

**Report of the**  
**FINANCE COMMITTEE**  
**of the Town of**  
**MERRIMAC, MASSACHUSETTS**

**A Summary of the recommendations  
To be presented at the  
Special and Annual Town Meetings  
To be held on:**

**Monday April 24, 2017  
7:30 P.M. and 7:45 P.M. respectively  
At the Dr. Frederick N. Sweetsir School**

# **Town of Merrimac**

## **Finance Committee Report FY 2018**

To the Voters and Taxpayers of Merrimac:

The Merrimac Finance Committee presents our FY2018 budget recommendation for your review and approval.

The town's Finance Committee is made up of concerned citizens and taxpayers just like yourselves. We devote a substantial number of hours to reviewing the town's finances and operations in order to recommend a fiscally responsible budget that meets the town's needs and priorities.

This year, the Committee held seven public hearings with our town departments, regional school systems and special committees in an effort to review and understand each budget and expenditure request. During the process, the Committee also reviewed anticipated revenue including state aid, local receipts, and other available funds.

Through the concerted efforts of our dedicated town employees and regional school system administrators, we are able to recommend a balanced budget within the tax levy limits of 2 ½% growth.

The Public Education expense for Merrimac is reflected in the annual assessments we receive from the Pentucket Regional School System, The Whittier Vocational Technical High School and the Essex Agricultural and Technical High School. Our total assessments for all schools this year is \$8,869,179 which represents an increase of \$241,382 or 2.8%. Public Education will now comprise 60.2% of our total operating budget.

The remaining omnibus budget after public education is \$5,865,422 which represents an increase of \$326,353 or 5.9%. There are a number of important initiatives that are funded within this year's omnibus budget including the hiring of an additional police officer, added hours for staff at our senior center and additional tree removal funds and equipment for our highway department.

The Finance Committee is very appreciative to the various department heads, Board of Selectmen and all who participated in our hearings for their cooperation in formulating the final budget recommendation.

The town is fortunate this year to have \$798,737, of certified Free Cash. Free cash is a revenue source that results from the calculation of the remaining, unrestricted funds from its operations of the previous fiscal year. Free Cash is typically allocated to one-time expenditures, since the amount from year to year is not a predictable source of revenue to support routine operating expenses.

Our higher than normal level of certified free cash results from a series of unanticipated revenue sources such as FEMA reimbursements from the snow storms of 2015 as well as unexpended budgetary items from fiscal year 2016.

This year, the Finance Committee is recommending Free Cash expenditures for capital requests from the police, fire, department of public works, library and finance departments. In addition, there is funding for state-mandated OPEB (Other Post-Employment Benefits), as well as smaller one-time expenses.

Of significant note is the Finance Committee's unanimous recommendation of the debt exclusion article to fund the investment in public safety infrastructure. The Finance Committee believes this initiative represents the most prudent and financially responsible course of action in addressing our current inadequate and deteriorating public safety building.

Currently the Town's stabilization funds are at approximately 8.22% of the FY2018 Omnibus budget, which is up from 7.24% last year. We are still at the lower end of the recommended range of 5 -15% of the municipal operating budget. At least 10% in stabilization is recommended to achieve the highest bond rating, which results in lower interest rates, and therefore, cost savings, when the Town needs to borrow money for capital projects.

In closing, the Finance Committee is seeking additional members. If you are interested in becoming more involved with the Town's finances, please consider joining the Finance Committee. Please contact the Town Moderator for further details.

Respectfully submitted by the Town of Merrimac Finance Committee.

Richard LeSavoy, Chairperson

Paula Hamel, Secretary

James Archibald

Ann Crowell

Christine Berube

Mike Marden

Stuart Egenberg

# TOWN OF MERRIMAC BUDGET SUMMARY

## REVENUE ESTIMATES

	Adopted	Departmental Requested Budget	4/24/17 Fin Com Approved Budget
	FY2017	FY2018	FY2018
<b>PROPERTY TAXES</b>			
Tax Base	\$ 11,187,782	\$ 11,726,560	\$ 11,726,560
2 1/2 % Increase	\$ 279,695	\$ 293,164	\$ 293,164
Est New Growth	\$ 200,198	\$ 100,000	\$ 150,000
General Override	\$ 100,000	-	-
Unused Levy Capacity	\$ (41,115)	-	-
<b>SUBTOTAL</b>	<b>\$ 11,726,560</b>	<b>\$ 12,119,724</b>	<b>\$ 12,169,724</b>
<b>STATE PROVIDED FUNDS</b>			
Cherry Sheet/State Aid	\$ 924,270	\$ 958,688	\$ 958,688
MSBA	\$ -	\$ -	\$ -
<b>SUBTOTAL: STATE FUNDS</b>	<b>\$ 924,270</b>	<b>\$ 958,688</b>	<b>\$ 958,688</b>
<b>DEBT EXCLUSIONS</b>			
New Library Construction	\$ 141,750	\$ 134,400	\$ 134,400
Town Hall Renovations	\$ 167,275	\$ 159,425	\$ 159,425
<b>SUBTOTAL</b>	<b>\$ 309,025</b>	<b>\$ 293,825</b>	<b>\$ 293,825</b>
<b>PROJECTED LOCAL RECEIPTS</b>			
Motor Vehicle Excise	\$ 868,000	\$ 868,000	\$ 900,000
Other Excise	\$ 500	\$ 500	\$ 500
Penalties & Interest	\$ 28,000	\$ 28,000	\$ 28,000
In Lieu of Tax	\$ 10,000	\$ 10,000	\$ 10,000
Trash	\$ 130,000	\$ 130,000	\$ 130,000
Ambulance	\$ 200,000	\$ 200,000	\$ 210,000
Fees	\$ 50,000	\$ 50,000	\$ 50,000
Rentals	\$ 97,000	\$ 97,000	\$ 97,000
Cemetery	\$ 12,000	\$ 12,000	\$ 12,000
Licenses & Permits	\$ 70,000	\$ 70,000	\$ 70,000
Fines & Forfeitures	\$ 52,000	\$ 52,000	\$ 52,000
Investment Income	\$ 13,500	\$ 13,500	\$ 13,500
Misc Non Recurring	\$ 86,000	\$ 86,000	\$ 86,000
Misc Recurring	\$ 15,500	\$ 15,500	\$ 15,500
<b>SUBTOTAL</b>	<b>\$ 1,632,500</b>	<b>\$ 1,632,500</b>	<b>\$ 1,674,500</b>
<b>OTHER REVENUE</b>			
Free Cash Approp	\$ 439,506	\$ 798,737	\$ 798,737
Water Privilege	\$ -	\$ 100,000	\$ 100,000
Water Retained Earnings	\$ 225,000	\$ 185,000	\$ 185,000
Other Revenue	\$ 321,877	\$ 25,028	\$ 25,028
Wastewater Retained Earnings	\$ -	\$ 30,000	\$ 30,000
Bonded Capital	\$ -	\$ 15,416,364	\$ 15,416,364
Water Enterprise	\$ 987,950	\$ 1,008,097	\$ 1,008,097
Wastewater Enterprise	\$ 1,232,795	\$ 1,181,929	\$ 1,181,929
Wastewater Capital	\$ 60,000	\$ -	\$ -
Cable Revenue	\$ 135,393	\$ 151,579	\$ 151,579
<b>SUBTOTAL</b>	<b>\$ 3,402,521</b>	<b>\$ 18,896,734</b>	<b>\$ 18,896,734</b>
<b>TOTAL ESTIMATED REVENUE</b>	<b>\$ 17,994,876</b>	<b>\$ 33,901,471</b>	<b>\$ 33,993,471</b>

## EXPENDITURE ESTIMATES

	Adopted	Departmental Requested Budget	4/24/17 Fin Com Approved Budget
	FY2017	FY2018	FY2018
<b>ARTICLE 1 OMNIBUS</b>			
Maturing Debt	\$ 422,238	\$ 385,178	\$ 385,178
Interest Debt	\$ 95,317	\$ 85,184	\$ 85,184
Gen Govt Unclassified	\$ 916,967	\$ 989,003	\$ 989,003
General Government	\$ 794,743	\$ 834,464	\$ 828,458
Public Safety	\$ 1,757,937	\$ 1,882,895	\$ 1,857,217
Health & Sanitation	\$ 95,567	\$ 89,894	\$ 89,894
Highway	\$ 531,077	\$ 562,449	\$ 552,449
Public Assistance	\$ 341,463	\$ 361,481	\$ 355,293
Education	\$ 8,527,797	\$ 8,869,179	\$ 8,869,179
Library	\$ 280,328	\$ 287,289	\$ 287,289
Cemetery	\$ 50,097	\$ 54,218	\$ 54,218
<b>SUBTOTAL</b>	<b>\$ 13,813,531</b>	<b>\$ 14,401,233</b>	<b>\$ 14,353,361</b>
<b>CHARGES/ABATEMENTS/OTHER AMOUNTS TO BE RAISED</b>			
State & County	\$ 93,477	\$ 93,477	\$ 93,477
Tax Abatements	\$ 100,000	\$ 100,000	\$ 100,000
Library Offset	\$ 9,107	\$ 9,107	\$ 9,107
Overlay Deficit	\$ -	\$ -	\$ -
Snow & Ice Deficit	\$ -	\$ -	\$ -
Other Deficits	\$ -	\$ -	\$ -
<b>SUBTOTAL</b>	<b>\$ 202,584</b>	<b>\$ 202,584</b>	<b>\$ 202,584</b>
<b>CURRENT YEAR SPECIAL ARTICLES</b>			
Special Articles	\$ 3,669,484	\$ 3,972,582	\$ 3,972,582
Transfer Articles	\$ 309,277	\$ 19,028	\$ 19,028
<b>SUBTOTAL</b>	<b>\$ 3,978,761</b>	<b>\$ 3,991,610</b>	<b>\$ 3,991,610</b>
<b>BONDED ARTICLES</b>			
Prior Year Bond Issues			\$ -
Bond Authorization		\$ 15,416,364	\$ 15,416,364
<b>SUBTOTAL</b>	<b>\$ -</b>	<b>\$ 15,416,364</b>	<b>\$ 15,416,364</b>
<b>TOTAL ESTIMATED EXPENSE</b>	<b>\$ 17,994,876</b>	<b>\$ 34,011,791</b>	<b>\$ 33,963,919</b>
<b>SURPLUS/(DEFICIT)</b>	<b>\$ (0)</b>	<b>\$ (110,320)</b>	<b>\$ 29,552</b>

