



April 25, 2016

**Dear Fellow Residents of West Newbury:**

We have prepared this booklet to assist you in making informed decisions on this year's warrant Articles.

The Articles of the Special Town Meeting are requests to be included in the Town's budget for the fiscal year ending June 30, 2016. The Articles presented on the Annual Town Meeting Warrant are requests for expenditures in addition to the Town's annual budget for fiscal year ending June 30, 2017. The Finance Committee has reviewed each of these Articles and reports to you our recommendation to approve or disapprove each Article, together with our reasons. At the end of this booklet you will find a Glossary of Terms, overview of Finance Committee responsibilities and a spreadsheet of Town fund balances, we thought you would find helpful.

We began this budget year, as in prior years, with the goal of keeping expenses within our levy limit. We approach each consideration with thoughtful attention to budget line items and prudent use of our Free Cash. The Finance Committee met with all our department heads, and we thank them for helping us understand their responsibilities and financial needs.

The Omnibus Budget for fiscal year 2017 includes a new line item within section 14, Police Department. This line is titled Salary & Wages (School Resource Officer). The Finance Committee requested that this expense be segregated to ensure that it receives the appropriate attention from the Town. The implementation of a School Resource Officer would be the first step in ensuring the safety of the schools located within our Town. This role would also be conducive to mentoring and educating our students and faculty on matters related to safety, bullying, drug prevention, domestic violence, and other relevant topics.

Our estimated fiscal year 2017 revenues available for operating expenses are \$14,412,011, and are comprised primarily of Real Estate Taxes, supplemented with previously approved general overrides, licenses, motor vehicle excise taxes, fees and receipts from the Commonwealth.

Our operating budget will be \$13,931,460, which is a 2.79% increase over last year. Should STM Article 6, authorizing use of Free Cash to pay off debt incurred for the tower fire truck, pass on the floor, the budget will be reduced to \$13,886,678, which is a 2.46% increase over prior year. Please note that this incorporates a 2.14% increase in education costs. Last year saw a 5.18% increase in education costs. Should STM Article 6 pass, the overall effect of this budget on your taxes will be 1.68%, an increase of approximately \$128.39 per year on a home valued at \$522,746.

All but one of the “Money” Articles on the warrants for both the Special Town Meeting and the Annual Town Meeting, with the exception of Water Department and Community Preservation Act funded items, will be funded from the Free Cash Account. These items will have no direct effect on your taxes for FY 2017. The only Article which we recommend to raise and appropriate funds will be ATM Article 13, the School Stabilization Account fund transfer. The purpose of this is to reallocate an amount equal to any matured debt payments to the School Stabilization Account to assist in future tax rate stability. There will be no Articles funded from the Town Stabilization Account for capital projects.

As a community, we have been fortunate to be able to maintain a very strong Free Cash position while also possessing a healthy Stabilization Account, which under our Bylaws is used for “proposed capital projects involving the planning for and the improvement, preservation and creation of tangible assets and projects which 1) have useful life of at least five years; 2) cost over \$10,000 and or 3) for which the town is authorized to borrow funds.” Typically the Finance Committee would recommend the funding of capital items directly from the Stabilization Account. We would also recommend an appropriate transfer from the Free Cash Account to the Stabilization Account for continued funding. This process is based on the reasoning that the Stabilization Account was originally established to save for the Town’s capital expenditure needs and funding the Stabilization Account annually assists in maintaining a stable tax rate year over year, despite capital expense needs.

As of the time of this meeting, the Finance Committee is unclear as to the Town’s current capital plans and future needs. Without a specified Capital Improvement Budget for the next fiscal year, including any items to be funded in the current fiscal year, and a Capital Improvement Program including recommended capital improvements for the following five fiscal years, our adjustment to the Stabilization Account in any way would be inefficacious. The Finance Committee hopes to have a better outline of the capital plan before the Fall Town Meeting.

If all the proposed Articles to be funded from Free Cash are passed, \$997,556.07 will remain in that account. Likewise, if the Articles proposed to be funded to the School and Pension Stabilization Accounts are passed, the combined Stabilization Account balances will be \$1,489,512.

The Finance Committee meets Monday evenings at 7:00 p.m. at the 1910 Building, or as posted. We welcome your participation

*The greatest thing in this world is not so much where we stand as in what direction we are moving.*  
Johann Wolfgang von Goethe

Kymerly Codair, Chairman

The West Newbury Finance Committee

Kymerly Codair, chair  
Carroll Winch, vice chair  
Elisa Grammer, secretary  
Peter Phillips

Nicholas DeLena  
John S. McGrath  
Michael Bertino, ex officio  
Carol Mahoney, administrative  
assistant

**TOWN OF WEST NEWBURY  
COMMONWEALTH OF MASSACHUSETTS  
WARRANT - ANNUAL TOWN MEETING – MONDAY, April 25, 2016  
7:00 p.m.**

Essex, ss.

To any of the Constables of the Town of West Newbury:

In the name of the Commonwealth, you are hereby required to notify and warn all the inhabitants of the Town of West Newbury, who are qualified to vote in the elections and Town affairs, to meet at the Annex at 379 Main Street, at 7:00 p.m. on Monday, April 25, 2016 to act upon or take any other action relative to all but the first two of the following articles.

Also to meet in the Annex at 379 Main Street on Monday, May 2, 2016 to act on Article 1 which calls for the election of Town Officials. Polls will be open at 7:00 a.m. and will close at 8:00 p.m.

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**GENERAL GOVERNMENT MATTERS**

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**ARTICLE 1.** To give their votes to the election of the following offices:

<u><b>Position</b></u>	<u><b>Term</b></u>
Selectman	Three Years
Assessor	Three Years
Water Commissioner	Three Years
School Committee	Three Years
Library Trustees (3)	Three Years
Planning Board	Five Years
Park & Recreation Commissioner	Three Years
Board of Health	Three Years
Housing Authority	Five Years
Constable	Three Years
Constable	Two Years

**ARTICLE 2.** To hear and act upon the reports of Town officers and committees.

**ARTICLE 3.** To determine what sums of money the town will raise and appropriate for defraying the expenses of the Town for the ensuing fiscal year and for the payment of Town debt. By request of the Board of Selectmen.

**Selectmen Recommendation::**

Approve: 3-0-0

**FinCom Recommendation:**

Approve: 6-0-0



## GENERAL GOVERNMENT

### 1 MODERATOR

Salary & Wages  
Expenses

	FY 2014 Actual Expended	FY 2015 Actual Expended	FY 2016 Approved Budget	FY 2017 Requested Budget	FY2017 BOS Recommend	FY 2017 FinCom Recommend	FY 2017 % Change from FY2016
	200	200 20	200 60	200 60	200 60	200 60	

SUBTOTAL

200 220 260 260 260 260

### 2 SELECTMEN

Selectmen's Stipend  
Salary & Wages  
Temporary Pay  
Overtime  
Professional & Technical Services  
Expenses

	1	2	3	3	3	3	
	64,015	65,127	66,721	66,721	68,123	68,123	2.10%
			1	1	1	1	
			1,493	1,493	1,493	1,493	
	9,900	13,225	10,000	10,000	10,000	10,000	
	6,103	7,622	8,100	9,500	9,500	9,500	17.28%

SUBTOTAL

80,020 85,976 86,318 87,718 89,120 89,120 3.25%

### 3 FINANCE COMMITTEE

Salary  
Expenses  
Reserve Fund

			1,800	1,800	1,800	1,800	
	1,865	295	2,000	2,000	2,000	2,000	
	9,452	26,543	60,000	60,000	60,000	60,000	

SUBTOTAL

11,316 26,838 63,800 63,800 63,800 63,800

### 4 BOARD OF ASSESSORS

Board of Assessors Salary  
Salary  
Expense  
Vehicle Allowance

	2	2	3,000	3,000	3	3	-99.90%
	75,700	93,349	103,892	116,892	112,389	112,389	8.18%
	41,881	36,678	40,400	43,485	38,458	38,458	-4.81%
	112	971	1,500	1,500	1,500	1,500	

SUBTOTAL

117,695 131,000 148,792 164,877 152,350 152,350 2.39%



## 5 FINANCE DEPARTMENT

	FY 2014 Actual Expended	FY 2015 Actual Expended	FY 2016 Approved Budget	FY 2017 Requested Budget	FY2017 BOS Recommend	FY 2017 FinCom Recommend	FY 2017 % Change from FY2016
Salary & Wages	249,482	245,175	273,394	273,394	284,700	284,700	4.14%
Annual Audit	18,500	18,500	20,000	20,500	20,500	20,500	2.50%
Tax Title & Foreclosure	2,837	225	2,000	1,000	1,000	1,000	-50.00%
1910 Building Technology Expense	31,224	31,609	35,744	35,744	35,744	35,744	
1910 Building Telephone Expense	6,857	6,103	8,000	8,000	8,000	8,000	
1910 Building Postage Expense	12,772	12,102	13,056	13,517	13,517	13,517	3.53%
Expenses	37,289	60,184	36,400	36,400	36,400	36,400	
<b>SUBTOTAL</b>	<b>358,961</b>	<b>373,898</b>	<b>388,594</b>	<b>388,555</b>	<b>399,861</b>	<b>399,861</b>	<b>2.90%</b>

