

MEETING NOTICE-WEST NEWBURY
FINANCE COMMITTEE

Date & Time: Wednesday March 29, 2023, 6:00 PM
Location: 1910 Building 1st Floor Hearing Room
By: Chris Wile, Chairman

REC'D W. NEWBURY CLERK
23 MAR 24 AM 10:05

AGENDA

1. Call to Order
2. Public Comment.
3. Approval of Minutes
Meeting of March 15, 2023; Meeting of March 22, 2023
4. Joint meeting with Select Board
5. Review and discuss budgets and articles for spring Town Meeting to be held on April 24, 2023.
6. Town Manager updates. -A.J.
7. Communications.
8. Schedule of future Finance Committee meeting dates.
-Date/time TBD – joint meeting with Select Board, Moderator, Town Clerk, Town Counsel, Town Manager re draft Motions for Town Meeting articles
8. Adjournment



Town of West Newbury

381 Main Street

West Newbury, Massachusetts 01985

Angus Jennings, Town Manager

978-363-1100, Ext. 111 Fax 978-363-1826

townmanager@wnewbury.org

TO: Select Board
FROM: Angus Jennings, Town Manager
DATE: March 24, 2023
RE: Proposed FY24 Operating Budget

The enclosed DRAFT proposed FY24 operating budget has been updated to reflect FinCom recommendations through their process to date. Through their scheduled meetings from February 15 through March 22, they have reviewed and recommended each section of the proposed budget, as shown.

I have shaded in yellow those sections reflecting a difference between the initial Select Board numbers and the recommended FinCom numbers. In almost all instances, these result from more current information available at the time of FinCom review (relative to date of initial Board referral).

At the meeting on Monday, the Board will be asked to either update its numbers to match the FinCom recommendations; and for those numbers that remain different, the FinCom will be asked – at its March 29 meeting – to consider revising its recommendations to match the Board’s. I want to ensure that, if there are differences in these columns within the budget taken up by Town Meeting, these differences indicate intentional variations in the two entities’ recommendations.

Please note: the attached budget numbers have not yet been adjusted to reflect the cost impact of the Board’s March 13th vote to set FY24 non-union COLA at 3% (instead of the 2% built into the initial proposed budget). The addition of the 1% is estimated to add \$20,698 to the bottom line of the General Fund operating budget, with an additional \$2,934 to the Water budget, and \$117 to the CPC staffing budget. In order to get all positions on “steps” in FY24 (incl. those positions filled during the second half of 2022, for which initial hired wages were not placed on steps), it was necessary to make specific adjustments to some positions’ FY24 budgeted wages. Upon verification that these calculations reflect the Board’s policy intent re FY24 salary/wages, the updated salary/wage numbers will be added to the budget numbers in time for the Finance Committee review at their meeting on March 29th, and these revised numbers would be what is presented to Town Meeting.

TOWN OF WEST NEWBURY



FY24 Operating Budget

	FY 2021	FY 2022	FY 2022	FY 2023	YTD thru 2/1/2023		FY 2024	TM proposed	Proposed Change		FY 2024
	Expended	Amended	Expended	Approved	\$	%	TM proposed	/ SB referred	\$	%	FinCom rec.
	6/30/2021	10/23/2021	6/30/2022	5/14/2022	Percent of yr: 58.9%						
GENERAL GOVERNMENT											
Moderator's Salary	200	200	200	200	100	50.0%	2/6/2023 200	2/6/2023 200	-	0.0%	2/15/2023 200
Moderator's Expenses	-	60	30	60	-	0.0%	2/6/2023 60	2/6/2023 60	-	0.0%	2/15/2023 60
114 Total Moderator	200	260	230	260	100	38.5%	260	260	-	0.0%	260
Select Board Appointed Salary & Wages	31,069	34,162	29,821	30,116	9,669	32.1%	2/6/2023 -	2/6/2023 -	(30,116)	-100.0%	2/15/2023 -
Professional and Technical Services	8,500	10,000	4,000	10,000	1,246	12.5%	2/6/2023 10,000	2/6/2023 10,000	-	0.0%	2/15/2023 10,000
Operating Expenses	8,286	14,000	6,788	14,000	1,709	12.2%	2/6/2023 3,940	2/6/2023 3,940	(10,060)	-71.9%	2/15/2023 3,940
122 Total Select Board	47,854	58,162	40,609	54,116	12,624	23.3%	13,940	13,940	(40,176)	-74.2%	13,940
Town Manager Salary	150,858	153,875	153,875	156,952	90,202	57.5%	3/17/2023 160,091	2/6/2023 160,091	3,139	2.0%	3/22/2023 160,091
Town Manager Office Wages	70,679	72,092	72,092	73,541	-	0.0%	2/6/2023 69,500	2/6/2023 71,837	(1,704)	-2.3%	3/22/2023 69,500
Technology Expenses	48,342	51,865	53,427	67,061	43,326	64.6%	2/6/2023 70,032	2/6/2023 68,976	1,915	2.9%	2/15/2023 70,032
Town Manager Expenses	17,695	33,055	38,616	24,553	10,440	42.5%	2/6/2023 23,035	2/6/2023 23,035	(1,518)	-6.2%	2/15/2023 23,035
Vehicle Allowance	3,600	3,600	3,600	3,600	2,400	66.7%	2/6/2023 3,600	2/6/2023 3,600	-	0.0%	2/15/2023 3,600
123 Total Town Manager	291,174	314,487	321,610	325,707	146,369	44.9%	326,258	327,539	1,832	0.6%	326,258
Finance Dept Salaries & Wages	195,647	237,918	193,218	270,594	131,998	48.8%	2/6/2023 258,580	2/6/2023 258,580	(12,014)	-4.4%	2/15/2023 258,580
Annual Audit	20,500	20,500	20,500	20,500	20,500	100.0%	2/6/2023 22,000	2/6/2023 22,000	1,500	7.3%	2/15/2023 22,000
Tax Title and Foreclosure	478	1,000	-	800	3,590	448.7%	2/6/2023 2,050	2/6/2023 1,250	450	56.3%	2/15/2023 2,050
Postage Expense	14,847	15,400	14,437	16,430	13,039	79.4%	2/6/2023 16,200	2/6/2023 16,200	(230)	-1.4%	2/15/2023 16,200
Finance Dept Expenses	23,157	27,955	24,748	27,280	12,557	46.0%	2/6/2023 24,945	2/6/2023 24,945	(2,335)	-8.6%	2/15/2023 24,945
Travel	518	2,000	1,613	2,000	622	31.1%	2/6/2023 2,000	2/6/2023 2,000	-	0.0%	2/15/2023 2,000
135 Total Finance	255,148	304,773	254,515	337,604	182,306	54.0%	325,775	324,975	(12,629)	-3.7%	325,775
Finance Committee Expenses	751	2,000	1,312	2,000	439	22.0%	2/6/2023 2,000	2/6/2023 2,000	-	0.0%	3/22/2023 2,000
Reserve Fund	-	76,000	-	80,000	-	0.0%	2/6/2023 60,000	2/6/2023 60,000	(20,000)	-25.0%	3/22/2023 40,000
131 Total Finance Committee	751	78,000	1,312	82,000	439	0.5%	62,000	62,000	(20,000)	-24.4%	42,000
Assessors Appt'd Pers Salaries	95,260	129,410	127,109	132,081	74,608	56.5%	2/6/2023 137,545	2/6/2023 137,545	5,464	4.1%	2/15/2023 137,545
Assessors Expenses	47,272	54,483	46,779	51,699	21,412	41.4%	2/6/2023 26,580	2/6/2023 26,580	(25,119)	-48.6%	2/15/2023 26,580
141 Total Assessors	142,714	184,393	173,887	183,780	96,020	52.2%	164,125	164,125	(19,655)	-10.7%	164,125
General/Labor/Land Use Counsel	20,558	58,000	53,677	65,124	33,073	50.8%	2/6/2023 58,599	2/6/2023 58,599	(6,525)	-10.0%	2/15/2023 58,599
Special Counsel	-	-	-	-	-	-	2/6/2023 23,750	2/6/2023 23,750	-	-	2/15/2023 23,750
151 Total Legal Counsel	20,558	58,000	53,677	65,124	33,073	50.8%	82,349	82,349	17,225	26.4%	82,349