**Town of Merrimac**  
**April 24, 2017 - Special Town Meeting**  
**Articles for Consideration**

Town Vote	Art. #	Recommendations			Description
		Selectmen	Finance Committee	Capital Planning	
-	1	-	-	-	To appropriate <b>\$798,737</b> from Free Cash for the following specific purposes:
		Yes 3 - 0	Yes 6 - 0	N/A	a. \$ <b>54,000</b> To fund the training of new employees and sick and vacation earned to retiring personnel.
		Yes 3 - 0	Yes 6 - 0	N/A	b. \$ <b>43,270</b> To fund Town's portion of matching funds for Lake Attitash Grant.
		Yes 3 - 0	Yes 6 - 0	N/A	c. \$ <b>27,443</b> To fund a transfer to correct benefit allocation for FY2016.
		Yes 3 - 0	Yes 6 - 0	N/A	d. \$ <b>5,000</b> To fund the Town's portion of an Incident Command Vehicle for NEMLEC.
		Yes 3 - 0	Yes 6 - 0	N/A	e. \$ <b>7,000</b> To fund the purchase of new server for the COA.
		Yes 3 - 0	Yes 6 - 0	N/A	f. \$ <b>3,000</b> To fund the OPEB Actuarial Study.
		Yes 3 - 0	Yes 6 - 0	Yes 5 - 0	g. \$ <b>30,000</b> To fund the purchase of 2 Wing Plows for the Highway Department.
		Yes 3 - 0	Yes 6 - 0	Yes 5 - 0	h. \$ <b>40,000</b> To fund the purchase of a new accounting software package for the Finance Department.
		Yes 3 - 0	Yes 6 - 0	Yes 5 - 0	i. \$ <b>20,000</b> To fund a new HVAC control system at the Merrimac Public Library.
		Yes 3 - 0	Yes 6 - 0	Yes 5 - 0	j. \$ <b>205,000</b> To fund the purchase of a used ladder truck for the Fire Department.
		Yes 3 - 0	Yes 6 - 0	Yes 5 - 0	k. \$ <b>12,000</b> To fund the purchase and installation of a server and desktop computers for the Fire Department.
		Yes 3 - 0	Yes 6 - 0	N/A	l. \$ <b>40,000</b> To fund the Snow and Ice deficit.
		Yes 3 - 0	Yes 6 - 0	Yes 4 - 0	m. \$ <b>150,000</b> To fund the Town's OPEB Trust established for Retiree Health Benefits.
		Yes 3 - 0	Yes 6 - 0	Yes 4 - 0	n. \$ <b>20,000</b> To fund the Ambulance Stabilization Fund.
		Yes 3 - 0	Yes 6 - 0	Yes 4 - 0	o. \$ <b>82,024</b> To fund the Capital Stabilization Fund.
		Yes 3 - 0	Yes 6 - 0	Yes 4 - 0	p. \$ <b>60,000</b> To fund the remaining balance of Free Cash to the Stabilization Fund.
-	2	-	-	-	To appropriate <b>\$185,000</b> from Water Retained Earnings for the following specific purposes:
-		-	-	-	To fund the Capital Items for the DPW-Water Department
		Yes 3 - 0	Yes 6 - 0	Yes 5 - 0	a. \$ <b>155,000</b> To fund necessary upgrades to sections of the Town Water Mains.
		Yes 3 - 0	Yes 6 - 0	Yes 5 - 0	\$ <b>30,000</b> - To fund the purchase of new water meters, to upgrade the water delivery system.
		Yes 3 - 0	Yes 6 - 0	N/A	b. \$ <b>30,000</b> To appropriate funds to the Water Department OPEB Liability Trust.
3		Yes 3 - 0	Yes 6 - 0	Yes 5 - 0	To appropriate <b>\$100,000</b> from Water Privilege Fees to fund necessary upgrades to sections of the Town Water Mains.
4		Yes 3 - 0	Yes 6 - 0	Yes 5 - 0	To appropriate <b>\$30,000</b> from Wastewater Retained Earnings to fund the replacement of worn and obsolete meters.
5		Yes 3 - 0	Yes 6 - 0	N/A	Transfer <b>\$12,288.32</b> from Article 1 (g) of the 4/25/16 STM, Cemetery Septic Tank, to fund the purchase and installation of cemetery software and the labor to transfer paper copies to the new system.
6		Yes 3 - 0	Yes 6 - 0	N/A	Transfer from Article 1 of the Annual Town Meeting, April 25, 2016, Election Salaries in the amount of <b>\$ 2,400</b> and Election Expense in the amount of <b>\$ 4,340</b> for the purchase and installation of Town Clerk Software.
					To raise and appropriate <b>\$15,000,000</b> to fund the design and construction of a new police station, a new DPW Facility and the renovation of the existing Public Safety Building at 16 East Main Street for the Fire Department, contingent upon passage of a Proposition 2 ½ debt exclusion referendum on May 1, 2017. <b>(2/3 Vote Required)</b>
	7	Yes 3 - 0	Yes 6 - 0	Yes 5 - 0	

**Town of Merrimac Warrant Articles  
Special Town Meeting, April 24, 2017**

Essex, ss.

To one of the Constables of the Town of Merrimac:

GREETINGS,

In the name of the Commonwealth of Massachusetts, you are hereby required to notify and warn the voters of the Town of Merrimac to meet in the Frederick N. Sweetsir School in Merrimac on April 24, 2017 at 7:30 PM to act on the following articles, namely:

**Article 1:** To see if the Town will vote to appropriate from Free Cash, a sum of money in the amount of **\$798,737** for the following specific purposes outlined below; or take any other action relative thereto.

a. **Training, Sick and Vacation Payouts** **\$ 54,000**

**Rationale:** This article will pay for 4 weeks of training for the Library Director's replacement; sick leave buyback and vacation pay due to the retiring personnel; and police academy tuition. Requested by Carol McLeod, Finance Director.

**Selectmen Recommendation:** **Yes 3 - 0**

**FinCom Recommendation:** **Yes 6 - 0**

b. **Lake Attitash Association Funding** **\$ 43,270**

**Rationale:** To provide a portion of Merrimac's share of the matching funds needed for the MA DEP Grant being sought by the Lake Attitash Association. The remaining \$20,000 needed from Merrimac will be requested in the Annual Town Meeting from the Wastewater I&I Account. Requested by the Lake Attitash Association.

**Selectmen Recommendation:** **Yes 3 - 0**

**FinCom Recommendation:** **Yes 6 - 0**

c. **Prior Fiscal Year Correction** **\$ 27,443**

**Rationale:** This article adjusts the allocation of benefit charges to the enterprise funds for Fiscal Year 2016. Requested by the Finance Director.

**Selectmen Recommendation:** **Yes 3 - 0**

**FinCom Recommendation:** **Yes 6 - 0**

**d. Police NEMLEC Vehicle** **\$ 5,000**

**Rationale:** All NEMLEC Communities are being assessed a onetime \$5,000 as a contribution towards the purchase of an Incident Command Vehicle. Requested by Eric Shears, Police Chief.

**Selectmen Recommendation:** **Yes 3 - 0**

**FinCom Recommendation:** **Yes 6 – 0**

**e. COA Server** **\$ 7,000**

**Rationale:** To purchase a server for the COA. They are using a desktop computer to act as a server for all the computers and phones. This has been problematic and needs replacement. Requested by Laura Dillingham-Mailman, COA Director.

**Selectmen Recommendation:** **Yes 3 - 0**

**FinCom Recommendation:** **Yes 6 – 0**

**f. OPEB Actuarial Study** **\$ 3,000**

**Rationale:** To fund the OPEB Actuarial Study. This is now required every two years. Requested by Carol McLeod, Finance Director.

**Selectmen Recommendation:** **Yes 3 - 0**

**FinCom Recommendation:** **Yes 6 - 0**

**g. DPW/Highway 2 Wing Plows** **\$ 30,000**

**Rationale:** The wing plows will be increasing our efficiency to clear roadways after and during snow events. Requested by Robert Sinibaldi, DPW Director.

**Selectmen Recommendation:** **Yes 3 - 0**

**FinCom Recommendation:** **Yes 6 - 0**

**Capital Planning Recommendation:** **Yes 5 - 0**

**h. Finance Accounting Package** **\$ 40,000**

**Rationale:** The current accounting packages used to manage the financials for the Town include 3 packages as well as the need to rely on excel spreadsheets for many of the applications. This upgrade will consolidate all of the current packages into one package and eliminate the need for many of the excel spreadsheets. This will provide a seamless integration of data and streamline the finances of the Town. Requested by Carol McLeod, Finance Director.

**Selectmen Recommendation:** **Yes 3 - 0**

**FinCom Recommendation:** **Yes 6 - 0**

**Capital Planning Recommendation:** **Yes 5 - 0**

**i. Library HVAC**

**\$ 20,000**

**Rationale:** The HVAC controls failed repeatedly in August 2016. The current system operates on XP but XP is no longer supported and needs to be upgraded. Requested by Tina Follansbee, Library Director.

**Selectmen Recommendation: Yes 3 - 0**  
**FinCom Recommendation: Yes 6 - 0**  
**Capital Planning Recommendation: Yes 5 - 0**

**j. Fire Ladder Truck**

**\$ 205,000**

**Rationale:** The current Ladder Truck is a 1983 vehicle and is starting to wear; replacements parts are very difficult to find and very expensive. This used ladder truck is a 1998 vehicle, in excellent condition with low miles. Requested by Ralph Spencer, Fire Chief.

**Selectmen Recommendation: Yes 3 - 0**  
**FinCom Recommendation: Yes 6 - 0**  
**Capital Planning Recommendation: Yes 5 - 0**

**k. Fire – Server and Computers**

**\$ 12,000**

**Rationale:** To purchase and install a server and computers for the Fire Department. There is no server at this time, making it inefficient for reporting and administrative tasks. Requested by Ralph Spencer, Fire Chief.

**Selectmen Recommendation: Yes 3 - 0**  
**FinCom Recommendation: Yes 6 - 0**  
**Capital Planning Recommendation: Yes 5 - 0**

**l. Snow and Ice Deficit**

**\$ 40,000**

**Rationale:** This will appropriate funds to reduce the Snow and Ice deficit. Requested by Carol McLeod, Finance Director.

**Selectmen Recommendation: Yes 3 - 0**  
**FinCom Recommendation: Yes 6 - 0**

**m. OPEB Trust Funding**

**\$150,000**

**Rationale:** The OPEB Trust has been established to fund the cost of Retirees Health Benefits. The Town is required to report the OPEB Liability on the Town's books annually. Requested by Carol McLeod, Finance Director.

**Selectmen Recommendation: Yes 3 - 0**  
**FinCom Recommendation: Yes 6 - 0**  
**Capital Planning Recommendation: Yes 4 - 0**

**n. Ambulance Stabilization Funding** **\$ 20,000**

**Rationale:** This will appropriate money to be held in the Ambulance Stabilization Account, to help offset the cost of a new ambulance in future years. Requested by Ralph Spencer, Fire Chief.

**Selectmen Recommendation:** Yes 3 - 0  
**FinCom Recommendation:** Yes 6 - 0  
**Capital Planning Recommendation:** Yes 4 - 0

**o. Capital Stabilization Funding** **\$ 82,024**

**Rationale:** This will appropriate Free Cash to the Capital Stabilization Fund for use in future years. Requested by Carol McLeod, Finance Director.

**Selectmen Recommendation:** Yes 3 - 0  
**FinCom Recommendation:** Yes 6 - 0  
**Capital Planning Recommendation:** Yes 4 - 0

**p. Stabilization Funding** **\$ 60,000**

**Rationale:** This will appropriate the remaining Free Cash to the Stabilization Fund for use in future years. Requested by Carol McLeod, Finance Director.

**Selectmen Recommendation:** Yes 3 - 0  
**FinCom Recommendation:** Yes 6 - 0  
**Capital Planning Recommendation:** Yes 4 - 0

**Article 2:** To see if the Town will vote to appropriate from Water Retained Earnings a sum of money in the amount of **\$ 185,000** for the following specific purposes outlined below; or take any other action relative thereto.

**a. Capital Items** **\$155,000**

**i. Water Main Replacement** **\$125,000**

**Rationale:** To make necessary upgrades to sections of the Town's water mains. Requested by Robert Sinibaldi, DPW Director.

**Selectmen Recommendation:** Yes 3 - 0  
**FinCom Recommendation:** Yes 6 - 0  
**Capital Planning Recommendation:** Yes 5 - 0

**ii. Water Meter Replacement** **\$ 30,000**

**Rationale:** To replace worn and obsolete meters. Requested by Robert Sinibaldi, DPW Director.

**Selectmen Recommendation:** Yes 3 - 0  
**FinCom Recommendation:** Yes 6 - 0  
**Capital Planning Recommendation:** Yes 5 - 0

**b. OPEB Trust Funding**

**\$ 30,000**

**Rationale:** The funds will reduce the Water unfunded liability. This amount represents estimated contribution required based on a 30 year amortization schedule. Requested by Robert Sinibaldi, DPW Director.

**Selectmen Recommendation:                      Yes 3 - 0**  
**FinCom Recommendation:                      Yes 6 - 0**

**Article 3:** To see if the Town will vote to appropriate from Water Privilege Fees a sum of money in the amount of **\$ 100,000** to make necessary upgrades to sections of the Town's water mains; or take any other action relative thereto.