## 6 SPECIAL COUNSEL

Legal Fees			1	1	1	1	
<b>SUBTOTAL</b>			<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>	

## 7 TOWN CLERK/TOWN COUNSEL

Salary & Wages	98,308	99,461	102,786	102,786	107,578	107,578	4.66%
Preservation of Town Records							
Operation of Facsimile Machine/Photocopiers	5,048	4,328	4,750	4,750	4,750	4,750	
Expenses	8,209	6,874	9,475	9,475	9,475	9,475	
<b>SUBTOTAL</b>	<b>111,565</b>	<b>110,663</b>	<b>117,011</b>	<b>117,011</b>	<b>121,803</b>	<b>121,803</b>	<b>4.10%</b>

## 8 BOARD OF REGISTRARS/ELECTIONS

Town Clerk Compensation	150	150	150	150	150	150	
Salary & Wages	2,347	5,030	4,845	5,400	5,400	5,400	11.46%
Expenses	6,718	5,836	6,100	7,625	7,625	7,625	25.00%
<b>SUBTOTAL</b>	<b>9,214</b>	<b>11,016</b>	<b>11,095</b>	<b>13,175</b>	<b>13,175</b>	<b>13,175</b>	<b>18.75%</b>

## 9 CONSERVATION COMMISSION

Salary & Wages	18,007	23,966	24,998	29,550	25,414	25,414	1.66%
Expenses	2,703	1,693	3,100	2,320	2,320	2,320	-25.16%
Vehicle Allowance	240	600	600	600	600	600	
<b>SUBTOTAL</b>	<b>20,950</b>	<b>26,259</b>	<b>28,698</b>	<b>32,470</b>	<b>28,334</b>	<b>28,334</b>	<b>-1.27%</b>



# 10 PLANNING BOARD

Salary & Wages	30,718	39,400	39,855	39,780	40,775	40,775	2.31%
Expenses	1,089	4,247	3,000	4,500	4,500	4,500	50.00%
MVPC Assessment	1,400	1,435	1,436	1,500	1,508	1,508	5.01%
<b>SUBTOTAL</b>	<b>33,208</b>	<b>45,082</b>	<b>44,291</b>	<b>45,780</b>	<b>46,783</b>	<b>46,783</b>	<b>5.63%</b>

# 11 BOARD OF APPEALS

Salary & Wages	1,000	1,000	1,000	1,000	1,000	1,000	
Expenses	455	159	500	500	500	500	
<b>SUBTOTAL</b>	<b>1,455</b>	<b>1,159</b>	<b>1,500</b>	<b>1,500</b>	<b>1,500</b>	<b>1,500</b>	

# 12 OPEN SPACE & RECREATION COMMITTEE

Expenses	639	626	750	750	750	750	
<b>SUBTOTAL</b>	<b>639</b>	<b>626</b>	<b>750</b>	<b>750</b>	<b>750</b>	<b>750</b>	

# 13 CABLE ADVISORY COMMITTEE

Expenses	850		1	1	1	1	
<b>SUBTOTAL</b>	<b>850</b>		<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>	

<b>TOTAL GENERAL GOVERNMENT</b>	<b>746,073</b>	<b>812,737</b>	<b>891,111</b>	<b>915,898</b>	<b>917,738</b>	<b>917,738</b>	<b>2.99%</b>
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## PUBLIC SAFETY

### 14 POLICE DEPARTMENT

Salary & Wages	729,913	745,544	759,288	759,015	746,600	746,600	-1.67%
Salary & Wages (School Resource Officer)					59,745	59,745	
Overtime	39,181	47,552	35,000	38,000	38,000	38,000	8.57%
Expenses	69,082	76,435	90,000	92,110	95,810	95,810	6.46%
Capital Outlay				41,023			
<b>SUBTOTAL</b>	<b>838,176</b>	<b>869,531</b>	<b>884,288</b>	<b>930,148</b>	<b>940,155</b>	<b>940,155</b>	<b>6.32%</b>



#### 15 FIRE DEPARTMENT

	FY 2014 Actual Expended	FY 2015 Actual Expended	FY 2016 Approved Budget	FY 2017 Requested Budget	FY2017 BOS Recommend	FY 2017 FinCom Recommend	FY 2017 % Change from FY2016
Alarms	75,093	89,354	78,720	78,720	80,688	80,688	2.50%
Drills	18,133	15,913	24,648	24,648	25,264	25,264	2.50%
Miscellaneous Fire Department Wages	11,608	15,697	21,648	21,648	22,189	22,189	2.50%
Administration	17,868	17,071	24,127	24,127	24,730	24,730	2.50%
Fire Protection Fees	62,872	62,872	64,758	67,008	67,008	67,008	3.47%
Fire Alarm & Communications	9,152	7,053	9,500	9,500	9,500	9,500	
Expenses	37,315	39,128	39,600	41,600	41,600	41,600	5.05%
Capital Outlay	44,782	44,782	44,782	44,782	44,782	44,782	
Medical Exams	410	2,037	3,000	3,000	3,000	3,000	
<b>SUBTOTAL</b>	<b>277,234</b>	<b>293,907</b>	<b>310,783</b>	<b>315,033</b>	<b>318,762</b>	<b>318,762</b>	<b>2.57%</b>

#### 16 AMBULANCE SERVICE

Ambulance Retainer				1	1	1	
<b>SUBTOTAL</b>				<b>1</b>	<b>1</b>	<b>1</b>	

#### 17 INSPECTION DEPARTMENT

Salary & Wages	93,457	101,574	110,481	110,261	112,624	112,624	1.94%
Expenses	7,624	6,645	9,490	9,490	9,490	9,490	
Vehicle Allowance	4,755	4,565	4,980	4,980	4,980	4,980	
<b>SUBTOTAL</b>	<b>105,835</b>	<b>112,784</b>	<b>124,951</b>	<b>124,731</b>	<b>127,094</b>	<b>127,094</b>	<b>1.72%</b>

#### 18 EMERGENCY MANAGEMENT AGENCY

Salary & Wages	4,730	6,514	7,117	7,409	7,594	7,594	6.71%
Expenses	334	725	3,265	3,265	3,265	3,265	
<b>SUBTOTAL</b>	<b>5,064</b>	<b>7,239</b>	<b>10,382</b>	<b>10,674</b>	<b>10,859</b>	<b>10,859</b>	<b>4.60%</b>

#### 19 ANIMAL CONTROL OFFICER

Salary & Expense	1,408	20,000					
Expenses	14,390		21,500	21,500	21,500	21,500	
<b>SUBTOTAL</b>	<b>15,798</b>	<b>20,000</b>	<b>21,500</b>	<b>21,500</b>	<b>21,500</b>	<b>21,500</b>	



## 20 HARBORMASTER

	FY 2014 Actual Expended	FY 2015 Actual Expended	FY 2016 Approved Budget	FY 2017 Requested Budget	FY2017 BOS Recommend	FY 2017 FinCom Recommend	FY 2017 % Change from FY2016
Salary & Wages	1,198	626	3,000	1	2,000	2,000	-33.33%
Expenses	806	1,756	3,000	750	2,000	2,000	-33.33%
Wages & Expense							
<b>SUBTOTAL</b>	<b>2,004</b>	<b>2,382</b>	<b>6,000</b>	<b>751</b>	<b>4,000</b>	<b>4,000</b>	<b>-33.33%</b>

## 21 PUBLIC SAFETY DISPATCH

Salary & Wages	173,788	162,349	205,597	234,684	234,684	234,684	14.15%
Overtime	27,100	13,470	15,028	20,816	15,028	15,028	
Expenses	18,247	19,810	21,910	21,315	21,315	21,315	-2.72%
<b>SUBTOTAL</b>	<b>219,135</b>	<b>195,629</b>	<b>242,535</b>	<b>276,815</b>	<b>271,027</b>	<b>271,027</b>	<b>11.75%</b>

<b>TOTAL PUBLIC SAFETY</b>	<b>1,463,246</b>	<b>1,501,472</b>	<b>1,600,439</b>	<b>1,679,653</b>	<b>1,693,398</b>	<b>1,693,398</b>	<b>5.81%</b>
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## EDUCATION

### 22 EDUCATION

Pentucket Minimum Contribution	4,822,218	6,176,309	6,536,803	6,732,907	6,607,435	6,607,435	1.08%
Pentucket Other Assessment	1,034,064						
Pentucket Capital Assessment	134,419			55,585	55,585	55,585	
Page School Phase II	432,085	597,880	560,425	587,314	531,729	531,729	-5.12%
Whittier Minimum Contribution	162,247	160,320	217,106	294,760	298,031	298,031	37.27%
Whittier Other Assessment	32,265	31,377	31,377	31,377	31,377	31,377	
Whittier Capital Assessment	13,674	13,552	13,250	13,250	13,250	13,250	
Essex North Shore RegVoc Tech(Essex Aggie		20,080	20,750	20,750			-100.00%
<b>SUBTOTAL</b>	<b>6,630,971</b>	<b>6,999,518</b>	<b>7,379,711</b>	<b>7,735,943</b>	<b>7,537,407</b>	<b>7,537,407</b>	<b>2.14%</b>

