

FINANCE COMMITTEE REPORT



Town of Upton, Massachusetts

Fiscal Year 2016 - 2017
Budget Recommendation



TOWN OF UPTON, MASSACHUSETTS

FINANCE COMMITTEE

Dear Voters:

Attached is the FY 2017 operating budget for the Town of Upton. The operational budget is \$20,702,889, which is 2.333% higher than FY 2016, and balanced. Consistent with her role, the Town Manager is responsible for formulating the budget recommendation for all departments that report directly to the Selectmen. As a result, the Finance Committee formulates the budget recommendations for six departments and the two school districts. The one theme we have heard this year from the Town Manager and the two school districts is the large increases in health insurance premiums all are facing this year. Additionally with the Mendon Upton Regional School District accounting for slightly more than one half of our total operational budget, any increase, however modest by percent, has a significant effect on our overall budget picture.

We started this budget season with open and frequent discussions with the Board of Selectman and together, all parties agreed on presenting a budget that essentially keeps our tax bills at current levels, so if the value of a resident's home remains unchanged next fiscal year, the corresponding tax bill will be the same as this year, with no increase. This task proved a little more challenging given the mandates of Proposition 2 1/2 and some of our non-discretionary operating expenses (such as insurance) increasing by double digits year over year. In order to achieve the desired result of keeping the tax bill unchanged, we agreed to defer implementing a number of articles until the fall after our free cash is certified. Once we know how much free cash we have, and assuming it will be as projected or better, we will then move forward with the actions contemplated by the financial articles that are delineated to occur in the fall. We will then use funds that were raised and appropriated during the budget setting process to reduce the tax rate for the residents, offsetting any increase in the tax rate for FY 2017.

While it is the hope of the current financial team to continue this strategy into the future, keeping any tax increases to a minimum, our success will depend on many factors we cannot predict, such as non-discretionary budget increases, unforeseen liabilities, and the Commonwealth's continued efforts to make Upton pay more for public education by increasing our local minimum contribution calculations.

FINANCE COMMITTEE MEMBERS

Paul Flaherty, Co-Chair
Jonathan Calianos
Shawn Craig
Gene Cuenot
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**TOWN OF UPTON FINANCE COMMITTEE
FY '16 - '17 BUDGET RECOMMENDATION
SUMMARY**

Category	Amount
Revenues (Estimated)	22,165,995
Expenses (Finance Committee Recommendation)	
Operating Expenses	20,702,889
Other Expenses (Recap)	216,206
Spring Town Meeting Articles	1,110,756
Total Expenses - May Town Meeting	22,029,851
Favorable (Unfavorable) - May	136,144
Less Proposed Fall Town Meeting Articles	121,500
Favorable (Unfavorable) Fall	14,644