TOWN OF WEST NEWBURY



FY24 Operating Budget

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	<u>6/30/2021</u>	<u>10/23/2021</u>	<u>6/30/2022</u>	<u>5/14/2022</u>	Percent of yr: 58.9%						
Town Clerk Salary & Wages	118,757	136,793	112,969	135,144	78,134	57.8%	<u>2/6/2023</u> 140,494	<u>2/6/2023</u> 140,494	5,350	4.0%	<u>2/22/2023</u> 140,494
Operation of Fax/Photo Machine	4,604	5,650	5,507	6,370	2,728	42.8%	6,620	6,620	250	3.9%	6,620
Town Clerk's Expenses	3,482	7,000	6,824	7,500	3,020	40.3%	8,225	8,225	725	9.7%	8,225
161 Total Town Clerk	126,843	149,443	125,300	149,014	83,882	56.3%	155,339	155,339	6,325	4.2%	155,339
Town Clerk Compensation	200	200	200	200	-	0.0%	<u>3/24/2023</u> 200	<u>2/6/2023</u> 200	-	0.0%	<u>2/22/2023</u> 200
Bd of Registrars Salary & Wages	7,889	4,550	2,965	9,900	9,330	94.2%	6,800	6,600	(3,300)	-33.3%	6,600
Bd of Registrars Expenses	4,808	7,800	7,800	8,000	5,378	67.2%	8,250	8,250	250	3.1%	8,250
162 Total Registrars	12,897	12,550	10,965	18,100	14,708	81.3%	15,250	15,050	(3,050)	-16.9%	15,050
Conservation Com Salary & Wages	24,529	38,864	25,713	60,281	15,286	25.4%	<u>2/6/2023</u> 68,600	<u>2/6/2023</u> 68,600	8,319	13.8%	<u>2/22/2023</u> 68,600
Conservation Com Expenses	5,911	6,310	6,181	6,351	2,743	43.2%	7,226	7,226	875	13.8%	7,226
171 Total Conservation	32,898	45,174	31,894	66,632	18,029	27.1%	75,826	75,826	9,194	13.8%	75,826
Planning Bd Salary & Wages	54,921	57,402	59,319	66,155	32,017	48.4%	<u>2/6/2023</u> 72,609	<u>2/6/2023</u> 72,609	6,454	9.8%	<u>2/22/2023</u> 72,609
Planning Bd Expenses	5,950	6,600	6,151	9,220	722	7.8%	5,300	5,300	(3,920)	-42.5%	5,300
MVPC Assessment	1,663	1,705	1,705	1,748	1,747	100.0%	1,792	1,792	44	2.5%	1,792
175 Total Planning	62,534	65,707	67,175	77,123	34,486	44.7%	79,701	79,701	2,578	3.3%	79,701
ZBA Expenses	292	700	700	700	-	0.0%	<u>2/6/2023</u> 700	<u>2/6/2023</u> 700	-	0.0%	<u>3/1/2023</u> 700
176 Total Board of Appeals	292	700	700	700	-	0.0%	700	700	-	0.0%	700
Open Space Expenses	-	750	69	750	-	0.0%	<u>2/6/2023</u> 750	<u>2/6/2023</u> 750	-	0.0%	<u>2/22/2023</u> 750
179 Total Open Space	-	750	69	750	-	0.0%	750	750	-	0.0%	750
TOTAL GENERAL GOVERNMENT:	993,861	1,272,400	1,081,944	1,360,910	622,034	45.7%	1,302,272	1,302,554	(58,356)	-4.3%	1,282,073

TOWN OF WEST NEWBURY



FY24 Operating Budget

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	Expended	Amended	Expended	Approved	\$	%	TM proposed	/ SB referred	\$	%	FinCom rec.
	6/30/2021	10/23/2021	6/30/2022	5/14/2022	Percent of yr: 58.9%						
PUBLIC SAFETY											
School Resource Officer	67,495	68,845	68,845	69,883	4,611	6.6%	3/15/2023	3/13/2023	(69,883)	-100.0%	3/15/2023
Police Salaries & Wages	882,496	944,191	885,785	955,220	536,246	56.1%	1,010,658	1,010,658	55,438	5.8%	1,010,658
Police OT Wages	67,775	47,007	101,301	63,427	77,123	121.6%	71,468	71,468	8,041	12.7%	71,468
Police Expenses	67,473	102,204	99,984	105,560	63,407	60.1%	108,560	108,560	3,000	2.8%	108,560
Police Cruiser	38,903	40,000	40,000	40,000	-	0.0%	-	60,000	20,000	50.0%	
210 Total Police	1,124,141	1,227,246	1,195,914	1,234,090	681,387	55.2%	1,190,686	1,250,686	16,596	1.3%	1,190,686
Fire Alarm Wages	73,090	92,596	68,213	94,448	28,634	30.3%	2/6/2023	2/6/2023	-	0.0%	3/15/2023
Fire Training/Drills	9,710	27,346	20,486	27,893	4,596	16.5%	27,893	27,893	-	0.0%	27,893
Fire Dept Other Wages	26,166	26,010	18,405	26,530	11,124	41.9%	26,530	26,530	-	0.0%	26,530
Fire Administration Wages	26,245	26,769	27,614	27,305	15,825	58.0%	27,305	27,305	-	0.0%	27,305
Fire Dept. Medical Exam	972	3,000	2,400	3,000	-	0.0%	3,000	3,000	-	0.0%	3,000
Hydrant/Fire Protection (to Water Dept)	77,207	77,207	77,207	77,207	77,207	100.0%	81,510	81,510	4,303	5.6%	81,510
Fire Alarm Communications	10,977	11,000	11,601	11,000	2,975	27.0%	12,500	12,500	1,500	13.6%	12,500
Fire Expenses	45,039	46,000	56,941	46,000	30,220	65.7%	46,000	46,000	-	0.0%	46,000
220 Total Fire	269,406	309,928	282,867	313,383	170,581	54.4%	319,186	319,186	5,803	1.9%	319,186
Municipal Dispatch Salaries & Wages	222,564	278,515	219,917	285,034	132,711	46.6%	2/6/2023	2/6/2023	(14,604)	-5.1%	3/15/2023
Municipal Dispatch OT Wages	28,370	25,792	22,853	25,765	13,147	51.0%	26,480	26,480	715	2.8%	26,480
Municipal Dispatch Expenses	21,800	27,175	23,552	27,590	20,184	73.2%	30,590	30,590	3,000	10.9%	30,590
230 Total Municipal Dispatch	272,734	331,482	266,322	338,389	166,043	49.1%	327,500	327,500	(10,889)	-3.2%	327,500
Inspectors Salaries & Wages	123,448	126,392	125,700	129,962	73,534	56.6%	2/6/2023	2/6/2023	4,460	3.4%	3/1/2023
Inspectors Expenses	13,307	9,000	7,019	9,000	5,647	62.7%	134,422	134,422	-	0.0%	134,422
Inspectors' Vehicle Allowances	5,880	5,880	5,760	5,880	3,840	65.3%	9,000	9,000	1,320	22.4%	9,000
240 Total Inspectors	142,635	141,272	138,480	144,842	83,021	57.3%	150,622	150,622	5,780	4.0%	150,622
Emergency Mgmt Salary & Wages	7,913	8,959	7,770	9,138	2,067	22.6%	2/6/2023	2/6/2023	183	2.0%	3/15/2023
Emergency Mgmt Expenses	686	3,000	2,999	3,000	-	0.0%	9,321	9,321	-	0.0%	9,321
291 Total Emergency Management	8,599	11,959	10,769	12,138	2,067	17.0%	12,321	12,321	183	1.5%	12,321
Animal Control Expenses	26,246	25,898	25,898	26,858	20,144	75.0%	2/6/2023	2/6/2023	645	2.4%	3/22/2023
292 Total Animal Control	26,246	25,898	25,898	26,858	20,144	75.0%	27,503	27,503	645	2.4%	27,503
Harbormaster Salary & Wages	2,000	-	-	-	-	-	2/6/2023	2/6/2023	-	-	3/22/2023
Harbormaster Exp (contracted services)	-	3,500	2,500	4,000	3,038	76.0%	-	4,000	4,000	-	4,000
295 Total Harbormaster	2,000	3,500	2,500	4,000	3,038	76.0%	4,000	4,000	-	0.0%	4,000
TOTAL PUBLIC SAFETY:	1,845,760	2,051,285	1,922,751	2,073,700	1,126,281	54.3%	2,031,818	2,091,818	18,118	0.9%	2,031,818

TOWN OF WEST NEWBURY



FY24 Operating Budget

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	6/30/2021	10/23/2021	6/30/2022	5/14/2022	Percent of yr: 58.9%						