**Rationale:** To make upgrades to the water delivery system, for the purpose of replacing worn and obsolete equipment, as well as for finding unaccounted water and water exploration. Requested by Robert Sinibaldi, DPW Director.

**Selectmen Recommendation:                      Yes 3 - 0**  
**FinCom Recommendation:                      Yes 6 - 0**  
**Capital Planning Recommendation:        Yes 5 - 0**

**Article 4:** To see if the Town will vote to appropriate from Wastewater Retained Earnings a sum of money in the amount of **\$ 30,000** to replace worn and obsolete meters; or take any other action relative thereto.

**Rationale:** To contribute their share of replacing the worn and obsolete meters used by both the Water and Wastewater Departments for billing purposes. Requested by Robert Sinibaldi, DPW Director.

**Selectmen Recommendation:                      Yes 3 - 0**  
**FinCom Recommendation:                      Yes 6 - 0**

**Article 5:** To see if the Town will vote to transfer the balance remaining in Article 1(g) of Special Town Meeting, April 25, 2016, Free Cash, Cemetery in the amount of **\$12,288.32** for the purchase and installation of Cemetery software and GIS mapping of all plots, including the labor necessary to transfer old data from index cards; or take any other action relative thereto.

**Rationale:** The balance remaining is from the septic tanks installation at the Cemetery, this will reappropriate the funds to allow for the purchase and installation and necessary labor for conversion handwritten index files into a dedicated computer program. Requested by Robert Sinibaldi, DPW Director.

**Selectmen Recommendation:                      Yes 3 - 0**  
**FinCom Recommendation:                      Yes 6 - 0**

**Article 6:** To see if the Town will vote to transfer from Article 1 of the Annual Town Meeting, April 25, 2016, Line Item # 16, Election Salaries a sum of money in the amount of **\$ 2,400** and Line Item # 17 Election Expense a sum of money in the amount of **\$ 4,340** to Line Item # 15, Town Clerk Expense, for the purchase and installation of Town Clerk Software; or take any other action relative thereto.

**Rationale:** The Town Clerk's Office does not have any software to track the various required data, this article will transfer remaining funds in the FY2017 Election Budget to purchase and install software to handle the Dog Licenses, Business Certificates, Vital Records, Boards and Commissions, and Voter Check in. This will streamline the processes in the office and provide the required tracking for the office.  
Requested by Gwen Lay Sabbagh, Town Clerk.

<b>Selectmen Recommendation:</b>	<b>Yes 3 - 0</b>
<b>FinCom Recommendation:</b>	<b>Yes 6 – 0</b>

**Article 7:** To see if the Town will vote to appropriate **\$15,000,000**, or any other amount, to pay costs of designing, constructing, equipping and furnishing a new police station, a new DPW Facility and the renovation, equipping and furnishing of the existing Public Safety Building at 16 East Main Street for the use of the Fire Department, including the payment of all costs incidental and related thereto; to determine whether this amount shall be raised by taxation, transfer from available funds, borrowing or otherwise, or take any other action relative thereto.

**Rational:** The Town appointed a Public Safety Building Committee and hired HKT Architects to conduct feasibility study of the existing Police / Fire / DPW / Ambulance / Emergency Management building at 16 East Main Street.

HKT deemed the existing facilities inadequate and in need of replacement / renovation. Working with the building committee, the best solution would be to build a new police station, a new DPW and renovate the existing fire station allowing expansion into the DPW portion of the building.

Requested by the Public Safety Building Committee.

**Requires 2/3 Vote**

<b>Selectmen Recommendation:</b>	<b>Yes 3 - 0</b>
<b>FinCom Recommendation:</b>	<b>Yes 6 - 0</b>
<b>Capital Planning Recommendation:</b>	<b>Yes 5 - 0</b>

**Town of Merrimac**  
**April 24, 2017 - Annual Town Meeting**  
**Articles for Consideration**

Town Vote	Art. #	Recommendations			Description
		Selectmen	Finance Committee	Capital Planning	
	1	Yes 3 - 0	Yes 6 - 0	N/A	To accept the Town's Omnibus Budget, per the attached breakdown.
	2	Yes 3 - 0	Yes 6 - 0	N/A	To accept the revenue and expenditures for the operation of the Wastewater Department.
	3	Yes 3 - 0	Yes 6 - 0	N/A	To accept the revenue and expenditures for the operation of the Water Department.
	4	Yes 3 - 0	Yes 6 - 0	N/A	To accept the revenue and expenditures for the operation of the Cable Television Department.
	5	Yes 3 - 0	Yes 5 - 0 - 1	N/A	To accept a sum of money from the Electric Light Department to be used by the Assessors to reduce the Tax Levy.
	6	Yes 3 - 0	Yes 6 - 0	N/A	To raise & appropriate <b>\$10,740</b> for the Assessors to hire a consultant to perform an independent revaluation of the Town.
	7	Yes 3 - 0	Yes 6 - 0	N/A	To appropriate <b>\$6,000</b> from "Sale of Cemetery Lots" for the "care, improvement and embellishment" of said cemeteries.
	8	Yes 3 - 0	Yes 6 - 0	N/A	To raise and appropriate <b>\$150,500</b> to be used to make necessary repairs to Town roadways.
	9	Yes 3 - 0	Yes 6 - 0	N/A	To accept the State Grant of Chapter 90 Highway Funds.
	10	Yes 3 - 0	Yes 6 - 0	N/A	To raise & appropriate, or transfer <b>\$290,000</b> for Solid Waste, Recycling and Disposal, and Leaf Collection.
	11	Yes 2 - 1	Yes 6 - 0	N/A	To authorize, pursuant to MGL Chapter 44, Section 53 E 1/2, the Town's Revolving Funds.
	12	Yes 3 - 0	N/A	N/A	To amend the Merrimac General By-Laws, by adding a new section to establish Revolving Funds.
	13	Yes 3 - 0	Yes 6 - 0	N/A	To raise and appropriate <b>\$60,000</b> for additional landfill activities at the Battis Rd. Landfill.
	14	Yes 3 - 0	Yes 6 - 0	N/A	To appropriate <b>\$20,000</b> , from the Wastewater I&I funds to provide funds needed for the MA DEP Grant being sought by the Lake Attitash Association.
	15	Yes 3 - 0	Yes 6 - 0	Yes 5 - 0	To raise and appropriate <b>\$275,000</b> to replace the roof at the Merrimac Public Library. <b>(Requires 2/3 Vote )</b>
	16	Yes 3 - 0	Yes 6 - 0	Yes 4 - 0	To raise and appropriate <b>\$141,364</b> to purchase Air Packs for the Fire Department. <b>(Requires 2/3 Vote )</b>
	17	Yes 3 - 0	N/A	N/A	To amend the Town of Merrimac Personnel By-Laws, to amend the Longevity and Vacation Policy.
	18	Yes 2 - 1	N/A	N/A	To amend the Merrimac General By-Laws, by the addition of a Noise By-Law.
	19	Yes 3 - 0	N/A	N/A	To amend the Merrimac General By-Laws, by amending Article VII, Licenses.
	20	Yes 2 - 1	N/A	N/A	To request special legislation to abolish the Cemetery Commission and transfer the powers and responsibilities to the DPW Department.
	21	Yes 2 - 1	N/A	N/A	To amend the Merrimac General By-Laws, by amending Article XIX, DPW to reflect the changes requested in Article 19.
	22	Yes 3 - 0	N/A	N/A	To amend prior borrowing votes to add bond premium language required by the Municipal Modernization Act.

**Article 1 FY2018 Omnibus Budget**

Line #	Description	Dept #	FY2014 Actuals	FY2015 Actuals	FY2016 Actuals	FY2017 Approved Budget	FY2018 Main. Budget	FY2018 Changes	FY2018 Dept. Request	FY2018 Finance Com Changes	FY2018 Finance Com Budget	4/24/17 FY2018 Recommended Budget	Change FY2017 to FY2018	% Change
General Government														
1	Selectmen Salaries	1220	\$ 31,487	\$ 32,960	\$ 34,072	\$ 43,561	\$ 43,561	\$ 3,394	\$ 46,955	\$ 3,500	\$ 50,455	\$ 50,455	\$ 6,894	15.8%
2	Selectmen Expense	1220	\$ 1,385	\$ 4,180	\$ 7,120	\$ 7,390	\$ 7,390	\$ -	\$ 7,390		\$ 7,390	\$ 7,390	\$ -	0.0%
3	Annual Town Audit	1220	\$ 12,800	\$ 13,260	\$ 13,600	\$ 14,000	\$ 14,000	\$ 400	\$ 14,400		\$ 14,400	\$ 14,400	\$ 400	2.9%
4	Capital Planning Expense	1300	\$ 68	\$ 53	\$ 31	\$ 100	\$ 100	\$ -	\$ 100		\$ 100	\$ 100	\$ -	0.0%
5	Finance Committee Expense	1310	\$ 439	\$ 500	\$ 406	\$ 500	\$ 500	\$ 800	\$ 1,300		\$ 1,300	\$ 1,300	\$ 800	160.0%
6	Reserve Fund	1320	\$ 48,000	\$ 23,025	\$ 18,626	\$ 40,000	\$ 40,000		\$ 40,000		\$ 40,000	\$ 40,000	\$ -	0.0%
7	Finance Department Salaries	1410-1460	\$ 272,830	\$ 283,646	\$ 283,433	\$ 295,822	\$ 297,367	\$ 7,529	\$ 304,896		\$ 304,896	\$ 304,896	\$ 9,074	3.1%
8	Finance Department Expense	1410-1460	\$ 57,895	\$ 57,964	\$ 58,323	\$ 62,645	\$ 62,645	\$ 986	\$ 63,631		\$ 63,631	\$ 63,631	\$ 986	1.6%
9	Bonding of Officers Expense	1490	\$ 1,084	\$ 1,084	\$ 1,084	\$ 1,150	\$ 1,150	\$ (50)	\$ 1,100		\$ 1,100	\$ 1,100	\$ (50)	-4.3%
10	Legal/Consulting Expense	1510	\$ 40,478	\$ 28,095	\$ 28,110	\$ 45,000	\$ 49,000	\$ -	\$ 49,000		\$ 49,000	\$ 49,000	\$ 4,000	8.9%
11	Town Hall IT Salaries	1550	\$ 1,224	\$ 1,273	\$ 1,273	\$ 1,300	\$ 1,300	\$ 33	\$ 1,333		\$ 1,333	\$ 1,333	\$ 33	2.5%
12	Town Hall IT Expense	1550	\$ 8,811	\$ 12,370	\$ 12,918	\$ 16,146	\$ 16,146	\$ 273	\$ 16,419		\$ 16,419	\$ 16,419	\$ 273	1.7%
13	Census Takers Expense	1600	\$ 1,689	\$ 1,547	\$ 1,428	\$ 2,122	\$ 2,122	\$ -	\$ 2,122		\$ 2,122	\$ 2,122	\$ -	0.0%
14	Town Clerk Salary	1610	\$ 44,653	\$ 44,819	\$ 45,608	\$ 43,942	\$ 43,942	\$ 16,109	\$ 60,051	\$ (7,506)	\$ 52,545	\$ 52,545	\$ 8,603	19.6%
15	Town Clerk Expenses	1610	\$ 578	\$ 782	\$ 1,386	\$ 1,525	\$ 1,525	\$ 250	\$ 1,775		\$ 1,775	\$ 1,775	\$ 250	16.4%
16	Election Salaries	1620	\$ 5,198	\$ 3,100	\$ 805	\$ 6,342	\$ 6,342	\$ (3,737)	\$ 2,605		\$ 2,605	\$ 2,605	\$ (3,737)	-58.9%
17	Election Expense	1620	\$ 5,699	\$ 3,628	\$ 4,191	\$ 8,823	\$ 8,823	\$ (2,000)	\$ 6,823		\$ 6,823	\$ 6,823	\$ (2,000)	-22.7%
18	Board of Registrars Salaries	1630	\$ 250	\$ 250	\$ 250	\$ 250	\$ 250	\$ -	\$ 250		\$ 250	\$ 250	\$ -	0.0%
19	Board of Registrars Expense	1630	\$ 1,068	\$ 645	\$ 622	\$ 2,045	\$ 2,045	\$ -	\$ 2,045		\$ 2,045	\$ 2,045	\$ -	0.0%
20	Vital Statistics Expense	1640	\$ 150	\$ 150	\$ 150	\$ 150	\$ 150	\$ -	\$ 150		\$ 150	\$ 150	\$ -	0.0%
21	Conservation Salaries	1710	\$ 7,424	\$ 7,573	\$ 13,451	\$ 13,764	\$ 13,764	\$ 820	\$ 16,584	\$ (2,000)	\$ 14,584	\$ 14,584	\$ 820	6.0%
22	Conservation Expense	1710	\$ 782	\$ 775	\$ 800	\$ 800	\$ 800	\$ -	\$ 800		\$ 800	\$ 800	\$ -	0.0%
23	Open Space Comm. Expense	1720	\$ 154	\$ -	\$ -	\$ 630	\$ 630	\$ -	\$ 630		\$ 630	\$ 630	\$ -	0.0%
24	Planning Board Salaries	1750	\$ 4,252	\$ 3,787	\$ 3,728	\$ 5,420	\$ 5,420	\$ 1,557	\$ 6,977		\$ 6,977	\$ 6,977	\$ 1,557	28.7%
25	Planning Board Expense	1750	\$ 2,818	\$ 1,173	\$ 1,335	\$ 2,555	\$ 2,555	\$ (405)	\$ 2,150		\$ 2,150	\$ 2,150	\$ (405)	-15.9%
26	Appeals Board Admin Salary	1760	\$ 3,878	\$ 3,164	\$ 4,037	\$ 4,118	\$ 4,118	\$ 538	\$ 4,656		\$ 4,656	\$ 4,656	\$ 538	13.1%
27	Appeals Board Expense	1760	\$ 91	\$ 425	\$ 203	\$ 425	\$ 425	\$ -	\$ 425		\$ 425	\$ 425	\$ -	0.0%
28	MVPC Expense	1770	\$ 2,096	\$ 2,148	\$ 2,201	\$ 2,256	\$ 2,256	\$ 56	\$ 2,312		\$ 2,312	\$ 2,312	\$ 56	2.5%
29	Rent Control Expense	1850	\$ -	\$ -	\$ -	\$ 200	\$ 200	\$ -	\$ 200		\$ 200	\$ 200	\$ -	0.0%
30	Heat for Town Buildings	1920	\$ 36,116	\$ 26,810	\$ 29,315	\$ 33,350	\$ 33,350	\$ -	\$ 33,350		\$ 33,350	\$ 33,350	\$ -	0.0%
31	Telephone Expense	1920	\$ 12,819	\$ 14,563	\$ 14,651	\$ 15,000	\$ 15,000	\$ -	\$ 15,000		\$ 15,000	\$ 15,000	\$ -	0.0%
32	Electricity for Town Buildings	1920	\$ 74,840	\$ 73,998	\$ 73,256	\$ 78,000	\$ 78,000	\$ 3,000	\$ 81,000		\$ 81,000	\$ 81,000	\$ 3,000	3.8%
33	Water for Town Buildings	1920	\$ 6,396	\$ 5,503	\$ 5,364	\$ 6,000	\$ 6,000	\$ -	\$ 6,000		\$ 6,000	\$ 6,000	\$ -	0.0%
34	Town Hall Copier Expense	1920	\$ 2,333	\$ 2,312	\$ 2,365	\$ 2,400	\$ 2,400	\$ 200	\$ 2,600		\$ 2,600	\$ 2,600	\$ 200	8.3%
35	Town Hall Maint. Expense	1920	\$ 19,941	\$ 20,079	\$ 22,340	\$ 21,410	\$ 21,410	\$ 2,425	\$ 23,835		\$ 23,835	\$ 23,835	\$ 2,425	11.3%

