



# TOWN OF PAXTON

## SELECT BOARD MEETING Friday, May 12, 2023 – 4:00pm

Join Zoom Meeting  
<https://us02web.zoom.us/j/85059646425>  
Meeting ID: 850 5964 6425

*This agenda lists all matters anticipated for discussion, some items may be passed over, and other items not listed may be brought up for discussion to the extent permitted by law. Select Board meetings are recorded by the Local Cable Access Channel. Any member of the public planning to record the meeting must first notify the Chair. The Chair will strive to honor timed items as best as possible, however, the estimated timing may occasionally be different.*

### CALL TO ORDER

<b>1.</b>	<b>OPEN MEEETING</b>
4:00 PM	<b>1.</b> Annual Town Meeting Warrant – June 5, 2023
	a. Reopen Warrant to potentially revise and/or remove and/or change articles
	b. Discuss warrant articles
	c. Close warrant
	d. Vote to approve and sign warrant
	2. Discuss and vote on any year end transfers
<b>3.</b>	<b>PUBLIC COMMENT</b>
<b>4.</b>	<b>ADJOURN</b>

Town of Paxton  
Capital Improvements Planning Committee (CIPC)  
Amended Committee Report – FY '24  
AMENDED AS OF MAY 4, 2023

In accordance with CIPC bylaws (dated March 15, 2013) and in conjunction with the CIPC Manual for Planning, Financing, and Implementing Capital Improvements.....the Capital Improvements Planning Committee of the Town of Paxton does hereby submit to the Select Board, the following capital needs requests in this Amended Committee Report for consideration/reconsideration to be included as Warrant Articles to be presented at Annual Town Meeting scheduled for June 5, 2023.

- To acquire a Ditcher Head Attachment
  - Sponsor – Department of Public Works (DPW)
  - Approximate Cost - \$14,128/\$14,200
  - Recommended Funding/Financing – Use of Capital Depreciation Funds from existing balance is \$70,985
  
- To replace existing mower with a John Deere Zero-Turn Mower
  - Sponsor – Department of Public Works (DPW)
  - Approximate Cost – \$13,838
  - Special Considerations – Cost will be shared, 1/3 Cemetery, 1/3 Recreation, 1/3 DPW
  - Net Cost – \$4,613
  - Recommended Funding/Financing – Use of Capital Depreciation Funds from existing balance of \$70,985
  
- To replace Kitchen Hood at Paxton Center School
  - Sponsor – Wachusett Regional School District (WRSD)
  - Approximate Cost – \$50,000
  - Recommended Funding/Financing – To be funded in full by WRSD
  
- To install a Water Well
  - Sponsor – Recreation Commission
  - Approximate Cost – Not to Exceed \$25,000
  - Recommended Funding/Financing – To be funded in full with use of Recreation's own Revolving Funds

May 5, 2023

Dear Members of the Select Board,

Please find attached (page 1 of 4) the Amended Committee Report of the Capital Improvements Planning Committee for FY '24.

In short, the Amended Committee Report, dated May 4, 2023, now lists only four capital needs requests which the CIPC is putting forward for consideration as Warrant Articles to be presented at the Annual Town Meeting scheduled for June 5, 2023. The initial Committee Report, dated April 24, 2023, included five such items. The replacement of the 1989 Dump Truck with a 2025 Freightliner at a cost of \$271,355 has now been withdrawn from our earlier Committee Report and does not appear in our Amended Committee Report.

As such, the Amended Committee Report is intended to replace/supersede any and all previous such reports as relates to FY '24.

While we apologize for any confusion or inconvenience that this revision may cause the Select Board in its own efforts to undertake to evaluate these same and other Warrant Articles, we believe that it is within the CIPC prerogative and authority to amend its Committee Report.

The matter of withdrawing this one particular capital needs request from further consideration...at this time.... was a very difficult one for the CIPC members to arrive. As such, we feel compelled to want to share with the Select Board....and the public for that matter.....our reasons for doing so.

As you know, the CIPC committee meets many times to review these important capital needs requests including sometimes having extensive presentations made before the committee that describes and explains such needs....and to thereafter allow for any and all CIPC members to inquire on any relevant matters pertaining to any given capital request. Sometimes, such inquiries result in a change or to an improvement of the initial presentation, as was the case this year with the DPW Zero Turn Mover and a collaboration that resulted with other Town boards and commissions.

To that point, these matters are not taken lightly by the CIPC...and such requests routinely juggle a fine line of balance between....the need....budget and finance matters...and the impact on the people of the Town as to service provided and taxes paid.

Upon review of this one particular aforementioned DPW sponsored request, the following items were some of those which were discussed....at our CIPC meeting held on May 4, 2023....that caused the CIPC to now opt to withdraw this capital need from further consideration.....once again, at this time:

- The tax rate impact that a Proposition 2½ override would have as either a capital expenditure exclusion or as a debt exclusion, as was presented, on this one capital item was viewed as being burdensome. While the additional tax will certainly be seen as affordable by some, it will not be welcomed or affordable for all, and we opted to opine for 'The Most', and not just for 'The Some'.
- Given the economic conditions that so many are presently confronted with and the continued uncertainty forecast, the sense of the CIPC was that this was not the time to increase taxes beyond what taxpayers will already be incurring with a typical Proposition 2½ increase.

- The interest rate percentage that was presented at 4% or 5% under certain length of indebtedness scenarios seemed overly favorable.... with concern that higher rates would cause higher taxes. The sense too was this was not an advantageous time for borrowing....or adding more debt service....at a time when such markets are not as conducive...as they have been....and that they could be in the future.
- A debt service schedule that was recirculated and revisited at our meeting of May 4<sup>th</sup> reminded CIPC members that some debt will be “coming of the books” in a year, or just over, and that might be a better time to introduce this new debt.
- Reminder was also made that the DPW will soon take delivery of a similar, or same type of, Freightliner...that had been approved for acquisition just a few short years ago...but delivery of which has been delayed. That weighed heavily on CIPC members....that a decision to postpone action on this year’s request for a Freightliner...would not leave the DPW in an untenable situation.
- Also, we should all be reminded that this particular DPW capital need request would require a Special Town Election to be held this Summer or Fall.....at a cost of nearly \$6,000. That seemed to be an avoidable cost in a budget year where amounts much smaller than that were removed from the budget in order to achieve a balanced budget. That \$6,000 looked to be an expenditure savings worth realizing.
- And too....there exists approximately \$4,000 currently budgeted for the cost, which would have to be incurred, to initiate financing if the DPW Freightliner were to go forward.
- The matter then of incurring a combined total of \$10,000 of avoidable cost....in order to increase taxpayers taxes...was an equation that did not reconcile with many CIPC members.

All told then, at the CIPC meeting held on May 4, 2023...the committee membership essentially agreed to...(1) draft this letter of explanation to the Select Board...(2) by extension, re-issue our initial Committee Report in the form of an Amended Committee Report...(3) and by further extension withdraw this one capital need request...and (4) as a sort of place holder....cast a vote to Recommend Disapproval, in the interim of these matters being directed to the Select Board and as the Warrant Articles currently exist in DRAFT FORM ONLY.

Reserve for criticism may likely be directed to the CIPC as to...“Why now?” ....and... “Why not before?” To those points, several CIPC members commented at our May 4<sup>th</sup> meeting....“In retrospect, I wish we hadn’t put this DPW item forward”. And another member commented...“We can amended our Committee Report to eliminate it”. This Amended CIPC Committee Report addresses both of those sentiments.