EDUCATION											
Pentucket Regional Sch Assessment	7,387,515	7,242,985	7,242,985	7,408,673	4,939,115	66.7%	<u>3/8/2023</u>	<u>3/13/2023</u>	463,085	6.3%	<u>3/8/2023</u>
Pentucket Capital Assessment	710,567	799,231	1,196,556	835,497	821,881	98.4%	7,871,758	7,871,758	287,573	34.4%	7,871,758
Pentucket Assessment Page Phase II	501,438	493,338	493,338	485,238	323,492	66.7%	1,123,070	1,123,070	(5,400)	-1.1%	479,838
304 Total Pentucket	8,599,520	8,535,554	8,932,879	8,729,408	6,084,489	69.7%	9,474,666	9,474,666	745,258	8.5%	9,474,666
Whittier Minimum Contribution	146,262	136,998	136,998	219,455	186,537	85.0%	<u>3/16/2023</u>	<u>2/6/2023</u>	14,516	6.6%	<u>3/22/2023</u>
Whittier Other Assessments	22,570	18,727	18,727	27,420	23,307	85.0%	217,901	233,971	5,484	20.0%	217,901
Whittier Debt/Capital Assessment	21,781	21,602	21,602	23,860	20,281	85.0%	23,624	32,904	-	0.0%	23,624
305 Total Whittier	190,613	177,327	177,327	270,735	230,125	85.0%	262,917	290,735	20,000	7.4%	262,917
Essex North Shore Agricultural	38,167	44,125	41,234	43,213	21,889	50.7%	<u>2/6/2023</u>	<u>2/6/2023</u>	3,114	7.2%	<u>3/22/2023</u>
310 Total Essex North Shore Agricultural	38,167	44,125	41,234	43,213	21,889	50.7%	46,327	46,327	3,114	7.2%	46,327
TOTAL EDUCATION:	8,828,300	8,757,006	9,151,440	9,043,356	6,336,503	70.1%	9,783,910	9,811,728	768,372	8.5%	9,783,910

TOWN OF WEST NEWBURY



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DEPARTMENT OF PUBLIC WORKS											
							<u>2/6/2023</u>	<u>2/6/2023</u>			<u>3/1/2023</u>
DPW Salaries & Wages	471,302	483,196	483,533	567,397	318,548	56.1%	633,808	633,808	66,411	11.7%	633,808
DPW Overtime Wages	16,225	13,000	17,299	16,000	7,704	48.1%	18,000	18,000	2,000	12.5%	18,000
Snow & Ice Removal	224,021	150,000	247,245	150,000	36,698	24.5%	200,000	200,000	50,000	33.3%	200,000
Town Bldgs Operating Expenses	134,462	130,830	143,869	150,830	84,431	56.0%	158,030	158,030	7,200	4.8%	158,030
Town Bldgs Improvements	45,075	51,000	41,438	51,000	18,489	36.3%	51,000	51,000	-	0.0%	51,000
Street/Paving Repairs	16,534	70,000	59,693	55,000	558	1.0%	55,000	55,000	-	0.0%	55,000
Highway, Sidewalk & Trees	142,398	196,395	203,126	205,215	37,162	18.1%	219,580	219,580	14,365	7.0%	219,580
Stormwater management	14,265	15,500	10,226	15,500	6,398	41.3%	15,500	15,500	-	0.0%	15,500
DPW Expenses	12,469	14,250	12,080	14,250	17,643	123.8%	16,485	16,485	2,235	15.7%	16,485
Parks Expense	16,637	15,000	14,884	15,000	13,081	87.2%	28,790	28,790	13,790	91.9%	28,790
Electricity	70,000	70,000	80,886	70,000	30,020	42.9%	84,000	84,000	14,000	20.0%	84,000
Road Machinery Operating Expen	40,456	51,000	41,442	51,000	46,175	90.5%	54,060	54,060	3,060	6.0%	54,060
DPW Vehicle Allowance	6,000	6,000	6,000	6,000	4,000	66.7%	6,000	6,000	-	0.0%	6,000
Public Street Lights	6,421	7,000	6,943	7,000	4,653	66.5%	8,400	8,400	1,400	20.0%	8,400
420/424 Total Department of Public Works	1,216,265	1,273,171	1,368,664	1,374,192	625,559	45.5%	1,548,653	1,548,653	174,461	12.7%	1,548,653
TOTAL PUBLIC WORKS:	1,216,265	1,273,171	1,368,664	1,374,192	625,559	45.5%	1,548,653	1,548,653	174,461	12.7%	1,548,653

TOWN OF WEST NEWBURY



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	6/30/2021	10/23/2021	6/30/2022	5/14/2022	Percent of yr: 58.9%						
HUMAN SERVICES											
Board of Health Salary & Wages	124,592	127,084	126,498	129,621	73,673	56.8%	2/6/2023 135,458	2/6/2023 135,458	5,837	4.5%	2/22/2023 135,458
Public Health Nurse	7,775	8,175	5,700	8,175	1,600	19.6%	6,000	6,000	(2,175)	-26.6%	6,000
Waste Collection & Disposal	375,680	401,940	375,998	401,940	198,854	49.5%	421,400	421,400	19,460	4.8%	421,400
Recycling	21,159	45,000	1,670	10,000	14,236	142.4%	45,000	45,000	35,000	350.0%	45,000
Hazardous Waste Expense	1,899	2,000	1,798	2,000	1,814	90.7%	2,000	2,000	-	0.0%	2,000
Steele landfill monitoring	22,450	35,390	29,708	33,555	16,000	47.7%	36,315	36,315	2,760	8.2%	36,315
Bd of Health Expenses	5,583	7,000	7,174	7,000	3,219	46.0%	7,000	7,000	-	0.0%	7,000
510 Total Board of Health	559,138	626,589	548,546	592,291	309,396	52.2%	653,173	653,173	60,882	10.3%	653,173
Council on Aging Salary & Wages	55,905	81,682	71,524	100,308	53,597	53.4%	3/13/2023 102,908	3/13/2023 102,908	2,600	2.6%	2/15/2023 102,908
Council on Aging Expenses	16,097	19,500	21,808	19,500	10,323	52.9%	19,500	19,500	-	0.0%	19,500
541 Total Council on Aging	72,002	101,182	93,331	119,808	63,920	53.4%	122,408	122,408	2,600	2.2%	122,408
Soldiers Grave Expense	3,161	2,600	3,632	3,592	1,592	44.3%	3/24/2023 3,592	3/13/2023 3,592	-	0.0%	3/15/2022 3,592
Memorial Day Expenses	-	1,740	1,661	2,200	-	0.0%	2,320	2,320	120	5.5%	2,320
Veterans benefits & expenses	21,112	7,400	5,816	4,400	2,831	64.3%	6,000	24,240	19,840	450.9%	24,240
Eastern Essex Veterans Services	3,976	21,695	21,695	21,096	21,095	100.0%	22,960	22,960	1,864	8.8%	22,960
543 Total Veterans	28,248	33,435	32,804	31,288	25,518	81.6%	34,872	53,112	21,824	69.8%	53,112
TOTAL HUMAN SERVICES:	659,389	761,206	674,681	743,387	398,834	53.7%	810,453	828,693	85,306	11.5%	828,693

TOWN OF WEST NEWBURY



FY24 Operating Budget

	FY 2021	FY 2022	FY 2022	FY 2023	YTD thru 2/1/2023		FY 2024	TM proposed	Proposed Change		FY 2024
	Expended	Amended	Expended	Approved	\$	%	TM proposed	/ SB referred	\$	%	FinCom rec.
	6/30/2021	10/23/2021	6/30/2022	5/14/2022	Percent of yr: 58.9%						

