

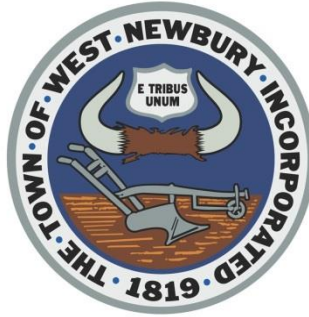


Town of West Newbury, Massachusetts

Annual Town Meeting

May 22, 2021, 10:00 a.m.

Town Annex, 379 Main Street, Outside



May 22, 2021

Dear Fellow Residents of West Newbury:

Please take the time to review this booklet, which we diligently prepared to help guide you toward making informed decisions on this year's Warrant Articles.

The Articles presented on the Annual Town Meeting Warrant are requests for expenditures in addition to the Town's annual budget for the Fiscal Year ending June 30, 2022. The Articles on the Special Town Meeting Warrant are requests to be included in the Town's budget for the Fiscal Year ending June 30, 2021. The Finance Committee has reviewed each of these Articles. This booklet is the report of 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 spreadsheets of Town fund balances and Town revenues, which you may find helpful.

We began this budget year, as we did last year, with the goal of keeping expenses within our levy limit. Further, we hoped to follow the Select Board and Town Manager's Fiscal Year Policy Directive by limiting the overall increase in the expense budget to no more than 1.5%, not including any school budget increases including related to the Pentucket Middle/High School override. We approach each consideration with thoughtful attention to budget line items and prudent use of our Free Cash. The Finance Committee met with many Department Heads, and we thank them for helping us understand their responsibilities and financial needs. We are further grateful to the Town Manager for his efforts, and how his office has helped streamline our budget review process.

Over the past several years, the Town has used excess Free Cash to balance the budget; the Select Board may propose a vote to do so again for FY22 during the Fall Special Town Meeting. The amount of Free Cash transferred over the past several years is illustrated by the table on Page v. In addition, this is the second year that the Town will be recommending a draw from the School Stabilization Fund in order to offset the FY22 taxpayer impact resulting from the Middle/High School project.

Whether or not you believe this method of balancing the budget is appropriate, we feel a responsibility to inform you that we do not believe that Free Cash transfers in the amounts being requested year over year are sustainable, and can be expected to deplete the Town's Free Cash reserves over time. If this happens, the community will need to choose between increased taxes or a reduction in services.

Proposed FY22 Budget Breakdown by Category

Budget Category	Proposed FY22 Budget	% of Total
General Government:	1,261,905	7.5%
Public Safety:	2,051,285	12.1%
Education:	8,910,378	52.8%
Dept. of Public Works:	1,273,171	7.5%
Human Services:	1,164,943	6.9%
Debt Service:	313,950	1.9%
Benefits:	1,908,424	11.3%
TOTAL:	<u>16,884,055</u>	

Our estimated net revenues available for operating expenses are \$18,508,523, 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 \$16,884,055, which is a 3.5% increase over last year. The percentage increase in the non-Schools budget is proposed at 1.7%. This amount is well within our allowed levy limit. Should this budget pass, the proposed increase is projected to result in a relatively stable tax rate for FY2022, estimated to remain at or near the current FY2021 tax rate of \$14.82/thousand.

Based on this estimate, the overall effect on your taxes will be proportional to any change in the assessed value of your property: if a home valued at \$500,000 in FY2021 increased in value by 2.5% in FY2022, even with a relatively stable tax rate that home would see an increase of 2.5% in its tax bill, an increase of approximately \$185.25 per year. The 2021 budget resulted in a comparable projected average increase of \$144.20. Because we don't know the FY2022 valuation of single-family residential property until the fall, and because the Select Board uses that valuation to set the tax rate, our estimate of next year's tax increase is only that: an estimate.

If all of the proposed articles to be funded from Free Cash are passed, \$834,672 will remain in that account. If all of the articles proposed to be funded for the Capital Stabilization, School Stabilization, and Pension Stabilization accounts are passed, those balances will be \$1,936,407, \$1,260,699, and \$313,253, respectively (see page 31).

This Town Meeting contains many other points for consideration including, but not limited to, the following items: 1) a request for a transfer from Community Preservation Act funds for designing an all-access trail at the Mill Pond recreation area; 2) a transfer request from the Water Department for funds to be used for improvements/upgrades to the Pipestave Hill Water Tank; 3) a request from the Select Board for funds to be used toward the Town's portion of the reconstruction of the Middle Street Bridge; 4) a request from the Board of Fire Engineers for the purchase of new Jaws of Life rescue equipment; 5) a request from the Department of Public Works for a transfer from Community Preservation Act funds to repair, restore, and preserve the Old Town Hall; 6) a Citizen Petition to halt restoration of the Soldiers & Sailors Memorial Building (a/k/a "Carr Post") until a defined productive use is determined. The above items do not reflect the full detail of articles within the warrants, but do show a vast array of items that will be presented to the Town for vote.

The Finance Committee meets Tuesday evenings at 7:00 p.m. at the 1910 Building, or as otherwise posted. We welcome your participation (though remote participation only, until COVID-19 restrictions ease). We encourage you to review our website for more information, including budget information, prior Town Meeting booklets, and meeting minutes. You can also reach the Finance Committee directly via email at financecommittee@wnewbury.org

"Practice kindness all day to everybody and you will realize you're already in heaven."
-Jack Kerouac

Gary L. Roberts, Jr., Chairman

The West Newbury Finance Committee

Gary L. Roberts, Jr., chair
Jessica Knezek, vice chair
Nathan Kelly, secretary

Joseph Heyman
Jim Sperelakis
Angus G. Jennings, ex officio

Reading Votes for Town Meeting Warrant Articles.

Votes for town meeting warrant articles follow the format of **(Yay-Nay-Abstention)** for the given article. For example:

Select Board Recommendation: **Approve: 2-1-0**

This states that two Select Board members approved the article, one disapproved, no abstentions.

FinCom Recommendation: **Disapprove: 2-3-1**

This states that two FinCom members approved the article, three disapproved, one abstention.

WHAT TO EXPECT AT TOWN MEETING DUE TO COVID-19

This section is intended to share some information about the preliminary plans for the Saturday, May 22, 2021 Annual Town Meeting.

Please know that the primary concern of all town officials is to conduct the meeting in a way that protects the health and safety of everyone, while at the same time upholding our town meeting traditions and standards of participatory democracy. Following is a summary of some of the measures to help conduct town meeting safely and efficiently.

Meeting Venue: The risk of contagion is much lower if we meet outside. So, we will hold town meeting in the area of the Bandstand located behind the 1910 Building and Annex.

Social Distancing: Voter check-in will be closely monitored and we will assign seating in accordance with CDC social distancing guidelines.

Face Coverings: Members must wear face coverings over both their nose and mouth; the Town will provide face coverings for those who do not have them and anyone who does not wear a mask for personal medical reasons will be assigned to sit in a designated location. Such attendees will be afforded full access to the proceedings.

Microphone Cleaning and Disinfecting: Appropriate cleaning supplies will be available to sanitize the microphones used by those who chose to debate.

Main Motion: A designated speaker will read the main motions under the articles. Then we will move to debate.

Meeting Efficiency: A number of steps will be taken to help facilitate a quick, efficient, and orderly meeting.

Rain Date: The rain date for the spring town meeting is Sunday, May 23, 2021 at 10 a.m. in the posted location. The decision on whether to postpone will likely need to be made the day of the meeting. If a postponement is needed due to weather, we will post notice on the Town of West Newbury website (www.wnewbury.org) and via reverse 911, email, social media, and the press.

**If the Recommended FY22 Budget is approved,
Proposed FY22 Expense Budget Breakdown**

Town Department	Budget (FY22)	% of Total	Each \$1,000 of your property tax dollars will buy:
EDUCATION	\$ 8,910,378	52.8%	\$ 527.74
DPW	\$ 1,273,171	7.5%	\$ 75.41
POLICE DEPARTMENT	\$ 1,227,246	7.3%	\$ 72.69
ESSEX COUNTY RETIREMENT FUND	\$ 762,611	4.5%	\$ 45.17
BOARD OF HEALTH	\$ 626,589	3.7%	\$ 37.11
TRANSFERS OUT - STABILIZATION	\$ 500,000	3.0%	\$ 29.61
EMPLOYEES' HEALTH INSURANCE	\$ 408,755	2.4%	\$ 24.21
LIBRARY	\$ 373,492	2.2%	\$ 22.12
PUBLIC SAFETY DISPATCH	\$ 331,482	2.0%	\$ 19.63
TOWN MANAGER	\$ 314,487	1.9%	\$ 18.63
DEBT SERVICE	\$ 313,950	1.9%	\$ 18.59
FIRE DEPARTMENT	\$ 309,928	1.8%	\$ 18.36
FINANCE DEPARTMENT	\$ 304,773	1.8%	\$ 18.05
INSURANCE AND BONDS	\$ 185,081	1.1%	\$ 10.96
BOARD OF ASSESSORS	\$ 184,393	1.1%	\$ 10.92
TOWN CLERK/TOWN COUNSEL	\$ 169,443	1.0%	\$ 10.04
INSPECTION DEPARTMENT	\$ 141,272	0.8%	\$ 8.37
COUNCIL ON AGING	\$ 101,182	0.6%	\$ 5.99
FINANCE COMMITTEE	\$ 98,000	0.6%	\$ 5.80
PLANNING BOARD	\$ 65,707	0.4%	\$ 3.89
SELECTMEN	\$ 58,162	0.3%	\$ 3.44
MEDICARE INSURANCE (FICA)	\$ 50,476	0.3%	\$ 2.99
CONSERVATION COMMISSION	\$ 34,679	0.2%	\$ 2.05
VETERANS	\$ 33,435	0.2%	\$ 1.98
RECREATION	\$ 29,545	0.2%	\$ 1.75
ANIMAL CONTROL OFFICER	\$ 25,898	0.2%	\$ 1.53
SPECIAL COUNSEL	\$ 18,000	0.1%	\$ 1.07
BOARD OF REGISTRARS/ELECTIONS	\$ 12,550	0.1%	\$ 0.74
EMERGENCY MANAGEMENT	\$ 11,959	0.1%	\$ 0.71
HARBORMASTER	\$ 3,500	0.0%	\$ 0.21
UNEMPLOYMENT COMPENSATION	\$ 1,500	0.0%	\$ 0.09
OPEN SPACE COMMITTEE	\$ 750	0.0%	\$ 0.04
BOARD OF APPEALS	\$ 700	0.0%	\$ 0.04
HISTORICAL COMMISSION	\$ 600	0.0%	\$ 0.04
MODERATOR	\$ 260	0.0%	\$ 0.02
CULTURAL COUNCIL	\$ 100	0.0%	\$ 0.01
OPEB	\$ 1	0.0%	\$ 0.00
TOTAL	\$ 16,884,055	100.0%	\$ 1,000.00