In the end, we all feel that we did our respective jobs correctly and diligently. We weighed all the facts and circumstances....some of which were new, some old, some revisited, some resurfaced; and we were principled enough to change a course of action/direction that we were first headed. That is the beauty of and the advantage of reviewing such matters while in DRAFT FORM, as these Warrant Articles were presented back to us...in order for us to make our FINAL determinations.

While we thank the Select Board for the opportunity to do just that, we apologize again for any inconvenience that this may appear to cause the Board. But we remain committed to submit our Amended Committee Report.

Respectfully submitted,

Mark L. Love

On Behalf of the

Capital Improvements Planning Committee

In the name of the Commonwealth, you are hereby directed to notify and warn the inhabitants of said town, who are qualified to vote in Town affairs, to meet in the Paxton Center School Cafetorium, West Street, Paxton on June 5, 2023 at 7:00 p.m., then and there to act on the following articles:

**Article 1.                    CAPITAL - Replacement DPW 1989 Mack Truck**

To see if the Town will vote to raise and appropriate, transfer from available funds, borrow, or otherwise provide the sum of \$280,000, or any other sum, for the replacement of the DPW's 1989 Mack Dump Truck, including the payment of costs incidental or related thereto; provided, however, that this appropriation shall be contingent upon passage of Proposition 2 ½ debt exclusion referendum to assess additional real estate and personal property taxes under Chapter 59, Section 21C (k), of the General Laws; or act in any way thereon.

Article submitted by the DPW.

*Selectboard recommends approval.*

*Finance Committee recommends disapproval.*

*Capital Improvements Planning Committee recommends disapproval.*

**Article 2. CAPITAL - Ditcher Head Attachment**

To see if the Town will vote to transfer the sum of **\$14,150** from the Capital Depreciation Fund to purchase a Ditcher Head Attachment for the Department of Public Works; or act in any way thereon.

Article submitted by the Department of Public Works.

*Selectboard recommends approval.*

*Finance Committee recommends approval.*

*Capital Improvements Planning Committee recommends approval.*

**Article 3. CAPITAL - Replacement 2014 Exmark Mower**

To see if the Town will vote to transfer the sum of **\$4,666** from the Capital Depreciation Fund to purchase a replacement mower for the Department of Public Works; or act in any way thereon.

Article submitted by the Department of Public Works.

*Selectboard recommends approval.*

*Finance Committee recommends approval.*

*Capital Improvements Planning Committee recommends approval.*

**Article 4. WATER ENTERPRISE -Water Department Receipts**

To see if the Town will vote to raise and appropriate through Water Department receipts, water fees, or water charges, or transfer from available funds, a sum of money to operate the Water Enterprise, as follows:

Compensation	\$240,433
Expenses	\$720,225
<u>Debt</u>	<u>\$ 96,198</u>
Total	<b>\$1,056,856</b>

and that \$1,056,856 is raised as follows:

Department receipts	<b>\$1,056,856</b>
Or act in any way thereon.	

Article submitted by the Water Commissioners.

*Selectboard recommends approval.*

*Finance Committee recommends approval.*

## **Article 5.                      WATER ENTERPRISE - Water Tank Maintenance**

To see if the Town will vote to appropriate from retained earnings of the Water Enterprise Fund the sum of **\$107,189**, or any other sum, to pay for the inspection, maintenance, repair or modification of the Asnebumskit Road Water Storage Tank in accordance with the fifth year of the existing contract with Suez Advanced Solutions; or act any way thereon.

Article submitted by the Water Commissioners.

*Selectboard recommends approval.*

*Finance Committee recommends approval.*

## **Article 6.                      Appropriate Funds to Road Improvement**

To see if the Town will vote to raise and appropriate the sum of **\$118,870** to the Road Improvement Capital Stabilization Fund, or act in any way thereon.

Article submitted by the Selectboard.

*Selectboard recommends approval.*

*Finance Committee recommends approval.*

## **Article 7.                      Use Funds from Road Improvement**

To see if the Town will vote to raise and appropriate the sum of **\$118,870** from the Road Improvement Capital Stabilization Fund for the purpose of resurfacing roads, or act in any way thereon.

Article submitted by the Selectboard.

*Selectboard recommends approval.*

*Finance Committee recommends approval.*

## **Article 8. Chapter 90 Authorization**

To see if the Town will vote to accept any funds to be allocated by the Commonwealth under authorization of Chapter 90 of the Massachusetts General Laws, (pertaining to Highway Funds); to authorize the Board of Selectmen to enter into contracts for the construction, reconstruction, and improvement of Town roads; and to authorize the Town Treasurer to borrow in anticipation of receipt of said funds; said funds to be expended under the direction of the Director of Public Works; or act in any way thereon.

Article submitted by Selectboard and Director of Public Works.

*Selectboard recommends approval.*

*Finance Committee will make recommendations at Town Meeting.*

## **Article 9. BYLAW - Departmental Revolving Fund Bylaw**

To see if the Town will vote to replace the current Departmental Revolving Funds Bylaw in its entirety with the Amended Departmental Revolving Funds Bylaw as attached, or take any related action thereto.

Article submitted by the Town Administrator

*Selectboard recommends approval.*

*Finance Committee will make recommendations at Town Meeting.*

## **Article 10. Revolving Fund Expenditure Limits**

To see if the Town will vote to set the annual expenditure limits for fiscal year 2024 for all revolving funds established under the General Bylaws, as set forth below, or act in any way thereon:



<b>Fund</b>	<b>Maximum Expenditure</b>
Council on Aging	\$10,000
Recreation	\$250,000
Library	\$ 2,000
Paxton Days	\$ 5,000
Electrical Inspector	\$50,000
Plumbing/Gas Inspector	\$50,000

Article submitted by the Selectboard.

*Selectboard recommends approval.*

*Finance Committee will make recommendations at Town Meeting.*

## **Article 11.                      Wachusett Greenways**

To see if the Town will vote to raise and appropriate or transfer from available funds the sum of \$1,100, or any other sum, to be used for the expenses for Wachusett Greenways, an eight-town collaborative, said funds to be administered and expended by Wachusett Greenways; or act in any way thereon.

Article submitted by Wachusett Greenways.

*Selectboard recommends approval.*

*Finance Committee recommends approval.*

## **Article 12.                      BYLAW - Replacement Alcohol**

To see if the Town will vote to amend the Alcoholic Beverages Bylaw as shown on the Amended Alcoholic Beverages Bylaw, as attached, or take any related action thereto.

Article submitted by the Select Board

*Selectboard recommends approval.*

*Finance Committee recommends approval.*

## **Article 13.                      BYLAW - Winter Parking Ban**

To see if the Town will vote to adopt a new Winter Parking Ban Bylaw, as attached, or take any related action thereto.

Article submitted by the DPW Director and Town Administrator

*Selectboard recommends approval.*

*Finance Committee recommends approval.*

**Article 14. BYLAW - Finance Committee Bylaw**

To see if the Town will vote to replace the current Finance Committee Bylaw in its entirety with the new Amended Finance Committee Bylaw, as attached, or take any related action thereto.

Article submitted by the Finance Committee

*Selectboard recommends approval.*

*Finance Committee recommends approval.*

**Article 15. BUDGET - Town**

To see if the Town will vote to raise and appropriate the sum of **\$6,685,396** or any other sum, and to further appropriate, from the EMS Receipts Account, the sum of **\$400,000** or any other sum, and to further appropriate, from Free Cash the sum of **\$564,511** or any other sum, for a total appropriation of **\$7,649,907** or any other sum, to defray the necessary and usual expenses of the several departments of the Town for the fiscal year beginning on July 1, 2023, and especially for any and all the items shown on the attached Budget; or act in any way thereon.