CULTURE & RECREATION											
Library Salaries & Wages	260,408	263,492	260,013	282,899	166,362	58.8%	<u>2/6/2023</u>	<u>2/6/2023</u>	20,942	7.4%	<u>3/15/2023</u>
Library Expenses	32,894	38,500	38,461	33,000	28,377	86.0%	33,000	33,000	-	0.0%	33,000
Library Books and Periodicals	67,144	71,500	71,241	78,000	44,377	56.9%	81,569	81,569	3,569	4.6%	81,569
610 Total Library	360,446	373,492	369,714	393,899	239,116	60.7%	418,410	418,410	24,511	6.2%	418,410
Recreation Wages	239	2,445	1,335	2,700	1,358	50.3%	<u>3/1/2023</u>	<u>3/13/2023</u>	2,372	87.9%	<u>3/1/2023</u>
Recreation Expenses	16,415	16,000	16,000	19,085	3,375	17.7%	33,200	33,200	14,115	74.0%	33,200
Action Cove Expenses	1,320	3,000	1,826	3,000	-	0.0%	-	-	(3,000)	-100.0%	-
630/637 Total Recreation	17,974	21,445	19,161	24,785	4,733	19.1%	38,272	38,272	13,487	54.4%	33,200
Mill Pond Operating Expenses	-	2,100	188	2,100	-	0.0%	<u>2/6/2023</u>	<u>2/6/2023</u>	-	0.0%	<u>3/1/2023</u>
631 Total Mill Pond	-	2,100	188	2,100	-	0.0%	2,100	2,100	-	0.0%	2,100
Bandstand Expense	-	6,000	6,000	6,000	4,446	74.1%	<u>2/6/2023</u>	<u>2/6/2023</u>	2,000	33.3%	<u>2/22/2023</u>
635 Total Bandstand	-	6,000	6,000	6,000	4,446	74.1%	8,000	8,000	2,000	33.3%	8,000
Historical Commission Expenses	312	600	-	600	493	82.1%	<u>2/6/2023</u>	<u>2/6/2023</u>	-	0.0%	<u>2/22/2023</u>
691 Total Historical Commission	312	600	-	600	493	82.1%	600	600	-	0.0%	600
Cultural Council Expense	-	100	-	100	-	0.0%	<u>2/6/2023</u>	<u>2/6/2023</u>	-	0.0%	<u>2/22/2023</u>
695 Total Cultural Council	-	100	-	100	-	0.0%	100	100	-	0.0%	100
TOTAL CULTURE & RECREATION:	378,733	403,137	395,063	427,484	248,787	58.2%	467,482	467,482	39,998	9.4%	462,410

TOWN OF WEST NEWBURY



FY24 Operating Budget

	FY 2021	FY 2022	FY 2022	FY 2023	YTD thru 2/1/2023		FY 2024	TM proposed	Proposed Change		FY 2024
	Expended	Amended	Expended	Approved	\$	%	TM proposed	/ SB referred	\$	%	FinCom rec.
	6/30/2021	10/23/2021	6/30/2022	5/14/2022	Percent of yr: 58.9%						

DEBT SERVICE											
Debt Service (Principal)	340,500	305,000	305,000	295,000	295,000	100.0%	2/6/2023	2/6/2023	(295,000)	-100.0%	2/15/2023
Debt Service (Interest)	15,400	8,950	8,950	5,900	2,950	50.0%	-	-	(5,900)	-100.0%	-
710/750 Total Debt Service	355,900	313,950	313,950	300,900	297,950	99.0%	-	-	(300,900)	-100.0%	-
TOTAL DEBT SERVICE:	355,900	313,950	313,950	300,900	297,950	99.0%	-	-	(300,900)	-100.0%	-

BENEFITS											
Essex Regional Retirement Assessment	687,493	731,433	731,432	805,420	805,419	100.0%	2/6/2023	2/6/2023	(130,285)	-16.2%	2/15/2023
911 Total Essex Regional Retirement	687,493	731,433	731,432	805,420	805,419	100.0%	675,135	675,135	(130,285)	-16.2%	675,135
Unemployment Insurance & Benefits	-	1,500	439	1,500	-	0.0%	2/6/2023	2/6/2023	(300)	-20.0%	2/15/2023
913 Total Unemployment Insurance	-	1,500	439	1,500	-	0.0%	1,200	1,200	(300)	-20.0%	1,200
Group Insurance	394,029	408,755	406,997	481,857	270,952	56.2%	2/25/2023	3/13/2023	46,008	9.5%	3/1/2023
914 Total Group Insurance	394,029	408,755	406,997	481,857	270,952	56.2%	527,865	527,865	46,008	9.5%	527,865
FICA Insurance	46,737	50,476	52,412	51,485	28,587	55.5%	3/17/2023	2/6/2023	4,921	9.6%	3/22/2023
916 Total FICA Insurance	46,737	50,476	52,412	51,485	28,587	55.5%	57,331	56,406	4,921	9.6%	57,331
Insurance and Bonds	174,508	185,081	187,002	199,865	186,972	93.5%	3/6/2023	2/6/2023	17,784	8.9%	3/22/2023
945 Total Insurance and Bonds	174,508	185,081	187,002	199,865	186,972	93.5%	219,643	217,649	17,784	8.9%	219,643
TOTAL BENEFITS:	1,302,767	1,377,246	1,378,282	1,540,127	1,291,930	83.9%	1,481,174	1,478,255	(61,872)	-4.0%	1,481,174

TRANSFERS OUT - STABILIZATION											
Transfers Out - to Capital Stabilization	500,000	500,000	500,000	500,000	500,000	100.0%	3/9/2023	3/13/2023	100,000	20.0%	3/22/2023
992 Total Transfers Out	500,000	500,000	500,000	500,000	500,000	100.0%	600,000	600,000	100,000	20.0%	600,000
TOTAL TRANSFERS OUT:	500,000	500,000	500,000	500,000	500,000	100.0%	600,000	600,000	100,000	20.0%	600,000

1000 Total General Fund	16,080,976	16,709,999	16,786,774	17,364,056	11,447,878	65.9%	18,025,762	18,129,183	765,127	4.4%	18,018,731
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Annual OR Special Warrant Articles - Spring 2023 Town Meeting				Recommendations	
# (DRAFT) Article	Amt (if \$)	Sponsor	Date of FinCom review	Select Board (may not be up to date)	FinCom
1	n/a	Select Board	n/a	n/a	n/a
2	n/a	Select Board	n/a	n/a	n/a
39	n/a	Select Board	n/a	3-0 on 2/13	no recc.
42	n/a	Planning Board	n/a	3-0 on 2/27	no recc.
3	\$ 200,000	Select Board	2/15/2023	3-0 on 2/13	6-0 on 2/15
18	\$ 6,868	Select Board	2/15/2023	3-0 on 2/13	6-0 on 2/15
37	\$ 7,500	Select Board	2/15/2023	3-0 on 2/13	4-2 on 2/15
16	\$ 10,364	Board of Health	2/22/2023	3-0 on 2/27	6-0 on 2/22
22	\$ 609,037	CPC	2/22/2023	3-0 on 2/27	6-0 on 2/22
23	\$ 350,000	CPC/SB	2/22/2023	3-0 on 3/13	6-0 on 2/22
24	\$ 172,178	CPC/SB	2/22/2023		6-0 on 2/22
29	\$ 60,180	DPW Director	2/22/2023	3-0 on 2/13	2-3-1 on 2/22
<i>NOTE: At its meeting on Feb. 22nd, following discussion, the FinCom voted 3-2-1 IN FAVOR of appropriating \$18,700 for this purpose. Its vote for the amount proposed FAILED</i>					
30	\$ 8,300	DPW Director	2/22/2023	3-0 on 2/27	6-0 on 2/22
35	\$ 4,150	Hist. Comm.	2/22/2023	3-0 on 2/27	6-0 on 2/22
38	\$ 20,000	Open Space Comm.	2/22/2023	2-1 on 2/27	6-0 on 2/22
17	\$ 67,514	Select Board	3/1/2023	3-0 on 2/13	1-5 on 3/1
21	\$ -	Select Board	3/1/2023	3-0 on 3/13	6-0 on 3/1
<i>NOTE: At its meeting on March 1st, following discussion, the FinCom voted 6-0 in favor of Revolving Funds 5.1-5.5; and tabled action on Fund 5.6 (Curbside Collection & Recycling)</i>					
32	\$ 4,425	P&R Comm	3/1/2023	2-1 on 2/27	6-0 on 3/1
33	\$ 15,000	P&R Comm	3/1/2023	2-1 on 2/27	6-0 on 3/1
34	\$ 9,960	DPW Director	3/1/2023	3-0 on 2/27	6-0 on 3/1
21	\$ -	Select Board	3/15/2023	3-0 on 3/13	5-0 on 3/15
6	\$ 1,048,532	BOWC	3/15/2023	2-0-1 on 3/13	5-0 on 3/15
7		BOWC	3/15/2023	3-0 on 3/13	5-0 on 3/15
<i>NOTE: At its meeting on March 13th, the Select Board voted to appropriate ARPA funds for the pipe purchase; and to modify the proposed Article request to instead seek Town Meeting vote to authorize borrowing for the remainder of the overall Church/Prospect project costs (estimated - conservatively, we hope - at up to \$2.5M). While borrowing would not be anticipated until, at earliest, spring 2024, securing voter authorization would ensure that ARPA funds would be committed to an actual project, and avoid the risk of purchasing pipe (with ARPA funds) to only later have Town Meeting voters reject the overall project.</i>					
8	\$ 140,000	BOWC	3/15/2023	3-0 on 3/13	5-0 on 3/15
9	\$ 3,865	BOWC	3/15/2023	3-0 on 3/13	5-0 on 3/15
10	\$ 19,900	BOWC	3/15/2023	3-0 on 3/13	5-0 on 3/15
11	\$ 7,340	BOWC	3/15/2023	3-0 on 3/13	5-0 on 3/15
12	\$ 16,610	BOWC	3/15/2023	3-0 on 3/13	5-0 on 3/15
13	\$ 9,975	BOWC	3/15/2023	3-0 on 3/13	5-0 on 3/15
14	\$ 30,000	BOWC	3/15/2023	3-0 on 3/13	5-0 on 3/15
26	\$ 117,000	Board of Fire Engineers	3/22/2023	3-0 on 3/13	5-0 on 3/15
28	\$ 25,000	Police Chief	3/22/2023		5-0 on 3/15