## Article 1 FY2018 Omnibus Budget

Line #	Description	Dept #	FY2014 Actuals	FY2015 Actuals	FY2016 Actuals	Approved Budget	FY2018 Main Budget	FY2018 Changes	FY2018 Dept. Request	FY2018 Finance Com Changes	FY2018 Finance Com Budget	4/24/17 FY2018 Recommended Budget	Change FY2017 to FY2018	% Change
36	Municipal Buildings Expense	1920	\$ 11,417	\$ 10,045	\$ 12,164	\$ 14,500	\$ 14,500	\$ -	\$ 14,500		\$ 14,500	\$ 14,500	\$ -	0.0%
37	Town Gardens	1940	\$ 600	\$ 600	\$ 600	\$ 600	\$ 600	\$ -	\$ 600		\$ 600	\$ 600	\$ -	0.0%
38	Town Report	1950	\$ 408	\$ 394	\$ 407	\$ 500	\$ 500	\$ -	\$ 500		\$ 500	\$ 500	\$ -	0.0%

Article 1 FY2018 Omnibus Budget

Line #	Description	Dept #	FY2014 Actuals	FY2015 Actuals	FY2016 Actuals	FY2017 Approved Budget	FY2018 Main. Budget	FY2018 Changes	FY2018 Dept. Request	FY2018 Finance Com Changes	FY2018 Finance Com Budget	4/24/17 FY2018 Recommended Budget	Change FY2017 to FY2018	% Change
<b>Public Education</b>														
56	Whittier Minimum Assessment	3010	\$ 590,622	\$ 622,290	\$ 797,290	\$ 900,127	\$ 900,127	\$ (14,564)	\$ 885,563		\$ 885,563	\$ 885,563	\$ (14,564)	-1.6%
57	Whittier Capital	3010	\$ 17,214	\$ 18,134	\$ 48,134	\$ 16,478	\$ 16,478	\$ 2,784	\$ 19,262		\$ 19,262	\$ 19,262	\$ 2,784	16.9%
	<b>Subtotal Whittier Assessment</b>		<b>\$ 607,836</b>	<b>\$ 640,424</b>	<b>\$ 815,424</b>	<b>\$ 916,605</b>	<b>\$ 916,605</b>	<b>\$ (11,780)</b>	<b>\$ 904,825</b>	<b>\$ -</b>	<b>\$ 904,825</b>	<b>\$ 904,825</b>	<b>\$ (11,780)</b>	-1.3%
58	Pentucket Base Assessment	3020	\$ 6,607,582	\$ 6,815,775	\$ 7,047,248	\$ 7,290,538	\$ 7,390,538	\$ 247,398	\$ 7,637,936	\$ -	\$ 7,637,936	\$ 7,637,936	\$ 247,398	3.4%
59	Pentucket Net Capital	3020	\$ 149,782	\$ 199,244	\$ 150,718	\$ 211,339	\$ 211,339	\$ 2,485	\$ 213,824	\$ -	\$ 213,824	\$ 213,824	\$ 2,485	1.2%
	<b>Subtotal Pentucket Regional</b>		<b>\$ 6,757,364</b>	<b>\$ 7,015,019</b>	<b>\$ 7,197,966</b>	<b>\$ 7,501,877</b>	<b>\$ 7,601,877</b>	<b>\$ 249,883</b>	<b>\$ 7,851,760</b>	<b>\$ -</b>	<b>\$ 7,851,760</b>	<b>\$ 7,851,760</b>	<b>\$ 249,883</b>	3.3%
60	Essex-North Shore Tuition	3030	\$ -	\$ 60,239	\$ 78,894	\$ 109,315	\$ 109,315	\$ 3,279	\$ 112,594		\$ 112,594	\$ 112,594	\$ 3,279	3.0%
	<b>Total Public Education</b>		<b>\$ 7,365,200</b>	<b>\$ 7,715,682</b>	<b>\$ 8,092,284</b>	<b>\$ 8,527,797</b>	<b>\$ 8,627,797</b>	<b>\$ 241,382</b>	<b>\$ 8,869,179</b>	<b>\$ -</b>	<b>\$ 8,869,179</b>	<b>\$ 8,869,179</b>	<b>\$ 241,382</b>	2.8%
<b>Highway Department</b>														
61	Highway Wages	4200	\$ 289,119	\$ 300,414	\$ 322,123	\$ 356,487	\$ 357,144	\$ 9,715	\$ 366,859		\$ 366,859	\$ 366,859	\$ 10,372	2.9%
62	Highway Expense	4200	\$ 144,490	\$ 42,861	\$ 46,926	\$ 52,290	\$ 52,290	\$ 11,000	\$ 63,290		\$ 63,290	\$ 63,290	\$ 11,000	21.0%
63	Snow & Ice	4200	\$ 159,387	\$ 263,610	\$ 101,327	\$ 110,000	\$ 110,000	\$ 10,000	\$ 120,000	\$ (10,000)	\$ 110,000	\$ 110,000	\$ -	0.0%
64	Parks & Recreation Expense	6300	\$ 6,977	\$ 6,764	\$ 8,270	\$ 12,300	\$ 12,300	\$ -	\$ 12,300		\$ 12,300	\$ 12,300	\$ -	0.0%
	<b>Total Highway</b>		<b>\$ 599,973</b>	<b>\$ 613,648</b>	<b>\$ 478,646</b>	<b>\$ 531,077</b>	<b>\$ 531,734</b>	<b>\$ 30,715</b>	<b>\$ 562,449</b>	<b>\$ (10,000)</b>	<b>\$ 552,449</b>	<b>\$ 552,449</b>	<b>\$ 21,372</b>	4.0%
65	Landfill	4330	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ -	\$ 30,000		\$ 30,000	\$ 30,000	\$ -	0.0%
<b>Cemetery</b>														
66	Cemetery Salaries	4910	\$ 42,692	\$ 42,693	\$ 43,977	\$ 45,797	\$ 45,798	\$ 3,621	\$ 49,418		\$ 49,418	\$ 49,418	\$ 3,621	7.9%
67	Cemetery Expense	4910	\$ 3,805	\$ 3,585	\$ 2,817	\$ 4,300	\$ 4,300	\$ 500	\$ 4,800		\$ 4,800	\$ 4,800	\$ 500	11.6%
	<b>Total Cemetery</b>		<b>\$ 46,497</b>	<b>\$ 46,278</b>	<b>\$ 46,794</b>	<b>\$ 50,097</b>	<b>\$ 50,098</b>	<b>\$ 4,121</b>	<b>\$ 54,218</b>	<b>\$ -</b>	<b>\$ 54,218</b>	<b>\$ 54,218</b>	<b>\$ 4,121</b>	8.2%

Article 1 FY2018 Omnibus Budget

Line #	Description	Dept #	FY2014 Actuals	FY2015 Actuals	FY2016 Actuals	FY2017 Approved Budget	FY2018 Main. Budget	FY2018 Changes	FY2018 Dept. Request	FY2018 Finance Com Changes	FY2018 Finance Com Budget	4/24/17 FY2018 Recommended Budget	Change FY2017 to FY2018	% Change
<b>Health &amp; Sanitation</b>														
68	Board of Health Salaries	5100	\$ 39,770	\$ 41,813	\$ 42,500	\$ 44,316	\$ 44,316	\$ (6,118)	\$ 38,198		\$ 38,198	\$ 38,198	\$ (6,118)	-13.8%
69	Board of Health Expense	5100	\$ 1,063	\$ 3,396	\$ 1,585	\$ 2,175	\$ 2,175	\$ -	\$ 2,175		\$ 2,175	\$ 2,175	\$ -	0.0%
70	Animal Inspector Salary	5100	\$ 564	\$ 575	\$ 587	\$ 599	\$ 599	\$ 12	\$ 611		\$ 611	\$ 611	\$ 12	2.0%
71	Town Nurse Salary	5100	\$ 15,968	\$ 16,292	\$ 16,661	\$ 16,952	\$ 16,952	\$ 432	\$ 17,385		\$ 17,385	\$ 17,385	\$ 432	2.5%
72	Town Nurse Expense	5100	\$ 954	\$ 921	\$ 1,044	\$ 1,525	\$ 1,525	\$ -	\$ 1,525		\$ 1,525	\$ 1,525	\$ -	0.0%
	<b>Total Health &amp; Sanitation</b>		\$ 58,310	\$ 62,997	\$ 62,377	\$ 65,567	\$ 65,567	\$ (5,674)	\$ 59,894	\$ -	\$ 59,894	\$ 59,894	\$ (5,674)	-8.7%