Article submitted by the Finance Committee.

*Selectboard recommends approval.*

*Finance Committee recommends approval.*

<u>Acct</u>	<u>Department</u>	<u>FY23</u> <u>Actual Budget</u>	<u>FY24</u> <u>Requests</u>	<u>FY24</u> <u>Recommend</u>
1114	MODERATOR	-	-	-
1122	SELECT BOARD	98,432	98,964	89,243
1123	TOWN ADMINISTRATOR	132,700	136,425	122,075
1124	MUNICIPAL ASSISTANT	20,374	-	-
1129	LAND USE COORDINATOR	40,242	41,182	38,776
1131	FINANCE COMMITTEE	275	285	170
1132	RESERVE FUND	40,000	40,000	40,000
1135	TOWN ACCOUNTANT	32,767	33,547	33,547
1141	ASSESSORS	80,121	82,234	82,799
1145	TREASURER/COLLECTOR	83,500	97,449	97,449
1151	LEGAL SERVICES	23,000	25,500	23,500
1155	MUN INFO SERVICES (IT)	93,564	96,749	99,636
1161	TOWN CLERK	53,067	68,035	67,535
1162	ELECTIONS	19,600	25,015	24,242
1163	REGISTRARS	3,850	-	-
1171	CONSERVATION COMMISSION	7,933	7,933	8,332
1177	REGIONAL PLANNING	1,506	1,544	1,544
1183	HISTORICAL DISTRICT COM	200	200	-
1192	PUBLIC BUILDING MAINTENANCE	32,245	81,370	79,370
1193	TOWN INSURANCE	210,800	214,589	214,589
1196	TOWN REPORTS	1,150	1,150	1,150
1199	TOWN CLOCK	450	500	500
1210	POLICE DEPARTMENT	1,134,597	1,228,141	1,213,781
1215	REGIONAL DISPATCH	8,000	77,190	76,550
1220	FIRE DEPARTMENT	444,048	1,279,015	1,221,144
1232	EMERGENCY MANAGEMENT SERVICES	759,800	-	-
1241	BUILDING DEPARTMENT	34,793	48,080	47,938
1243	PLUMBING INSPECTOR	4,000	-	-
1245	WIRING INSPECTOR	6,140	-	-
1250	PUBLIC SAFETY COMPLEX	47,250	-	-
1291	EMERGENCY MANAGEMENT	-	-	-
1292	ANIMAL CONTROL OFFICER	11,863	17,127	17,127
1295	TREE WARDEN	8,257	18,833	7,675
1421	DEPARTMENT OF PUBLIC WORKS	761,192	836,755	787,772
1423	SNOW & ICE	200,000	201,000	201,000
1424	STREET LIGHTS	17,711	18,393	18,393
1443	WASTE COLLECTION	408,983	435,312	409,506
1491	CEMETERY COMMISSION	24,335	6,650	6,650
1510	BOARD OF HEALTH	4,126	19,064	18,926
1515	SANITATION ENGINEER	13,274	-	-
1519	INSPECTOR OF ANIMALS	2,164	-	-
1541	COUNCIL ON AGING	69,039	70,419	70,195
1543	VETERANS AGENT	10,737	11,237	11,237
1610	LIBRARY	198,657	207,210	202,806
1630	RECREATION	29,615	31,259	31,140
1691	HISTORICAL COMMISSION	400	400	400
1710	EXCLUDED DEBT- PRINCIPAL	427,800	382,800	382,800
1709	DEBT - BORROWING COST	3,000	4,000	4,000
1711	EXCLUDED INTEREST-LONG TERM DEBT	141,527	124,433	124,433
1715	NON-EXCLUDED DEBT- PRINCIPAL	94,910	88,200	88,200
1716	NON-EXCLUDED INTEREST-LONG TERM D	14,236	11,449	11,449
1752	DEBT- SHORT TERM INTEREST	1,700	2,500	2,500
1910	EMPLOYEE BENEFITS	770,527	733,450	691,989
1911	RETIREMENT ASSESSMENT	701,576	787,040	787,040
1915	CENTRAL PURCHASING	182,650	185,800	190,800
		<b>7,512,683</b>	<b>7,878,428</b>	<b>7,649,907</b>

**Article 16.****BUDGET - WRSD**

To see if the Town will vote to raise and appropriate the sum of **\$7,381,317** or any other sum, and to further appropriate, from Operating Stabilization, the sum of **\$96,142** or any other sum, for a total appropriation of **\$7,477,459** to pay its assessed share of the Wachusett Regional School District Budget for the fiscal year beginning on July 1, 2023, and thereby approve the District's budget for said fiscal year; or act in any way thereon.

Article submitted by the Wachusett Regional School District Committee.

*Selectboard recommends approval.*

*Finance Committee recommends disapproval.*

	FY23	FY24	FY24
	APPROVED	REQUEST	RECOMMEND
Minimum Local Contribution	4,733,160	4,860,250	4,860,250
Debt Service	225,612	220,647	220,647
Discretionary	1,698,287	1,799,774	1,799,774
Transportation	520,517	596,788	596,788
	<b>7,177,576</b>	<b>7,477,459</b>	<b>7,477,459</b>

**Article 17.****BUDGET - Bay Path**

To see if the Town will vote to raise and appropriate the sum of **\$498,964** to pay its assessed share of the Bay Path Regional Technical School Budget for the fiscal year beginning on July 1, 2023; or act in any way thereon.

Article submitted by the Southern Worcester County Regional Vocational School District.

*Selectboard recommends approval.*

*Finance Committee recommends approval.*

	FY2023	FY2024	FY2024
	APPROVED	REQUEST	RECOMMEND
Bay Path Debt	63,576	61,374	61,374
Bay Path Assessment	374,701	437,590	437,590
	<b>438,277</b>	<b>498,964</b>	<b>498,964</b>

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AND YOU ARE DIRECTED TO SERVE THIS WARRANT by posting attested copies thereof, one of which shall be at the Post Office, as required by By-laws, seven days at least before the day set for holding said meeting.

HEREOF FAIL NOT and make due return of the Warrant with your doing thereon at the time and place of meeting aforesaid.

Given under our hands this May 12, 2023.

Respectfully submitted,

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Julia N. Pingitore  
Chair

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Kirk R. Huehls  
Vice Chair

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Carol L. Riches  
Clerk

## ATTACHMENTS

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**Article 11**  
**BYLAW**  
**Departmental Revolving Funds**

- 1. Purpose:** This Bylaw establishes and authorizes revolving funds for use by Town departments, boards, committees, agencies or officers in connection with the operation of programs or activities that generate fees, charges or other receipts to support all or some of the expenses of those programs or activities. These revolving funds are established under and governed by General Laws Chapter 44, § 53E1/2.
- 2. Expenditure Limitations:** A department or agency head, board, committee or officer may incur liabilities against and spend monies from a revolving fund established and authorized by this Bylaw without appropriation subject to the following limitations:
  - A. Fringe benefits of full-time employees whose salaries or wages are paid from the fund shall also be paid from the fund, except for those employed as school bus drivers.
  - B. No liability shall be incurred in excess of the available balance of the fund.
  - C. The total amount spent during a fiscal year shall not exceed the amount authorized by Town Meeting on or before July 1 of that fiscal year, or any increased amount of the authorization that is later approved during that fiscal year by the Board of Selectmen and the Finance Committee.
- 3. Interest:** Interest earned on monies credited to a revolving fund established by this Bylaw shall be credited to the general fund.
- 4. Procedures and Reports:** Except as provided in General Laws Chapter 44, § 53E1/2 and this Bylaw, the laws, bylaw, rules, regulations, policies or procedures that govern the receipt and custody of Town monies and the expenditure and payment of Town funds shall apply to the use of a revolving fund established and authorized by this Bylaw. The Town Accountant shall include a statement on the collections credited to each fund, the encumbrances and expenditures charged to the fund and the balance available for expenditure in the regular report the Town Accountant provides the department, board, committee, agency or officer on appropriations made for its use.
- 5. Authorized Revolving Funds.**

