall be credited all fees received for advanced life support services provided by the Town of Stow, to a limit of Ten Thousand Dollars (\$10,000) for FY 2020, to be expended by the Fire Department without further appropriation, for the purpose of payment of all costs associated with providing advanced life support ambulance services.

ARTICLE 8. SwiftReach 911 Notification System

Move to raise and appropriate the sum of Four Thousand Dollars (\$4,000) to be expended under the direction of the Chief of Police, for the purpose of paying for a town-wide telephonic emergency notification system known as SwiftReach Networks.

ARTICLE 9. Weights and Measures Testing

Move to raise and appropriate the sum of One Thousand Dollars (\$1,000) to be added to any balance remaining from a previous appropriation, for the purpose of funding the Town's Weights and Measures testing.

ARTICLE 10. Transfer to Conservation Fund

Move to appropriate and transfer from the Conservation Land Maintenance Account to the Conservation Fund the sum of Six Thousand Two Hundred Eighty-Two Dollars and Fifty Cents (\$6,282.50).

ARTICLE 11. Transfer from Wetlands Protection Fund

Move to appropriate and transfer from the Wetlands Protection Fund the sum of Three Thousand One Hundred Fifty-Five Dollars (\$3,155) as an additional appropriation to the Conservation Commission, to be expended by the Conservation Commission in performing its duties under the Wetlands Protection Act.

ARTICLE 12. Addition to Conservation Fund

Move to raise and appropriate the sum of Two Thousand Five Hundred Dollars (\$2,500) to be added to the balance remaining in the Conservation Fund.

ARTICLE 13. Update of Property Valuations

Move to raise and appropriate the sum of Thirty-Four Thousand Four Hundred Sixty-Six Dollars (\$34,466) to be added to the balance remaining from the amount previously appropriated for the purpose of updating property valuations in the Town to full and fair cash value, to be expended by the Assessors.

ARTICLE 14. Town Records Binding and Repair

Move to raise and appropriate the sum of Two Hundred Dollars (\$200) to be added to any balance previously appropriated for the purpose of binding and repairing Town records in accordance with Chapter 66, Section 9, to be expended by the Town Clerk.

ARTICLE 15. Highway Road Machinery and Private Ways

Move to appropriate and transfer from Free Cash the sum of Fifty-Nine Thousand Five Hundred Dollars (\$59,500), and further move to raise and appropriate the sum of Fifteen Thousand Dollars (\$15,000) for Highway Department purposes as set forth in the schedule below, to be expended by the Highway Department in performing its duties.

- 3. For the Road Machinery Account \$59,500
- 4. For Repairs on Private Ways \$15,000

ARTICLE 16. Highway Road Construction

Move to appropriate and borrow the sum of Two Hundred Eighty-Three Thousand One Hundred One Dollars (\$283,101) from the FY 2020 Apportionment, for construction, reconstruction and/or improvements to Town roads, as requested by the Board of Selectmen, to be reimbursed by the Commonwealth.

ARTICLE 17. Household Hazardous Waste Collection

Move to raise and appropriate the sum of Six Thousand Dollars (\$6,000) to be added to any balance remaining from the previous appropriation, to be expended under the direction of the Board of Health for the purpose of providing for recycling of hazardous material and household hazardous waste collection by membership of the Devens Regional Household Hazardous Products Collection Center.

ARTICLE 18. Municipal Solid Waste Disposal

Move to raise and appropriate the sum of Five Hundred Dollars (\$500) to be added to any balance remaining from the previous appropriation, to be expended under the direction of the Board of Health for the purpose of renting a container and disposing of solid waste which has been dumped on Town land and roadsides.

ARTICLE 19. Public Health Nurse

Move to raise and appropriate the sum of Eight Thousand One Hundred Seventy-One Dollars (\$8,171) to be added to any balance remaining from the previous appropriation, to be expended under the direction of the Board of Health for the purpose of providing public health nursing services, and communicable disease follow-up to Stow residents through the Nashoba Nursing Services.

ARTICLE 20. Stow Cultural Council

Move to raise and appropriate the sum of Three Thousand Five Hundred Dollars (\$3,500) to be added to any balance remaining from previous appropriations, to produce cultural activities and programming in Stow, including Two Thousand Dollars (\$2,000) of these funds to be used to support SpringFest activities.

ARTICLE 21. Stow TV Expenses

Move to appropriate from the PEG Access and Cable Related Fund, the sum of One Hundred Fifty-Seven Thousand Three Hundred Fifty-One Dollars and Fifty Cents (\$157,351.50), or any other sum, to be expended under the direction of the Local Access Channel Advisory Committee (LACAC) for the purpose of providing for equipment and operating expenses for Stow TV.

(Stow TV)

ARTICLE 22. Holiday Decorations and Lighting Fund

Move to raise and appropriate the sum of Five Thousand Dollars (\$5,000) to be expended by the Highway Department, for the purpose of purchasing and installing holiday decorations and lights on municipal properties.