<b>Public Assistance</b>														
73	COA Salaries	5410	\$ 184,760	\$ 192,650	\$ 192,819	\$ 206,419	\$ 206,419	\$ 18,613	\$ 223,876	\$ (5,328)	\$ 218,548	\$ 218,548	\$ 12,129	5.9%
74	COA. Expense	5410	\$ 26,982	\$ 25,561	\$ 28,246	\$ 27,779	\$ 27,779	\$ 2,260	\$ 30,039	\$ (860)	\$ 29,179	\$ 29,179	\$ 1,400	5.0%
75	Town Nurse Salary	5410	\$ 11,108	\$ 11,290	\$ 11,526	\$ 11,793	\$ 11,793	\$ 301	\$ 12,094		\$ 12,094	\$ 12,094	\$ 301	2.5%
76	Town Nurse Expense	5410	\$ 292	\$ 292	\$ 211	\$ 450	\$ 450	\$ -	\$ 450		\$ 450	\$ 450	\$ -	0.0%
	<b>Subtotal Council on Aging</b>		\$ 223,141	\$ 229,793	\$ 232,803	\$ 246,442	\$ 246,441	\$ 21,174	\$ 266,459	\$ (6,188)	\$ 260,271	\$ 260,271	\$ 13,829	5.6%
77	Veterans' Agent Salary		\$ 3,553											
78	Veterans' Expense	5430	\$ 88,125	\$ 90,541	\$ 87,594	\$ 95,022	\$ 95,022	\$ -	\$ 95,022		\$ 95,022	\$ 95,022	\$ -	0.0%
	<b>Subtotal Veterans' Services</b>		\$ 91,678	\$ 90,541	\$ 87,594	\$ 95,022	\$ 95,022	\$ -	\$ 95,022		\$ 95,022	\$ 95,022	\$ -	0.0%
	<b>Total Public Assistance</b>		\$ 314,819	\$ 320,334	\$ 320,396	\$ 341,463	\$ 341,463	\$ 21,174	\$ 361,481	\$ (6,188)	\$ 355,293	\$ 355,293	\$ 13,830	4.1%

<b>Library</b>														
79	Library Salaries	6100	\$ 166,783	\$ 179,879	\$ 184,462	\$ 187,746	\$ 187,746	\$ 5,360	\$ 193,107		\$ 193,107	\$ 193,107	\$ 5,360	2.9%
80	Library Expense	6100	\$ 86,128	\$ 89,379	\$ 90,482	\$ 92,582	\$ 92,582	\$ 1,600	\$ 94,182		\$ 94,182	\$ 94,182	\$ 1,600	1.7%
	<b>Total Library</b>		\$ 252,911	\$ 269,258	\$ 274,944	\$ 280,328	\$ 280,328	\$ 6,960	\$ 287,289	\$ -	\$ 287,289	\$ 287,289	\$ 6,960	2.5%

Article 1 FY2018 Omnibus Budget

Line #	Description	Dept #	FY2014 Actuals	FY2015 Actuals	FY2016 Actuals	FY2017 Approved Budget	FY2018 Main. Budget	FY2018 Changes	FY2018 Dept. Request	FY2018 Finance Com Changes	FY2018 Finance Com Budget	4/24/17 FY2018 Recommended Budget	Change FY2017 to FY2018	% Change
<b>Maturing Debt</b>														
81	\$2.380M (FY28)	5919	\$ 63,529	\$ 63,750	\$ 63,750	\$ 63,751	\$ 63,751	\$ (8,751)	\$ 55,000		\$ 55,000	\$ 55,000	\$ (8,751)	-13.7%
82	\$3.971M (FY24)	5939	\$	\$ 291,000	\$ 285,000	\$ 280,000	\$ 280,000	\$ (10,000)	\$ 270,000		\$ 270,000	\$ 270,000	\$ (10,000)	-3.6%
	\$378K (FY17)	5940	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ (10,000)	\$ -		\$ -	\$ -	\$ (10,000)	-100.0%
	Title V Septic Loan (FY17)	5915	\$ 11,100	\$ 11,100	\$ 11,100	\$ 11,100	\$ 11,100	\$ (11,100)	\$ -		\$ -	\$ -	\$ (11,100)	-100.0%
	\$4.231M		\$ 120,000											
83	Lease - Energy	5901	\$	\$ 52,997	\$ 52,997	\$ 55,648	\$ 55,648	\$ 2,753	\$ 58,401		\$ 58,401	\$ 58,401	\$ 2,753	4.9%
84	MWPAT 860K - 5%	5945				\$ 1,740	\$ 1,740	\$ 37	\$ 1,777		\$ 1,777	\$ 1,777	\$ 37	2.1%
	<b>Total Maturing Debt</b>		\$ 204,629	\$ 428,847	\$ 422,847	\$ 422,238	\$ 422,239	\$ (37,061)	\$ 385,178	\$ -	\$ 385,178	\$ 385,178	\$ (37,060)	-8.8%
<b>Interest on Maturing Debt</b>														
85	\$2.380M (FY28)	5919	\$ 15,191	\$ 12,924	\$ 10,932	\$ 8,502	\$ 8,502	\$ (2,672)	\$ 5,830		\$ 5,830	\$ 5,830	\$ (2,672)	-31.4%
86	\$3.971M (FY24)	5939	\$ 14,904	\$ 58,060	\$ 52,300	\$ 46,650	\$ 46,650	\$ (5,500)	\$ 41,150		\$ 41,150	\$ 41,150	\$ (5,500)	-11.8%
	\$378K (FY17)	5940	\$ 1,980	\$ 1,485	\$ 990	\$ 495	\$ 495	\$ (495)	\$ -		\$ -	\$ -	\$ (495)	-100.0%
	\$4.231M		\$ 26,575											
87	Lease - Energy	5901	\$	\$ 18,294	\$ 18,294	\$ 16,872	\$ 16,872	\$ (1,493)	\$ 15,379		\$ 15,379	\$ 15,379	\$ (1,493)	-8.8%
88	Short term Debt/Lease	5950	\$ 8,713	\$ 37,981	\$ 21,923	\$ 22,000	\$ 22,000	\$ -	\$ 22,000		\$ 22,000	\$ 22,000	\$ -	0.0%
89	MWPAT 860K - 5%	5945				\$ 798	\$ 798	\$ 27	\$ 825		\$ 825	\$ 825	\$ 27	3.4%
	<b>Total Interest</b>		\$ 67,363	\$ 128,744	\$ 104,439	\$ 95,317	\$ 95,317	\$ (10,133)	\$ 85,184	\$ -	\$ 85,184	\$ 85,184	\$ (10,133)	-10.6%
<b>Unclassified</b>														
90	Department Offset	5192	\$ (40,129)	\$ (48,578)	\$ (50,148)	\$ (59,600)	\$ (59,600)	\$ 14,700	\$ (44,900)		\$ (44,900)	\$ (44,900)	\$ 14,700	-24.7%
91	Essex Regional Retirement	5170	\$ 381,325	\$ 393,318	\$ 423,206	\$ 479,667	\$ 479,667	\$ 37,336	\$ 517,003		\$ 517,003	\$ 517,003	\$ 37,336	7.8%
92	Unemployment Expense	5171	\$ 4,873	\$ 4,663	\$ 4,064	\$ 6,400	\$ 6,400	\$ -	\$ 6,400		\$ 6,400	\$ 6,400	\$ -	0.0%
93	Group Health & Life Insurance	5172	\$ 200,338	\$ 202,988	\$ 232,477	\$ 312,000	\$ 312,000	\$ -	\$ 312,000		\$ 312,000	\$ 312,000	\$ -	0.0%
94	Medicare Expense	5174	\$ 33,634	\$ 35,986	\$ 37,692	\$ 38,500	\$ 38,500	\$ -	\$ 38,500		\$ 38,500	\$ 38,500	\$ -	0.0%
95	Prop/Liab. & Workers Comp.	5740	\$ 74,243	\$ 85,430	\$ 74,303	\$ 100,000	\$ 100,000	\$ -	\$ 100,000		\$ 100,000	\$ 100,000	\$ -	0.0%
96	OPEB Liability Funding	5966	\$ -	\$ 20,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 20,000	\$ 60,000		\$ 60,000	\$ 60,000	\$ 20,000	50.0%
	<b>Total Unclassified</b>		\$ 654,284	\$ 693,807	\$ 761,594	\$ 916,967	\$ 916,967	\$ 72,036	\$ 989,003	\$ -	\$ 989,003	\$ 989,003	\$ 72,036	7.9%
	<b>TOTAL OMNIBUS</b>		\$ 11,723,269	\$ 12,573,275	\$ 12,990,675	\$ 13,813,531	\$ 13,924,519	\$ 475,872	\$ 14,401,233	\$ (47,872)	\$ 14,353,361	\$ 14,353,361	\$ 539,830	3.9%

**Town of Merrimac Warrant Articles  
Annual Town Meeting, April 24, 2017**

Essex, ss.

To one of the Constables of the Town of Merrimac:

GREETINGS,

In the name of the Commonwealth of Massachusetts, you are hereby required to notify and warn the voters of the Town of Merrimac to meet in the Frederick N. Sweetsir School in Merrimac on April 24, 2017 at 7:45 PM to act on the following articles, namely:

**Article 1:** To see if the Town will vote to fix the salary and compensation of all elective officers of the Town as provided by Massachusetts General Laws, Chapter 41, Section 108 as amended: Town Clerk, three Assessors, three Commissioners of Municipal Light, and raise, appropriate or transfer sums of money therefore and to determine sums of money raised to be transferred to defray the necessary and usual charges and expenses of the Town for the Fiscal Year commencing July 1, 2017 and make appropriations for the same, said sums of money so raised, appropriated or transferred to be expended for specific purposes to be voted; or take any other action relative thereto.

**Rationale:** This article approves the Town's Operating Budget as specified in the attached breakdown.

**Selectmen Recommendation:                      Yes 3 - 0**

**FinCom Recommendation:                      Yes 6 - 0**

**Article 2:** To see if the Town will vote to raise and appropriate, or transfer from available funds, a sum of money to operate the Wastewater Department Enterprise; or take any other action relative thereto.

Salaries:	\$ 360,135
Expenses:	\$ 593,809
<u>Debt Service:</u>	<u>\$ 207,985</u>
<b>Total</b>	<b>\$ 1,161,929</b>

And that **\$ 1,161,929** be raised as follows:

Departmental Receipts:	<b>\$ 1,116,929</b>
Wastewater Betterment Fund:	<b>\$ 45,000</b>

**Rationale:** To set FY2018 Budget for Wastewater Department as an Enterprise Fund (c44 § 53F1/2).

**Selectmen Recommendation:                      Yes 3 - 0**

**FinCom Recommendation:                      Yes 6 - 0**

**Article 3:** To see if the Town will vote to raise and appropriate, or transfer from available funds, a sum of money to operate the Water Department Enterprise; or take any other action relative thereto.