The following Table of Authorized Revolving Funds establishes:

- A. Each revolving fund authorized for use by a Town department, board, committee, agency or office;
- B. The department or agency head, board, committee or officer authorized to spend from each fund;
- C. The fees, charges and other monies charged and received by the department, board, committee, agency or officer in connection with the program or activity for which the fund is established that shall be credited to each fund by the Town Accountant;



D. The expenses of the program or activity for which each fund may be used;

E. Any restrictions or conditions on expenditures from each fund;

F. Any reporting or other requirements that apply to each fund; and

G. The fiscal years each fund shall operate under this Bylaw.

<b><u>A</u></b> <b>Revolving Fund</b>	<b><u>B</u></b> <b>Department, Board, Committee, Agency or Officer Authorized to spend from fund</b>	<b><u>C</u></b> <b>Fees, Charges or other receipts credited to fund</b>	<b><u>D</u></b> <b>Program or activity expenses payable from fund</b>	<b><u>E</u></b> <b>Restrictions or conditions on expenses payable from fund</b>	<b><u>F</u></b> <b>Other requireme nt / reports</b>	<b><u>G</u></b> <b>Fiscals years</b>
Council on Aging	Council on Aging	Fees from riders	Van costs	None, other than as set forth in 44, § 53E1/2, in this Bylaw, and by Town Meeting vote.	Annual reports	Fiscal Year 2018 and subsequent years
Recreation Revolving	Recreation Commission	Program fees, private sponsorship, facilities fees	Support of all Recreation Programs	None, other than as set forth in 44, § 53E1/2, in this Bylaw, and by Town Meeting vote.	Annual reports	Fiscal Year 2018 and subsequent years
Library	Board of Library Trustees	Fines for overdue books & videos	Purchase New Books, videos and library materials	None, other than as set forth in 44, § 53E1/2, in this Bylaw, and by Town Meeting vote.	Annual reports	Fiscal Year 2018 and subsequent years
Paxton Days	Paxton Days Committee	Event fees, , private sponsorship	Support the Paxton Days Annual Event	None, other than as set forth in 44, § 53E1/2, in this Bylaw, and by Town Meeting vote.	Annual reports	Fiscal Year 2018 and subsequent years
Electrical Inspections	Building Commissioner	Electrical Inspector charges and fees	To be used on payment of all charges and fees related to electrical expenses and Electrical Inspector fees	None, other than as set forth in 44, § 53E1/2, in this Bylaw, and by Town Meeting vote.	Annual reports	Fiscal Year 2024 and subsequent years

Plumbing/Gas Inspections	Building Commissioner	Plumbing & Gas Inspector charges and fees	To be used on payment of all charges and fees related to electrical expenses and Plumbing/Gas Inspector fees	None, other than as set forth in 44, § 53E1/2, in this Bylaw, and by Town Meeting vote.	Annual reports	Fiscal Year 2024 and subsequent years
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**Article 12**  
**BYLAW**  
***Alcoholic Beverages***

The Alcoholic Beverages Bylaw is hereby amended by adding the following text after the words “public conveyance” at the end of Section 1(a):

“provided, however, that the Board of Selectmen may authorize the sale, possession, and consumption of alcoholic beverages on any public property from a duly licensed vendor for special events or limited periods of time.”

**ARTICLE 13**  
**BYLAW**  
***Winter Parking Ban***

1. Parking is prohibited on all public ways, annually from November 15th through April 15<sup>th</sup>.
2. Any vehicle, other than one acting in a\*n emergency, parked, day or night, on any street in the Town, so as to interfere with the work of removing or plowing snow, removing ice, or sanding the street may be removed or towed away under the authority, discretion and direction of the Chief of Police or the Chief's designee. The registered owner of a motor vehicle which is removed pursuant to this bylaw shall be fully responsible for all charges and expenses incurred for the removal and storage of said motor vehicle.

**ARTICLE 15**  
**BYLAW**  
**Finance Committee**

Section 1: Organization of the Finance Committee

- 1.1 The Finance Committee shall consist of seven (7) persons who shall be residents and registered voters of the Town, none of whom may be officers or officials of the Town, whether elected or appointed, compensated employees of the Town, or members of any other committee, board, or commission of the Town, unless authorized by bylaw or authorized by vote of the Select Board in accordance with Section 1.7.
- 1.2 Appointments to the Finance Committee shall be made by the Town Moderator for a term of three (3) years, such term expiring at the close of the respective Annual Meeting to which such three-year term relates.
- 1.3 If a member of the Finance Committee shall choose to resign or not opt for re-appointment following the expiration of their term, such member shall send a letter of such notification to the Town Moderator with a copy sent to the Town Clerk and the Finance Committee chairperson informing them of this decision. If a member is absent for five consecutive Finance Committee meetings, their position may be deemed to be vacant by vote of the Finance Committee, whereupon the Finance Committee chairperson will notify the Town Moderator. In all such instances, efforts will be undertaken to fill such vacancies.
- 1.4 Any person appointed to fill a vacancy on the Finance Committee shall hold office for the unexpired term of the member they have succeeded.
- 1.5 Finance Committee members shall serve without compensation.
- 1.6 The Finance Committee shall reorganize annually by electing its officers for the ensuing year.
- 1.7 Notwithstanding Section 1.1, a member of the Finance Committee may serve on any committee, board, or commission of the Town if authorized by bylaw or if authorized by vote of the Select Board, upon finding that such additional position would be advantageous and of value to the Town.

Section 2: Operation of the Finance Committee

- 2.1 The Finance Committee shall be responsible for the preparation of the Town's Annual Budget.
- 2.2 While individual department budgets shall be prepared by respective department heads in consultation with  
the Town Administrator, the overall preparation of the comprehensive consolidated Annual Budget shall be  
the responsibility of the Finance Committee for presentation at the Annual Town Meeting each year.

- 2.3 Although there may exist certain policies elsewhere that may address, directly or indirectly, matters involving the Annual Budget including some policy procedures as to the Annual Budget's development. Finance Committee bylaws shall take authoritative precedence over such policies as relates to the preparation of the Annual Budget.
- 2.4 Not later than January 15<sup>th</sup> each year, each Department, Town committee, board, and commission, excluding the schools/school committees, shall submit budget requests together with a detailed narrative describing and explaining requested expenditures and/or appropriations to the Town Administrator, who shall submit a consolidated Annual Budget request to the Finance Committee not later than February 1st each year.
- 2.5 Information relating to the immediate prior year's actual expenditures and the current year-to-date actual expenditures shall be made contemporaneously available for comparative purposes to those budget amounts being requested.
- 2.6 Upon request by the Finance Committee, appropriate persons in the town administration shall furnish to the Finance Committee a detailed listing of all support and revenues to be included in the Annual Budget, including but not limited to, state aid, tax levy, local revenues, new growth, and all other such sources. Such information shall include best forecasts and projections, comparisons with historical trends and actual realized levels of prior year's revenue for comparative purposes.
- 2.7 The Finance Committee shall be invited to actively participate in any meetings that the Select Board may schedule with outside third parties whereupon matters of a finance or budget nature are planned for discussion or presentation. Such meetings shall include, but not be limited to, those with the Wachusett Regional School District, the Bay Path Regional Vocational Technical School, the external independent audit firm, and others as deemed appropriate.