Annual OR Special Warrant Articles - Spring 2023 Town Meeting				Recommendations	
# (DRAFT) Article	Amt (if \$)	Sponsor	Date of FinCom review	Select Board <u>(may not be up to date)</u>	FinCom
25 DPW Sidewalk Plow replacement - CAPITAL ARTICLE	\$ 172,000	DPW Director	3/22/2023		6-0 on 3/22
27 Page School HVAC - CAPITAL ARTICLE	\$ 115,000	DPW Director	3/22/2023		6-0 on 3/22
15 Funds for study of 31 Dole Place	\$ 50,000	Select Board	3/22/2023	3-0 on 3/13	6-0 on 3/22
20 Appropriation of PEG Reserved Revenues under MGL c.44 s.53F3/4	\$ 90,000	Select Board	3/22/2023		6-0 on 3/22
31 Funds for Route 113 Corridor Planning (pedestrian safety)	\$ 59,500	Select Board	3/22/2023		6-0 on 3/22
5 Instructions, Rules and Regulations for Board of Water Commissioners	n/a	Select Board	3/29/2023		
40 Solar Bylaw amendments	n/a	Planning Board	3/29/2023		
19 Snow & Ice deficit	TBD	DPW Director	3/29/2023	3-0 on 3/13	
4 FY24 Town Operating Budget	TBD	Select Board	3/29/2023		

Notes:

Numbering does not correspond to order or numbering that will appear on Town Meeting warrants.

Cells shaded in blue are recommended/requested for STM, not ATM.

Annual OR Special Warrant Articles - Spring 2023 Town Meeting		Proposed Funding Source (DRAFT)						
# (DRAFT) Article		Free Cash	Stabilization	School Stabilization	CPA	Water Retained Earnings	Water Stabilization	Other
1	To give votes to the election of the public offices							
2	Reports of Town Officers and Committees							
39	Adoption of MGL Ch. 166, Sec. 32A (Wiring Inspectors)							
42	Zoning Bylaw Recodification							
3	School Stabilization Fund transfer			\$ 200,000				
18	Transfer funds to Other Post-Employment Benefits (OPEB) Stabilization Fund	\$ 6,868						
37	MBTA Communities grant matching funds	\$ 7,500						
16	Appropriation from Septic Loan Revolving Fund							\$ 10,364
22	Allocate and/or reserve Community Preservation Fund annual revenues				\$ 609,037			
23	Sawmill Brook (Poorhouse Lane) land acquisition				\$ 350,000			
24	Transfer CPC funds to Affordable Housing Trust				\$ 172,178			
29	Ash Tree Treatments (Multi-Year Funding Program)	\$ 60,180						
30	Page School security cameras	\$ 8,300						
35	Funding for cemetery cleanup	\$ 4,150						
38	Invasive Species management	\$ 20,000						
17	Transfer funds for Pension Liability Stabilization Fund	\$ 67,514						
21	Fix FY24 max amounts that may be spent from revolving funds 5.1 to 5.5							\$ -
32	Purchase infield grader	\$ 4,425						
33	Pipestave Field 6 Restoration	\$ 15,000						
34	Pipestave fencing	\$ 9,960						
21	Fix FY24 max amounts that may be spent from revolving fund 5.6 (Curbside/Recycling)							\$ -
6	FY24 Water Operating Budget							
7	Church/Prospect Water Main Replacements - BOND AUTHORIZATION					\$ -	\$ -	
8	Appropriation of Water Retained Earnings for FY23 purchase of water					\$ 140,000		
9	Water - purchase new Master Meter at Pipestave Booster Station						\$ 3,865	
10	Water - purchase Continuous Chlorine Monitoring System						\$ 19,900	
11	Water - purchase SCADA Remote Terminal Units						\$ 7,340	
12	Water - Exterior Repairs to Wellfield #1 Building						\$ 16,610	
13	Water - Clean Wellheads at Wellfield #1					\$ 9,975		
14	Water - Valves hydrants water mains meter pits					\$ 30,000		
26	Fire Pickup Truck replacement - CAPITAL ARTICLE		\$ 117,000					
28	Police Cruiser purchase, supplemental funding (FY23 vehicle)	\$ 25,000						
25	DPW Sidewalk Plow replacement - CAPITAL ARTICLE		\$ 172,000					
27	Page School HVAC - CAPITAL ARTICLE		\$ 115,000					
15	Funds for study of 31 Dole Place	\$ 50,000						
20	Appropriation of PEG Reserved Revenues under MGL c.44 s.53F3/4							\$ 90,000
31	Funds for Route 113 Corridor Planning (pedestrian safety)	\$ 59,500						

Annual OR Special Warrant Articles - Spring 2023 Town Meeting		Proposed Funding Source (DRAFT)						
# (DRAFT) Article		Free Cash	Stabilization	School Stabilization	CPA	Water Retained Earnings	Water Stabilization	Other
5	Instructions, Rules and Regulations for Board of Water Commissioners							
40	Solar Bylaw amendments							
19	Snow & Ice deficit							
4	FY24 Town Operating Budget							
Sub-Totals (Preliminary and Incomplete):		\$ 338,397	\$ 404,000	\$ 200,000	\$ 1,131,215	\$ 179,975	\$ 47,715	\$ 100,364

Notes:

Numbering does not correspond to order or numbering that will appear on Town Meeting warrants.
 Articles will be assigned to Annual or Special Town Meeting warrants at a later date.

ARTICLE REQUEST FORM

ARTICLE: Large-Scale Ground-Mounted Solar Photovoltaic Installations Overlay District Bylaw Amendment

AMOUNT REQUESTED: \$0.00

CONTACT PERSON: Sue Brown, Town Planner

PHONE NUMBER: 978-363-11000 X 125

Why should the Town make this purchase? What needs will be met? Who will benefit?

There is no cost for this project beyond staff time and Town Counsel review. The Planning Board is looking to update the Large-Scale Ground-Mounted Solar Photovoltaic Installations Overlay District Bylaw to allow installations throughout Town, provided they meet identified criteria. Town Counsel has opined that based on recent case law, the current LGSPI Overlay District may be too restrictive to meet the requirements of the Town's Green Communities Designation. The identified amendment to the Zoning Bylaw is expected to protect the town from a potential zoning challenge and the costs associated with defending such a challenge.

What factors affect the timing of this purchase?

The Planning Board recommends acting on this project now to reduce the Town's exposure to a potential challenge.

When should this Article be sunsetted - how long will the project take?

The Draft Zoning Amendment and new Zoning Map is expected to be finalized by early-March.

What ancillary costs do you anticipate? (Maintenance, Insurance, Training, etc.)

None

Does this Article involve improvement, preservation or creation of tangible Town-owned assets and projects which 1) have useful life of at least five years; 2) cost over \$20,000 and or 3) for which the Town is authorized to borrow funds? If so, please confirm that this item is on the Capital Improvements Committee Schedule for future capital investments.

No

Please attach additional pages or other supporting documentation.



**TOWN OF WEST NEWBURY
OFFICE OF THE PLANNING BOARD
381 MAIN STREET
WEST NEWBURY MA 01985
978-363-1100 X125 Fax: 978-363-1119
e-mail: townplanner@wnewbury.org**

REC'D W. NEWBURY CLERK
23 FEB 14 AM 11:40

**Legal Notice
West Newbury Planning Board**

The West Newbury Planning Board will hold a Public Hearing on Tuesday March 7th, 2023 during a meeting that begins at 7:00 p.m. to consider the Board's recommendations for the following changes to the Town of West Newbury Zoning Bylaw: 1) to recodify and renumber the Town of West Newbury Zoning By-laws in their entirety, including all internal citations in order to improve the organization of the Bylaws and allow future changes within the appropriate subsections; 2) to Amend Section 5G Large-Scale Ground Mounted Solar Photovoltaic Installations Overlay District by replacing the existing District with locational criteria for the installation of LGSPI and other minor amendments to definitions and design standards; and 3) to delete Section 3.A.1 and Section 3.B.1 pertaining to the mapping of the current LGSPI District.