ARTICLE 23. Employee Educational Incentive Program

Move to appropriate and transfer from Free Cash, the sum of One Hundred Forty-Two Thousand Dollars (\$142,000) to be added to any balance remaining from any previous appropriation, to be expended by the Town Administrator for funding the Town's employee educational incentive program

ARTICLE 24. Audit of Financial Records

Move to raise and appropriate the sum of Twelve Thousand Five Hundred Dollars (\$12,500) for a Town financial audit.

ARTICLE 25. Transfer to OPEB Trust Fund Services

Move to appropriate and transfer from Free Cash, a sum of Two Hundred Thirty-Five Thousand Dollars (\$235,000), to be added to the OPEB (Other Post-Employment Benefits) Trust Fund.

ARTICLE 26. Transfer from MWPAT (Harvard Acres Wells) Loan Receipts

Move to appropriate and transfer from MWPAT (Harvard Acre Wells) Receipts, the sum of Fifty-Five Thousand Nine Hundred Fifty-Eight Dollars (\$55,958), as additional appropriation to the Debt Service line item, to be expended by the Treasurer-Collector for repayment of the MWPAT loan.

ARTICLE 27. Water System Expenses

Move to raise and appropriate the sum of the sum of Twenty Thousand Dollars (\$20,000) to be added to any balance remaining from previous appropriations, to be expended by the Facilities Manager, for the purpose of paying expenses related to the operation of the Town's public water supply systems.

ARTICLE 28. Economic Development and Industrial Commission (EDIC)

Move to raise and appropriate the sum of One Thousand Dollars (\$1,000), to be added to any remaining balance, for the purpose of adding to an expense account for use by Stow's Economic Development and Industrial Commission.

ARTICLE 29. Lake Boon Water Quality Remediation

Move to raise and appropriate the sum of Nineteen Thousand One Hundred Twenty-Four Dollars (\$19,124), to be expended under the direction of the Lake Boon Commission, for the purpose of weed control.

ARTICLE 30. Planning Board Engineering/Consulting and Master Plan Expenses

Move to raise and appropriate the sum of Ten Thousand Dollars (\$10,000) to be added to any balance remaining and previously appropriated for this purpose, to be expended by the Planning Board for Planning Board engineering/consulting services and master plan expenses.

ARTICLE 31. Community Preservation Expenses

Move to appropriate from FY 2020 Community Preservation Fund Annual Reserves the sum of Forty Thousand Dollars (\$40,000) to be expended for wages and expenses associated with the creation, implementation and maintenance of Community Preservation programs, in accordance with the provision of Massachusetts General Laws Chapter 44B, the Community Preservation Act, including but not limited to office supplies, clerical assistance, property surveys, appraisals, attorney's fees, and other professional services, recording fees, printing and all other necessary and proper expenses for the Fiscal Year 2020, in accordance with a budget prepared for the Town Administrator.

ARTICLE 32. Community Preservation Reserves

Move to reserve for later appropriation monies from the Community Preservation Fund Balance collected from both the Community Preservation Act Surcharge and the State Trust Fund Distribution and collected from Fiscal Year 2020 Community Preservation Fund Annual Revenues, for 10% allocation to reserve accounts in accordance with the provision of Massachusetts General Laws Chapter 44B, the Community Preservation Act, for the undertaking of Community Preservation projects.

1. Preservation of Historic Resources	\$100,000
2. Preservation of Open Space	\$100,000
3. Affordable Housing	\$100,000

There is additional information on the Town Website: www.stow-ma.gov
Check out News & Announcements, Town Clerk's Page, and How Do I..? Page

* * * * *

VOLUNTEERS NEEDED!
MEMBERS & ASSOCIATE MEMBERS NEEDED
FOR THE FOLLOWING BOARDS:

FINANCE COMMITTEE, CAPITAL PLANNING COMMITTEE, CULTURAL
COUNCIL, ZONING BOARD OF APPEALS, CEMETERY COMMITTEE,
...MORE INFO ONLINE.

Ever wonder **how Town decisions are made?**
Ever sit at Town Meeting feeling totally **out of the loop?**
Ever wish to have a clearer understanding of how Town Business gets
accomplished?
Have some extra time & a desire to **get involved** with Stow government?

Most of the Town Business is accomplished by **dedicated Stow**
residents.
Our Town could not function without the dedication of **our municipal**
volunteers
~ all of whom are your neighbors!

Check out the opportunities page on the Town website for a complete list of
vacancies.

<https://www.stow-ma.gov/home/pages/employment-volunteer-openings-and-committee-vacancies>

GET INVOLVED!
MANY OPPORTUNITIES TO MAKE A DIFFERENCE!
PLEASE CONSIDER VOLUNTEERING!

Insert SpringFest Flier Here