<b>TOTAL EDUCATION</b>	<b>6,630,971</b>	<b>6,999,518</b>	<b>7,379,711</b>	<b>7,735,943</b>	<b>7,537,407</b>	<b>7,537,407</b>	<b>2.14%</b>
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	FY 2014 Actual Expended	FY 2015 Actual Expended	FY 2016 Approved Budget	FY 2017 Requested Budget	FY2017 BOS Recommend	FY 2017 FinCom Recommend	FY 2017 % Change from FY2016
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## DEPARTMENT OF PUBLIC WORKS

### 23 DPW

Salary & Wages	396,365	396,887	412,951	409,497	426,744	426,744	3.34%
Overtime Wages	10,407	7,845	10,404	10,404	10,404	10,404	
Snow & Ice Removal	240,603	321,449	150,000	175,000	150,000	150,000	
Town Buildings Operating Expenses	192,920	187,854	185,400	185,400	185,400	185,400	
Town Buildings Improvements	47,400	43,817	55,500	51,000	51,000	51,000	-8.11%
Childrens Castle Operating Expense		12,365	16,000	16,000	16,000	16,000	
Road Improvement Program	95,000	70,000	70,000	70,000	70,000	70,000	
Highway, Sidewalk & Trees	109,100	119,547	115,000	140,000	140,000	140,000	21.74%
Vehicle Allowance	6,000	6,000	6,000	6,000	6,000	6,000	
Expenses	3,770	4,178	4,000	4,500	4,800	4,800	20.00%
Parks & Playground Expenses	14,966	14,951	15,000	15,000	15,000	15,000	
Road Machinery Expense	48,188	46,781	49,000	49,000	49,000	49,000	
ATM & STM							
Street Lighting	12,844	15,233	13,000	13,000	13,000	13,000	
SUBTOTAL	1,177,563	1,246,907	1,102,255	1,144,801	1,137,348	1,137,348	3.18%

<b>TOTAL PUBLIC WORKS</b>	1,177,563	1,246,907	1,102,255	1,144,801	1,137,348	1,137,348	3.18%
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## HUMAN SERVICES

### 24 BOARD OF HEALTH

Salary & Wages	92,144	95,473	101,977	114,458	113,657	113,657	11.45%
Newburyport Health Center	1,325	1,325	5,500	5,500	5,500	5,500	
Waste Collection	290,272	286,219	314,900	307,980	307,980	307,980	-2.20%
Hazardous Waste Collection	2,235	2,362	2,500	2,500	2,500	2,500	
Expenses	5,767	9,517	10,915	11,415	11,415	11,415	4.58%
SUBTOTAL	391,743	394,896	435,792	441,853	441,052	441,052	1.21%

### 25 COUNCIL ON AGING

Salary & Wages	49,288	52,816	54,051	62,621	54,823	54,823	1.43%
Expenses	14,267	13,747	17,000	17,000	17,000	17,000	
SUBTOTAL	63,556	66,563	71,051	79,621	71,823	71,823	1.09%



	FY 2014 Actual Expended	FY 2015 Actual Expended	FY 2016 Approved Budget	FY 2017 Requested Budget	FY2017 BOS Recommend	FY 2017 FinCom Recommend	FY 2017 % Change from FY2016
<b>26 VETERANS</b>							
Rental C.L. Carr Post	300	300	300	300	1	1	-99.67%
Soldiers' Graves Expenses	1,032	1,230	2,600	2,600	2,600	2,600	
Assessment	15,383	15,010	19,030	19,030	18,149	18,149	-4.63%
N. Essex Veterans Services Benefits	8,850	4,775	9,355	9,355	9,355	9,355	
Memorial Day Expense	600	115	600	600	600	600	
<b>SUBTOTAL</b>	<b>26,165</b>	<b>21,430</b>	<b>31,885</b>	<b>31,885</b>	<b>30,705</b>	<b>30,705</b>	<b>-3.70%</b>
<b>TOTAL HUMAN SERVICES</b>	<b>481,464</b>	<b>482,889</b>	<b>538,728</b>	<b>553,359</b>	<b>543,580</b>	<b>543,580</b>	<b>0.90%</b>
<b>CULTURE &amp; RECREATION</b>							
<b>27 LIBRARY</b>							
Salary & Wages	212,021	224,910	234,737	233,945	243,465	243,465	3.72%
Expenses	32,187	29,756	31,481	32,273	32,273	32,273	2.52%
Books & Periodicals	57,655	61,895	62,000	62,000	62,000	62,000	
<b>SUBTOTAL</b>	<b>301,863</b>	<b>316,561</b>	<b>328,218</b>	<b>328,218</b>	<b>337,738</b>	<b>337,738</b>	<b>2.90%</b>
<b>28 RECREATION</b>							
Parks & Recreation Expense	5,100	5,090	5,700	7,200	7,200	7,200	26.32%
Mill Pond Operating Expense	4,389	3,827	4,450	4,450	4,450	4,450	
Bandstand Operating Expense	2,000	4,000	3,000	6,000	6,000	6,000	100.00%
<b>SUBTOTAL</b>	<b>11,489</b>	<b>12,917</b>	<b>13,150</b>	<b>17,650</b>	<b>17,650</b>	<b>17,650</b>	<b>34.22%</b>
<b>29 CULTURAL COUNCIL</b>							
Expenses	78		100	100	100	100	
<b>SUBTOTAL</b>	<b>78</b>		<b>100</b>	<b>100</b>	<b>100</b>	<b>100</b>	



### 30 HISTORICAL COMMISSION

	FY 2014 Actual Expended	FY 2015 Actual Expended	FY 2016 Approved Budget	FY 2017 Requested Budget	FY2017 BOS Recommend	FY 2017 FinCom Recommend	FY 2017 % Change from FY2016
Expenses		330	500	500	2,000	2,000	300.00%
SUBTOTAL		330	500	500	2,000	2,000	300.00%

<b>TOTAL CULTURE &amp; RECREATION</b>	313,431	329,808	341,968	346,468	357,488	357,488	4.54%
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### DEBT SERVICE

#### 31 DEBT SERVICE

Maturing Debt	735,000	725,000	620,000	580,000	580,000	580,000	-6.45%
Interest&Paydowns on Long/Short Term Debt	116,800	97,075	64,000	54,400	54,400	54,400	-15.00%
SUBTOTAL	851,800	822,075	684,000	634,400	634,400	634,400	-7.25%

<b>TOTAL DEBT SERVICE</b>	851,800	822,075	684,000	634,400	634,400	634,400	-7.25%
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### BENEFITS

#### 32 ESSEX COUNTY RETIREMENT FUND

Assessment	436,154	468,843	494,917	538,245	538,245	538,245	8.75%
SUBTOTAL	436,154	468,843	494,917	538,245	538,245	538,245	8.75%

#### 33 UNEMPLOYMENT COMPENSATION

Expense		1	1	1	1	1	
SUBTOTAL		1	1	1	1	1	

#### 34 EMPLOYEES' HEALTH INSURANCE

Expenses	203,455	231,177	316,652	355,577	364,938	364,938	15.25%
OPEB - GF	103,000	23,749	1	1	1	1	
SUBTOTAL	306,455	254,926	316,653	355,578	364,939	364,939	15.25%



### 35 MEDICARE INSURANCE (FICA)

Expenses	37,740	37,400	39,008	40,678	42,916	42,916	
SUBTOTAL	37,740	37,400	39,008	40,678	42,916	42,916	10.02%

### 36 INSURANCE AND BONDS

Expenses	118,301	123,887	165,000	167,500	164,000	164,000	
SUBTOTAL	118,301	123,887	165,000	167,500	164,000	164,000	-0.61%

<b>TOTAL BENEFITS</b>	898,650	885,057	1,015,579	1,102,002	1,110,101	1,110,101	9.31%
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GRAND TOTAL OMNIBUS BUDGET	12,563,198	13,080,463	13,553,791	14,112,524	13,931,460	13,931,460	2.79%
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## WATER ENTERPRISE FUND

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**ARTICLE 4.** In accordance with the provisions of Chapter 38 of the Acts of 1936, to see what instructions, rules and regulations the town may wish to impose on the Board of Water Commissioners. By request of the Board of Water Commissioners.

**ARTICLE 5.** To see if the town will vote to appropriate, in anticipation of Water Department revenue, the sum of \$684,379.00 of which \$181,601.00 for Salaries and Wages which include \$1,700.00 for Water Commissioners stipends, \$33,514.00 for Insurances, \$378,396.00 for Expenses, \$30,772.00 for Debt Service, \$12,000.00 for Extraordinary and Unforeseen, and \$48,096.00 for Indirect Cost. By request of the Board of Water Commissioners.