Source: Angus Jennings, Town Manager, 5/6/21

Town-wide Average Single Family Assessed Value and Tax Bill Town of West Newbury, FY11-FY21

Fiscal Year	Total Single Family Value	Single Family Parcels	Average Single Family Value	Average Single Family Tax Bill	Dollar Change from Prior Year	% Change from Prior Year
2021	\$814,289,900	1,390	\$585,820	\$8,717	\$366	4.4%
2020	\$804,428,300	1,389	\$579,142	\$8,351	\$50	0.6%
2019	\$785,068,500	1,378	\$569,716	\$8,301	\$451	5.7%
2018	\$738,617,100	1,370	\$539,137	\$7,850	\$140	1.8%
2017	\$721,692,600	1,362	\$529,877	\$7,710	\$67	0.9%
2016	\$708,878,300	1,357	\$522,386	\$7,643	\$171	2.3%
2015	\$644,831,600	1,354	\$476,242	\$7,472	\$220	3.0%
2014	\$616,881,300	1,344	\$458,989	\$7,252	\$96	1.3%
2013	\$607,427,900	1,337	\$454,322	\$7,156	\$414	6.1%
2012	\$602,788,900	1,326	\$454,592	\$6,742	\$233	3.6%
2011	\$627,563,400	1,319	\$475,787	\$6,509	\$162	2.6%

Source: West Newbury Assessing Department

Free Cash Trends, FY15-FY21

<u>Fiscal Year</u>	<u>Year-End Certified Free Cash¹</u>	<u>Free Cash transfer to reduce Tax Rate²</u>
FY21	TBD	\$ - *
FY20	\$ 1,954,878	\$ 400,000
FY19	\$ 2,102,586	\$ 220,000
FY18	\$ 1,718,985	\$ 114,000
FY17	\$ 1,824,005	\$ 144,300
FY16	\$ 1,892,315	\$ -
FY15	\$ 1,960,718	\$ -

Avg (FY17-21)	\$ 175,660
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¹ Source: MA DOR Form B-1, FY15-FY20

² Source: MA DOR Tax Rate Recaps, Item III d, FY15-FY20

* Note: In FY21 the Town did allocate \$220,000 of Overlay Surplus in order to reduce the FY21 Tax Rate. If that amount were to be included in table above, the FY17-21 Average would be \$219,660.

Source: Angus Jennings, Town Manager

**TOWN OF WEST NEWBURY
COMMONWEALTH OF MASSACHUSETTS
WARRANT -- ANNUAL TOWN MEETING
SATURDAY, MAY 22, 2021 @ 10:00am**

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 outdoors at the Bandstand located behind the Town Annex, 379 Main Street, at 10:00 a.m. on Saturday, May 22, 2021 to act upon or take any other action relative to all of the following articles.

GENERAL GOVERNMENT MATTERS

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 \$397,325 from the School Stabilization Fund to pay a portion of the Town share of debt service associated with the building of the new Middle/High School. *By request of the Board of Selectmen.*

FinCom Recommendation:

Approve: 4-0-0

Select Board Recommendation:

Approve: 3-0-0

Rationale: *This is the first of an anticipated five-year drawdown of the School Stabilization Fund. The Fund was created to defray the impact of a major school building project. The Finance Committee unanimously supports the Select Board's position that the time has come for taxpayers to receive a reduced tax impact from the new Middle/High School Project. If this article is not approved, there will need to be a motion to amend the Omnibus Budget in order to account for the Town's obligated portion of debt service for the project.*

Funding source: *School Stabilization Fund.*

Sunset Date: *N/A*

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.*

FY 2022 Omnibus Budget



	FY 2019	FY 2020			FY 2021	FY 2022		Change from FY21	
	Expended	Approved Budget	Expended	Turnbacks/ Transfers	Approved Budget	Select Board	FinCom Proposed	\$	%
GENERAL GOVERNMENT									
1 MODERATOR									
Salary	200	200	200	-	200	200	200	0	0.0%
Expenses	-	60	55	5	60	60	60	0	0.0%
SUBTOTAL	200	260	255	5	260	260	260	0	0.0%
2 SELECT BOARD									
Professional and Technical Services	8,359	13,600	7,590	6,010	10,000	10,000	10,000	0	0.0%
Salary & Wages	-	-	-	-	32,860	34,162	34,162	1,302	4.0%
Operating Expenses	4,700	7,000	6,399	601	7,000	14,000	14,000	7,000	100.0%
SUBTOTAL	13,059	20,600	13,989	6,611	49,860	58,162	58,162	8,302	16.7%
3 TOWN MANAGER									
Town Manager Salary	145,000	147,900	147,900	-	150,858	153,875	153,875	3,017	2.0%
Salary & Wages	109,980	77,870	62,523	15,347	70,679	72,092	72,092	1,413	2.0%
Technology Expenses	34,257	39,000	40,056	(1,056)	51,865	51,865	51,865	0	0.0%
Expenses, Comms (bldg), Dues/Subscr/Cont. Ed	36,377	20,100	12,688	7,412	33,055	33,055	33,055	0	0.0%
Vehicle Allowance	3,600	3,600	3,600	-	3,600	3,600	3,600	0	0.0%
SUBTOTAL	329,214	288,470	266,767		310,057	314,487	314,487	4,430	1.4%
4 FINANCE COMMITTEE									
Expenses	2,035	1,500	1,067	433	2,000	2,000	2,000	0	0.0%
Reserve Fund	8,800	60,000	-	60,000	54,685	96,000	96,000	41,315	75.6%
SUBTOTAL	10,835	61,500	1,067	60,433	56,685	98,000	98,000	41,315	72.9%
5 ASSESSING DEPARTMENT									
Salary & Wages	122,012	125,180	124,297	883	127,409	129,410	129,410	2,001	1.6%
Board of Assessors Salaries	-	-	-	-	-	-	-	0	
Expenses & Contracted Services	40,647	46,900	42,496	4,404	56,258	54,483	54,483	(1,775)	-3.2%
Board and Clerk mileage reimb.	-	1,500	80	1,420	250	-	-	(250)	-100.0%
Travel/Mileage/Cellphone	347	2,400	2,400	-	2,047	500	500	(1,547)	-75.6%
SUBTOTAL	163,006	175,980	169,273	6,707	185,964	184,393	184,393	(1,571)	-0.8%



	FY 2019	FY 2020			FY 2021	FY 2022		Change from FY21	
	Expended	Approved Budget	Expended	Turnbacks/ Transfers	Approved Budget	Select Board	FinCom Proposed	\$	%
6 FINANCE DEPARTMENT									
Salary & Wages	156,204	183,390	200,794	(17,404)	224,619	237,918	237,918	13,299	5.9%
Annual Audit	18,500	20,500	20,500	-	20,500	20,500	20,500	0	0.0%
Tax Title and Foreclosure	604	1,000	75	925	800	1,000	1,000	200	25.0%
Postage Expense		15,000	12,942	2,058	15,050	15,400	15,400	350	
Finance Dept Expenses	27,536	29,100	18,209	10,891	28,120	27,955	27,955	(165)	-0.6%
Training and Travel		2,200	1,018	1,182	1,200	2,000	2,000	800	
SUBTOTAL	202,844	251,190	253,538	(2,348)	290,289	304,773	304,773	14,484	5.0%
7 SPECIAL COUNSEL									
Legal Fees and Expenses	-	15,000	13,770	1,230	22,500	18,000	18,000	(4,500)	
SUBTOTAL	-	15,000	13,770	1,230	22,500	18,000	18,000	(4,500)	
8 TOWN CLERK/TOWN COUNSEL									
Salary & Wages	110,149	116,657	112,719	3,938	122,478	156,793	156,793	34,315	28.0%
Operation of Fax/Copier Machine	5,213	5,650	5,349	301	5,650	5,650	5,650	0	0.0%
Expenses	3,988	6,450	3,662	2,788	6,450	7,000	7,000	550	8.5%
SUBTOTAL	119,350	128,757	121,730	7,027	134,578	169,443	169,443	34,865	25.9%
9 BOARD OF REGISTRARS/ELECTIONS									
Town Clerk Compensation	150	150	150	-	200	200	200	0	0.0%
Bd of Registrars Salary & Wages	5,427	4,400	4,235	165	8,500	4,550	4,550	(3,950)	-46.5%
Bd of Registrars Expenses	6,534	7,500	6,086	1,414	7,377	7,800	7,800	423	5.7%
SUBTOTAL	12,111	12,050	10,471	1,579	16,077	12,550	12,550	(3,527)	-21.9%
10 CONSERVATION COMMISSION									
Salary & Wages	28,995	29,440	26,442	2,998	27,965	24,240	24,240	(3,725)	-13.3%
Salary & Wages (Land Agent)					2,796	7,129	7,129	4,333	
Expenses	1,648	2,410	533	1,877	2,410	2,710	2,710	300	12.4%
Con Com Vehicle Allowance	600	600	350	250	720	600	600	(120)	-16.7%
SUBTOTAL	31,243	32,450	27,325	5,125	33,891	34,679	34,679	788	2.3%
11 PLANNING BOARD									
Salary & Wages	44,077	55,390	53,024	2,366	56,282	57,402	57,402	1,120	2.0%
Expenses	5,791	6,600	4,928	1,672	6,600	6,600	6,600	0	0.0%
MVPC Assessment	1,583	1,623	1,623	-	1,664	1,705	1,705	41	2.5%
SUBTOTAL	51,451	63,613	59,575	4,038	64,546	65,707	65,707	1,161	1.8%
12 BOARD OF APPEALS									
Salary & Wages	1,000	1,000	1,000	-	-	-	-	0	
ZBA Expenses	-	400	398	2	700	700	700	0	0.0%
SUBTOTAL	1,000	1,400	1,398	2	700	700	700	0	0.0%