### Section 3: Time Frame of the Finance Committee Operation

- 3.1 The Finance Committee shall commence work on the Annual Budget each year at such time determined by the Finance Committee chairperson.
- 3.2 Convening of such Finance Committee meetings shall be contingent upon the timely submission of budgets and budget requests from respective departments.
- 3.3 Such budget requests shall be submitted to the Finance Committee on or before a date to be reasonably determined each year by the Finance Committee given that conditions and circumstances may vary from year to year. Once such a date is declared, extension of time beyond that date shall be granted by the Finance Committee chairperson based upon special considerations.
- 3.4 If any Department, Town committee, board, and commission to shall fail to submit a budget request by March 1 of any given year, then the Finance Committee may recommend a substituted budget not to exceed the amount expended for said department during the prior fiscal year.

- 3.5 The Finance Committee's work on the Annual Budget shall be concluded in sufficient time to meet Warrant Article deadlines established by the Select Board.
- 3.6 Upon closing by the Selectboard of the Town Warrant issued for the Annual Town Meeting and/or Special Town Meetings, the Finance Committee shall consider all articles contained in the Town Warrant and make recommendations to the voters on all such articles as to approval, disapproval, or other action.
- 3.7 Through the Chair, the Finance Committee shall have, upon request, free access to all pertinent budget and financial information not deemed to be confidential by law. Likewise, the Finance Committee shall have the right to meet with and/or discuss this information with any Town officer, official, employee, board, commission, and committee or member thereon.
- 3.8 Contained within the Annual Town Meeting Warrant shall be a cover letter describing major changes in the present budget from that of the previous fiscal year as well as commentary concerning any fiscal matters deemed important to report by the Finance Committee.
- 3.9 The Finance Committee shall make an Annual Report which shall be printed in the Town Report for that Fiscal Year.

## ***FY24 Budget Detail***



# Revenue Calculation Sheet

FY23 - Budget

FY24- EST

PROPERTY TAX LEVY		
Prior Year Levy Limit	10,952,598	11,322,451
Amended Growth	-	-
2 1/2 % Increase	273,815	283,061
New Growth	96,038	75,000
Capital - Excluded	130,000	-
Baypath Excluded	63,576	61,374
Road Exclusion Fund	115,970	118,870
Debt Service Override - School	\$ 218,945	220,647
Debt Service Override - Municipal	569,326	507,233
Unused Levy Limit	7,014	
<b>Less overlay</b>	<b>(44,443)</b>	<b>(53,579)</b>
LEVY TOTAL	\$ 12,382,839	\$ 12,535,057

STATE AID		
Unrestricted Governmental Aid	626,844	636,874
State Owned Land	126,108	140,022
Veteran's Benefits Reimbursement	7,822	6,792
Vet. Blind, SSP Elderly	11,518	11,170
Chapter 70	-	-
Misc State Revenue	-	-
Public Library Offset	12,461	13,220
Subtract out Public Library Offset	(12,461)	(13,220)
Reduce by State Assessments	(44,517)	(44,794)
CHERRY SHEET TOTAL	\$ 727,775	\$ 750,064

LOCAL RECEIPTS REVENUE		
Other Taxes & Excise	730,000	733,000
Penalties and Interest on Taxes	19,000	20,000
PILOTS	46,062	47,214
Charges for Services - Trash Fees	362,245	409,506
Fees	48,500	48,500
Rentals	3,800	4,000
Cemeteries	15,000	15,000
Other Dept Revenue (WRSD Maint.)	20,968	23,163
Building Permits	30,000	25,000
Other Licenses & Permits	45,700	46,350
Fines & Forfeits	14,000	14,000
Investment Income	4,000	8,000
Miscellaneous (Recurring)	7,305	6,794
Miscellaneous (Non-recurring)	-	-
TOTAL LOCAL SOURCE REVENUE	\$ 1,346,580	\$ 1,400,527

Additional Funds (Voted Articles)		
Indirect Costs Water	-	-
Stabilization Transfer- Capital	46,000	18,816
Stablization Transfer- Operating	-	96,142
Stabilization Transfer - OPEB	-	-
Transfer from Cemetery Sale of Lots	-	-
Transfer from Title V Fund	-	-
Transfer from DPW Roof Fund	-	-
Transfer from Ambulance Receipts	310,000	400,000
Free Cash	689,855	564,511
Additional Funds	\$ 1,045,855	\$ 1,079,469

<b>TOTAL REVENUE</b>	<b>\$ 15,503,050</b>	<b>\$ 15,765,116</b>
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Last Updated: 5/12/2023 10:30 AM