**Selectmen Recommendation::**

Approve: 3-0-0

**FinCom Recommendation:**

Approve: 6-0-0

**Rationale:** *This Article allows the Town to approve the operating budget of the Water Department. Since the Department is funded entirely from user fees, its budget is not included in the Town's line item budget. The Department's total estimated expenses for fiscal year 2017 are \$684,379.00 broken down by operating accounts.*

**Funding Source:** *FY 2017 Water Revenues.*

**ARTICLE 6.** To see if the town will vote to transfer the sum of \$7,300.00 from the Water Enterprise Fund Stabilization Account to purchase a Hydraulic Power Unit. By request of the Board of Water Commissioners.

**Selectmen Recommendation::**

Approve: 3-0-0

**FinCom Recommendation:**

Approve: 6-0-0

**Rationale:** *The Department's current hydraulic power unit is built into the existing truck's hydraulic system and attached to the truck. The new unit would be a stand-alone—not connected to the truck. It will operate a hydraulic wrench for exercising valves and be more versatile in operating other tools. In addition, the purchase of a separate hydraulic pump with a generator would be used in areas inaccessible to the truck.*

**Funding Source:** *Water Enterprise Fund Stabilization Account.*

**ARTICLE 7.** To see if the town will vote to transfer the sum of \$50,000.00 from the Water Enterprise Fund Stabilization Account to purchase a  $\frac{3}{4}$  ton, 4-wheel drive utility pickup truck with plow. By request of the Board of Water Commissioners.

**Selectmen Recommendation::**

Approve: 3-0-0

**FinCom Recommendation:**

Approve: 6-0-0

**Rationale:** *The Department is currently running a rusting thirteen year old pickup truck, which would be replaced with a new Chevrolet Silverado equipped for use with the new hydraulic system (see Article 6 above).*

**Funding Source:** *Water Enterprise Fund Stabilization.*

**ARTICLE 8.** To see if the town will vote to transfer the sum of \$26,000.00 from the Water Enterprise Fund Free Cash Account to the Water Enterprise Stabilization Fund. By request of the Board of Water Commissioners.

**Selectmen Recommendation::**  
**FinCom Recommendation:**

Approve: 3-0-0  
Approve: 6-0-0

**Rationale:** *The Water Department Stabilization Fund is established to pay for prioritized capital item replacement projects. This systematic approach in conjunction with their schedule of capital item replacements and building repairs will enable the Department to better plan for longer term projects. This request represents the connection fees from new homes. These fees are historically designated for capital items. This fund is subject to state laws governing Stabilization Funds and requires a 2/3 vote for approval.*

**Funding Source:** *Water Enterprise Fund Free Cash.*

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### APPROPRIATIONS

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**ARTICLE 9.** To see if the town will vote to accept the provisions of Massachusetts General Laws, Chapter 40 Section 5B to create a special purpose Municipal Stabilization Fund to be known as the Pension Liability Stabilization Fund in order to fund future pension liabilities. By request of the Board of Selectmen.

**Selectmen Recommendation::**  
**FinCom Recommendation:**

Approve: 3-0-0  
Approve: 5-1-0

**Rationale:** *With this Article, the Town would accept state Stabilization Fund provisions for the purpose of creating a new and distinct Pension Stabilization Fund intended to set aside money to pay for the Town's unfunded pension obligations. As shown on our balance sheet, West Newbury currently will owe \$6.4 million to the Essex Regional Retirement System. The Town has successfully addressed related funding for other, largely health care-related, retirement benefits (known as OPEB). Establishing a Pension Stabilization Fund will allow the Town to plan and save ahead to meet this obligation by putting away funds when Town finances so permit, avoiding the need for abrupt tax increases.*

**Funding Source:** *N/A.*

**ARTICLE 10.** To see if the town will vote to raise and appropriate and/or transfer from available funds the sum of \$50,000.00 for the Pension Liability stabilization fund, or take any other action related thereto. By request of the Board of Selectmen.

**Selectmen Recommendation::**  
**FinCom Recommendation:**

Approve: 3-0-0  
Approve: 5-1-0

**Rationale:** *This Article authorizes use of \$50,000 in Free Cash for an initial deposit in the Pension Liability Stabilization Fund proposed in the preceding Article.*

**Funding Source:** *Free Cash.*

**ARTICLE 11.** To see if the town will vote to transfer the sum of \$9,422.00 from the Septic Loan Revolving Account for the repayment of debt service. By request of the Board of Health.

**Selectmen Recommendation::**

Approve: 3-0-0

**FinCom Recommendation:**

Approve: 6-0-0

**Rationale:** In 2001 the Town enrolled in a 20 year state-financed program to loan resident's money to help them rebuild septic systems that do not conform to Title V. This MassDEP program offers 0% loans to communities, which in turn provide low-interest betterment loans to eligible homeowners with failed septic systems through the local Board of Health. The Town loans money to homeowners at an interest rate of 3% (mainly to cover the cost of administering the program). The homeowners repay the loan money to the Town and the Town repays the State. Neither the Town nor the State profits from this transaction. This article is for the payment of the principal. We have been making these payments annually since 2001 with the amount of repayment dependent upon the number of borrowers. This year the amount is \$9,422. This program is no longer open to new participants.

**Funding Source:** Septic Load Revolving Account.

**ARTICLE 12.** To see if the town will vote to transfer from available funds the sum of \$107,400.00 to pay the debt service associated with the Dunn Property Acquisition. By request of the Board of Selectmen.

**Selectmen Recommendation::**

Approve: 3-0-0

**FinCom Recommendation:**

Approve: 6-0-0

**Rationale:** The Town purchased the 71 acre Dunn Property in May, 2003 for \$3,500,000. The purchase was intended to be made with matching funds from the state. However, there was a delay in receiving the \$1,775,000 grant. As a result, the purchase was made and an amount equal to the state grant was separately bonded. Shortly after the purchase the \$1,775,000 grant funds were received from the state, and they were deposited into a separate account dedicated to servicing the \$1,775,000 debt. Every year we transfer the amortized debt service amount from the dedicated "grant" account to the debt service line of the omnibus budget. This year the debt service amount to be transferred is \$107,400.

**Funding Source:** Grant Reserve Account.

**ARTICLE 13.** To see if the town will vote to raise and appropriate the sum of \$107,216.00 to be placed in the special purpose municipal stabilization fund established pursuant to Massachusetts General Laws c. 40 §5B in order to fund future capital expenditures for school related building projects, or take any other action related thereto. By request of the Board of Selectmen.

**Selectmen Recommendation::**

Approve: 3-0-0

**FinCom Recommendation:**

Approve: 6-0-0

**Rationale:** It is expected that the schools will require major renovation or replacement in upcoming years. In an effort to avoid significant tax overrides at that time, the Town has begun to set money aside each year for this purpose. It is expected that as the Town retires debt, it will make equivalent payments into this fund to ensure growth in savings without significantly impacting taxes. This method of saving for that project will allow for a steady and predictable tax impact over time, and help to ensure the Town has the needed funds at the time of the project. This Article allows funding of \$107,216, based on recent retirement of debt obligations.

**Funding Source:** Raise and Appropriate.

**ARTICLE 14.** To see if the town will vote to raise and appropriate and/or transfer from available funds the sum of \$5,000.00 to add to the special fund established in accordance with the provisions of MGL Chapter 44, Section 53I for a celebration of West Newbury's Bicentennial in 2019. By request of the Board of Selectmen.

**Selectmen Recommendation::**  
**FinCom Recommendation:**

Approve: 3-0-0  
Approve: 6-0-0

***Rationale:*** In 2019 West Newbury will celebrate its bicentennial. State law allows for the creation of a celebration fund up to five years prior to the event. This Article would allow funding of \$5,000, to be transferred from Free Cash. This transfer will be in addition to the original funding of \$5,000 approved at the 2015 spring meeting. The Town will form a bicentennial committee to develop and manage the celebration.

***Funding Source:*** Free Cash.

**ARTICLE 15.** To see if the town will vote to raise and appropriate and/or transfer from the available funds, the sum of \$30,401.00 to remodel the G.A.R. Library's Children's Room into a dynamic early learning space. By request of the Library Director.

**Selectmen Recommendation::**  
**FinCom Recommendation:**

Approve: 3-0-0  
Approve: 6-0-0

***Rationale:*** Library staff and Trustees have a plan for improving services and expanding current popular programs. In the children's wing, programs have utilized 100% of currently available space. An innovative plan to increase useful floor space by having movable bookcases has been designed. Library staff have consulted with furniture vendors and visited neighboring libraries in this endeavor. This Article is to fund implementation.

***Funding Source:*** Free Cash.

**ARTICLE 16.** To see if the town will vote to raise and appropriate and/or transfer from available funds the sum of \$41,023.00 to purchase for a new Police vehicle and to authorize the Board of Selectmen to dispose of the old vehicle in the best interest of the Town. By request of the Chief of Police.