	FY 2019	FY 2020			FY 2021	FY 2022		Change from FY21	
	Expended	Approved Budget	Expended	Turnbacks/ Transfers	Approved Budget	Select Board	FinCom Proposed	\$	%
13 OPEN SPACE COMMITTEE									
Expenses	278	750	-	750	750	750	750	0	0.0%
SUBTOTAL	278	750	-	750	750	750	750	0	0.0%
14 CABLE ADVISORY COMMITTEE									
Expenses	-	-	-	-	-	-	-	0	0.0%
SUBTOTAL	-	-	-	-	-	-	-	0	0.0%
TOTAL GENERAL GOVERNMENT:	934,591	1,052,020	939,158	91,159	1,166,157	1,261,904	1,261,904	95,747	8.2%
PUBLIC SAFETY									
15 POLICE DEPARTMENT									
Salary & Wages	809,282	902,049	848,106	53,943	925,677	944,191	944,191	18,514	2.0%
Supplemental Salaries/Wages (Police Reform)	-	-	-	-	-	25,000	25,000	-	-
Police OT Wages	51,729	55,487	42,026	13,461	60,791	47,007	47,007	(13,784)	-22.7%
School Resource Officer	62,511	65,537	65,537	-	67,495	68,845	68,845	1,350	2.0%
Police Expenses	88,937	104,229	81,990	22,239	102,204	102,204	102,204	0	0.0%
Police Cruiser	32,000	37,000	37,000	-	40,000	40,000	40,000	0	0.0%
SUBTOTAL	1,044,459	1,164,302	1,074,659	89,643	1,196,167	1,227,247	1,227,247	31,080	2.6%
16 FIRE DEPARTMENT									
Fire Alarm Wages	72,989	89,000	59,542	29,458	90,780	92,596	92,596	1,816	2.0%
Fire Training/Drills	20,377	26,284	13,561	12,723	26,810	27,346	27,346	536	2.0%
Fire Dept Other Wages	23,085	25,000	23,930	1,070	25,500	26,010	26,010	510	2.0%
Fire Administration Wages	19,832	25,730	23,407	2,323	26,245	26,769	26,769	524	2.0%
Fire Dept. Medical Exam	2,028	5,000	689	4,311	5,000	3,000	3,000	(2,000)	-40.0%
Hydrant/Fire Protection (to Water Dept)	72,156	77,207	77,207	-	77,207	77,207	77,207	0	0.0%
Fire Alarm Communications	3,607	11,000	9,271	1,729	11,000	11,000	11,000	0	0.0%
Fire Expenses	66,443	46,000	41,502	4,498	46,000	46,000	46,000	0	0.0%
SUBTOTAL	280,517	305,221	249,109	56,112	308,542	309,928	309,928	1,386	0.4%
17 AMBULANCE SERVICE									
Purchase of Services	-	-	-	-	-	-	-	-	-
SUBTOTAL	-	-	-	-	-	-	-	0	0.0%
18 INSPECTION DEPARTMENT									
Salary & Wages	117,291	125,910	121,767	4,143	124,876	126,392	126,392	1,516	1.2%
Expenses	8,813	9,270	9,016	254	13,670	9,000	9,000	(4,670)	-34.2%
Inspectors' Vehicle Allowances	4,565	4,980	5,220	(240)	5,880	5,880	5,880	0	0.0%
SUBTOTAL	130,669	140,160	136,003	4,157	144,426	141,272	141,272	(3,154)	-2.2%



	FY 2019	FY 2020			FY 2021	FY 2022		Change from FY21	
	Expended	Approved Budget	Expended	Turnbacks/ Transfers	Approved Budget	Select Board	FinCom Proposed	\$	%
19 EMERGENCY MANAGEMENT AGENCY									
Salary & Wages	7,337	8,059	7,588	471	8,783	8,959	8,959	176	2.0%
Expenses	1,211	3,265	2,208	1,057	3,000	3,000	3,000	0	0.0%
SUBTOTAL	8,548	11,324	9,796	1,528	11,783	11,959	11,959	176	1.5%
20 ANIMAL CONTROL OFFICER									
Animal Control Expenses	22,865	24,050	24,050	-	25,073	25,898	25,898	825	3.3%
SUBTOTAL	22,865	24,050	24,050	-	25,073	25,898	25,898	825	3.3%
21 HARBORMASTER									
Salary & Wages	-	2,000	2,000	-	2,000	-	-	(2,000)	-100.0%
Contracted Services	226	-	-	-	-	3,500	3,500	3,500	
SUBTOTAL	226	2,000	2,000	-	2,000	3,500	3,500	1,500	75.0%
22 PUBLIC SAFETY DISPATCH									
Salary & Wages	216,150	267,006	223,286	43,720	273,054	278,515	278,515	5,461	2.0%
Municipal Dispatch OT Wages	20,023	24,229	17,118	7,111	25,286	25,792	25,792	506	2.0%
Expenses	23,907	26,370	22,657	3,713	27,175	27,175	27,175	0	0.0%
SUBTOTAL	260,080	317,605	263,061	54,544	325,515	331,482	331,482	5,967	1.8%
TOTAL PUBLIC SAFETY:	1,747,364	1,964,662	1,758,678	205,984	1,964,662	2,051,286	2,051,286	86,624	4.4%
EDUCATION									
23 PENTUCKET									
Pentucket Regional Sch Assessment	7,176,348	7,372,813	7,372,813	-	7,387,515	7,336,342	7,336,342	(51,173)	-0.7%
Pentucket Capital Assessment	64,162	58,227	58,227	-	381,967	859,246	859,246	477,279	125.0%
Pentucket Assessment Page Phase II	511,988	509,538	509,538	-	501,438	493,338	493,338	(8,100)	-1.6%
SUBTOTAL	7,752,498	7,940,578	7,940,578	-	8,270,920	8,688,926	8,688,926	418,006	5.1%
24 WHITTIER									
Whittier Minimum Contribution	232,543	225,975	225,975	-	146,262	136,998	136,998	(9,264)	-6.3%
Whittier Other Assessments	49,486	40,443	40,443	-	22,570	18,727	18,727	(3,843)	-17.0%
Whittier Debt/Capital Assess	20,320	21,993	21,993	-	21,781	21,602	21,602	(179)	-0.8%
SUBTOTAL	302,349	288,411	288,411	-	190,613	177,327	177,327	(13,286)	-7.0%
25 ESSEX NORTH SHORE AGRICULTURAL									
Essex North Shore Ag. Tech	-	17,200	16,822	378	34,652	44,125	44,125	9,473	27.3%
SUBTOTAL	-	17,200	16,822	378	34,652	44,125	44,125	9,473	27.3%
TOTAL EDUCATION:	8,054,847	8,246,189	8,245,811	378	8,496,185	8,910,378	8,910,378	414,193	4.9%



	FY 2019	FY 2020			FY 2021	FY 2022		Change from FY21	
	Expended	Approved Budget	Expended	Turnbacks/ Transfers	Approved Budget	Select Board	FinCom Proposed	\$	%
DEPARTMENT OF PUBLIC WORKS									
26 DEPARTMENT OF PUBLIC WORKS									
Salary & Wages	432,642	461,589	428,918	32,671	475,001	483,196	483,196	8,195	1.7%
DPW Overtime Wages	8,716	10,404	8,049	2,355	12,300	13,000	13,000	700	5.7%
Snow & Ice Removal	199,491	150,000	211,087	(61,087)	150,000	150,000	150,000	0	0.0%
Town Bldgs Operating Expenses	114,411	96,400	119,651	(23,251)	127,830	130,830	130,830	3,000	2.3%
Town Bldgs Improvements	49,523	51,000	63,292	(12,292)	51,000	51,000	51,000	0	0.0%
Street/Paving Repairs	28,054	70,000	25,672	44,328	70,000	70,000	70,000	0	0.0%
Highway, Sidewalk & Trees	94,351	140,000	128,468	11,532	195,162	196,395	196,395	1,233	0.6%
Stormwater management	-	10,000	7,109	2,891	13,500	15,500	15,500	2,000	
Expenses	8,228	9,132	9,563	(431)	14,250	14,250	14,250	0	0.0%
Parks Expenses	12,838	15,000	9,298	5,702	15,000	15,000	15,000	0	0.0%
Electricity	69,936	70,000	70,510	(510)	70,000	70,000	70,000	0	0.0%
Road Machinery Operating Expen	55,900	49,000	29,329	19,671	51,000	51,000	51,000	0	0.0%
DPW Vehicle Allowance	5,225	6,000	6,000	-	6,000	6,000	6,000	0	0.0%
Public Street Lights	7,895	7,000	5,341	1,659	7,000	7,000	7,000	0	0.0%
SUBTOTAL	1,087,210	1,145,525	1,122,287	23,238	1,258,043	1,273,171	1,273,171	15,128	1.2%
TOTAL PUBLIC WORKS:	1,087,210	1,145,525	1,122,287	23,238	1,258,043	1,273,171	1,273,171	15,128	1.2%
HUMAN SERVICES									
27 BOARD OF HEALTH									
Salary & Wages	117,362	122,620	119,906	2,714	124,592	127,084	127,084	2,492	2.0%
Public Health Nurse	3,840	3,840	3,840	-	4,800	8,175	8,175	3,375	70.3%
Public Health Nurse (COVID-19)					3,375			(3,375)	
Waste Collection & Disposal	303,116	325,080	311,390	13,690	384,660	401,940	401,940	17,280	4.5%
Recycling	39,264	50,000	38,401	11,599	66,000	45,000	45,000	(21,000)	-31.8%
Hazardous Waste Expense	748	2,000	1,613	387	2,000	2,000	2,000	0	0.0%
Steele landfill monitoring	31,568	22,646	22,646	-	35,390	35,390	35,390	0	0.0%
Expenses	7,478	6,500	5,909	591	7,000	7,000	7,000	0	0.0%
SUBTOTAL	503,376	532,686	503,705	28,981	627,817	626,589	626,589	(1,228)	-0.2%
28 COUNCIL ON AGING									
Salary & Wages	61,761	72,950	68,754	4,196	80,174	81,682	81,682	1,508	1.9%
Expenses	17,308	19,500	17,541	1,959	19,500	19,500	19,500	0	0.0%
SUBTOTAL	79,069	92,450	86,295	6,155	99,674	101,182	101,182	1,508	1.5%