% Change from Prior

2.71%

1.69%

# BUDGET SUMMARY

Account Department	FY23	FY24	FY24
	Actual Budget	Requests	Recommended
1114 MODERATOR	-	-	-
1122 SELECT BOARD	98,432	98,964	89,243
1123 TOWN ADMINISTRATOR	132,700	136,425	122,075
1124 MUNICIPAL ASSISTANT	20,374	-	-
1129 LAND USE COORDINATOR	40,242	41,182	38,776
1131 FINANCE COMMITTEE	275	285	170
1132 RESERVE FUND	40,000	40,000	40,000
1135 TOWN ACCOUNTANT	32,767	33,547	33,547
1141 ASSESSORS	80,121	82,234	82,799
1145 TREASURER/COLLECTOR	83,500	97,449	97,449
1151 LEGAL SERVICES	23,000	25,500	23,500
1155 MUN INFO SERVICES (IT)	93,564	96,749	99,636
1161 TOWN CLERK	53,067	68,035	67,535
1162 ELECTIONS	19,600	25,015	24,242
1163 REGISTRARS	3,850	-	-
1171 CONSERVATION COMMISSION	7,933	7,933	8,332
1177 REGIONAL PLANNING	1,506	1,544	1,544
1183 HISTORICAL DISTRICT COM	200	200	-
1192 PUBLIC BUILDING MAINTENANCE	32,245	81,370	79,370
1193 TOWN INSURANCE	210,800	214,589	214,589
1196 TOWN REPORTS	1,150	1,150	1,150
1199 TOWN CLOCK	450	500	500
1210 POLICE DEPARTMENT	1,134,597	1,228,141	1,213,781
1215 REGIONAL DISPATCH	8,000	77,190	76,550
1220 FIRE DEPARTMENT	444,048	1,279,015	1,221,144
1232 EMERGENCY MANAGEMENT SERVICES	759,800	-	-
1241 BUILDING DEPARTMENT	34,793	48,080	47,938
1243 PLUMBING INSPECTOR	4,000	-	-
1245 WIRING INSPECTOR	6,140	-	-
1250 PUBLIC SAFETY COMPLEX	47,250	-	-
1291 EMERGENCY MANAGEMENT	-	-	-
1292 ANIMAL CONTROL OFFICER	11,863	17,127	17,127
1295 TREE WARDEN	8,257	18,833	7,675
1300 WACHUSETT ASSESSMENTS	7,177,576	7,477,459	7,477,459
1310 VOCATIONAL SCHOOL ASSESSMENT	438,277	498,964	498,964
1312 NORFOLK REGIONAL ASSESSMENT	-	-	-
1421 DEPARTMENT OF PUBLIC WORKS	761,192	836,755	787,772
1423 SNOW & ICE	200,000	201,000	201,000
1424 STREET LIGHTS	17,711	18,393	18,393
1443 WASTE COLLECTION	408,983	435,312	409,506
1491 CEMETERY COMMISSION	24,335	6,650	6,650
1510 BOARD OF HEALTH	4,126	19,064	18,926
1515 SANITATION ENGINEER	13,274	-	-
1519 INSPECTOR OF ANIMALS	2,164	-	-
1541 COUNCIL ON AGING	69,039	70,419	70,195
1543 VETERANS AGENT	10,737	11,237	11,237
1610 LIBRARY	198,657	207,210	202,806
1630 RECREATION	29,615	31,259	31,140
1691 HISTORICAL COMMISSION	400	400	400
1710 EXCLUDED DEBT- PRINCIPAL	427,800	382,800	382,800
1709 DEBT - BORROWING COST	3,000	4,000	4,000
1711 EXCLUDED INTEREST-LONG TERM DEBT	141,527	124,433	124,433
1715 NON-EXCLUDED DEBT- PRINCIPAL	94,910	88,200	88,200
1716 NON-EXCLUDED INTEREST-LONG TERM DE	14,236	11,449	11,449
1752 DEBT- SHORT TERM INTEREST	1,700	2,500	2,500
1910 EMPLOYEE BENEFITS	770,527	733,450	691,989
1911 RETIREMENT ASSESSMENT	701,576	787,040	787,040
1915 CENTRAL PURCHASING	182,650	185,800	190,800
	<b>15,128,536</b>	<b>15,854,851</b>	<b>15,626,330</b>
<b>Increase From Prior Year</b>			<b>3.29%</b>
TOWN MEETING ARTICLES/PROJECTS	<b>302,972</b>	<b>138,786</b>	<b>138,786</b>
TOTAL EXPENSES	<b>15,431,508</b>	<b>15,993,637</b>	<b>15,765,116</b>
Current Revenues expected	<b>15,503,050</b>	<b>15,670,564</b>	<b>15,765,116</b>
DIFFERENCE	<b>71,542.50</b>	<b>(323,072.81)</b>	<b>(0)</b>

## FY24

### Expense Details

Department	Line	Description	FY23 Actual	FY24 Requests	FY24 Recommended
1122 SELECT BOARD	5101	Committee Compensation (3)	6,114	6,114	-
	5103	Exec Assistant Wages	60,986	62,511	62,504
	5200	Purchased Services	10,441	6,839	3,839
	5400	Supplies	600	600	500
	5700	Other Expenses	20,291	3,500	3,000
	5701	Annual Town Audit		18,000	18,000
	5702	MMA Dues		1,400	1,400
		<b>TOTAL</b>	<b>98,432</b>	<b>98,964</b>	<b>89,243</b>
1123 TOWN ADMINISTRATOR	5102	Town Admin Salary	130,000	130,000	116,150
	5200	Purchased Services	1,100	2,925	2,925
	5201	Car Allowance	1,500	3,500	3,000
	5400	Supplies	100	-	-
		<b>TOTAL</b>	<b>132,700</b>	<b>136,425</b>	<b>122,075</b>
1124 MUNICIPAL ASSISTANT	5103	Assistant Wages	20,374	-	-
		<b>TOTAL</b>	<b>20,374</b>	<b>-</b>	<b>-</b>
1129 LAND USE COORDINATOR	5102	Land Use Coordinator Wages	37,599	38,539	37,826
	5200	Purchased Services	2,040	2,040	700
	5400	Supplies	603	603	250
		<b>TOTAL</b>	<b>40,242</b>	<b>41,182</b>	<b>38,776</b>
1131 FINANCE COMMITTEE	5200	Purchased Services	260	270	170
	5400	Supplies	15	15	-
		<b>TOTAL</b>	<b>275</b>	<b>285</b>	<b>170</b>
1132 RESERVE FUND	5700	Reserve Fund	40,000	40,000	40,000
		<b>TOTAL</b>	<b>40,000</b>	<b>40,000</b>	<b>40,000</b>
1135 TOWN ACCOUNTANT	5102	Accountant Salary	30,992	31,772	31,772
	5200	Purchased Services	1,375	1,375	1,375
	5400	Supplies	400	400	400
		<b>TOTAL</b>	<b>32,767</b>	<b>33,547</b>	<b>33,547</b>

# FY24

## Expense Details

Department	Line	Description	FY23 Actual	FY24 Requests	FY24 Recommended
1141 ASSESSORS	5101	Committee Compensation (3)	5,532	5,532	5,532
	5102	Admin Assessor Wages	45,054	46,180	46,178
	5200	Purchased Services	3,460	4,260	4,260
	5400	Supplies	500	500	500
	5700	Other Expenses	25,575	25,762	26,329
		<b>TOTAL</b>	<b>80,121</b>	<b>82,234</b>	<b>82,799</b>
1145 TREASURER/COLLECTOR	5101	Treasurer/Collector Salary	66,875	68,999	68,999
	5103	Assistant Treasurer/Collector Wages	-	11,850	11,850
	5200	Purchased Services	15,500	15,300	15,300
	5400	Supplies	1,125	1,300	1,300
		<b>TOTAL</b>	<b>83,500</b>	<b>97,449</b>	<b>97,449</b>
1151 LEGAL SERVICES	5200	Legal Services	15,000	17,500	15,500
	5201	Tax Title Legal Fees- (60 S50B)	8,000	8,000	8,000
		<b>TOTAL</b>	<b>23,000</b>	<b>25,500</b>	<b>23,500</b>
1155 MUN INFO SERVICES (IT)	5103	Compensation	25,000	26,773	-
	5200	Purchased Services	62,564	65,776	66,336
	5201	IT Consultant		-	30,000
	5800	Equipment (hardware)	6,000	4,200	3,300
		<b>TOTAL</b>	<b>93,564</b>	<b>96,749</b>	<b>99,636</b>
1161 TOWN CLERK	5101	Town Clerk Salary	49,587	50,835	50,835
	5103	Assistant Town Clerk		12,000	11,500
	5102	Town Clerk Stipends	90	1,840	1,840
	5200	Purchased Services	1,340	1,985	1,985
	5400	Supplies	1,600	1,375	1,375
	5702	Other Expenses	450	-	-
		<b>TOTAL</b>	<b>53,067</b>	<b>68,035</b>	<b>67,535</b>