**Selectmen Recommendation::**  
**FinCom Recommendation:**

Approve: 2-1-0  
Approve: 1-5-0

***Rationale:*** The Finance Committee disapproved by 5 to 1. There are several reasons behind the action. 1) The Town population is 4429 (2014 census); in 2007 the census figure was 4478; 2) In 2007 there were 3 marked patrol cars and an unmarked pickup truck driven by then-Chief Dennis as the Chief's car; 3) Chief Dennis retired in 2007 and was replaced by Chief Holmes, who then lease purchased an unmarked car with a community policing grant. This resulted in having 3 marked cars and the unmarked pickup left over, in addition to the Chief's car; 4) The consequence of the above increased the "cruiser" fleet from 3 to 4 unintentionally, when the Department ordinarily operates with maximum two-person shifts.

The last of the 4 car fleet has now aged out and should be retired not replaced. The Town Meeting has traditionally been willing to keep a 3 car fleet up to date with frequent replacements. We believe this is the responsible efficient way to balance needs and cost. If Town policies such as those relating to police details develop further, then the Finance Committee would revisit this matter.

***Funding Source:*** Free Cash.



**ARTICLE 17.** To see if the town will vote to re-authorize the Summer Recreation Revolving Fund for the Park and Recreation Commission as described in Chapter 44, Section 53E ½ of the Massachusetts General Laws, for FY 2017. This revolving fund would be to accept receipts from fees charged to participants of the Summer Recreation Program. The receipts would be expended, not to exceed \$42,000.00 in FY 2017 by the Park and Recreation Commission for the payment of program-related wages, expenses and field trips of the 2017 Summer Recreation Program or to take any other action relative thereto. By request of the Park and Recreation Commissioners.

**Selectmen Recommendation::**  
**FinCom Recommendation:**

Approve: 3-0-0  
Approve: 6-0-0

***Rationale:*** This Article requests the re-authorization of the Summer Recreation Program Revolving Fund account that was established at the April, 2013 Town Meeting. The account must be re-authorized every year. The Summer Recreation Program begins in June, which is the end of the Town's fiscal year, and continues through the summer into the Town's next fiscal year. Participant fees collected in June are deposited into the Town's General Fund (Free Cash), and because they are unappropriated, the Recreation Program does not have access to them. This problem was solved when the Town adopted M.G.L. c. 44 § 53E ½, which authorized the creation of a revolving account for the Summer Recreation Program. This account accepts participant fees, and the fees are used for program-related expenses. Expenditures from this fund would be capped at \$42,000 for FY 2017 under this Article.

***Funding Source:*** Summer Recreation Revolving Account.

**ARTICLE 18.** To see if the town will vote to re-authorize a Revolving Fund for FY 2017 for the Cable Advisory Committee as described in Chapter 44, Sections 53E½ and 53F¾ of the Massachusetts General Laws. This revolving fund would be to accept funds received in connection with a franchise agreement between a cable operator and a municipality commonly referred to as PEG (Public Education and Government). The receipts would be expended, not to exceed \$56,000.00 in FY 2017 by the Cable Advisory Committee for the payment of program-related wages, expenses, and equipment or such other purposes as permitted by the statute, or to take any other action relative thereto. By request of the Cable Advisory Committee.

**Selectmen Recommendation::**  
**FinCom Recommendation:**

Approve: 3-0-0  
Approve: 6-0-0

***Rationale:*** This Article requests the re-authorization of the Cable Advisory Committee Revolving Fund account that was established at the April, 2015 Town Meeting in accordance with M.G.L. c. 44, §§ 53E½ and 53F¾. The account must be re-authorized every year. The revolving account allows for the acceptance of funds received pursuant to the franchise agreement between the Town's cable providers and the Town, commonly referred to as PEG (Public Education and Government) funds, and ensures that these funds are segregated from the Town's General Fund (Free Cash) so that they may be used for the purposes for which they have been collected, such as program related wages, expenses and equipment. Expenditures from this fund would be capped at \$56,000 for FY 2017 under this Article.

***Funding Source:*** Cable Advisory Revolving Account.

**ARTICLE 19.** To see if the town will vote to transfer from available funds the sum of \$7,500.00 to procure services pertaining to aerial photography of the Town for the purpose of providing information to the Assessors' Office, the Building Inspector, Planning, Conservation and others. By request of the Finance Director.

**Selectmen Recommendation::**  
**FinCom Recommendation:**

Approve: 3-0-0  
Approve: 6-0-0

***Rationale:*** *This Article authorizes funds to update detailed aerial photography of the Town. Aerial photography is a necessary component of the tools used by the Assessors' Office, Inspection Department, and other Departments. The data is available via the Town website and on request to the public.*

***Funding Source:*** *Free Cash.*

**ARTICLE 20.** To see if the town will vote to accept the provisions of Massachusetts General Laws, Chapter 40, Section 13 to permit the Town to establish a Municipal Buildings' Insurance Fund. By request of the Finance Director.

**Selectmen Recommendation::**  
**FinCom Recommendation:**

Approve: 3-0-0  
Approve: 6-0-0

***Rationale:*** *This Article allows for the Town to establish a Municipal Buildings' Insurance Fund. This fund will isolate monies to cover deductibles and other claim related expenses for our Town properties. The creation of this fund will allow the Finance Director to negotiate higher deductible policies at lower costs. In order to retain the higher deductible plans, the funds should be available to cover the costs should a claim occur.*

***Funding Source:*** *N/A.*

**ARTICLE 21.** To see if the town will vote to transfer from available funds the sum of \$25,000.00 to be deposited into a Municipal Buildings' Insurance Fund. By request of the Finance Director.

**Selectmen Recommendation::**  
**FinCom Recommendation:**

Approve: 3-0-0  
Approve: 6-0-0

***Rationale:*** *This Article allows for the initial funding of the Municipal Buildings' Insurance Fund requested within Article 20. The amount of \$25,000 is suggested based on the intent to cover a \$5,000 deductible for 5 claim occurrences. While having this volume of claims within the same fiscal year is unlikely, it is appropriate to have the funds available for the volume of the commitment. This will significantly reduce insurance costs.*

***Funding Source:*** *Free Cash.*

**ARTICLE 22.** To see if the town will vote to allocate and/or reserve from the Community Preservation Fund annual revenues, the amounts recommended by the Community Preservation Committee for Community Preservation Projects, Committee Administrative Expenses, and other expenses in Fiscal Year 2017, with each item to be considered a separate appropriation:

**Allocate Reserves:**

From FY 2017 estimated revenues for Community Housing Reserve:	\$36,722.00
From FY 2017 estimated revenues for Historic Resources Reserve:	\$36,722.00
From FY 2017 estimated revenues for Open Space & Recreation Reserve:	\$36,722.00
From FY 2017 estimated revenues for Committee Administrative Expenses:	\$18,361.00
From FY 2017 estimated revenues for Budgeted Reserve:	\$238,692.00

or take any other action relative thereto. By request of the Community Preservation Committee.

**Selectmen Recommendation::**  
**FinCom Recommendation:**

Approve: 3-0-0  
Approve: 6-0-0

**Rationale:** *The Article presents to the Town an annual allocation of Community Preservation funds, as required under state law. In 2006 the Town adopted the Community Preservation Act (CPA) which enables the Town to assess a 3% surcharge on real estate bills. CPA funds provide for 1) open space/ recreational use, 2) community housing, and 3) historical preservation. This Article contains the Community Preservation Committee's (CPC) recommended distribution, which earmarks the required minimum of 10% to each of the three categories plus a maximum of 5% to administration. CPC and Town Meeting must approve spending funds in any of the three CPA areas. Two-thirds of these funds were raised from the CPA surcharge and one-third is from matching state aid, based on a Department of Revenue formula for disbursements to participating cities and towns each year. The state match is derived from increased charges at the Registries of Deeds for recording of documents and plans. Additionally, towns such as West Newbury, which have committed to the maximum of 3%, receive bonus rounds of funding, if available. In the years 2011-14, West Newbury received matching state funds averaging 68.5% per year.*

**Funding Source:** N/A.

**ARTICLE 23.** To see if the town will vote to transfer from available funds the sum of \$10,000.00 for administrative costs for the Community Center Committee. By request of the Community Center Committee and the Board of Selectmen.

**Selectmen Recommendation::**  
**FinCom Recommendation:**

Approve: 3-0-0  
Approve: 0-6-0

**Rationale:** *This Article proposes \$10,000 to fund a study for a new West Newbury intergenerational community center of the kind Newburyport has recently built for a reported \$7 million. The Finance Committee voted against recommending this Article because no clear plan was available to explain 1) the scope and limits of the envisioned community center (which apparently existing Town structures are unsuitable to host), 2) why the Newburyport facility, which is available to our residents, would not suffice, or 3) how the study funds would be used.*

**Funding Source:** Free Cash

**ARTICLE 24.** To see if the town will vote to accept the provisions of Massachusetts General Laws, Chapter 59, Section 5, Clause 22, which section authorizes the town, to grant the exemptions for real estate taxes available pursuant to MGL c. 59 Section 5 Clause 22 A-F to otherwise eligible persons who have resided in the Commonwealth for one year prior to the date of filing for exemptions pursuant to the applicable clause, to be effective for exemptions granted for any fiscal year beginning on or after July 1, 2016. This acceptance will reduce the residency requirement for veterans who were not domiciled in Massachusetts six months before entering the service from five years to one year before application. By request of the Board of Assessors.