	FY 2019	FY 2020			FY 2021	FY 2022		Change from FY21	
	Expended	Approved Budget	Expended	Turnbacks/Transfers	Approved Budget	Select Board	FinCom Proposed	\$	%
29 VETERANS									
Soldiers Grave Expenses	2,385	2,600	2,185	415	2,600	2,600	2,600	0	0.0%
Memorial Day Expenses	4,207	600	455	145	650	1,740	1,740	1,090	167.7%
Other Assessments-Veterans Services		-	-	-	24,000	7,400	7,400	(16,600)	
Northern Essex Veterans Services	23,039	30,357	28,859	1,498	21,112	21,695	21,695	583	2.8%
SUBTOTAL	29,631	33,557	31,499	2,058	48,362	33,435	33,435	(14,927)	-30.9%
TOTAL HUMAN SERVICES:	612,076	658,693	621,499	37,194	775,853	761,206	761,206	(14,647)	-1.9%
CULTURE & RECREATION									
30 LIBRARY									
Salary & Wages	254,923	263,813	257,916	5,897	263,641	263,492	263,492	(149)	-0.1%
Expenses	32,500	33,000	31,863	1,137	33,000	38,500	38,500	5,500	16.7%
Books and Periodicals	65,991	67,000	66,605	395	68,000	71,500	71,500	3,500	5.1%
SUBTOTAL	353,414	363,813	356,384	7,429	364,641	373,492	373,492	8,851	2.4%
31 RECREATION									
Salary & Wages	-	1,800	1,666	134	1,800	2,445	2,445	645	
Recreation Expenses	7,309	5,500	240	5,260	22,720	16,000	16,000	(6,720)	-29.6%
Action Cove Expenses	5,000	3,000	2,219	781	3,000	3,000	3,000	0	0.0%
SUBTOTAL	12,309	10,300	4,125	6,175	27,520	21,445	21,445	(6,075)	-22.1%
32 MILL POND OPERATING EXPENSES									
Mill Pond Operating Expenses	602	2,100	1,189	911	2,100	2,100	2,100	0	0.0%
SUBTOTAL	602	2,100	1,189	911	2,100	2,100	2,100	0	0.0%
33 BANDSTAND									
Expenses	6,000	6,000	4,849	1,151	6,000	6,000	6,000	0	0.0%
SUBTOTAL	6,000	6,000	4,849	1,151	6,000	6,000	6,000	0	0.0%
34 HISTORICAL COMMISSION									
Expenses	340	500	175	325	600	600	600	0	0.0%
SUBTOTAL	340	500	175	325	600	600	600	0	0.0%
35 CULTURAL COUNCIL									
Cultural Council Expenses	82	100	-	100	100	100	100	0	0.0%
SUBTOTAL	82	100	-	100	100	100	100	0	0.0%
TOTAL CULTURE & RECREATION:	372,747	382,813	366,722	16,091	400,961	403,737	403,737	2,776	0.7%

OMNIBUS BUDGET



		FY 2019	FY 2020		FY 2021	FY 2022		Change from FY21	
		Expended	Approved Budget	Expended	Turnbacks/ Transfers	Approved Budget	Select Board	FinCom Proposed	\$ %
DEBT SERVICE									
36 DEBT SERVICE									
Principal		340,000	350,614	350,614	-	344,700	305,000	305,000	(39,700) -11.5%
Interest		31,900	22,200	20,825	1,375	11,300	8,950	8,950	(2,350) -20.8%
SUBTOTAL		371,900	372,814	371,439	1,375	356,000	313,950	313,950	(42,050) -11.8%
TOTAL DEBT SERVICE:		371,900	372,814	371,439	1,375	356,000	313,950	313,950	(42,050) -11.8%
BENEFITS									
37 ESSEX COUNTY RETIREMENT FUND									
Essex Regional Retirement Assess		641,424	660,171	660,171	-	687,493	762,611	762,611	75,118 10.9%
SUBTOTAL		641,424	660,171	660,171	-	687,493	762,611	762,611	75,118 10.9%
38 UNEMPLOYMENT COMPENSATION									
Unemployment Insurance		-	15,001	10,301	4,700	7,501	1,500	1,500	(6,001) -80.0%
SUBTOTAL		-	15,001	10,301	4,700	7,501	1,500	1,500	(6,001) -80.0%
39 EMPLOYEES' HEALTH INSURANCE									
Group Insurance		413,400	465,397	373,473	91,924	416,745	408,755	408,755	(7,990) -1.9%
SUBTOTAL		413,400	465,397	373,473	91,924	416,745	408,755	408,755	(7,990) -1.9%
40 MEDICARE INSURANCE (FICA)									
FICA Insurance		45,176	48,279	47,512	767	49,486	50,476	50,476	990 2.0%
SUBTOTAL		45,176	48,279	47,512	767	49,486	50,476	50,476	990 2.0%
41 OPEB									
Other Post Employment Benefits		-	1	-	1	1	1	1	0
SUBTOTAL		-	1	-	1	1	1	1	0
42 INSURANCE AND BONDS									
Insurance and Bonds		161,801	172,832	150,797	22,035	189,990	185,081	185,081	(4,909) -2.6%
SUBTOTAL		161,801	172,832	150,797	22,035	189,990	185,081	185,081	(4,909) -2.6%
TOTAL BENEFITS:		1,261,801	1,361,681	1,242,254	119,427	1,351,216	1,408,424	1,408,424	57,208 4.2%
TRANSFERS OUT - STABILIZATIONS									
44 Transfers Out - Capital Stabilization									
SUBTOTAL		300,000	500,000	500,000	-	500,000	500,000	500,000	0 0.0%
GRAND TOTAL OMNIBUS BUDGET		14,742,536	15,684,397	15,167,848	494,846	16,317,921	16,884,056	16,884,056	566,135 3.5%

WATER ENTERPRISE FUND

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 \$863,649 of which \$280,038 for salaries and wages which include \$1,700 for Water Commissioners' stipends; \$47,248 for insurances; \$339,399 for expenses; \$124,068 for debt service; \$20,000 for extraordinary and unforeseen expenses; and \$52,896 for indirect costs, or take any other action related thereto. *By request of the Board of Water Commissioners.*

FinCom Recommendation:

Approve: 5-0-0

Select Board Recommendation:

Approve: 3-0-0

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 FY2022 are \$863,649, broken down by operating accounts as outlined within the Article.*

Funding Source: *FY2022 Water Enterprise Fund.*

Sunset Date: *N/A*

ARTICLE 6. To see if the Town will vote to transfer from available funds the sum of \$500,000 to be placed in the water stabilization fund in order to fund capital expenditures for water related projects, or take any other action related thereto. *By request of the Board of Water Commissioners.*

FinCom Recommendation:

Approve: 3-2-0

Select Board Recommendation:

Approve: 3-0-0

Rationale for Approval: *The Finance Committee members who voted to approve this article agree with the Water Commissioners, that it is important to anticipate future water capital projects by funding the Water Stabilization Fund. This transfer would not cause the water rate to increase. Further, future water revenue cannot be accurately predicted, as water usage is partly tied to the weather.*

Rationale for Disapproval: *The Finance Committee members who voted in the negative believe that the Water Enterprise Free Cash Account should be given a closer look. It is not best practice to charge water ratepayers a set amount in a given year and then build up a multi-year surplus to be expended on future year capital projects.*

Funding source: *Water Free Cash.*

Sunset Date: *N/A*

ARTICLE 7. To see if the Town will vote to transfer from available funds the sum of \$270,000 for all costs and expenses pertaining to improvements to the Pipestave Hill Water Tank. *By request of the Board of Water Commissioners.*

FinCom Recommendation:

Approve: 5-0-0

Select Board Recommendation:

Approve: 3-0-0

Rationale: *The Finance Committee recommends this article, which authorizes repair of leaking elastomeric coating slots, improvement of water quality from cleaning the interior of the tanks and installing a mixing unit at the Pipestave Hill Water Tank. The funding would also support exterior cleaning, deposit removal, recoating, and installation of an access hatch with patching and waterproofing of the overflow encasement. Included is a new pump to supply the Brake Hill Tank without needing a separate pump from the Pipestave Hill Booster Station.*

Funding source: *Water Free Cash.*

Sunset Date: *End of FY 2024*

APPROPRIATIONS

ARTICLE 8. To see if the Town will vote to raise and appropriate and/or transfer from available funds the sum of \$76,261 for the Pension Liability Stabilization Fund, or take any other action related thereto. *By request of the Board of Selectmen.*

FinCom Recommendation:

Approve: 4-0-0

Select Board Recommendation:

Approve: 3-0-0

Rationale: *This Article authorizes a transfer of \$76,261 from Free Cash into the Pension Liability Stabilization Fund. This fund is intended to set aside money to pay for the Town's unfunded pension obligations. The Town has successfully addressed related funding for other obligations, such as healthcare and retirement benefits (OPEB). This will allow the Town to plan ahead to meet this obligation as Town finances permit, thereby mitigating the need for abrupt tax increases.*

Funding source: *Free Cash.*

Sunset Date: *End of FY 2022*

ARTICLE 9. To see if the Town will vote to raise and appropriate and/or transfer from available funds the sum of \$15,000 for the Other Post-Employment Benefits (OPEB) Stabilization Fund, or take any other action related thereto. *By request of the Board of Selectmen.*

FinCom Recommendation:

Approve: 5-0-0

Select Board Recommendation:

Approve: 3-0-0

Rationale: *Established at April 2010 Town Meeting, West Newbury's Other Postemployment Benefits (OPEB) Stabilization Fund is designed to provide benefits to the Town's eligible current and future retirees. This year's*

\$15,000 transfer to the fund was determined in consultation with the Town's OPEB Actuary. An annual financial commitment to OPEB to ensure resources are available to meet the Town's future obligations is considered a "best financial practice" by the Massachusetts Department of Revenue and is unanimously supported by the Finance Committee.