Salaries:	\$ 276,092
Expenses:	\$ 425,292
<u>Debt Service:</u>	<u>\$ 306,713</u>
<b>Total</b>	<b>\$1,008,097</b>

And that **\$1,008,097** be raised as follows:

Departmental Receipts: **\$ 1,008,097**

**Rationale:** To set FY2018 Budget for Water Department as an Enterprise Fund (c44 § 53F1/2).

<b>Selectmen Recommendation:</b>	<b>Yes 3 - 0</b>
<b>FinCom Recommendation:</b>	<b>Yes 6 - 0</b>

**Article 4:** To see if the Town will vote to raise and appropriate, or transfer from available funds, a sum of money to fund the operations of the Cable Television Department; or take any other action relative thereto.

Salaries:	\$ 51,079
<u>Expenses:</u>	<u>\$ 100,500</u>
<b>Total</b>	<b>\$ 151,579</b>

And that **\$ 151,579** be transferred from the Cable Television Receipts Reserved Account.

**Rationale:** To set FY2018 Budget for Cable Television Department as a Receipts Reserved Account (c44 § 53F 3/4).

<b>Selectmen Recommendation:</b>	<b>Yes 3 - 0</b>
<b>FinCom Recommendation:</b>	<b>Yes 6 - 0</b>

**Article 5:** To see if the Town will vote to raise and appropriate, or transfer from available funds, a sum of money from the Electric Light Operating Balance said money to be used by the Assessors to reduce the Tax Rate for Fiscal Year 2018; or take any other action relative thereto.

**Rationale:** This is an amount of funds approved by the Merrimac Light Commissioners to reduce the tax rate; this amount helps to offset the costs of general governmental services that all taxpayers use. The Light Department does not pay property taxes.

<b>Selectmen Recommendation:</b>	<b>Yes 3 - 0</b>
<b>FinCom Recommendation:</b>	<b>Yes 5 - 0 - 1</b>

**Article 6:** To see if the Town will vote to raise and appropriate, or transfer from available funds, a sum of money in the amount of **\$10,740** to be expended by the Board of Assessors to hire an consultant to perform an independent revaluation; or take any other action relative thereto.

**Rationale:** This article allows the Board of Assessors to hire an outside consultant to perform an independent revaluation of the entire town every five years, as required by the State. This is a special article to raise 1/5 of the amount needed each year, instead of raising the entire amount in the year of the revaluation. Requested by the Board of Assessors.

**Selectmen Recommendation:** Yes 3 - 0

**FinCom Recommendation:** Yes 6 - 0

**Article 7:** To see if the Town will vote to raise and appropriate, or transfer from available funds, a sum of money in the amount of **\$ 6,000** known as "Sale of Cemetery Lots", such sum or part thereof, to be expended under the direction of the Cemetery Trustees for the care, improvement, and embellishment of said cemeteries, in accordance with M.G.L. Chapter 114, Section 15 and Section 25; or take any other action relative thereto.

**Rationale:** This appropriation authorizes the transfer of funds collected from the previous fiscal year to be used by the Cemetery Trustees for the upkeep of the said cemeteries. Requested by the Cemetery Trustees.

**Selectmen Recommendation:** Yes 3 - 0

**FinCom Recommendation:** Yes 6 - 0

**Article 8:** To see if the Town will vote to raise and appropriate a sum of money in the amount of **\$150,500**, to be used to make necessary repairs to Town roadways; or take any other action relative thereto.

**Rationale:** This article will allow the DPW Director to use the funds for necessary roadwork beyond the end of the fiscal year, which will give more flexibility when planning the needed repairs. Requested by the DPW Director.

**Selectmen Recommendation:** Yes 3 – 0

**Article 9:** To see if the Town will vote to accept the State Grant of Chapter 90 Highway Funds and authorize the Board of Selectmen to expend said funds for Highway purposes in accordance with the terms of said grants; or take any other action relative thereto.

**Rationale:** This article allows the Town to accept State Transportation Aid to help maintain Town roadways.

**Selectmen Recommendation:** Yes 3 - 0

**FinCom Recommendation:** Yes 6 - 0

**Article 10:** To see if the Town will vote to raise and appropriate, or transfer from available funds, a sum of money in the amount of **\$290,000** for Solid Waste Collection and Disposal, Recycling Collection and Leaf Collection; or take any other action relative thereto.

And that **\$ 290,000** be raised as follows:

Raise and Appropriate:	<b>\$ 158,000</b>
Transfer from Trash Offset Receipts:	<b>\$ 132,000</b>

**Rationale:** This article allows the Town to raise the funds necessary for the collection and disposal of solid waste, recycling and leaf collection and offset the costs with the funds collected through the sale of Trash Bags.

<b>Selectmen Recommendation:</b>	<b>Yes 3 - 0</b>
<b>FinCom Recommendation:</b>	<b>Yes 6 – 0</b>

**Article 11:** To see if the Town will vote pursuant to M.G.L., Chapter 44, Section 53E ½, to establish revolving funds for the following departments for the specific purpose outlined below for the Fiscal Year 2018; or take any other action relative thereto.

**Rationale:** By state law all 53E ½ Revolving Accounts must be reauthorized annually. This article allows for the reauthorization of each existing 53E ½ Revolving Account.

<b>Selectmen Recommendation:</b>	<b>Yes 2 - 1</b>
<b>FinCom Recommendation:</b>	<b>Yes 6 – 0</b>

**a. Police Firearms Revolving Fund**

Fees received for firearms licenses and permit fees to be used to pay the state share of such fees and similar departmental needs, said expenditures to be approved by the Police Chief; and not to exceed **\$5,000** during the Fiscal Year 2018.

**b. Zoning Board of Appeal Revolving Fund**

Fees received for applicants requesting appeal of zoning decisions to be used to pay for advertising, mailings, legal and administrative costs, said expenditures to be approved by the Zoning Board of Appeals; not to exceed **\$4,000** during the Fiscal Year 2018.

**c. Board of Health Town Nurse Revolving Fund**

Fees received for nursing programs and services to be used by the Town Nurse to pay for materials and technical services for nursing programs and health promotion programs, said expenditures to be approved by the Board of Health; not to exceed **\$10,000** during Fiscal Year 2018.

**d. Zoning Bylaw and Building Code Compliance Enforcement Revolving Fund**

5% of all fees received from building, wiring, plumbing and gas permits plus 100% of all fines and monetary judgments received as a result of Inspectional Services Department compliance enforcement actions to be used by Inspectional Services Department for legal fees and administrative costs relative to Zoning Bylaw and Building Code compliance enforcement actions; said expenditures to be approved by the Building Commissioner, not to exceed **\$15,000** during Fiscal Year 2018.

**e. Board of Health Project Revolving Fund**

50% of all permit fees received for the Bear Hill Road and Quail Ridge/Battis Road Subdivisions to be used by the Board of Health to pay for tests and inspections for these two projects; said expenditures to be approved by the Board of Health; not to exceed **\$4,500** during the Fiscal Year 2018.

**f. Board of Health Revolving Fund**

80% of fees received from pre-rental inspections and re-inspections to be used to pay for the Health Agent's inspections, the remaining 20% of fees, and 100% of all fines and monetary judgments received as a result of Board of Health compliance enforcement actions to be used by the Board of Health for legal fees and administrative costs relative to the Board of Health Regulations and Health Code compliance and enforcement actions; said expenditures are to be approved by the Board of Health and are not to exceed **\$4,000** during the Fiscal Year 2018.

**g. Inspectional Services Inspection Revolving Fund**

70% of all fees received from building, wiring, plumbing and gas to be used by Inspectional Services Department for costs relative to required inspections for the Inspectional Services Department; said expenditures to be approved by the Building Commissioner, not to exceed **\$80,000** during Fiscal Year 2018.

**h. PRSD Revolving Account**

Funds received from PRSD will be used to pay for grounds maintenance at the Sweetsir and Donaghue Schools; said expenditures to be approved by the Board of Selectmen; not to exceed **\$50,000** during the Fiscal Year 2018.

**i. Tax Title Revolving Account**

Funds received from tax title payments for legal fees, charges and other associated costs through the tax title redemption process may be used to pay related costs incurred in tax title foreclosure actions undertaken by the Town; said expenditures to be approved by the Finance Director; expenditures from fund may not exceed **\$5,000** during the Fiscal Year 2018.

**j. Playground Revolving Account**

Funds received from fundraising events to be used to pay costs associated with the maintenance and enhancement of the Town's Playgrounds; said expenditures to be approved by the Playground Committee; expenditures not to exceed **\$20,000** during the Fiscal Year 2018.

**Article 12:** To see if the town will vote to amend the General By-Laws of the town by adding a new section to establish and authorize revolving funds for use by certain town departments, boards, committees, agencies or officers under Massachusetts General Laws Chapter 44, § 53E½, or take any other action relative thereto.

**Rationale:** The Municipal Modernization Act amended the departmental revolving statute. G.L. c. 44, § 53E½, requiring revolving funds to be authorized by By-Law. This article creates the By-Law.

<b>Selectmen Recommendation:</b>	<b>Yes 3 - 0</b>
<b>FinCom Recommendation:</b>	<b>Yes 6 - 0</b>

**VOTED:** To amend the general by-laws/ordinances of the town/city by adding the following new section:

**DEPARTMENTAL REVOLVING FUNDS**

**1. Purpose.** This by-law establishes and authorizes revolving funds for use by town departments, boards, committees, agencies or officers in connection with the operation of programs or activities that generate fees, charges or other receipts to support all or some of the expenses of those programs or activities. These revolving funds are established under and governed by General Laws Chapter 44, § 53E½.

**2. Expenditure Limitations.** A department or agency head, board, committee or officer may incur liabilities against and spend monies from a revolving fund established and authorized by this by-law without appropriation subject to the following limitations:

- A. Fringe benefits of full-time employees whose salaries or wages are paid from the fund shall also be paid from the fund.
- B. No liability shall be incurred in excess of the available balance of the fund.
- C. The total amount spent during a fiscal year shall not exceed the amount authorized by town meeting on or before July 1 of that fiscal year, or any increased amount of that authorization that is later approved during that fiscal year by the Board of Selectmen and Finance Committee.

**3. Interest.** Interest earned on monies credited to a revolving fund established by this by-law shall be credited to the general fund.

**4. Procedures and Reports.** Except as provided in General Laws Chapter 44, § 53E½ and this by-law, the laws, by-laws, rules, regulations, policies or procedures that govern the receipt and custody of town

monies and the expenditure and payment of town funds shall apply to the use of a revolving fund established and authorized by this by-law. The town accountant shall include a statement on the collections credited to each fund, the encumbrances and expenditures charged to the fund and the balance available for expenditure in the regular report the town accountant provides the department, board, committee, agency or officer on appropriations made for its use.

#### **5. Authorized Revolving Funds.**

The Table establishes:

- A. Each revolving fund authorized for use by a town department, board, committee, agency or officer,
- B. The department or agency head, board, committee or officer authorized to spend from each fund,
- C. The fees, charges and other monies charged and received by the department, board, committee, agency or officer in connection with the program or activity for which the fund is established that shall be credited to each fund by the town accountant,
- D. The expenses of the program or activity for which each fund may be used,
- E. Any restrictions or conditions on expenditures from each fund;
- F. Any reporting or other requirements that apply to each fund, and
- G. The fiscal years each fund shall operate under this by-law.