## FY24

### Expense Details

Department	Line	Description	FY23 Actual	FY24 Requests	FY24 Recommended
1162 ELECTIONS	5102	Board Registrars Compensation (3)	-	1,700	1,650
	5103	Election Teller Wages	7,000	5,800	8,192
	5200	Purchased Services	10,000	8,125	11,750
	5400	Supplies	2,600	3,390	2,650
	5800	Equipment		6,000	-
		<b>TOTAL</b>	<b>19,600</b>	<b>\$ 25,015</b>	<b>24,242</b>
1163 REGISTRARS	5102	Committee Compensation (3)	1,700	-	-
	5103	Clerk Stipend	250	-	-
	5104	Census Taker Stipend	500	-	-
	5200	Purchased Services	900	-	-
	5400	Supplies	500	-	-
		<b>TOTAL</b>	<b>3,850</b>	<b>-</b>	<b>-</b>
1171 CONSERVATION COMMISSION	5102	Con Com Agent Wages	5,762	5,762	6,161
	5103	Clerk Stipend	711	711	711
	5200	Purchased Services	1,210	1,210	1,210
	5700	Conferences	250	250	250
		<b>TOTAL</b>	<b>7,933</b>	<b>7,933</b>	<b>8,332</b>
1177 REGIONAL PLANNING	5700	Assessment	1,506	1,544	1,544
		<b>TOTAL</b>	<b>1,506</b>	<b>1,544</b>	<b>1,544</b>
1183 HISTORICAL DISTRICT COM	5400	Supplies	200	200	-
		<b>TOTAL</b>	<b>200</b>	<b>200</b>	<b>-</b>
1192 PUBLIC BUILDING MAINTENANCE	5103	Property Custodian Wages	10,400	18,775	18,775
	5200	Purchased Services - Town Hall/COA	18,645	18,645	16,645
	5201	Purchased Services - PSB Complex	-	37,250	37,250
	5400	Property Supplies	3,200	6,700	6,700
		<b>TOTAL</b>	<b>32,245</b>	<b>81,370</b>	<b>79,370</b>
1193 TOWN INSURANCE	5200	General Liability	210,800	88,820	88,820
	5201	Injured on Duty		89,880	89,880
	5202	Worker's Comp		25,889	25,889
	5203	Deductible		10,000	10,000
		<b>TOTAL</b>	<b>210,800</b>	<b>\$ 214,589</b>	<b>\$ 214,589</b>

# FY24

## Expense Details

Department	Line	Description	FY23 Actual	FY24 Requests	FY24 Recommended
1196 TOWN REPORTS	5200	Purchased Services	1,150	1,150	1,150
		<b>TOTAL</b>	<b>1,150</b>	<b>1,150</b>	<b>1,150</b>
1199 TOWN CLOCK	5200	Purchased Services	450	500	500
		<b>TOTAL</b>	<b>450</b>	<b>500</b>	<b>500</b>
1210 POLICE DEPARTMENT	5102	Police Chief Salary	100,836	129,826	129,828
	5105	LT Salary	-	103,757	105,232
	5104	Admin Assistant Wages	-	56,160	56,160
	5106	PT Window Help Wages		7,784	-
	5103	Employee Wages	925,123	788,476	780,423
	5200	Purchased Services	48,338	49,003	49,003
	5400	Supplies	58,650	59,650	59,650
	5702	Dues	1,650	1,650	1,650
		Cruiser Lease	-	31,835	31,835
		<b>TOTAL</b>	<b>1,134,597</b>	<b>1,228,141</b>	<b>1,213,781</b>
1215 REGIONAL DISPATCH	5200	Purchased Services	8,000	7,000	7,000
	5700	Regional Assessment	-	70,190	69,550
		<b>TOTAL</b>	<b>8,000</b>	<b>77,190</b>	<b>76,550</b>
1220 FIRE DEPARTMENT	5102	Fire Chief Salary	128,849	133,796	133,796
	5105	Admin Assistant Wages	-	18,487	18,416
	5104	Fire Employees Wages	233,599	175,332	175,332
	5103	EMS Employees Wages	-	773,000	755,000
	5201	Purchased Services - EMS	-	42,300	31,000
	5200	Purchased Services - Fire	52,600	52,600	43,600
	5400	Supplies	-	29,500	21,000
	5700	Equipment	29,000	29,000	18,000
	5800	Lease	0	25,000	25,000
		<b>TOTAL</b>	<b>444,048</b>	<b>1,279,015</b>	<b>1,221,144</b>
1232 EMERGENCY MANAGEMENT SERVICES	5103	EMS Employees Wages	663,000		
	5200	Purchased Services	67,300		
	5400	Supplies	29,500		
		<b>TOTAL</b>	<b>759,800</b>	<b>-</b>	<b>-</b>

## FY24

### Expense Details

Department	Line	Description	FY23 Actual	FY24 Requests	FY24 Recommended
1241 BUILDING DEPARTMENT	5102	Building Com Wages	30,968	36,905	36,763
	5103	Local Inspector Wages	3,500	1,000	1,000
	5102	Wiring Inspector Wages	-	3,850	3,850
	5103	Plumbing/Gas Wages	-	6,000	6,000
	5200	Purchased Services	325	325	325
		<b>TOTAL</b>	<b>34,793</b>	<b>48,080</b>	<b>47,938</b>
1243 PLUMBING INSPECTOR	5103	Plumbing Inspector Wages	4,000	-	-
		<b>TOTAL</b>	<b>4,000</b>	<b>-</b>	<b>-</b>
1245 WIRING INSPECTOR	5102	Wiring Inspector Wages	5,740	-	-
	5103	Assistant Wiring Insepctor Wages	400	-	-
		<b>TOTAL</b>	<b>6,140</b>	<b>-</b>	<b>-</b>
1250 PUBLIC SAFETY COMPLEX	5200	Purchased Services	42,750	-	-
	5400	Supplies	4,500	-	-
		<b>TOTAL</b>	<b>47,250</b>	<b>-</b>	<b>-</b>
1292 ANIMAL CONTROL OFFICER	5102	ACO Wages	8,946	-	-
	5200	Purchased Services	2,742	17,127	17,127
	5400	Supplies	175	-	-
		<b>TOTAL</b>	<b>11,863</b>	<b>17,127</b>	<b>17,127</b>
1295 TREE WARDEN	5101	Tree Warden Compensation	1,508	1,508	1,000
	5200	Purchased Services	5,699	16,275	6,475
	5400	Supplies	50	50	-
	5700	Trees	1,000	1,000	200
		<b>TOTAL</b>	<b>8,257</b>	<b>18,833</b>	<b>7,675</b>
1300 WACHUSETT ASSESSMENTS	5700	WRSD Assessment	6,951,964	7,256,812	7,256,812
		WRSD Debt - Excluded	225,612	220,647	220,647
		<b>TOTAL</b>	<b>7,177,576</b>	<b>7,477,459</b>	<b>7,477,459</b>
1310 VOCATIONAL SCHOOL ASSESSMENT	5300	Voc School Assessment	374,701	437,590	437,590
		Vocational Debt - Excluded	63576	61,374	61,374
		<b>TOTAL</b>	<b>438,277</b>	<b>498,964</b>	<b>498,964</b>