**Selectmen Recommendation::**  
**FinCom Recommendation:**

Approve: 3-0-0  
Approve: 6-0-0

**Rationale:** *This Article reduces the waiting period from five to one year for eligible veterans to make application for property tax and other exemptions.*

**Funding Source:** N/A.

**ARTICLE 25.** To see if the town will vote to accept the provisions of Massachusetts General Laws, Chapter 59, Section 5, Clause 37 A, which section authorizes the town to grant an exemption for real estate taxes in the amount of five hundred dollars to a blind person who is a legal resident, to be effective for exemptions granted for any fiscal year beginning on or after July 1, 2016. This will replace the exemption granted in MGL c. 59, Sec. 5 Clause 37. By request of the Board of Assessors.

**Selectmen Recommendation::**  
**FinCom Recommendation:**

Approve: 3-0-0  
Approve: 6-0-0

**Rationale:** Based upon a recent act of the State Legislature, the exemption amount the Town may grant blind persons from annual real estate taxes was increased from \$437 to \$500. The Town's acceptance of M.G.L. c.59, §5, Clause 37A under this Article will make this increase available to blind persons who reside in West Newbury.

**Funding Source:** N/A.

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#### BYLAWS - OTHERS

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**ARTICLE 26.** To determine whether the town of West Newbury will vote to approve the Whittier Regional Vocational Technical District Committee's vote on February 10, 2016 to establish a Stabilization Fund, pursuant to Section 16G ½ of Chapter 71 of the Massachusetts General Laws, said Stabilization Fund to be invested and to retain its own interest earnings as provided by law and further set-up an operational line item to be created to transfer available monies into said Stabilization Fund or take any other action relative thereto. By request by the Whittier Regional Vocational Technical High School Committee and the West Newbury Board of Selectmen.

**Selectmen Recommendation::**  
**FinCom Recommendation:**

No Vote  
Approve: 6-0-0

**Rationale:** This Article would authorize the Whittier Regional Vocational Technical District to set up a Stabilization Fund, which will be funded through a transfer of unencumbered end-of-year funds that may become available. This is like the funding arrangement recently adopted by the Pentucket Regional School District to provide greater predictability to meet needs over time.

**Funding Source:** N/A.

You are hereby directed to serve this warrant by posting attested copies thereof at least 14 days before the date of the Annual Town Meeting, as provided within the Town By-Laws

LOCATIONS TO POST WARRANT:

Town Hall  
1910 Town Office Building  
G.A.R. Memorial Library  
Post Office  
Laurel Grange

Hereof fail not to make due return of this warrant with your doings thereon at the time and place of holding said meeting.

Given under our hands this \_\_\_\_ day of April, 2016.

BOARD OF SELECTMEN

Glenn A. Kemper - Chairman  
Joseph Anderson  
David Archibald

A true copy, attested:

\_\_\_\_\_  
Town Clerk Michael P. McCarron

Pursuant to the above warrant to me directed, I hereby notify and warn all the inhabitants of the Town of West Newbury who are qualified to vote to meet at said time and place.

\_\_\_\_\_  
Constable

\_\_\_\_\_  
Date of Posting

LOCATIONS TO POST WARRANT:

Town Hall  
1910 Town Office Building  
G.A.R. Memorial Library  
Post Office  
Laurel Grange

Hereof fail not to make due return of this warrant with your doings thereon at the time and place of holding said meeting.

Given under our hands this \_\_\_\_ day of April, 2016.

BOARD OF SELECTMEN

Glenn A. Kemper - Chairman  
  
Joseph Anderson  
David Archibald

A true copy, attested:

\_\_\_\_\_  
Town Clerk Michael P. McCarron

**TOWN OF WEST NEWBURY  
COMMONWEALTH OF MASSACHUSETTS  
WARRANT - SPECIAL TOWN MEETING – MONDAY, APRIL 25, 2016**

Essex, ss.

To any of the Constables of the Town of West Newbury:

In the name of the Commonwealth, you are hereby required to notify and warn all the inhabitants of the Town of West Newbury, who are qualified to vote in the elections and Town affairs, to meet at the Town Annex, 379 Main Street, at 7:00 p.m. on Monday, April 25, 2016 to act upon or take any other action relative to all of the following articles.

**ARTICLE 1.** To hear and act upon the reports of Town officers and committees.

**ARTICLE 2.** To see if the town will vote to transfer the sum of \$5,267.07 from Free Cash to pay the following outstanding bills from prior Fiscal Years:

To reimburse the Housing Authority, for the Town's portion to heat the Annex	\$5,113.07
To reimburse the Housing Authority, for the Town's portion to pump the septic	<u>154.00</u>
	\$5,267.07

By request of the Board of Selectmen.

**Selectmen Recommendation::**  
**FinCom Recommendation:**

Approve: 3-0-0  
Approve: 4-0-0

***Rationale:*** This Articles allows for the reimbursement of \$5267.07 to the Housing Authority. This amount reflects the Town's 10% portion of the heat and septic expense for FY14 & FY15. The funds were properly appropriated in prior fiscal years, however the bills were not received until 2016.

***Funding Source:*** Free Cash.

**ARTICLE 3.** To see if the town will vote to transfer the sum of \$30,000.00 from the Water Enterprise Fund Free Cash Account to purchase and/or repair valves, hydrants, water main, meter pits, or any other devices that are associated with the water distribution system. By request of the Board of Water Commissioners.

**Selectmen Recommendation::**  
**FinCom Recommendation:**

Approve: 3-0-0  
Approve: 4-0-0

***Rationale:*** The Water Department seeks funding to improve the water delivery infrastructure. The distance between valves placed along the water main in 1936 is significant. Insertion valves would allow shorter areas of pipe to be isolated in the event of a break. In addition, meter pits need to be installed at critical junctures in order to meet the Departments goal of less than ten percent water system losses. MassDOT will be paving Route 113 this summer and the new valves should be inserted prior to that time.

***Funding Source:*** Water Enterprise Fund Free Cash.

**ARTICLE 4.** To see if the town will vote to transfer the sum of \$42,000.00 from the Water Enterprise Fund Stabilization Account to remove trees and stumps on the access road from Hilltop Circle to the Brake Hill Standpipe. By request of the Board of Water Commissioners.

**Selectmen Recommendation::**

Approve: 3-0-0

**FinCom Recommendation:**

Approve: 6-0-0

***Rationale:*** Currently, if the water main from Brake Hill were to break, a portion of the Town would be without water. Future installation of a water tank and connecting pipes would help to assure and improve water quality by increasing water flow in the current system. The site of the proposed water tank is near Hilltop Circle. This Article would fund the removal of trees and stumps creating a fifty foot easement to the prospective tank.

***Funding Source:*** Water Enterprise Fund Stabilization Account.

**ARTICLE 5.** To see if the town will vote to transfer the sum of \$40,000.00 from the Water Enterprise Fund Free Cash Account to purchase water from the City of Newburyport. Any remaining funds in this account at the end of the Fiscal Year 2016 will close-out to the Water Enterprise Fund Free Cash Account. By request of the Board of Water Commissioners.

**Selectmen Recommendation::**

Approve: 3-0-0

**FinCom Recommendation:**

Approve: 6-0-0

***Rationale:*** The Town purchases water from Newburyport with an annual cost of between \$100,000 and \$200,000 (depending on usage). Newburyport sets its rates at the end of June, two months after West Newbury's Town Meeting. Last June Newburyport increased its rate by 26%. The \$40,000.00 request is to cover the cost of water usage at the new rate.

***Funding Source:*** Water Enterprise Fund Free Cash.

**ARTICLE 6.** To see if the town will vote to transfer from available funds the sum of \$173,365.98 to pay the outstanding remaining balance on the lease of the Fire Department's Tower Fire Truck. After such payment the town will own the Tower Fire Truck outright. By request of the Finance Director and the Board of Selectmen.

**Selectmen Recommendation::**

Approve: 3-0-0

**FinCom Recommendation:**

Approve: 6-0-0

***Rationale:*** The Ladder Truck purchase was arranged by a lease-purchase contract. There are four \$44,781 payments remaining. By paying the lease off now in total the Town will avoid approximately \$5,000 in interest.

***Funding source:*** Free Cash.

**ARTICLE 7.** To see if the town will vote to transfer from available funds the sum of \$39,950.00 to purchase a 4-Wheel Drive, F-250 Pickup Truck with Plow or comparable vehicle for the Department of Public Works, and to authorize the Board of Selectmen to dispose of the old vehicle in the best interest of the Town. By request of the DPW Director.

**Selectmen Recommendation::**  
**FinCom Recommendation:**

Approve: 3-0-0  
Approve: 6-0-0

***Rationale:*** The Department of Public Works is seeking to replace its 2005 3/4 ton F250 pickup truck. The old truck performed well for the Town and was well-maintained, which extended its projected lifespan by several years.