Funding source: Free Cash.

Sunset Date: N/A.

ARTICLE 10. To see if the Town will vote to transfer the sum of \$10,363 from the Septic Loan Revolving Account for the repayment of debt service. *By request of the Board of Health.*

FinCom Recommendation:

Approve: 4-0-0

Select Board Recommendation:

Approve: 3-0-0

Rationale: *In 2001, the Town enrolled in a twenty-year state-financed program to loan residents money to help them rebuild septic systems that did not conform to Title V. This State program offered 0% loans to communities, which in turn provided low-interest betterment loans to eligible homeowners with failed septic systems through the local Board of Health. The Town loaned money at a rate of 3% (to cover the cost of administration). The homeowners repay the loan money to the Town, which in turn reimburses the State. Neither the Town nor the State profits from this transaction. The Town has been making these payments since 2001, with the amount based on the number of borrowers. This year the amount is \$10,363. This program is no longer open to new participants.*

Funding source: Septic Loan Revolving Account.

Sunset Date: N/A.

ARTICLE 11. 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 committee administrative expenses, community preservation projects and other expenses in Fiscal Year 2022, with each item to be considered a separate appropriation, or take any other action related thereto. *By request of the Community Preservation Committee.*

- Appropriate \$28,704 from FY 2022 estimated revenues for Committee Administrative Expenses.
- Reserve \$57,408 from FY 2022 estimated revenues for Community Housing Reserve.
- Reserve \$57,408 from FY 2022 estimated revenues for Historic Resources Reserve.
- Reserve \$57,408 from FY 2022 estimated revenues for Open Space & Recreation Reserve.
- Reserve \$373,160 from FY 2022 estimated revenues for Budgeted Reserve.

FinCom Recommendation:

Approve: 5-0-0

Select Board Recommendation:

Approve: 3-0-0

Rationale: *The Article presents to the Town an annual allocation of Community Preservation Act (CPA) funds, as required under state law. In 2006, the Town adopted the CPA, which enables the Town to assess an annual 3% surcharge on resident real estate tax bills. CPA Funds are able to be allocated toward the following uses: 1) open*

space/recreational use, 2) community housing, and 3) historical preservation. The Article contains the Community Preservation Committee's (CPC) recommended distribution, which earmarks the required minimum 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. Additionally, towns such as West Newbury, which have committed to the maximum 3%, receive bonus rounds of funding, if available.

Funding source: Community Preservation Fund Annual Revenues.

Sunset Date: N/A.

ARTICLE 12. To see if the Town will vote to transfer from Community Preservation Act funds the sum of \$25,000 to conduct an historic sites survey, or take any other action related thereto. By request of the Community Preservation Committee and the Historical Commission.

FinCom Recommendation:

Approve: 5-0-0

Select Board Recommendation:

Approve: 3-0-0

Rationale: The Finance Committee unanimously supports this article for the third phase of the Historical Commission's effort to identify and inventory historical structures in West Newbury. The first phase of this project was completed in October 2018. Then, the second phase was approved in April 2019 (Special Town Meeting Article 2). Both phases were well received by owners of the properties that were identified. Upon completion of this project, the Town will be eligible for reimbursement of the funds appropriated in this article through a 50% matching grant from the Massachusetts Historical Commission. This is the final phase of the Historical Commissions historical site survey.

Funding source: CPA Funds.

Sunset Date: End of FY 2022

ARTICLE 13. To see if the Town will vote to transfer from Community Preservation Act funds, Open Space and Recreation Reserve, the sum of \$30,000 for costs and expenses pertaining to the design of an all access trail and associated features at the Mill Pond, or take any other action related thereto. By request of the Community Preservation Committee and the Open Space Committee.

FinCom Recommendation:

Approve: 5-0-0

Select Board Recommendation:

Approve: 3-0-0

Rationale: Mill Pond is one of the jewels of this community. This funding request is for the design of an Americans with Disabilities Act (ADA) compliant trail in the Mill Pond recreation area. The trails at Mill Pond are very bumpy and uneven, which often limits the prospects for many residents from enjoying the trails. The design is intended to provide a smooth surface and gentle grade suitable for wheelchairs and strollers. The funds will be used to examine the existing site conditions, including wetlands delineation, and prepare conceptual plans to be evaluated at a public hearing, a 50% construction plan, and advance a construction cost estimate. The proposed all-access trail is meant to fulfill a critical gap in the Town's 40+ mile trail system, creating opportunities to enjoy the peaceful beauty that the Mill Pond area has to offer.

Funding source: CPA Funds, Open Space/Recreation.

Sunset Date: End of FY 2023

ARTICLE 14. To see if the Town will vote to transfer and/or appropriate from Community Preservation Act funds, in accordance with the provisions of Massachusetts General Laws Chapter 44B, the sum of \$175,000 to purchase the following: 1) a conservation restriction on approximately 30 acres of real estate located to the rear of property located at 28 Coffin Street, being generally described on West Newbury Assessors Map 23 as Lot 4; and, 2) a conservation restriction in conjunction with Essex County Greenbelt Association, Inc on two parcels of real estate located to the rear of the property located at 28 Coffin Street, being generally described on West Newbury Assessors Map 23 as Lots 11 and 12 consisting of approximately 11 acres and 10 acres respectively; said purchases to be subject to approval of the conservation restriction by all parties; and that the Board of Selectmen is to be authorized to execute, acknowledge and deliver all grants, agreements and such other instruments, including, but not limit to, the conservation restrictions in accordance with Massachusetts General Laws Chapter 184 and any other applicable statute or regulation, as may be necessary on behalf of the Town of West Newbury to effectuate the purchases herein mentioned: and to take any other action relative thereto. *By request of the Community Preservation Committee, the Open Space Committee and Essex Country Greenbelt Association, Inc.*

FinCom Recommendation:

Approve: 3-2-0

Select Board Recommendation:

Disapprove: 1-2-0

Rationale for Approval: By acquiring ownership of 30 acres, and a conservation restriction on 21 acres of land, benefits to the Town include: 1) expanding the public trail network and future connection opportunities; 2) new parking location for access to trail network; 3) preserving woodlands and wetlands; and 4) protecting wildlife habitat.

Rationale for Disapproval: The Finance Committee members who voted against this article are in favor of preserving open space, and regularly vote in favor of open space articles. The ownership portion of this deal makes more sense than the conservation restriction. It is not prudent for the Town to purchase a conservation restriction on wetlands that cannot be developed, or land where there are high-tension power lines preventing development. Further, if preserving open space is the primary goal, this agreement leaves 20+ acres vulnerable to development in the future.

The land in question is part of a larger 72-acre parcel upon which a developer recently attempted to build a large 40B project, but ultimately walked away from due to certain difficulties with developing the land. After the project fell through, Save Our Wetlands, LLC, purchased the land. To the best of our knowledge, members of this LLC include some members of the West Newbury Neighborhood Coalition, who fought against the 40B project. However, no members of the LLC participated in the review process prior to Town Meeting. This left questions many unanswered, most notably – what will happen with the 20+ acres of land that are retained by Save Our Wetlands, LLC?

Funding source: CPA Funds.

Sunset Date: End of FY 2022

A map of the land proposed for acquisition and for conservation restriction, prepared by project co-sponsor Essex County Greenbelt, is included in Appendix A .
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ARTICLE 15. To see if the Town will vote to raise and appropriate and/or transfer from available funds the sum of \$700,000 into the Capital Stabilization Fund, or take any other action related thereto. *By request of the Board of Selectmen.*

FinCom Recommendation:

Approve: 5-0-0

Select Board Recommendation:

Approve: 3-0-0

Rationale: *Properly funding the Capital Stabilization Fund has long been a high priority of the Finance Committee. Planning for future capital expenses helps the Town consistently maintain service levels across multiple departments. Per the reports of the Capital Improvements Committee (CIC), over the next several years, it is anticipated that there will be multiple significant capital expenditures that are necessary. Details of upcoming capital needs can be seen on the CIC website by clicking on the tab: “Capital Improvement Program.” Passage of this article properly funds this account in anticipation of the needs outlined by the CIC.*

Funding source: *Free Cash.*

Sunset Date: *N/A*

ARTICLE 16. To see if the Town will vote to transfer from available funds the sum of \$600,000 for costs and expenses pertaining to the Town’s share for the reconstruction of the Middle Street Bridge, or take any other action related thereto. *By request of the Board of Selectmen.*

FinCom Recommendation:

Approve: 4-0-0

Select Board Recommendation:

Approve: 3-0-0

Rationale: *The Finance Committee unanimously supports this article because it is critical that the Town have the necessary funds in place to move forward with this project once it is ready to begin construction. Further, for many residents, the bridge serves as the most direct route to access Anna Jacques Hospital. Of the projects reviewed by the Capital Improvements Committee this cycle, the Middle Street Bridge project received the CIC’s top priority ranking.*

The Capital Improvements Committee report is summarized in **Appendix B**, and posted to the Town website at <https://www.wnewbury.org/capital-improvements-committee> .