## FY24

### Expense Details

Department	Line	Description	FY23 Actual	FY24 Requests	FY24 Recommended
1421 DEPARTMENT OF PUBLIC WORKS	5102	DPW Director Salary	81,023	89,900	89,900
		Admin Assistant Wages	-	26,344	26,344
	5103	Employee Wages	458,343	447,285	445,802
	5200	Purchased Services	176,402	190,602	173,102
	5400	Supplies	31,700	36,300	36,300
	5401	MS4 Permit Work	-	36,800	6,800
	5801	Equipment Leases	13,724	9,524	9,524
		<b>TOTAL</b>	<b>761,192</b>	<b>836,755</b>	<b>787,772</b>
1423 SNOW & ICE	5130	Overtime Wages	53,950	54,000	54,000
	5200	Purchased Services	-	10,000	10,000
	5400	Salt & Sand	140,000	130,000	130,000
	5800	Equipment	6,050	7,000	7,000
		<b>TOTAL</b>	<b>200,000</b>	<b>201,000</b>	<b>201,000</b>
1424 STREET LIGHTS	5200	Electricity	17,711	18,393	18,393
		<b>TOTAL</b>	<b>17,711</b>	<b>18,393</b>	<b>18,393</b>
1443 WASTE COLLECTION	5200	Purchased Services	408,983	435,312	409,506
		<b>TOTAL</b>	<b>408,983</b>	<b>435,312</b>	<b>409,506</b>
1491 CEMETERY COMMISSION	5101	Superintendent Salary	3,447	-	-
	5102	Wages	14,238	-	-
	5200	Purchased Services	1,750	1,750	1,750
	5400	Supplies	4,900	4,900	4,900
		<b>TOTAL</b>	<b>24,335</b>	<b>6,650</b>	<b>6,650</b>
1510 BOARD OF HEALTH	5101	Committee Compensation (3)	438	438	438
	5102	Stipend - Inspector Animals	-	2,164	2,164
	5103	Compensation- Sanitation Engineer	-	13,274	13,274
	5200	Purchased Services	3,500	3,000	3,000
	5400	Supplies	188	188	50
		<b>TOTAL</b>	<b>4,126</b>	<b>19,064</b>	<b>18,926</b>
1515 SANITATION ENGINEER	5102	Compensation	13,274	-	-
		<b>TOTAL</b>	<b>13,274</b>	<b>-</b>	<b>-</b>



## FY24

### Expense Details

Department	Line	Description	FY23 Actual	FY24 Requests	FY24 Recommended
1519 INSPECTOR OF ANIMALS	5102 Salary		2,164	-	-
	<b>TOTAL</b>		<b>2,164</b>	<b>-</b>	<b>-</b>
1541 COUNCIL ON AGING	5102 Director Salary		28,294	41,593	41,434
	5103 Van Drivers Wages		22,040	17,036	16,971
	5104 Office Assistant Wages		6,915	-	-
	5200 Purchased Services		5,700	5,200	5,200
	5400 Supplies		4,900	4,900	4,900
	5700 Other Expenses		1,190	1,690	1,690
	<b>TOTAL</b>		<b>69,039</b>	<b>\$ 70,419</b>	<b>70,195</b>
1543 VETERANS AGENT	5101 Veteran's Agent Compensation		1,137	1,137	1,137
	5200 Purchased Services		100	100	100
	5700 Benefits		9,500	10,000	10,000
	<b>TOTAL</b>		<b>10,737</b>	<b>11,237</b>	<b>11,237</b>
1610 LIBRARY	5102 Library Director Salary		52,907	54,445	55,601
	5104 Children's Librarian		45,263	46,570	46,392
	5103 Employee Wages		45,254	41,452	39,743
	5106 Custodian Wages			8,024	7,994
	5200 Purchased Services		13,617	12,803	10,818
	5400 Supplies		2,900	3,075	2,710
	5401 Library Materials and Supplies		38,716	40,841	39,548
	5700 Equipment		-	-	-
			<b>198,657</b>	<b>\$ 207,210</b>	<b>\$ 202,806</b>
1630 RECREATION	5102 Recreation Director Salary		29,615	31,259	31,140
	5200 Purchased Services		-	-	-
	5400 Supplies		-	-	-
	<b>TOTAL</b>		<b>29,615</b>	<b>31,259</b>	<b>31,140</b>
1691 HISTORICAL COMMISSION	5200 Purchased Services		400	400	400
	<b>TOTAL</b>		<b>400</b>	<b>400</b>	<b>400</b>

# FY24

## Expense Details

Department	Line	Description	FY23 Actual	FY24 Requests	FY24 Recommended
1710 EXCLUDED DEBT- PRINCIPAL	5713	Public Safety Complex	356,800	356,800	356,800
	5714	PCS Green Repairs	-	-	-
	5716	Amb & Dump Truck	45,000	-	-
	5717	DPW Backhoe	26,000	26,000	26,000
	TOTAL		427,800	382,800	382,800
1711 EXCLUDED INTEREST-LONG TERM DEB	5713	Public Safety Complex	139,550	56,875	56,875
	5714	PCS Green Repairs	-	67,064	67,064
	5716	Amb & Dump Truck	495	-	-
	5717	DPW Backhoe	1,482	494	494
	TOTAL		141,527	124,433	124,433
1715 NON-EXCLUDED DEBT- PRINCIPAL	5705	School Windows	6,000	6,000	6,000
	5709	DPW Doors & Windows	2,200	2,200	2,200
	5715	Fire Breathing Apparatuses	-	-	-
	5718	DPW Truck & Paving	45,000	45,000	45,000
	5719	DPW Freightliner Truck	41,710	35,000	35,000
	5765	Title V Betterment	-	-	-
TOTAL			94,910	88,200	88,200
1716 NON-EXCLUDED INTEREST-LONG TERM	5705	School Windows	1,065	803	803
	5709	DPW Doors & Windows	493	396	396
	5715	Fire Breathing Apparatuses	-	-	-
	5718	DPW Truck & Paving	4,613	3,600	3,600
	5719	DPW Freightliner Truck	8,065	6,650	6,650
TOTAL			14,236	11,449	11,449
1752 DEBT- SHORT TERM INTEREST	5715	Short Term Interest	1,700	2,500	2,500
	TOTAL		1,700	2,500	2,500
1709 DEBT - BORROWING COST	5200	Short Term Interest	3,000	4,000	4,000
	TOTAL		3,000	4,000	4,000

## FY24

### Expense Details

Department	Line	Description	FY23 Actual	FY24 Requests	FY24 Recommended
<b>1910 EMPLOYEE BENEFITS</b>	5206	Town Share Medicare	50,000	50,000	50,000
	5208	Health Insurance Premiums	718,827	569,528	<b>528,067</b>
		Reitree Health Insurance Premiums	-	112,422	112,422
	5209	Life Insurance Premiums	1,700	1,500	1,500
	5211	Insurance Deductions for Premiums	-	-	-
		<b>TOTAL</b>	<b>770,527</b>	<b>733,450</b>	<b>691,989</b>
<b>1911 RETIREMENT ASSESSMENT</b>	5210	Retirement Assessment	701,576	787,040	787,040
		<b>TOTAL</b>	<b>701,576</b>	<b>787,040</b>	<b>787,040</b>
<b>1915 CENTRAL PURCHASING</b>	5812	Heating Oil	49,400	55,300	55,300
	5813	Postage	10,000	7,500	7,500
	5814	Telephone	13,500	11,000	11,000
	5815	Electricity	67,750	68,000	68,000
	5816	Diesel	42,000	44,000	<b>49,000</b>
		<b>TOTAL</b>	<b>182,650</b>	<b>185,800</b>	<b>190,800</b>
<b>TOWN MEETING ARTICLES - PROJECTS</b>					
GREENWAYS Article			1,000	1,100	1,100
SCHOOL	5804	PSC Security Cameras STM23 A1	50,000	-	-
RECREATION	5801	Tivnan Field Lights (ATM 2022)	80,000	-	-
PUBLIC BUILDING MAINTENANCE	5806	Town Building Phones ATM 23 A5	27,500	-	-
POLICE DEPARTMENT	5801	Police Cruisers	29,500	-	-
DPW DEPARTMENT	5860	Road Surfacing (Sep. Article)	115,972	118,870	118,870
DPW DEPARTMENT		Lawn Mower ATM 24 A3		4,666	4,666
DPW DEPARTMENT		Ditcher Head Attachment ATM 24 A4		14,150	14,150
			<b>302,972</b>	<b>138,786</b>	<b>138,786</b>