**Town of Merrimac - Table for Establishing Revolving Funds**

A Revolving Fund	B Department, Board, Committee, Agent or Officer Authorized to Spend from Fund	C Fees, Charges or Other Receipts Credited to Fund	D Program or Activity Expenses Payable from Fund	E Restrictions or Conditions on Expenses Payable from Fund	F Other Requirements/ Reports	G Fiscal Years
Firearms	Police Chief	Firearm Licences, Permit Fees	State share of fees and similar departmental needs			Fiscal Year 18 and Subsequent years
Zoning Board of Appeal	Zoning Board of Appeals	Application fees	Advertising, mailings, legal and administrative costs			Fiscal Year 18 and Subsequent years
Town Nurse	Board of Health Nurse	Fees from nursing services and or programs	Materials and technical services for nursing programs and or health promotion programs			Fiscal Year 18 and Subsequent years
Zoning and Building Code Compliance	Building Commissioner, Zoning Enforcement Officer	5% of all fees frm building, wiring, plumbing and gas permits, and 100% of all fines and monetary judgements received as a rsult of compliance enforcement	Legal fees and administrative costs relative to Zoning By-Law and Building Code compliance enforcement actions.	Salaries or wages of full-time employees shall be paid from the annual budget appropriation of the Building Inspector and not from the Fund		Fiscal Year 18 and Subsequent years
Board of Health Projects	Board of Health	50% of all permit fees for Bear Hill Road and Quail Ridge / Battis Rd subdivisions	Cost of Tests and inspections			Fiscal Year 18 and Subsequent years
Rental Inspections	Board of Health	Fees from pre-rental inspections, re-inspections, fines and monetary judgements received as a result of Board of Health compliance enforcement action	80% of permit fees to pay for Agent's inspections, retaining 20% and 100% of all fines and judgements for legal fees and administrative costs relative to Board of Health compliance and enforcement actions			Fiscal Year 18 and Subsequent years
Inspectional Services	Building Commissioner	70% of fees from building, wiring, plumbing and gas permits	Costs relative to required inspections for the Inspectional Services Department			Fiscal Year 18 and Subsequent years
PRSD Grounds	Board of Selectmen	PRSD funds	Ground Maintenance at the Sweetsir and Donaghue schools			Fiscal Year 18 and Subsequent years
Tax Title	Finance Director	Tax Title payments for legal fees, charges and other associated costs through the tax title redemption process	Related costs incurred in tax title foreclosure actions undertaken by the town	Salaries or wages of full-time employees shall be paid from the annual budget appropriation the Finance Department and not from the Fund		Fiscal Year 18 and Subsequent years
Playground	Playground Committee	Funds received from fundraising events	Costs associated with the maintenance and enhancement of the town's playgrounds			Fiscal Year 18 and Subsequent years

**Article 13:** To see if the Town will vote to raise and appropriate or transfer from available funds, a sum of money in the amount of **\$60,000**, for additional closure activities at the Battis Rd. Landfill; or take any other action relative thereto.

**Rationale:** This article will appropriate funds for additional work at the Battis Road Landfill as mandated by the MassDEP as a result of deficiencies with data collection activities that are typically performed to properly care for the former landfill. A handout is available describing the past efforts with funds appropriated at the landfill and the upcoming activities to be funded with this appropriation. Requested by the Board of Selectmen.

**Selectmen Recommendation:** **Yes 3 - 0**

**FinCom Recommendation:** **Yes 6 - 0**

**Article 14:** To see if the Town will vote to appropriate a sum of money in the amount of **\$20,000**, from the Wastewater I&I funds to provide funds needed for the MA DEP Grant being sought by the Lake Attitash Association; or take any other action relative thereto.

**Rationale:** The Wastewater I&I funds are to be used to reduce infiltration into the Wastewater system. The funds are being used as matching funds for the DEP Grant to remove invasive weeds in Lake Attitash, as part of the agreement, the lake level will be brought down to a level that will keep the wastewater structures above water, reducing the infiltration into the system. Requested by the Lake Attitash Association.

**Selectmen Recommendation:** **Yes 3 - 0**

**FinCom Recommendation:** **Yes 6 - 0**

**Article 15:** To see if the Town will vote to appropriate **\$275,000**, or any other amount, to pay costs of replacing the roof on the Merrimac Public Library, including the payment of all costs incidental and related thereto; to determine whether this amount shall be raised by taxation, transfer from available funds, borrowing or otherwise, or take any other action relative thereto.

**Rationale:** The current shingled roof is 12 years old; however we were told it was installed incorrectly. We've had repeated leaks in a variety of locations – often when the wind is high and because the shingles weren't nailed correctly the wind would catch the shingles, allowing water intrusion. The roof has cost the library and the town significant dollars for shoveling, repairing the damage cause by the shoveling, ice dams, leaks and repair of missing and slipped shingles. A metal roof would be a significant long-term infrastructure improvement for the town. The article will authorize the borrowing for a term not to exceed 30 years. Requested by the Library Director.

**2/3 vote required**

**Selectmen Recommendation:** **Yes 3 - 0**

**FinCom Recommendation:** **Yes 6 - 0**

**Capital Planning Recommendation:** **Yes 5 – 0**

**Article 16:** To see if the Town will vote to appropriate **\$141,364**, or any other amount, to pay costs of purchasing air packs for the Fire Department, including the payment of all costs incidental and related thereto; to determine whether this amount shall be raised by taxation, transfer from available funds, borrowing, lease-purchase financing or otherwise, or take any other action relative thereto.

**Rationale:** The Fire Department Air Packs are several different models and aging. They would like to replace all of the Air Packs at once, so that all of the equipment will be the same models. The new air packs will have a useful life of 10 – 15 years. The article will authorize the borrowing or lease for a term not to exceed 5 years. Requested by the Fire Chief.

**2/3 vote required**

<b>Selectmen Recommendation:</b>	<b>Yes 3 - 0</b>
<b>FinCom Recommendation:</b>	<b>Yes 6 - 0</b>
<b>Capital Planning Recommendation:</b>	<b>Yes 4 – 0</b>

**Article 17:** To see if the Town will amend the Town Personnel By-Law by replacing the existing Vacation and Longevity Policies with the text reprinted below; or take any other action relative thereto.

**VACATION POLICY**

Full-time employees shall be granted a vacation with pay in each fiscal year in accordance with the following schedule:

<b>Length of Service</b>	<b>Vacation Period</b>
New employees to five (5) years, as of anniversary date of hire	Two (2) weeks
Six (6) years to ten (10) years, as of anniversary date of hire	Three (3) weeks
Eleven (11) years to fifteen (15) years, as of anniversary date of hire	Four (4) weeks
Sixteen (16) years and beyond, as of anniversary date of hire	Five (5) weeks

Vacation shall accrue on an annual basis in accordance with the above schedule and shall be credited to employees on July 1 of each fiscal year. Permanent Part Time employees shall accrue vacation leave on a pro-rated basis.

Every employee who is in their first year of employment with the Town and who has actually worked for six (6) months in the aggregate prior to July 1<sup>st</sup> shall be allowed to take one (1) week of vacation leave.

Vacation periods shall be granted at times to be approved by immediate supervisors or their designees. For vacation leave exceeding 2 days, the employee shall give at least one (1) week advance notice to their supervisor or designee. For leave of less than two days, the employee shall notify their supervisor no later than the morning of said leave unless said leave shall be taken the day before or the day after a holiday period in which case (1) week advance notice shall be required. Employee shall be allowed to carry forward (5) days of accrued vacation in any given fiscal year.

Employees who terminate service without having been granted the vacation to which they are entitled, shall be paid an amount in lieu of vacation, in accordance with the provisions of Massachusetts General Laws, Chapter 41, Section 111 E.

#### **LONGEVITY POLICY**

The Town will pay longevity pay to full time employees in the amount of \$300.00 per year after the fifth full of employment, \$400.00 per year after the tenth full year of employment, \$500.00 per year after the fifteenth full year of employment, \$600.00 per year after the twentieth full year of employment, \$700.00 per year after the twenty fifth full year of employment, \$800.00 per year after the thirtieth full year of employment, \$950.00 per year after the thirty sixth full year of employment, and \$1,000.00 per year after the fortieth full year of employment.

**Rationale:** These changes will bring the unaffiliated employees in line with the union employees. These are being recommended to ensure all employees are treated equally. Requested by the Finance Director.

**Selectmen Recommendation:**

**Yes 3 - 0**

**Article 18:** To see if the Town will vote to amend the Merrimac General By-Laws by the Noise By-Law as follows; or take any other action relative thereto.

#### **Article XII, Section 15: Regulation of certain types of activities.**

##### **General By-Law: Noise**

- A.** For the purpose of controlling and abating disturbing noise, which either annoys, disturbs, injures, or endangers the reasonable quiet, comfort, repose, health, or safety of others within the Town of Merrimac, and to maintain and promote tranquility of residential neighborhoods, certain types of activities will be regulated.
- B.** It shall be unlawful for any Corporation, LLC, Sole Proprietor, or for any Entity for Commercial or for Profit to operate or cause to be operated any type of construction machinery powered by any internal combustion or diesel engine including but not limited to; heavy earthmoving equipment, materials handling equipment, logging and land clearing equipment, pumps, generators, and air compressors; during certain hours of the day, unless specifically authorized by the appropriate licensing or permitting authority.

- C. It shall be unlawful for any Corporation, LLC, Sole Proprietor, or for any Entity for Commercial or for Profit to operate or cause to be operated any type of electrically powered equipment associated with construction activity including but not limited to; air-actuated nailing guns, circular saws, drills and the like, that are utilized for the purpose of building or assembling construction materials, during certain hours of the day, unless specifically authorized by the appropriate licensing or permitting authority.
- D. The aforementioned equipment and activities may only be utilized or carried out from 7:00 a.m. until 7:00 p.m., Monday through Saturday, excluding legal holidays. The aforementioned equipment and activities may not begin prior to 12:00 noon and go beyond 7:00 p.m. on Sundays and legal holidays, unless a permit to perform such work or labor has been secured in accordance with MGL c. 136, §7.

**Exemptions.** None of the terms or prohibitions shall apply or be enforced against:

- A. Emergency vehicles. Any police, fire, or ambulance vehicles while engaged in necessary emergency business.
- B. Highway and utility maintenance or construction. Necessary excavation in, or repairs to bridges, streets, highways, or any public utility installation by, or on behalf of the Town, public utility, or agency of the State of Massachusetts.
- C. Public address. The reasonable use of amplifiers or loudspeakers for public addresses which are noncommercial in nature.
- D. Or Homeowner, in so far as the care of home or landscaping

**Penalties.**

The first violation of this Bylaw shall be punished by a fine of not more than \$100. The second violation of this Bylaw within 12 months after the first violation shall be punished by a fine of not more than \$200. Further violations within 12 months after the last violation shall be punished by a fine of not more than \$300. Each such act, which either continues or is repeated more than ½ hour after the issuance of a written notice of violation of this Bylaw shall be a separate offense and shall be prosecuted as separate offense. If the violation occurs on the premises of rental property which has a nonresident owner, then the owner must also be notified in writing that the violation has occurred.

**Rationale:** To establish hours of operation for commercial/ construction operations throughout the town for the purpose of ensuring that the residents of the town have peaceful enjoyment of their property and time. Requested by the DPW Director.

**Selectmen Recommendation:**

**Yes 2 - 1**

**Article 19:** To see if the Town will vote to amend the Town of Merrimac General By-Laws, Article VII, Licenses, Article VIIA –Licenses General by revising the sections identified below, with text to be inserted shown as bolded; or take any other action relative thereto.

## **ARTICLE VII LICENSES**

### **ARTICLE VIIA- LICENSES, GENERAL**

#### **7a.1 Reasonable fees for any**

Permit, licenses or applications for the same considered or granted by the Selectmen or any licensing or permit-granting authority of the Town shall be established by the Selectmen in conformity with the laws of the Commonwealth. A schedule of the fees so established shall be posted in the Town Offices and in at least three public places in the Town.