Funding source: *Capital Stabilization Fund.*

Sunset Date: *End of FY 2024*

ARTICLE 17. To see if the Town will vote to transfer from available funds the sum of \$95,000 for all costs and expenses pertaining to roof repairs to Town buildings, or take any other action related thereto. *By request of the DPW Director.*

FinCom Recommendation:

Approve: 4-0-0

Select Board Recommendation:

Approve: 3-0-0

Rationale: *The Finance Committee unanimously supports this article because it aggressively protects Town buildings, and mitigates significant future expenses. The DPW conducted an evaluation of the roofs of most Town*

buildings, and prioritized four facilities that required maintenance to halt and prevent leaks and, importantly, extend the longevity of these Town owned assets. All four of these roofs (Town Offices, Fire, Police, and Annex) are experiencing active leaks. Recoating these roofs with a durable polymeric liquid is deemed a more cost-efficient option versus installing new roofs. Coating these roofs, at a cost of \$95,000, is expected to increase the usable life of the roof by 10-15 years, at a cost of 20% of the cost of installing new roofs, and is thus deemed a more cost-efficient option. Annual maintenance costs are expected to be approximately \$2,000. New roofs have a usable life of 25-35 years, but can still require likely maintenance costs of \$10,000 to \$30,000 over that same period.

Funding source: Capital Stabilization Fund.

Sunset Date: End of FY 2023

ARTICLE 18. To see if the Town will vote to transfer from available funds, the sum of \$35,000 for the purchase of a Jaws of Life or similar equipment, or take any other action related thereto. *By request of the Board of Fire Engineers.*

FinCom Recommendation:

Approve: 5-0-0

Select Board Recommendation:

Approve: 3-0-0

Rationale: *The Finance Committee recommends the transfer of funds to replace the current “Jaws of Life” system, which is used to extricate people from automobiles after crashes, to upgrade to a battery operated unit, avoiding the need for a generator; and so that all tools are available immediately, avoiding time taken to connect hoses. Approval of this article improves public safety.*

Funding source: Free Cash.

Sunset Date: End of FY 2022

BYLAWS – OTHERS

ARTICLE 19. To see if the Town will vote to accept as a public way the layout of Cortland Lane, as heretofore laid out by the Board of Selectmen and shown more particularly on a plan entitled “Street Acceptance Plan for Cortland Lane,” dated October 4, 2004, prepared by Apple Associates, Inc., a copy of which is on file with the Town Clerk’s Office, and to authorize the Board of Selectmen to acquire, by purchase, gift, and/or eminent domain, the fee simple title to or a permanent easement in said roadway for all purposes for which public ways are used in the Town of West Newbury, including utility purposes, and any drainage, access, utility and other easements related thereto. *By request of the Board of Selectmen.*

FinCom Recommendation:

No Vote

Select Board Recommendation:

Approve: 3-0-0

The layout of Cortland Lane proposed for acceptance as a Town road is included in Appendix C.

ARTICLE 20. To see if the Town will vote to amend Section VI of the Town Bylaws, Animal By-Law in order to establish a new Disposal of Waste section, to establish requirements related to the disposal and removal of dog waste, including the establishment and enforcement of fines for violations, and other related amendments. *By request of the Board of Selectmen.*

FinCom Recommendation:
Select Board Recommendation:

No Vote
Approve: 3-0-0

Intent of Article #20: The Select Board's intent in proposing this bylaw amendment is to establish requirements for the proper disposal of dog waste, and to establish fines for violations. The proposed amendments are included in **Appendix D**.

ARTICLE 21. To see if the Town will vote to amend Section XL of the Town Bylaws by adding sections 5.5.1 thru 5.5.5 in order to establish a revolving fund for revenues and expenses associated with electric vehicle (EV) charging stations located on Town-owned property including existing stations at 381 Main Street and at 694 Main Street, West Newbury, and including any stations as may be installed on Town-owned property in the future:

- 5.5.1 Electric Vehicle Charging Stations Revolving Fund.
- 5.5.2 Department. There shall be a separate fund called the Electric Vehicle Charging Stations Revolving Fund.
- 5.5.3 Revenues. The town accountant shall establish the Electric Vehicle Charging Stations Revolving Fund as a separate account and credit to the fund all the monies received in connection with use of EV charging stations located on Town-owned property, donations, and any other source.
- 5.5.4 Purposes and Expenditures. During each fiscal year, the Town may incur liabilities against and spend monies from the Electric Vehicle Charging Stations Revolving Fund for the operations and maintenance of electric vehicle (EV) charging stations located on Town-owned property in West Newbury.
- 5.5.5 Fiscal Years. The Electric Vehicle Charging Stations Revolving Fund shall operate for fiscal years that begin on or after July 1, 2021 and shall continue until such time as Town Meeting votes to eliminate the fund.

By request of the Board of Selectmen.

FinCom Recommendation:
Select Board Recommendation:

No Vote
Approve: 3-0-0

ARTICLE 22. To see if the Town will vote to amend Section XL of the Town Bylaws by adding sections 5.6.1 thru 5.6.5 in order to establish a revolving fund for revenues and expenses associated with curbside collection of trash, recycling and food waste:

5.6.1 Curbside Collection of Trash, Recycling and Food Waste Revolving Fund.

5.6.2 Department. There shall be a separate fund called the Curbside Collection of Trash, Recycling and Food Waste Revolving Fund.

5.6.3 Revenues. The town accountant shall establish the Curbside Collection of Trash, Recycling and Food Waste Revolving Fund as a separate account and credit to the fund all the monies received in connection with fees charged for trash or recycling carts, trash stickers and bulk item stickers, donations, and any other source.

5.6.4 Purposes and Expenditures. During each fiscal year, the Town may incur liabilities against and spend monies from the Curbside Collection of Trash, Recycling and Food Waste Revolving Fund for the payment of expenses for trash or recycling carts and stickers and related expenses.

5.6.5 Fiscal Years. The Curbside Collection of Trash, Recycling and Food Waste Revolving Fund shall operate for fiscal years that begin on or after July 1, 2021 and shall continue until such time as Town Meeting votes to eliminate the fund.

By request of the Board of Health.

FinCom Recommendation:

No Vote

Select Board Recommendation:

Approve: 3-0-0

ARTICLE 23. To see if the Town will vote to limit the total amount that may be expended from each revolving fund established pursuant to Section XL of the Bylaws of the Town of West Newbury, to wit:

▪ Section 5.1 Summer Recreation Revolving Fund	\$ 44,350
▪ Section 5.2 GAR Library Fines and Penalties Revolving Fund	\$ 10,000
▪ Section 5.3 Police Vehicle Revolving Fund	\$ 20,000
▪ Section 5.4 Pipestave/Mill Pond Care and Maintenance Revolving Fund	\$ 5,000
▪ Section 5.5 Electric Vehicle Charging Stations Revolving Fund	\$ 10,000
▪ Section 5.6 Curbside Collection of Trash, Recycling and Food Waste Revolving Fund	\$150,000

By request of the Board of Selectmen.

FinCom Recommendation:

No Vote

Select Board Recommendation:

Approve: 3-0-0

ARTICLE 24. To see if the Town will vote to delay any additional expenditure on the Soldiers and Sailors Memorial Building (Carr Post). project until a defined productive use for this building is identified and approved. *By citizen petition.*

FinCom Recommendation:

Disapprove: 0-5-0

Select Board Recommendation:

Disapprove: 0-3-0

Rationale: *The Article submitted for the restoration of the Soldiers & Sailors Memorial Building (a/k/a “Carr Post”) was presented to the Town at the 2019 Fall Town Meeting. When presented to the Town, the proponents of the article were transparent about the fact that there was not yet a defined use determined for the building. With the benefit of this information, the article passed with a 2/3 majority, and also enjoyed the unanimous support of the Select Board.*

A majority of the then-sitting members of the Finance Committee did not support this project. The reasons stated in the Finance Committee book included concerns regarding access, parking, usage, and cost. The remaining members who voted not to support the project continue to have many of the same concerns that were shared when the article was presented. That said, a greater than two-thirds majority of the residents in attendance at the 2019 STM voted in favor of approval.

It is the opinion of the Finance Committee that the will of the people should not be ignored, and that the passage of this article would establish a dangerous precedent. We do not support passage of this article.

**TOWN OF WEST NEWBURY
COMMONWEALTH OF MASSACHUSETTS
WARRANT – SPECIAL TOWN MEETING
SATURDAY, MAY 22, 2021 @ 10:00am**

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 outdoors at the Bandstand located behind the Town Annex, 379 Main Street, at 10:00 a.m. on Saturday, May 22, 2021 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 from available funds the sum of \$33,000 for all costs and expenses pertaining to the repair and replacement of the fire alarm system at the John C. Page School building, or take any other action relative thereto. *By request of the DPW Director.*

FinCom Recommendation:

Approve: 4-0-0

Select Board Recommendation:

Approve: 3-0-0

Rationale: The Finance Committee recommends this expenditure because it would complete the work to upgrade the Page School fire alarm system, which was funded by a vote of Town Meeting in June 2020 (Annual Town Meeting Article 16). The costs of the system were somewhat higher due to COVID-19, and the need to schedule the work solely at times that neither the school, nor the children were in session. This particular expense relates to installing a centrally located control box, which improves the ease of operating the system. The old control box is inconveniently located in the basement at the rear of the building.