To view the proposed changes visit: <https://www.wnewbury.org/planning-board/pages/current-documents> or contact planning.admin@wnewbury.org.

Interested persons may participate in the meeting by joining from computer, tablet or smartphone using: <https://us06web.zoom.us/j/81038167346?pwd=UVRGQVNXd3ZEUEhWOWhxQWdXYVBuQT09>

OR by calling: +1-646-558-8656. Enter Meeting ID: 810 3816 7346 Passcode: 176504

Timothy N. Cronin, Clerk

Solar Bylaw Related Amendments

Section 3.A.1 – strike “Large-Scale Ground-Mounted Solar Photovoltaic Installations Overlay Districts”

Section 3.B.1 - Said districts are hereby established as shown, located, defined and bounded on a map entitled “Town of West Newbury Zoning Map, based on Zoning Map dated September 1, 1967, adopted at Special Town Meeting of October 25, 2010”, amended at the 2023 Annual Town Meeting, filed with the office of the Town Clerk, which map, together with all explanatory matter thereon, and amendments thereto, is hereby incorporated and made a part of this by-law.

Section 5.G. LARGE-SCALE GROUND-MOUNTED SOLAR PHOTOVOLTAIC INSTALLATIONS ~~OVERLAY DISTRICT~~

[Section 5.G. adopted by Amendment effective May 3, 2012 by vote of Annual Town Meeting, Article 18, and approved by the Attorney General on August 30, 2012, and posted according to law on September 7, 2012]

5.G.1. Purpose

The purpose of this ~~Bylaw Section 5.G~~ is to ~~regulate~~ allow for the development of Large-Scale Ground-Mounted Solar Photovoltaic Installations (LGSPI) while balancing the needs of the Town to protect public health, safety or welfare. in an established district(s) where they are allowed. To that end, this Section ~~The Bylaw~~ provides standards for the placement, design, and construction of ~~LPGSIs~~ LGSPI such installations. ~~The standards aim to address public safety, and minimize impacts on scenic, natural, and historic resources.~~

5.G.2. Definitions

Large-Scale Ground-Mounted Solar Photovoltaic Installation (LGSPI): A solar photovoltaic system that is structurally mounted on the ground and is not roof-mounted, and has a minimum nameplate capacity of 250 kW DC.

~~**Large Scale Ground Mounted Solar Photovoltaic Installation (LGSPI) Overlay District:** The location[s] designated by a Town Meeting vote in accordance with Massachusetts General Laws Chapter 40A, §5., where LGSPI are a permitted use. Any designated location[s] [is/are] shown on the Town of West Newbury Zoning Map pursuant to Massachusetts General Laws Chapter 40A §4. A plan of an approved Overlay District delineated by metes and bounds shall be recorded at the Southern Essex Registry of Deeds. These plans shall also be filed in the Office of the Town Clerk.~~

On-Site Solar Photovoltaic Installation: A solar photovoltaic installation that is constructed at a location where other uses of the underlying property occur.

Rated Nameplate Capacity: The nominal rated output of electric power production of the Photovoltaic system in Direct Current (DC).

Solar Photovoltaic Array: an arrangement of solar photovoltaic panels.

5.G.3. Applicability

~~This Section applies to LGSPI proposed to be constructed after the effective date of this Section. This Section also pertains to physical modifications that materially alter the type, configuration, or size of these installations or related equipment.~~ The provisions set forth in this Section shall apply to the construction, operation, and/or repair of LGSPI as well as to any physical modifications that materially alter the type, configuration, or size of an LGSPI or related equipment.

5.G.4. General Requirements for all ~~Large~~ Large-Scale Ground-Mounted Solar Photovoltaic

Installations The following requirements are common to all LGSPI to be sited in designated locations:

a. A LGSPI may be constructed as of right on any Lot that is located within 1,000 feet of necessary supportive infrastructure as mapped by National Grid ~~the electric utility company servicing the town so long as that Lot is not located on a High Conservation Value parcel as mapped by the Commonwealth's SMART tool.~~ defined as having 50% or more of parcel identified as BioMap Core Habitat or Critical Natural Landscapes as mapped by MassWildlife and the Nature Conservancy at the time of application.

a.b. Compliance with Laws, Ordinances and Regulations. The construction and operation of all LGSPI shall be consistent with all applicable local, state and federal requirements, including, all applicable environmental, safety, construction, electrical, and communications requirements. All buildings and fixtures forming part of a solar photovoltaic installation shall be constructed in accordance with the State Building Code. Acting pursuant to G.L. c. 44, §53G, the Planning Board may require an applicant to pay the cost of peer review services to inspect the installation of any LGSPI.

b.c. Building Permit and Building Inspection. A Building Permit is required for construction, installation, or modification of LGSPI as provided in this Section. An Application for a Building Permit for LGSPI must be submitted with all documents required by the Building Inspector's Office and the requirements of the Site Plan Review Decision.

e.d. Site Plan Review. LGSPI are subject to Site Plan Review, Zoning Bylaw Section 8.B., by the Planning Board prior to construction, installation or modification as provided in this Section. In addition to the requirements of Section 8.B., Site Plan Review, and Planning Board Regulations, the Applicant shall submit the following:

- i. Name, address, phone number and signature of the project proponent, as well as all co-proponents or property Owners, if any
- ii. The name, address, contact information and signature of any agents representing the project proponent, and
- iii. Documentation of actual or prospective access and control of the project site. The project proponent shall submit documentation of actual or prospective access and control of the project site sufficient to allow for construction and operation of the proposed solar photovoltaic installation
- iv. Zoning district designation for the parcel(s) of land comprising the project site, Street Address, Assessors' Map and Lot Number, North Arrow, and Locus Map
- iv.v. A map showing the parcel in relationship to the allowable area criteria

- v.vi. An aerial photograph showing the existing property and structures, abutting properties, structures and streets. The proposed LGSPI, appurtenant structures, driveways and other proposed improvements shall be superimposed upon the aerial photograph.
- vi.vii. Blueprints or drawings of the solar photovoltaic installation signed by a Registered Professional Engineer licensed to practice in the Commonwealth of Massachusetts showing the proposed layout of the system and any potential shading from nearby structures.
- vii.viii. A description of the type of mounting system.

Waiver Authority. The Planning Board may waive documentary requirements of Site Plan Review as it deems appropriate.

e. In addition to that set forth in Section 8.B, the following standard shall apply to a LGSPI:

5.G.5. Dimensional Requirements.

- a. All LGSPI and Appurtenant Structures shall conform with the Table of Dimensional Control below.

Table of Dimensional Control for Large- Scale Ground-Mounted Solar Photovoltaic Installations ~~Overlay District~~

Structures	Mini - mum Lot Area In feet	Lot Frontage In feet	Percent of Required Lot area as Contiguous and Buildable (6.A.2)	Distance from Overlay District <u>Parcel</u> Boundary In feet	Maximum Lot Coverage %	Maximum Building Coverage %	Maximu m Height in feet (6.A.3.)
Solar Photovoltaic Array <u>PV</u> Array	n/a	n/a	n/a	50	<u>n/a</u> As per District	<u>n/a</u> As per District	15
Appurtenant Structures	n/a	n/a	n/a	40	<u>n/a</u> As per District	<u>n/a</u> As per District	35

- b. Appurtenant Structures. All appurtenant structures, including equipment shelters, storage facilities, transformers, and substations, shall be architecturally compatible with each other. Whenever reasonable, structures should be screened from view by vegetation and/or fencing, and/or joined or clustered to avoid adverse visual impacts.

5.G.6. Design Standards

- a. Lighting. Lighting of solar photovoltaic installations shall be consistent with local, state and federal law. Lighting of other parts of the installation, such as appurtenant structures, shall be limited to that required for safety and operational purposes, and shall be reasonably shielded from abutting properties. Where feasible, lighting of the solar photovoltaic installation shall be directed downward and shall incorporate full cut-off fixtures to reduce light pollution.
- b. Signage. Signs on LGSPI shall comply with Section 7.C. of the Zoning Bylaw. A sign consistent with the Zoning Bylaw shall be required to identify the Owner and Operator and provide a 24-hour emergency contact phone number. Reasonable identification of the manufacturer or Operator of the solar photovoltaic installation may be provided.