#### **7a.2 Licenses and permits of delinquent taxpayers**

7a.2.1 The Tax Collector or other municipal official responsible for records of all municipal taxes, assessments, betterments and other municipal charges hereinafter referred to as tax collector, shall annually, **and may periodically**, furnish the Board of Selectmen hereinafter referred to as licensing authority, that issues licenses or permits including renewals and transfers, a list of any person, corporation or business enterprise, hereinafter referred to as the party, that has neglected or refused to pay any local taxes, fees, assessments, betterments or other municipal charges for not less than a twelve month period and that such party has not filed in good faith a pending application for an abatement of such tax or a pending petition before the appellate tax board

7a.2.2 The licensing authority may deny, revoke or suspend any license or permit, including renewals and transfers of any party whose name appears on said list furnished to the licensing authority from the tax collector or with respect to any activity, event or other matter which is the subject of such license or permit and which activity, event or matter is carried out or exercised or is to be carried out or exercised on or about real estate owned by any party whose name appears on said list furnished to the licensing authority from the tax collector; provided, however, that written notice is given to the party and the tax collector, as required by applicable provisions of law, and the party is given a hearing to be held not earlier than fourteen days after said notice. Said list shall be prima facie evidence for denial, revocation or suspension of said license or permit to any party. The tax collector shall have the right to intervene in any hearing conducted with respect to such license denial, revocation or suspension. Any findings made by the licensing authority with respect to such license denial, revocation or suspension shall be made only for the purposes of such proceedings at law, except for any appeal from such license denial, revocation, or suspension. Any

license or permit denied, suspended or revoked under this section shall not be reissued or renewed until the license authority receives a certificate issued by the tax collector that the party is in good standing with respect to any and all local taxes, fees, assessments, betterments or other municipal charges, payable to the municipality as the date of issuance of said certificate.

7a.2.3 Any party shall be given an opportunity to enter into a payment agreement, thereby allowing the licensing authority to issue a certificate indicating said limitations to the license or permit and the validity of said license shall be conditioned upon the satisfactory compliance with said agreement. Failure to comply with said agreement shall be grounds for the suspension or revocation of said license or permit; however, that the holder be given notice and a hearing as required by applicable provisions of law.

7a.2.4 The Board of Selectmen may waive such denial, suspension or revocation if it finds there is no direct or indirect business interest by the property owner, its officers or stockholders, if any, or member of his immediate family, as defined in section one (1) of chapter two hundred and sixty eight (268) in the business or activity conducted in or on said property.

7a.3 This by-law shall not apply to the following licenses and permits

7a.3.1 Permits for open burning: G.L. c.48, Section 13

7a.3.2 Bicycle permit: G.L. c. 85, Section 11A

7a.3.3 Permits to sell articles for charitable purposes: G.L. c.101, Section 33

7a.3.4 Work permits for children: G.L. c.149, Section 69

7a.3.5 Food and Beverage License: G.L. c.140, Section 21E

7a.3.6 Dog License: G.L. c.,140, Section 137

7a.3.7 Fishing & Hunting License: G.L. c.131, Section 12

7a.3.8 Marriage License: G.L. c.207, Section 28

7a.3.9 Theatrical and Public Exhibit Permits: G.L. c.140, Section 181  
(STM 10/28/1996)

**Rationale:** The Municipal Modernization Act required some language revisions of the current By-Law.

**Selectmen Recommendation:**

**Yes 3 - 0**

**Article 20:** To see if the Town will vote to authorize the Board of Selectmen to petition the General Court for special legislation to abolish the Merrimac Cemetery Commission and transfer its powers, duties and responsibilities to the Director of Public Works as set forth below; provided, however, that the General Court may make clerical or editorial changes of form only to said bill, unless the Board of Selectmen approves amendments thereto prior to enactment by the General Court; and provided further that the Board of Selectmen is hereby authorized to approve amendments which shall be within the scope of the general public objectives of this petition; or take any other action relative thereto.

**AN ACT AMENDING CHAPTER 392 OF THE ACTS OF 2008, AN ACT ESTABLISHING A DEPARTMENT OF PUBLIC WORKS IN THE TOWN OF MERRIMAC**

*Be it enacted by the Senate and House of Representatives in General Court assembled, and by the authority of the same as follows:*

**SECTION 1.** Said chapter 392 of the acts of 2008 is hereby amended by striking out section 1 and inserting in place thereof the following:

Notwithstanding any general or special law to the contrary, there shall be in the town of Merrimac a Department of Public Works under the jurisdiction of the Board of Selectmen. The department shall have charge of and responsibility for the management of public works operations of the town not assigned to other departments, boards or commissions of the town including, but not limited to, the following: Highway Department; Parks and Recreation Department; Solid Waste and Recycling; Wastewater Department; Water Department; Cemetery; and all other related construction and operations as may be assigned from time to time by the Board of Selectmen when deemed necessary and desirable.

The Board of Selectmen may make all policy decisions relating to the Department of Public Works except as may be reserved to the Parks and Recreation Commissioners.

**SECTION 2.** On the effective date of this act, the Cemetery Board of Trustees shall be abolished and its powers, duties and responsibilities shall be transferred to the Director of Public Works.

**SECTION 3.** On the effective date of this act, the terms of office of those persons serving as the Town's Cemetery Board of Trustees shall terminate, provided, however, that no collective bargaining agreement, contracts or liabilities in force on said effective date shall be affected.

**SECTION 4.** This act shall take effect upon its passage.

**Rationale:** The current Cemetery Board of Trustees requested that the cemeteries in the Town of Merrimac be turned over to the DPW. They are having a difficult time getting residents to run for this Board and feel that the cemeteries would be best served under the DPW Department. Requested by the Cemetery Board of Trustees.

**Selectmen Recommendation:**

**Yes 2 - 1**

**Article 21:** To see if the Town will vote to amend Section 19.1 of Article XIX of the Town's General Bylaws, known as "DEPARTMENT OF PUBLIC WORKS", by revising the sections identified below, with text to be inserted shown as bolded, and text to be deleted show as stricken through, as follows, provided however, that said revisions shall take effect only upon the approval by the General Court of the special act authorized under Article 19 of this warrant; or take any other action relative thereto.

19.1 **Notwithstanding any special or general law to the contrary**, there is hereby established in the Town of Merrimac a Department of Public Works under the jurisdiction of the Board of Selectmen. The Department shall have charge of and responsibility for the management of public works operations of the town not assigned to other departments, **boards or commission** of the Town, including, but not limited to, the following: Highway Department, Parks and Recreation Department, Solid Waste and Recycling, Wastewater Department, Water Department; **Cemetery**; and all other related construction and operations as may be assigned from time to time by the Board of Selectmen when deemed necessary or desirable. The Board of Selectmen may make all policy decisions relating to the Department of Public Works except as may be reserved to the Parks and Recreation Commissioners.

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- 19.4 ~~On the effective date of this act The Wastewater Commissioners and the Water Commissioners and the appointed position of Water Manager shall be abolished, and their powers, duties, responsibilities, and compensation shall be transferred to the Director of Public Works.~~  
**The Director of Public Works shall have all the powers, duties, and responsibilities of the Wastewater Commissioners, Water Commissioners, Cemetery Commission/Board of Trustees (however named), and the appointed position of Water Manager, as those commissions and position previously existed, and any associated compensation shall be transferred to the Director of Public Works.**

**Rationale:** This article amends the current By-Laws to reflect the changes in the previous article within the DPW. Requested by the Cemetery Board of Trustees.

**Selectmen Recommendation:                      Yes 2 - 1**

**Article 22:** To see if the Town will vote to supplement each prior vote of the Town that authorized the borrowing of money to pay costs of capital projects to provide that, in accordance with Chapter 44, Section 20 of the General Laws, the premium received by the Town upon the sale of any bonds or notes thereunder, less any such premium applied to the payment of the costs of issuance of such bond or notes, may be applied to pay project costs and the amount authorized to be borrowed for each such project shall be reduced by the amount of any such premium so applied.

**Rationale:** The Municipal Modernization Act changed bond premiums and how the premiums are applied when derived from the issuance of notes and bonds. This will allow the Town to use excess premium for project costs and reduce the borrowing authority accordingly. This vote will cover all prior issues.

**Selectmen Recommendation:                      Yes 3 - 0**

Borrowing	Acct#	Inside/ Outside	Original Amount	Year Paid	FY2017 Principal	Line #	FY2017 Interest	Line #
River Road (Sewer)	5916	Outside	\$200,000	2017	\$7,438	SA	\$117	SA
Building Constuction - Library		Inside	\$ 2,351,000	Refinanced				
Sub-Total (Ominibus)								
Church Fowler Betterment	5936	Inside	\$ 50,000	2024	\$ 2,500	SA	\$ 694	SA
Red Oak Betterment	5936	Inside	\$ 50,000	2024	\$ 2,500	SA	\$ 694	SA
Sewer Treatment Facility	5936	Inside	\$ 1,690,000	2024	\$ 85,000	SA	\$ 23,140	SA
Engineering Services - Sewer Inflow			\$ 90,000	2009	\$ -		\$ -	
Total Municipal Purpose - \$4.231M			\$ 4,231,000	2023	\$ 90,000		\$ 24,528	
Landfill Closure	5919	Outside	\$ 214,801	2020	\$ 20,000		\$ 2,120	
Land Acq. - Open Space (Brush Hill)	5919	Inside	\$ 107,016	2020	\$ 10,000		\$ 1,060	
Municipal Building Renovations	5919	Inside	\$ 107,016	2020	\$ 10,000		\$ 1,060	
Land Acq. - Library		Inside	\$ 54,406	2015	\$ -		\$ -	
Land/Building - Senior Center	5919	Inside	\$ 160,524	2020	\$ 15,000		\$ 1,590	
Sub-Total (Ominibus)					\$ 55,000		\$ 5,830	
Belmore Rd. Betterment		Inside	\$ 21,455	2014				
Water	5919	Outside	\$ 214,782	2020	\$ 20,000	SA	\$ 2,120	SA
Electric Sub Station	5919	Outside	\$ 1,500,000	2028	\$ 75,000	SA	\$ 31,200	SA
Total Municipal Purpose - \$2.380M			\$ 2,380,000	2020	\$ 150,000		\$ 39,150	
Sewer - Ridgefield Rd	5943	Inside	\$ 132,080	2021	\$ 10,000	SA	\$ 1,488	SA
Total Municipal Purpose - \$132,080			\$ 132,080	2021	\$ 10,000		\$ 1,488	
Building Constuction - Town Hall	5939	Inside	\$ 1,256,000	2023	\$ 140,000		\$ 19,425	
Building Constuction - Library	5939	Inside	\$ 1,145,000	2024	\$ 115,000		\$ 19,400	
Land - School St.	5939	Inside	\$ 140,000	2024	\$ 15,000		\$ 2,325	
					\$ 270,000		\$ 41,150	
Sewer - Attitash Lift	5939	Inside	\$ 375,000	2024	\$ 40,000	SA	\$ 6,275	SA
Sewer - Chuch/Fowler Betterment	5939	Inside	\$ 45,000	2023	\$ 5,000	SA	\$ 725	SA
Water - Engineering	5939	Inside	\$ 145,000	2024	\$ 15,000	SA	\$ 2,475	SA
Water - Tonka Filters	5939	Outside	\$ 260,000	2022	\$ 35,000	SA	\$ 3,500	SA
Water - Storage Tanks	5939	Outside	\$ 235,000	2024	\$ 25,000	SA	\$ 3,625	SA
Water - Well Fields	5939	Outside	\$ 270,000	2024	\$ 30,000	SA	\$ 4,425	SA
Water - Booster Stations	5939	Outside	\$ 100,000	2024	\$ 10,000	SA	\$ 1,750	SA
Total Municipal Purpose - \$3,971,000			\$ 3,971,000	2021	\$ 430,000		\$ 63,925	
Water Mains - Town Share 5%	5945	Outside	\$43,000	2036	\$ 1,777		\$ 825	
Water Mains	5945	Outside	\$817,000	2036	\$ 33,767	SA	\$ 15,679	SA
Total Municipal Purpose - \$860,000			\$860,000	2036	\$ 35,544		\$ 16,504	
Town/School Energy	5901	Inside	\$ 753,925	2025	\$ 58,401		\$ 15,379	
Water Energy	5901	Inside	\$ 38,594	2025	\$ 2,992	SA	\$ 791	SA
Sewer Energy	5901	Inside	\$ 229,334	2025	\$ 17,762	SA	\$ 4,677	SA
Total Lease - \$1,021,853			\$ 1,021,853	2025	\$ 79,155		\$ 20,847	
Short Term Debt/Lease							\$ 22,000	