Funding source: Capital Stabilization Fund

Sunset Date: End of FY 2022

ARTICLE 3. To see if the Town will vote to transfer from Community Preservation Act funds the sum of \$104,850 for all costs and expenses pertaining to the repair, restoration and preservation of the West Newbury Town Hall, or take any other action relative thereto. *By request of the Community Preservation Committee and the DPW Director.*

FinCom Recommendation:

Approve: 4-0-0

Select Board Recommendation:

Approve: 3-0-0

Rationale: Funding will be used to restore the exterior of the Town Hall building located at 491 Main Street, built in 1842. By investing in the exterior of the building, this article helps preserve the integrity of the structure. The restoration project includes exterior painting in a color that represents its original appearance, repairs to rotting wood trim, exterior doors, shutters, faulty gutters and damaged down spouts. The fire alarm call box will also be relocated. The project is expected to take 8-10 weeks and will be overseen by the DPW Director and the Buildings and Grounds Foreman.

Funding source: CPA Funds

Sunset Date: End of FY 2023

ARTICLE 4. To see if the Town will vote to transfer from Community Preservation Act funds the sum of \$30,000 for costs and expenses pertaining to the design and construction of an all-access trail, commonly referred to as the “Whetstone Greenway” proposed to be located between River Meadow Drive and Sullivans Court Extension, or take any other action related thereto. *By request of the Community Preservation Committee and the Open Space Committee.*

FinCom Recommendation:

Approve: 5-0-0

Select Board Recommendation:

Approve: 3-0-0

Rationale: *The use of CPA funds will upgrade, partially relocate, and resurface (with dense grade stone pack) the frequently used walking and bicycle path on Town-owned land, into a universally accessible trail, connecting the developments at Sullivan’s Court, Cottages at River Hill, and River Meadow Drive. Costs for the project are being kept to a minimum, as the design of the project will be completed pro-bono, and funds will be used for construction purposes only. The \$30,000 CPA request will be augmented by an additional \$10,000 set aside by the Sullivan’s Court developer, due to a prior Planning Board requirement. As the project spans two wetland crossings, the West Newbury Conservation Commission must review and approve the plans. The project is an important step toward creating a network of interconnected, universally accessible trails locally, and improvements to this existing informal path will help to avoid degradation of a wetlands area.*

Funding source: CPA Funds

Sunset Date: End of FY 2024

ARTICLE 5. To see if the Town will vote to transfer from available funds the sum of \$74,022 to fund the fiscal year 2021 snow and ice deficit. *By request of the DPW Director.*

FinCom Recommendation:

Approve: 3-1-0

Select Board Recommendation:

Approve: 3-0-0

Rationale: *The continued practice of under budgeting the line item that covers Snow and Ice Removal creates a deficit in this account. This article addresses that deficit.*

Funding source: Free Cash

Sunset Date: N/A

ARTICLE 6. To see if the Town will vote to transfer from available funds the sum of \$3,137 to fund the Essex Agricultural and Technical High School fiscal year 2021 budget deficit. *By request of the Town Manager.*

FinCom Recommendation:

Approve: 4-0-0

Select Board Recommendation:

Approve: 3-0-0

Rationale: *This article is necessary because the Essex Agricultural and Technical High School budget expense in FY 2021 was under-budgeted, as it relates to the transportation cost. This article resolves this required expense.*

Funding source: Free Cash

Sunset Date: N/A

ARTICLE 7. To see if the Town will vote to transfer from available funds the sum of \$287.57 to resolve a deficit resulting from the over-expenditure of funds from the World War II Gym Stabilization Fund that occurred in fiscal year 2016. *By request of the Town Accountant/ Business Manager.*

FinCom Recommendation:

Approve: 4-0-0

Select Board Recommendation:

Approve: 3-0-0

Rationale: *While reconciling accounts, our Town Accountant discovered a discrepancy related to the World War II Gym Stabilization Fund. The account had an over-expenditure of funds. This article resolves the account.*

Funding source: Free Cash

Sunset Date: N/A

ARTICLE 8. To see if the Town will vote to transfer from available funds the sum of \$3,948.03 to resolve deficits for expired grants that did not close out properly in fiscal year 2018 and fiscal year 2019. *By request of the Town Accountant/Business Manager.*

FinCom Recommendation:

Approve: 4-0-0

Select Board Recommendation:

Approve: 3-0-0

Rationale: *The deficits consist of three old expired grants that did not close out properly in FY18 and FY19 resulting in deficits that were charged to Free Cash in FY20. Since the expenses happened in prior years, the general fund cannot pick these up, and a transfer is required to follow best accounting practices.*

Funding source: Free Cash

Sunset Date: N/A

ARTICLE 9. To see if the Town will vote to transfer from available funds the sum of \$100,000 to fund unbudgeted costs associated with the operation and administration of public health clinics to administer the COVID-19 vaccine, or take any other action related thereto. *By request of the Board of Health.*

FinCom Recommendation:

Approve: 5-0-0

Select Board Recommendation:

Approve: 3-0-0

Rationale: *This funding will be used to cover the costs of operating and administering COVID-19 vaccine clinics located at the Page School, Newburyport, and Amesbury. These costs are likely to be 100% reimbursed by FEMA.*

Funding source: Free Cash

Sunset Date: End of FY 2022

ARTICLE 10. To see if the Town will vote to transfer from available funds the sum of \$90,000 to fund unbudgeted personnel costs, or take any other action related thereto. *By request of the Board of Selectmen.*

FinCom Recommendation:
Select Board Recommendation:

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

Rationale: *At the time the FY22 operating budget was proposed, FY22 union contracts for Police and Dispatch had not yet been settled. The proposed budget carries amounts estimated to be sufficient to cover FY22 costs. However, this article is put forth in good faith, in case circumstances arise where the Police or Dispatch Salary & Wages line items are under budgeted based on yet-to-be-agreed contract terms. Further, these funds may potentially be used to cover settlement costs as may or may not result from a pending wage claim.*

Funding source: *Free Cash*

Sunset Date: *End of FY 2022*

ARTICLE 11. To see if the Town will vote to raise and appropriate and/or transfer from available funds the sum of \$18,000 for all costs and expenses pertaining to the replacement of the public safety network server. *By request of the Police Chief.*

FinCom Recommendation:
Select Board Recommendation:

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

Rationale: *This funding will be used to cover the costs of replacing the Public Safety Network Server, used for the day-to-day operation of the public safety departments. Not replacing this server could have a negative impact on public safety. The current server is 13 years old, past the common 8-10 year lifespan. The operating system is currently at its end of life and hardware is out of date and no longer available.*

Funding source: *Free Cash*

Sunset Date: *End of FY 2022*

ARTICLE 12. To see if the Town will vote to raise and appropriate and/or transfer from available funds the sum of \$15,000 to fund consulting support toward compliance with the stormwater management permit issued to the Town of West Newbury by the U.S. Environmental Protection Agency, or take any other action related thereto. *By request of the DPW Director.*

FinCom Recommendation:
Select Board Recommendation:

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

Rationale: *The Finance Committee unanimously supports this article because a consultant with specific expertise in reviewing and drafting stormwater regulations and bylaws will be a significant asset to craft the appropriate wording, and save valuable town board and personnel resources for other important matters. A consultant would work with the Town's Stormwater Working Group (comprised of the Town Manager, DPW Director, Town Planner, Conservation Agent and Health Agent, and including participation as needed from the Building Inspector) to assist in drafting an appropriate Town bylaw for submission at a future Town Meeting. This is necessary to ensure the Town is in full compliance with its MS4 Stormwater permit issued by the U.S. EPA. The consultant would review existing Planning Board, Conservation Commission and Health Department regulations, and recommend revisions as needed to meet MS4 stormwater permit requirements. It is anticipated that existing Town regulations would be revised to cross-reference a new stormwater bylaw to ensure consistency in requirements and administration, regardless of whether a regulated activity is subject to review by the Planning Board, Conservation Commission, Zoning Board of Appeals, Board of Health or Building Inspector.*

Funding source: Free Cash

Sunset Date: End of FY 2022

ARTICLE 13. To see if the Town will vote to raise and appropriate and/or transfer from available funds the sum of \$9,050 to fund costs related to the Assessing Department network server. *By request of the Board of Assessors.*

FinCom Recommendation:

Approve: 5-0-0

Select Board Recommendation:

Approve: 3-0-0

Rationale: *The Finance Committee recommends making this purchase as our current Assessing Department server is unable to receive current security patches leaving our assessing data vulnerable to new threats. It also prepares us to be able to accept future assessing software upgrades.*

Funding source: Free Cash

Sunset Date: End of FY 2022

ARTICLE 14. To see if the Town will vote to raise and appropriate and/or transfer from available funds the sum of \$8,500 to fund the costs to conduct a utility property revaluation analysis and report in accordance with updated methodology approved by the Massachusetts Department of Revenue for the valuation of utilities. *By request of the Board of Assessors.*

FinCom Recommendation:

Approve: 5-0-0

Select Board Recommendation:

Approve: 3-0-0

Rationale: *The Massachusetts Department of Revenue (DOR) has changed their methodology for the valuation of utilities. The new valuation methodology is expected to increase the valuation of utilities by an estimated 30 - 50% from net book value. This will improve the equity in our tax base, and ensure public utilities are assessed at fair market value, to the net benefit to the Town's residential taxpayers. It is important to fund this utility property revaluation in FY 2021, so the project can be completed by August 2021. DOR will require this new valuation methodology in FY 2022.*

Funding source: Free Cash

Sunset Date: End of FY 2022

ARTICLE 15. To see if the Town will vote to transfer from available funds the sum of \$7,000 for all costs and expenses pertaining to identifying, mapping and remediating invasive species on public lands in the Town of West Newbury, or take any other action relative thereto. *By request of the Climate Change Resiliency Committee.*

FinCom Recommendation:

Split: 2-2-0

Select Board Recommendation:

Approve: 3-0-0

Rationale for Approval: *This funding will be used to hire two student interns to perform invasive plant mapping and control work on specific town-owned properties. The interns will initiate strategic control, plant and maintain native pollinator gardens, and develop resources to help residents learn how to control invasive plants.*

Rationale for Disapproval: *All residents of the community should be concerned about the threat of invasive plants impacting the Town. This project provides for two interns to map invasive species, but does not provide for adequate supervision of the interns assigned to this project. The proponents of this article suggested that the interns would be reporting to four different people, one of whom was said to lack background and expertise. When asked about eradication, it was largely presented as an afterthought. While this article has good intentions, it has not been adequately planned, and is not ready for approval at this time.*

Funding source: *Free Cash*

Sunset Date: *End of FY 2022*

**APPENDIX A – 2021 Annual Town Meeting
ATM Article #14**

ACQUISITION OF LAND AND CONSERVATION RESTRICTIONS, COFFIN STREET



**APPENDIX B – 2021 Annual Town Meeting
Capital Improvements Committee
CIC FY21 CAPITAL PROJECT RANKINGS**

The Town Bylaws prescribe that no Town Meeting vote for capital improvements take place unless considered in the annual report of the Capital Improvements Committee (CIC).