Solar photovoltaic installations shall not be used for displaying any advertising.

c. Utility Connections. Reasonable efforts, as determined by the Planning Board, shall be made to place all utility connections from the solar photovoltaic installation underground, depending on appropriate soil conditions, shape, and topography of the site and any requirements of the utility provider. Electrical transformers for utility interconnections may be above ground if required by the utility provider.

d. Safety and Security. Appropriate measures shall be proposed to secure the facility from unauthorized entry.

5.G.7. Environmental Standards

a. Wetlands. LSGPI shall comply with the requirements of M.G.L. Chapter 130, as amended as well as the Town's local wetland Bylaw.

b. Stormwater Management. Stormwater Management shall comply with the Town's Stormwater Management Bylaw and Regulations and the Department of Environmental Protection Stormwater Management Policy, as amended.

c. Noise. LSGPI and equipment shall comply with Section 7.A.4. of the Zoning Bylaw, and the provisions of the Department of Environmental Protection's Division of Air Quality Noise Regulations, (310 CMR 7.10., as amended).

d. Land Clearing, Soil Erosion and Habitat Impacts. Clearing of natural vegetation shall be limited to that which is necessary for the construction, operation and maintenance of the facility or otherwise prescribed by applicable laws, regulations, and bylaws.

5.G.8. Monitoring and Maintenance.

The Large-Scale Ground-Mounted Solar Photovoltaic Installation Owner or Operator shall maintain the facility in good condition. Maintenance shall include, but not be limited to, painting, structural repairs, and integrity of security measures.

5.G.9. Modifications

The Building Inspector shall determine if a proposed Modification to an LGSPI made after issuance of the required Building Permit shall require the filing and approval of a new Site Plan and Application with the Planning Board-

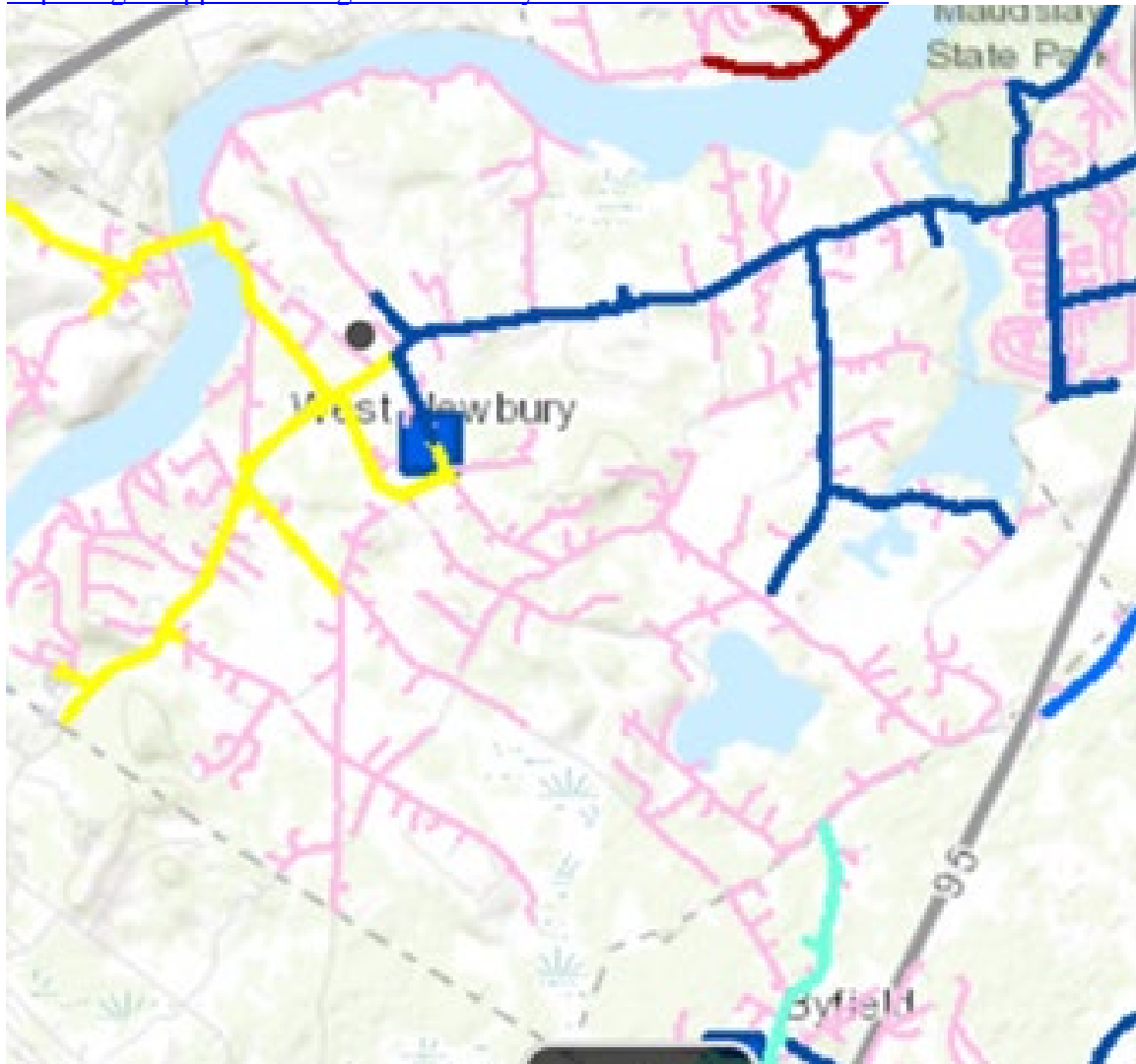
Supportive Infrastructure Map for

The following map shows the hosting capacity for Large Scale Photovoltaic Installations in West Newbury.

Blue indicates (3-phase) capacity ,
Yellow indicates a bit less capacity
Pink indicates insufficient capacity

National Grid - Massachusetts System Data Portal

<https://ngrid.apps.nationalgrid.com/NGSysDataPortal/MA/index.html>



An official Town Map representing the location of supportive infrastructure and all properties within 1000 feet of supporting infrastructure is being prepared.

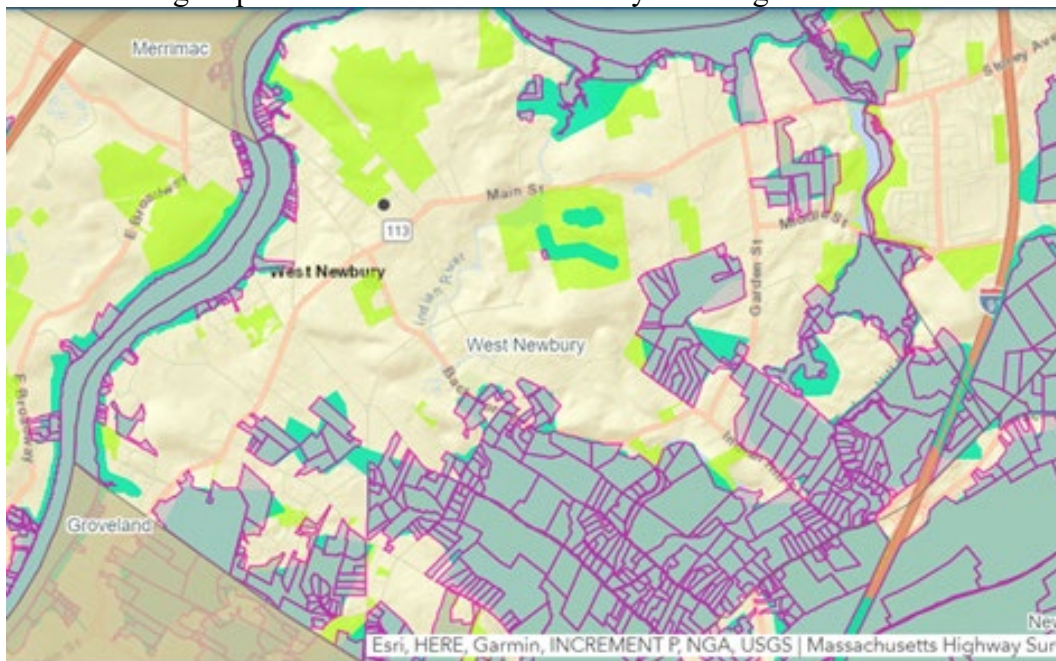
High Conservation Value Map

High Conservation Value is defined as parcels with 50% or more of their land mapped as *BioMap2* and/or *Priority Habitat* parcels.