***Funding source:*** Free Cash.

**ARTICLE 8.** To see if the town will vote to transfer from available funds the sum of \$56,307.00 to purchase a 4-Wheel Drive, F350 Dump Truck with Plow or comparable vehicle for the Department of Public Works, and to authorize the Board of Selectmen to dispose of the old vehicle in the best interest of the Town. By request of the DPW Director.

**Selectmen Recommendation::**  
**FinCom Recommendation:**

Approve: 3-0-0  
Approve: 6-0-0

***Rationale:*** The Department of Public Works is seeking to replace its 2005 1 ton F350 pickup truck. As with the previous Article, diligent care and maintenance allowed the old truck to significantly exceed its expected lifespan.

***Funding source:*** Free Cash.

**ARTICLE 9.** To see if the town will vote to transfer from available funds the sum of \$30,000.00 for repairs to the G.A.R Memorial Library Exterior Trim. By request of the DPW Director.

**Selectmen Recommendation::**  
**FinCom Recommendation:**

Approve: 3-0-0  
Approve: 6-0-0

***Rationale:*** Portions of the exterior trim, fascia and corner boards of the G.A.R. Memorial Library are rotten and/or have otherwise fallen into disrepair. The Finance Committee unanimously supports the use of \$30,000 in Free Cash to address this serious need. Wood on the exterior trim, fascia, and corner boards will be replaced with plastic, long lasting replicas.

***Funding source:*** Free Cash.

**ARTICLE 10.** To see if the town will vote to transfer from available funds the sum of \$100,000 for repairs, renovation, and maintenance of the Page School, the Children's Castle, and other Town Buildings. By request of the DPW Director.

**Selectmen Recommendation::**  
**FinCom Recommendation:**

Approve: 3-0-0  
Approve: 6-0-0

***Rationale:*** Town structures are aged and their components are in need of continual repair, replacement and maintenance. The Department of Public Works meets these often unanticipated and urgent needs with a fund for this purpose. Because this fund is now depleted, the Article would authorize \$100,000 to take timely action to keep our Town buildings in good repair.

***Funding source:*** Free Cash.



**ARTICLE 11.** To see if the town will vote to transfer from available funds the sum of \$150,000.00 for the repair, improvement and maintenance of Town Roads. By request of the DPW Director.

**Selectmen Recommendation::**

Approve: 3-0-0

**FinCom Recommendation:**

Approve: 6-0-0

**Rationale:** *The DPW has requested this Article for \$150,000 to repair improve and maintain Town roads. This amount, along with \$70,000 in the line item budget "Roadway Improvement Program" and \$140,000 line item for "Highway Sidewalks & Trees," constitute the discretionary funds available to DPW. In typical years the Town also receives a significant sum under the state Ch 90 program.*

*The Finance Committee would suggest to the Board of Selectmen and the DPW Director that a significant portion of these several funding sources be directed to safety projects, in particular to upgrading and standardizing traffic signage, painted pavement markings and guardrail - barrier devices.*

**Funding source:** Free Cash.

**ARTICLE 12.** To see if the town will vote to transfer from Community Preservation Act funds the sum of \$11,000.00 for Digital Imaging of historical reports and records; said sum to be taken from the CPA Unrestricted Fund Balance Reserve, or take any other action relative thereto. By request of the Town Clerk.

**Selectmen Recommendation::**

Approve: 3-0-0

**FinCom Recommendation:**

Approve: 6-0-0

**Rationale:** *Approval of this Article would establish a digital imaging program for the preservation of Town records through the use of Community Preservation Act funds and at a cost of \$11,000. The program would involve the digital copying of Town reports from 1848 to date, street lists, birth, and death records from 1900 to date, marriage records from 1920 to date, as well as Board of Selectmen minutes and Finance Committee reports, among other documents and records. The Finance Committee believes this is an appropriate use of CPA funds and would benefit the Town by protecting its records (presently stored in the basement of town hall) against future loss and by making the records electronically searchable. The \$11,000 cost figure is based upon an estimate received by Ricoh USA, Inc., a digital imaging group, in the amount of \$8,779.00 and additional monies to cover possible cost overruns. This amount would come from the undesignated CPA fund reserves, which as of November 30, 2015 contained a balance of \$1,008,707.00.*

**Funding source:** CPA Unrestricted Fund Balance Reserve.

**ARTICLE 13.** To see if the town will vote to transfer from Community Preservation Act funds, the sum of \$15,000.00 for Walkway Renovation, Site Restoration, and improvements to enhance ADA access at the G.A.R. Memorial Library; said sum to be taken from the CPA Unrestricted Fund Balance Reserve, or take any other action relative thereto. By request of the G.A.R. Library Trustees.

**Selectmen Recommendation::**

Approve: 3-0-0

**FinCom Recommendation:**

Approve: 6-0-0

**Rationale:** *This Article is to fund reconstruction of the Baileys Lane side entrance walks at the Library. The present brick walk presents many tripping hazards and has numerous irregular features. The reconstruction will be reconfigured to comply with ADA standards.*

**Funding source:** CPA Unrestricted Fund Balance Reserve.

**ARTICLE 14.** To see if the town will vote to transfer from Community Preservation Act funds the sum of \$25,000.00 for Preservation and Rehabilitation of the Action Cove Playground Facility, said sum to be taken from the CPA Open Space and Recreation Reserve, or take any other action relative thereto. By request of the Park and Recreation Commission.

**Selectmen Recommendation::**

Approve: 3-0-0

**FinCom Recommendation:**

Approve: 6-0-0

**Rationale:** The Action Cove Playground was built in 1990 entirely through the dedicated work of volunteers, and paid for by donations and fundraising efforts. Presently under Park and Recreation Committee oversight, it is a K-3 playground that has been hugely popular for Town residents over the years. The playground underwent major repairs 8-10 years ago and is now in dire need of repairs once again. Approval of this Article would transfer the sum of \$25,000 from the CPA Open Space and Recreation Reserve account for purposes of preservation and rehabilitation of the playground, including addressing immediate safety concerns. This is in fact the first phase of an anticipated three-year project to repair and rebuild the playground at an estimated cost of \$75,000. Given the importance of the playground for Town residents and the immediate need for safety improvements, the Finance Committee sees this as an appropriate use of CPA funds. However, it also encourages the Park and Recreation Committee to further examine the playground in order to determine whether in the interests of cost effectiveness and child safety the entire structure should be replaced. As of November 30, 2015, the CPA Open Space/ Recreation Reserve account contained a balance of \$299,954.

**Funding source:** CPA Open Space and Recreation Fund Balance Reserve.

**ARTICLE 15.** To see if the town will vote to transfer from available funds the sum of \$20,000.00 to fund the Snow and Ice deficit. By request of the DPW Director.

**Selectmen Recommendation::**

No vote

**FinCom Recommendation:**

No vote

**Rationale:** Snow removal is an annual expense that is difficult to budget precisely. This item is on the Special Town Meeting Warrant in the event that a transfer from Free Cash is needed to cover this year's expenditure, if any, in excess of the budgeted amount. The Finance Committee refrained from voting on this matter due to the uncertainty of a need for this transfer.

**Funding source:** Free Cash.

You are hereby directed to serve this warrant by posting attested copies thereof at least 14 days before the date of the Annual Town Meeting, as provided within the Town By-Laws

LOCATIONS TO POST WARRANT:

Town Hall  
1910 Town Office Building  
G.A.R. Memorial Library  
Post Office  
Laurel Grange

Hereof fail not to make due return of this warrant with your doings thereon at the time and place of holding said meeting.

Given under our hands this \_\_\_\_ day of April, 2016.

BOARD OF SELECTMEN

Glenn A. Kemper - Chairman  
Joseph Anderson  
David Archibald

A true copy, attested:

\_\_\_\_\_  
Town Clerk Michael P. McCarron

Pursuant to the above warrant to me directed, I hereby notify and warn all the inhabitants of the Town of West Newbury who are qualified to vote to meet at said time and place.

\_\_\_\_\_  
Constable

\_\_\_\_\_  
Date of Posting

LOCATIONS TO POST WARRANT:

Town Hall  
1910 Town Office Building  
G.A.R. Memorial Library  
Post Office  
Laurel Grange

Hereof fail not to make due return of this warrant with your doings thereon at the time and place of holding said meeting.

Given under our hands this \_\_\_\_ day of April, 2016.

BOARD OF SELECTMEN

Glenn A. Kemper - Chairman

Joseph Anderson  
David Archibald

A true copy, attested:

\_\_\_\_\_  
Town Clerk Michael P. McCarron

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**Role of the Finance Committee:** The Finance Committee is an appointed, standing committee consisting of six qualified voters. The Finance Committee is specifically chartered with the following responsibilities:

- Prepare recommendations regarding all Articles in the warrant, especially those involving the appropriation of money.
- Consider all municipal questions affecting the revenue, indebtedness or expenditures of the funds of the Town, and for this purpose the committee shall have access to all books and records of the Town.
- Present the Annual Budget to the Town.
- Confer with and advise the Board of Selectmen whenever so requested.
- One member of the Finance Committee shall be a member of the advisory Capital Improvements Committee.
- Authorize transfers from the Reserve Fund.
- Authorize year-end budget line item transfers.
- Declare a Snow Emergency to allow deficit spending of the Snow Removal budget.