In accordance with its charge, the CIC provided its report and recommendations to the Board of Selectmen by memorandum dated March 29, 2021. The CIC was presented with six proposed capital expenditures during the FY22 budget cycle. The CIC recommendations on each proposal are summarized as follows:

Summary of CIC Recommendations on Warrant Articles

<u>Article #</u>	<u>Description</u>	<u>Ranking</u>	<u>Proposed Authorization</u>
STM #16	Middle Street Bridge	1	600,000
ATM #2	Page School fire alarm system	2	33,000
STM #17	Re-coating building roofs	3	95,000
ATM #7	Pipestave Water Tank Repairs	4	270,000
N/A (Withdrawn)	Fire Dept tanker truck	5	N/A
STM #18	Jaws of Life	6	35,000
Sub-total:			<u>1,033,000</u>
(Net out Pipestave Water Tank - funding source Water Free Cash, not Stabilization):			(270,000)
Adjusted sub-total (proposed authorizations from Capital Stabilization):			<u>763,000</u>
Proposed Omnibus Budget Contribution to Capital Stabilization:			500,000
ATM #15 Proposed Contribution to Capital Stabilization:			700,000
Estimated Net FY22 Capital Stabilization Increase/(Decrease)			<u>437,000</u>

In addition to the articles outlined above, the Board of Water Commissioners is also proposing a transfer of \$500,000 from Water Free Cash into Water Stabilization in order to support future Water capital needs.

View complete CIC report at <https://www.wnewbury.org/capital-improvements-committee>

[illegible]

APPENDIX D – 2021 Annual Town Meeting
ATM Article #20
TOWN BYLAWS

ARTICLE 20. Proposed amendments to the Town Bylaws, Animal By-Law.

Proposed additions are double underlined.

VI. ANIMAL BY-LAW

DOG BY-LAW [Adopted at the Annual Town Meeting April 28, 1986, approved by the Attorney General June 12, 1986, and posted according to law June 20, 1986. See also notes on amendments and additions at the end of the Bylaw.]

Section 7. Disposal of Waste

- 7.1. Duty to dispose. It shall be the duty of each person who owns, possesses or controls a dog to remove and dispose of any feces left by his dog on any sidewalk, street, park, public way, public area or any private property of another. A copy of this section shall be given to every dog owner when licensing his or her dog.
- 7.2. Duty to possess means of removal. No person who owns, possesses or controls a dog shall appear with such dog on any sidewalk, street, park, public area, or private property of another without the means of removing any feces left by such dog.
- 7.3. Method of removal. For the purpose of this section, the means of removal shall be any tool, implement or other device carried for the purpose of picking up and containing such feces which provides protection to the person and/or the public.
- 7.4. Method of disposal. Disposal shall be accomplished by transporting such feces to a suitable place for placement in a designated waste receptacle, or other suitable container which is regularly emptied by a refuse collector.
- 7.5. Exemption. This section shall not apply to service dogs accompanying any person physically incapable of collecting said waste.
- 7.6. Enforcement and fines. Violations of this section will result in a fine of \$50.00 for the first offense, and \$50.00 for the second and subsequent offenses within twelve months of a previous offense. This section may be enforced pursuant to the noncriminal disposition procedure of MGL Chapter 40, § 21 D and the Town Bylaws Section XXVIII, Enforcement of Town Bylaws. In addition to police officers, the Animal Control Officer shall also be an enforcing person for this section.

And to add a corresponding section to Section XXVIII of the Town Bylaws, Enforcement of Town By-Laws, with proposed additions shown in double underline,

VI.	Animal By-Law	(Animal Control Officer, Police Officers)
	<u>Section 7.6</u>	<u>Disposal of Waste</u>
	<u>First Offense</u>	<u>\$50.00</u>
	<u>Second Offense, and any subsequent within twelve</u>	
	<u>months of a previous offense</u>	<u>\$50.00</u>

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. One member shall be a member of the Investment Policy 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. The town uses the account to save for capital expenditures.
21. **Sunset Provision/Clause:** A clause attached to a town appropriation that is part of the motion to provide a specific expiration date for allocated funds, unless additional legislative action is taken. After the specified date, funds not used for the established purpose of the article are returned to the town's general operating fund.

TOWN MEETING IMPACTS ON TOWN ACCOUNTS

Balances Report		Estimated						Unreserved: Available for Appropriation				
		Town Capital 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
1/1/2021		1,499,407	236,992	1,658,024	1,954,878	16,983	1,037,726	324,219	104,267	43,240	1,045,663	281,060
5/2021 STM	Art #											
Page School fire alarm system	2	(33,000)										
CPA painting Town Hall	3								(51,675)		(53,175)	
CPA Whetstone Greenway	4										(30,000)	
Snow & Ice deficit	5				(74,022)							
Essex Ag FY21 costs	6				(3,137)							
WW 2 gym acct closeout	7				(287.57)							
Grant acct closeouts	8				(3,948.03)							
COVID-19 unbudgeted costs	9				(100,000)							
Unbudgeted personnel costs	10				(90,000)							
Public safety network server	11				(18,000)							
Stormwater consultant	12				(15,000)							
Assessing Dept network server	13				(9,050)							
Assessing study utility valuation	14				(8,500)							
Internships, invasive species	15				(7,000)							
Balances after STM		1,466,407	236,992	1,658,024	1,625,933	16,983	1,037,726	324,219	52,592	43,240	962,488	281,060
5/2021 ATM	Art #											
From School Stab. Fund	2			(397,325)								
Omnibus Budget	3	500,000										
Water Stabilization	6					500,000	(500,000)					
Water Pipestave Tank repairs	7						(270,000)					
Pension Liability Stab. Fund	8		76,261		(76,261)							
OPEB Stab. Fund	9				(15,000)							
Septic Loan Revolving Fund	10											
CPA FY22 Estimated Receipts	11							57,408	57,408	57,408	(28,704)	373,160
CPA Historic Property Survey	12								(25,000)			
CPA Mill Pond All Persons Trail	13									(30,000)		
CPA Coffin Street land acqu.	14									(13,240)	(161,760)	
Capital Stabilization	15	700,000			(700,000)							
Middle Street Bridge	16	(600,000)										
Re-coating building roofs	17	(95,000)										
Fire Dept Jaws of Life	18	(35,000)										
Balances after ATM		1,936,407	313,253	1,260,699	834,672	516,983	267,726	381,627	85,000	57,408	772,024	654,220

Source: Angus Jennings, Town Manager, 5/7/21

REVENUES

5/7/2021							
Revenues:	Actual	Actual	Actual	Actual	In Process	Projected	Comments
	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	
Prior fiscal year levy limit	12,193,084	12,784,193	13,212,301	13,653,481	14,138,156	14,732,479	MassDOR levy limit, FY17 to FY21
Amended Prior Year Growth							
Tax Limit 2.5	304,827	319,605	330,308	341,337	353,454	368,312	Increase from prior year levy limit allowed by prop 2 1/2
New Growth	286,282	108,503	110,872	143,338	240,869	177,973	All but FY21 is actual. FY22 est based on 5 year average
General Overrides							FY22 net excluded debt service per debt schedule; plus estimated excluded debt service associated with Town share of Pentucket FY22 debt for Middle/High School
Debt Exclusions	710,860	696,417	624,548	627,864	1,268,041	1,740,755	
Cherry Sheet Revenues	362,274	377,379	382,276	391,576	391,732	407,284	FY21 est. based on MADOR Prelim Cherry Sheet estimates 4/15/21
Local Receipts	1,255,806	1,305,148	1,603,886	1,367,652	1,270,778	1,296,194	All but FY21 and FY22 is actual. FY21 was estimated in FY21 tax rate recap. FY22 forecast by Finance Department.
Total Revenues	15,113,133	15,591,245	16,264,191	16,525,248	17,663,030	18,722,997	
Reserve for Abatements/Receivables	-130,863	-135,165	-138,279	-92,948	-118,176	-120,000	
Tax Title Purposes	-1,000	-2,500	-1,000	-75	-1,000	-1,000	Set aside of tax title purposes
Cherry Sheet Charges	-77,444	-74,255	-77,954	-102,244	-102,244	-84,271	Charges for services thru state and other agencies & Charter schools; FY22 estimated.
Total Offsets	-209,307	-211,920	-217,233	-195,267	-221,420	-205,271	
Revenue-Less Offsets	14,903,826	15,379,325	16,046,958	16,329,981	17,441,610	18,517,726	
Less Direct to Library	-7,953	-7,659	-7,378	-7,491	-8,650	-9,403	Goes directly to library; FY22 estimate
Net to Revenues to General Fund	14,895,873	15,371,666	16,039,580	16,322,490	17,432,960	18,508,323	
Less Prior Year Snow & Ice Deficit	0	0	0	0	0	0	
Less Prior Year Other Deficits	0	0	0	0	0	0	
Net Available for Operating Expenses	14,895,873	15,371,666	16,039,580	16,322,490	17,432,960	18,508,323	