BioMap (developed by MassWildlife and The Nature Conservancy) is an important tool to guide strategic protection and stewardship of lands and waters that are most important for conserving biological diversity in Massachusetts and includes area identified as Core Habitat and Critical Natural Landscapes. [What Is BioMap? \(arcgis.com\)](https://arcgis.com)

Priority Habitats are habitat of state-listed rare species in Massachusetts based on observations documented within the last 25 years in the database of the Natural Heritage & Endangered Species Program (NHESP). [Natural Heritage GIS Resources | Mass.gov](https://www.mass.gov/nhesp)

The following map shows areas in West Newbury with High Conservation Value.



Parcels with 50% or more BioMap2 and/or Priority Habitat



NHESP BioMap2 and Priority Habitat



Land Protected through Article 97



An official Town Map representing the location of supportive infrastructure and all properties within 1000 feet of supporting infrastructure is being prepared.

Town Manager

From: Town Manager
Sent: Thursday, March 23, 2023 1:36 PM
To: Town Planner
Subject: RE: Sharing NREL link for BEST PRACTICES Solar Decommissioning BONDS

Yes feel free to contact Robin on this.

If updated bylaw language were received by early April we could still get this into the FinCom booklet which will be published on April 10. If not, it would need to be an amendment to the bylaw on the floor of Town Mtg, which due to the length of the revision could be messy.

From: Town Planner <townplanner@wnewbury.org>
Sent: Thursday, March 23, 2023 12:36 PM
To: Town Manager <townmanager@wnewbury.org>
Subject: FW: Sharing NREL link for BEST PRACTICES Solar Decommissioning BONDS

Hi Angus,

Can the Planning Board add a Decommissioning Bond requirement to the draft Solar Bylaw at this point. If so, may I reach out to Robin for suggested language.

The information shared below brought this to my attention.

Thanks,

Sue

From: Town Planner
Sent: Thursday, March 23, 2023 9:46 AM
To: 'Tim Cronin' <jac5@hotmail.com>; Rick Parker <rparker@wnewbury.org>; 'Arthur Wallace' <artwallace376@gmail.com>
Subject: FW: Sharing NREL link for BEST PRACTICES Solar Decommissioning BONDS

Would love to hear your thoughts on the information shared below.

Thanks,

Sue

From: MassPlanners <massplanners-bounces@masscptc.org> **On Behalf Of** Tim Czerwienski via MassPlanners
Sent: Tuesday, March 21, 2023 2:07 PM
To: MassPlanners CPTC <massplanners@masscptc.org>
Subject: [Massplanners] FW: Sharing NREL link for BEST PRACTICES Solar Decommissioning BONDS

See below from the former chair of Charlton's Solar Committee

Tim Czerwienski, AICP

Director of Planning & Community Development

Town of Milton | 525 Canton Avenue | Milton, Mass. 02186 | 617-898-4847

From: pldegnan@charter.net <pldegnan@charter.net>

Sent: Tuesday, March 21, 2023 12:29 PM

To: 'massplanners@masscptc.org' <massplanners@masscptc.org>; 'PIDegnan@charter.net' <PIDegnan@charter.net>

Subject: Sharing NREL link for BEST PRACTICES Solar Decommissioning BONDS

To Who It May Concern,

I am a volunteer and former chairperson for the Town of Charlton's Solar Committee who has been working with boards and members of other Massachusetts towns navigating large scale solar and battery storage parks. We have been sharing our information and experiences and fact checking the vast amount of "green" information provided by the developers.

Towns have been lacking guidance on coexisting and regulating this new industry. Mass Laws have been vague and towns need to be proactive in establishing proper solar projects decommissioning bonds.

I urge all Planning Boards to read this "BEST PRACTICES AT END OF PHOTOVOLTAIC SYSTEM PERFORMANCE PERIOD" written by the National Renewable Energy Lab on behalf of the Environmental Protection Agency.

<https://www.nrel.gov/docs/fy21osti/78678.pdf>

The reason consulting engineers have continuously approved the low decommissioning bonds is that the state if Massachusetts lacks any firm guidance as to the handling solar panel waste. The DEP does not list solar panels on its 2030 or 2050 Solid Waste Master Plan. It is politically a hands off topic hence anyone be seen as anti- green. There are changing hazardous chemicals like cadmium and gallium arsenide contained in the glass sandwiches of the solar panels as well as lead (racking) and PFAS (on glass coatings). Waste Management Company has stated they consider panels hazardous and local transfer stations refuse panels in trash. Recycling is costly and many countries are refusing used panel imports fearing they will be the next electronic waste problem of the world!

The state does allow towns to set *reasonable* regulations when it comes to living with this relatively new industry. Setting bond amounts in part cash and part line of credit, will provide financial security to protect the landowner, residents and towns health and safety. These companies change ownership frequently and create difficulty for town employees to validate protection. Bankruptcy, oversights and technological advancements pose risks towns need to prepare for.

I urge everyone to follow \$400,000 per MW DC formula (with no scrap or recycling credits allowed due to fluctuating commodity metal markets) with 25% cash up front in an escrow account following the parcel (to hire legal representation and to enforce bond) and the remaining 75% in a line of credit from an FDIC lending institution. This is only to be used in the event that the project neglects to follow its own decommissioning plan.

Sincerely,

H. Laurie Degnan

Former chairperson solar committee of Town of Charlton

Town Manager

From: Town Planner
Sent: Thursday, March 23, 2023 1:45 PM
To: Robin Stein
Cc: Town Manager
Subject: Solar Bylaw

Hi Robin,

Assuming you believe the Town can add this requirement to our Solar bylaw would you recommend language for requiring a Decommissioning Bond or Surety for LGSPI projects?

We have general language in our Site Plan Bylaw pertaining to bond/surety – however it is written such that it allows the Board to require, as a condition of approval, a bond or other such surety **to cover cost of non-building construction**, including but not limited to: streets, utilities,

I don't think this would allow for a bond for Decommissioning – but I'm happy for you to say otherwise. 😊

Thanks,

Sue



Town of West Newbury

381 Main Street

West Newbury, Massachusetts 01985

Angus Jennings, Town Manager

978-363-1100, Ext. 111 Fax 978-363-1826

townmanager@wnewbury.org

TO: Select Board
FROM: Angus Jennings, Town Manager
DATE: March 25, 2023
RE: Schedule for joint FinCom/Moderator/Town Counsel etc. mtg – UPDATED MEMO

The Board's regular schedule of upcoming meetings includes Monday, April 10; Monday, May 8; and Monday, May 22.

Due to Town Meeting on April 24, the Board's regular meeting that would normally fall on that date will not take place.

I recommend that the Board instead hold a meeting the week of April 3rd, which would include the joint meeting with FinCom, Moderator, etc., to review draft Town Meeting Motions. This would also be the date the Board could review and finalize the Town Meeting warrants, to ensure the final language can be built into the FinCom Booklet timely for its publication, and the posting of the Warrants, on/by Monday, April 10th.

FinCom Booklet, Division of Labor

<u>Element</u>	<u>Reference (May 2023 booklet)¹</u>	<u>FinCom Role</u>	<u>Town Staff Role</u>
Cover Letter	pp. i-ii	Author	Reviewer/Commenter Add data tables if/as needed
“What to Expect”	pg. iii	Author (with Moderator)	Reviewer/Editor
Budget breakdown table	pg. iv		Author
Assessed Values and Tax Bill table	pg. v		Author
Free Cash Trends table	pg. v		Author
ATM and STM warrants	pg. 1, pp. 8-21	Reviewer/Commenter	Author
FinCom Recommendations		Author	Reviewer/Commenter
Select Board Recommendations			Author
Article Rationales		Author	Reviewer/Commenter
Proposed budget (table)	pp. 2-7	Reviewer/Commenter	Author
Role of FinCom/Glossary	pp. 22-24	Author	
CIC Recommendations	pg. 25	Reviewer/Commenter	Author
Appendices	pp. 26-59		Author
Impacts on Town Accounts Table	pg. 60		Author
“Revenues” Table	pg. 61		Author

Source: Angus Jennings, Town Manager

¹ [https://www.wnewbury.org/sites/g/files/vyhlf1436/f/events/fincom_booklet - atm 2022 - final.pdf](https://www.wnewbury.org/sites/g/files/vyhlf1436/f/events/fincom_booklet_-_atm_2022_-_final.pdf)