In addition to these statutory responsibilities, the Finance Committee serves as your investigative agent to make sure that all proposed expenditures are thoroughly vetted before they come before the Town.

\*\*\*\*\*

## GLOSSARY

1. **Article:** The topic to be considered and voted at Town Meeting.
2. **Assessment:** The Board of Assessors judgment of the value of a property.
3. **Bond:** A means to raise money through the issuance of debt. The Town (borrower) promises in writing to repay a specified sum of money, alternately referred to as face value, par value or bond principal, to the buyer of the bond on a specified future date (maturity date), together with periodic interest at a specified rate. The term of a bond is always greater than one year.
4. **Capital Expenditure:** An expense for a tangible asset or project that costs at least \$10,000 and has a useful life of at least 5 years.
5. **Chapter 70:** The Chapter of Massachusetts law that governs the funding of the schools. The formula is designed to distribute state aid to help establish educational equity among municipal and regional school districts. It is also the name for the largest part of state funding to schools.
6. **Chapter 90:** The Chapter of Massachusetts law that governs the funding of roads and highway improvements. It is also the common name for the largest part of state funding to highways.
7. **Cherry Sheet:** State aid to the Town, so called as they used to be printed on red paper.
8. **Credit Rating:** The evaluation given by lenders indicating the Town's ability to repay a Loan or Bond. A good credit rating allows the Town to borrow at a lower interest rate.
9. **Free Cash:** Funds remaining from the operations of a previous fiscal year (June 30) which may be appropriated after they have been certified by the Massachusetts Department of Revenue. These include unspent appropriations and revenue collected in excess of estimates.

10. **Levy:** The revenue the Town can raise through real and personal property tax and motor vehicle excise taxes.
11. **Levy Limit:** The maximum tax amount the Town can levy in a given year. The limit can grow 2 ½% of the prior year's levy limit plus new growth and any overrides.
12. **New growth:** The taxing capacity and thereby revenue added by new construction and other increases in the property tax base.
13. **Operating Expenses:** The budget for routine, recurring expenses during the fiscal year starting on July 1 through June 30. It includes all labor and expenses. Typical examples are Police and Fire Department salaries, the Town's assessment from the Pentucket Regional School District, road repairs, snow removal and the solid waste pickup (trash) contract.
14. **Override:** Proposition 2 ½ allows a Town to increase the Town's taxes greater than 2 ½% by one of 3 methods, if approved by the voters:
  - a. Capital Outlay Expenditure Override– allows override of Prop 2 ½, only for a one-time purchase.
  - b. Debt Exclusion Override–allows over-ride of Prop 2 ½ only for the term of the debt repayment schedule.
  - c. General Override–increases the total tax beyond 2 ½% permanently.
15. **Pension Obligations:** Contributions to the Essex Regional Retirement Board and to the Other Post-Employment Benefits (OPEB) for eligible Town employees to pay for negotiated benefits.
16. **Pentucket Regional School District (PRSD) Assessment:** What the Town must pay to the PRSD each year for the schools. It includes:
  - a. Minimum contribution established by the Massachusetts Department of Education based on Town demographics, real estate values, and income.
  - b. Other Assessment. Remainder of operating budget of the PRSD, which is calculated based on the number of West Newbury pupils in the district.
  - c. Capital assessment is the district wide debt service on borrowing also apportioned based on the number of West Newbury pupils in the district and some Green Repair town specific debt and reimbursements.
17. **Proposition 2 ½:** The state law that limits the amount of increase in total real estate taxes, which the Town may assess, to a maximum of 2 ½% per year on existing properties. It does not include taxes that may be levied on new construction or additions (so called new growth).
18. **Raise and Appropriate:** Town Meeting authorization to expend a certain amount of money for a specific purpose by raising that amount of taxes to pay for that expenditure.
19. **Sources of Revenue:** Local receipts collected by the Town such as boat and auto excise tax taxes, fines and interest, real estate property taxes, state aid and grants.
20. **Stabilization Account:** A general or special purpose savings account deposited into or withdrawn from at Town Meetings with a 2/3 vote. West Newbury uses this account to save for capital expenditures.

TOWN MEETING IMPACTS ON TOWN ACCOUNTS

Balances Report		Town Stabilization	Pension Stabilization	School Stabilization	Town Free Cash	Water Stabilization	Water Free Cash	CPC Comm Housing	CPC Historical	CPC Open Space	CPC Undesig	CPC Reserve
7/1/2015		\$1,282,296.00		\$50,000.00	\$1,960,718.00	\$227,721.00	\$227,322.00	\$362,454.00	\$35,687.00	\$299,954.00	1,098,470	214,374
10/2015 STM	Art #											
Page-Airhandlers	2								-\$35,687.00		-164,313	
WNHA-roof	3							-\$250,000.00				
Town-Software	4				-\$45,000.00							
Police-Retirement	5				-\$15,247.86							
Annex-HVAC	6				-\$59,100.00							
Town-tax rate	7				-\$100,000.00							
Balances 12/31/2015		\$1,282,296.00		\$50,000.00	\$1,741,370.14	\$227,721.00	\$227,322.00	\$112,454.00	\$0.00	\$299,954.00	934,157	214,374
Proposed STM	Apr-16											
Outstandings Bills	2				-\$5,267.07							
Water-Hydrants	3						-\$30,000.00					
Water-Stumps	4					-\$42,000.00	\$0.00					
Water-Newburyport	5						-\$40,000.00					
Fire Truck Lease Pay	6				-\$173,366.00							
DPW	7				-\$39,950.00							
DPW	8				-\$56,307.00							
DPW-Library	9				-\$30,000.00							
DPW-All Buildings	10				-\$100,000.00							
DPW-Road Work	11				-\$150,000.00							
CPA-Digital	12										-11,000	
CPA - Library walk	13										-15,000	
Action Cove Play	14									-\$25,000.00		
Snow & Ice	15				-\$20,000.00							
		\$1,282,296.00		\$50,000.00	\$1,166,480.07	\$185,721.00	\$157,322.00	\$261,630.00	\$36,722.00	\$274,954.00	908,157	214,374
Proposed ATM	Apr-16											
Water-Equip	6					-\$7,300.00						
Water-Truck	7					-\$50,000.00						
Water-Transfers	8					\$26,000.00	-\$26,000.00					
Pension Stabilization	10		\$50,000.00		-\$50,000.00							
Town-School Stabilization	13			\$107,216.00								
Town-Bicentennial	14				-\$5,000.00							
Library	15				-\$30,401.00							
Police	16				-\$41,023.00							
Town Pictometry	19				-\$7,500.00							
Town-Building Fund	21				-\$25,000.00							
Community Center	23				-\$10,000.00							
Estimated CPC Receipts 2017								\$36,722.00	\$36,722.00	\$36,722.00		238,692
Balance After TM's		\$1,282,296.00	\$50,000.00	\$157,216.00	\$997,556.07	\$154,421.00	\$131,322.00	\$261,630.00	\$36,722.00	\$311,676.00	908,157	453,066

REVENUES

<b>FY 2017</b>				
<b>Revenues:</b>	<b>Actual</b>	<b>Actual</b>	<b>In Process</b>	<b>Projected</b>
	<b>FY 2014</b>	<b>FY 2015</b>	<b>FY 2016</b>	<b>FY 2017</b>
Real Estate Taxes Raised	10,899,107	11,301,050	11,712,003	12,193,084
Amended Prior Year Growth	165			
Tax Limit 2.5	272,482	282,526	292,800	304,827
New Growth	129,296	128,427	188,281	148,668
General Overrides	0			
Debt Exclusions	875,904	831,769	818,328	711,112
Capital Exclusion				
Cherry Sheet Revenues	341,769	354,836	357,488	367,011
Local Receipts	1,182,435	1,158,873	932,896	911,974
<b>Total Revenues</b>	<b>13,701,158</b>	<b>14,057,481</b>	<b>14,301,796</b>	<b>14,636,676</b>
Reserve for Abatements/Receivables	-125,657	-121,057	-180,000	-140,000
Tax Title Purposes	-5,000	0	-1,000	-1,000
Cherry Sheet Charges	-121,040	-71,942	-73,061	-76,077
Total Offsets	-251,697	-192,999	-254,061	-217,077
<b>Revenue-Less Offsets</b>	<b>13,449,461</b>	<b>13,864,482</b>	<b>14,047,735</b>	<b>14,419,599</b>
Less Direct to Library	-7,067	-7,735	-7,588	-7,588
Net to Revenues to General Fund	13,442,394	13,856,747	14,040,147	14,412,011
Less Prior Year Snow & Ice Deficit	0	0	0	0
Less Prior Year Other Deficits	0	0	0	0
<b>Net Available for Operating Expenses</b>	<b>13,442,394</b>	<b>13,856,747</b>	<b>14,040,147</b>	<b>14,412,011</b>
				W/ Fire Truck
<b>Proposed Estimated tax Rate for FY 2017</b>				14.90
				W/o Fire Truck
<b>Proposed Estimated tax Rate for FY 2017</b>				14.88