**TOWN OF UPTON FINANCE COMMITTEE
FY '16 - '17 BUDGET RECOMMENDATION
LINE ITEM DETAILS**

	FY '13 - '14	FY '14 - '15	FY '15 - '16	FY '16 - '17 Request	FinCom Recommended	% Change vs. FY 15/16	
1	ACCOUNTANT:						
Acct	2	31,451	37,025	37,911	39,497	39,497	4.18%
Acct	3	-	-	-	-	-	-
	4	Other Expense Detail					
	5	2,000	2,000	2,000	2,000	2,000	0.00%
	6	3,222	3,383	3,400	3,400	3,400	0.00%
	7	ACCOUNTANT TOTAL:	36,673	42,408	43,311	44,897	3.66%
	8	ANIMAL CONTROL:					
Anml Ctl	9	29,612	20,838	18,546	19,836	19,836	6.95%
Anml Ctl	10	-	-	-	-	-	0%
	11	Other Expense Detail					
	12	2,000	2,000	2,000	1,000	1,000	-50.00%
	13	1,000	1,000	1,000	1,000	1,000	0.00%
	14	-	1,500	1,500	1,500	1,500	0.00%
	15	1,200	1,200	1,200	1,200	1,200	0.00%
	16	ANIMAL CONTROL TOTAL:	33,812	26,538	24,246	24,536	1.19%
	17	BLACKSTONE VALLEY REGIONAL SCHOOL:					
BVT	18	-	-	-	500	500	0%
	19	Other Expense Detail					
	20	21,369	20,837	18,494	17,771	17,771	-3.91%
	21	814,660	1,087,870	1,210,136	1,183,457	1,183,457	-2.20%
	22	BLACKSTONE VALLEY REGIONAL SCHOOL TOT:	836,029	1,108,707	1,228,630	1,201,728	-2.19%
	23	BOARD OF ASSESSORS:					
BoA	24	44,996	46,121	47,718	48,495	48,495	1.63%
BoA	25	18,951	19,425	1,750	1,750	1,750	0.00%
	26	Other Expense Detail					
	27	-	4,800	4,800	-	-	-100.00%
	28	-	-	-	4,000	4,000	0%
	29	3,550	3,850	3,850	3,850	3,850	0.00%
	30	3,800	3,900	3,900	4,000	4,000	2.56%
	31	4,235	4,447	5,300	5,430	5,430	2.45%
	32	900	900	-	-	-	0%
	33	-	-	1,800	1,800	1,800	0.00%
	34	BOARD OF ASSESSORS TOTAL:	76,432	83,443	69,118	69,325	0.30%
	35	BOARD OF HEALTH:					
BoH	36	46,838	52,783	54,017	54,917	54,919	1.67%
BoH	37	2,567	1,750	1,750	1,750	1,750	0.00%
	38	Other Expense Detail					
	39	10	10	10	10	10	0.00%
	40	4,600	4,600	4,000	4,000	4,000	0.00%
	41	2,472	2,472	2,472	2,521	2,521	1.98%
	42	BOARD OF HEALTH TOTAL:	56,487	61,615	62,249	63,198	1.53%
	43	BOARD OF SELECTMEN:					
BoS	44	214,512	226,152	234,657	240,731	240,731	2.59%
BoS	45	1,750	1,750	1,750	1,750	1,750	0.00%
	46	Other Expense Detail					
	47	7,650	7,650	7,650	7,650	7,300	-4.58%
	48	14,000	15,000	16,000	17,000	17,000	6.25%
	49	41,060	41,872	51,360	51,880	55,880	8.80%
	50	2,000	2,000	2,000	2,500	2,500	25.00%
	51	799,077	896,212	944,805	955,757	950,433	-0.60%
	52	3,000	3,000	3,500	3,500	3,500	0.00%
	53	7,000	9,000	7,000	7,000	7,000	0.00%
	54	15,500	15,500	15,840	15,840	15,840	0.00%
	55	BOARD OF SELECTMEN TOTAL:	1,105,549	1,218,136	1,284,562	1,303,608	1.35%
	56	BONDING TOWN OFFICERS:					
	57	Other Expense Detail					
	58	1,200	1,200	1,200	1,200	1,200	0.00%
	59	BONDING TOWN OFFICERS TOTAL:	1,200	1,200	1,200	1,200	0.00%
	60	CABLE ADVISORY					
Cable	61	43	49	50	52	52	3.36%
Cable	62	-	-	-	-	-	-
	63	Other Expense Detail					
	64	-	-	-	-	-	-
	65	CABLE ADVISORY TOTAL:	43	49	50	52	3.36%
	66	CAPITAL BUDGET COMMITTEE:					
	67	Other Expense Detail					
	68	1,500	500	500	500	500	0.00%
	69	CAPITAL BUDGET COMMITTEE TOTAL:	1,500	500	500	500	0.00%
	70	CEMETERY COMMISSION:					
Cemetery	71	-	-	-	0	-	-
Cemetery	72	1,317	1,750	1,750	1,750	1,750	0.00%
	73	Other Expense Detail					
	74	-	-	-	-	-	-
	75	CEMETERY COMMISSION TOTAL:	1,317	1,750	1,750	1,750	0.00%
	76	CODE ENFORCEMENT:					
Code Enf	77	130,586	135,635	142,092	150,004	150,004	5.57%
Code Enf	78	-	-	-	-	-	-
	79	Other Expense Detail					
	80	1,500	1,500	1,500	1,500	1,500	0.00%
	81	7,000	7,000	7,000	7,000	7,000	0.00%
	82	8,500	10,500	13,500	13,500	13,500	0.00%
	83	1,500	1,500	1,500	1,500	1,500	0.00%
	84	CODE ENFORCEMENT TOTAL:	149,086	156,135	165,592	173,504	4.78%



**TOWN OF UPTON FINANCE COMMITTEE
FY '16 - '17 BUDGET RECOMMENDATION
LINE ITEM DETAILS**

	FY '13 - '14	FY '14 - '15	FY '15 - '16	FY '16 - '17 Request	FinCom Recommended	% Change vs. FY 15/16
85	CONSERVATION COMMISSION:					
86	18,903	19,143	19,557	19,912	19,912	1.82%
87	-	-	-	-	-	
88	Other Expense Detail					
89	8,000	8,000	8,000	8,000	8,000	0.00%
90	4,600	6,600	7,500	7,500	7,500	0.00%
91	31,503	33,743	35,057	35,412	35,412	1.01%
92	COUNCIL ON AGING:					
93	142,325	136,990	139,277	144,383	144,383	3.67%
94	-	-	-	-	-	
95	Other Expense Detail					
96	4,820	4,500	6,000	6,000	6,000	0.00%
97	1,375	1,375	1,375	1,375	1,375	0.00%
98	7,820	7,800	7,800	7,800	7,800	0.00%
99	300	300	300	300	300	0.00%
100	1,500	7,000	2,000	2,000	2,000	0.00%
101	1,700	2,000	2,500	2,500	2,500	0.00%
102	5,000	5,000	5,000	6,000	6,000	20.00%
103	1	1	1	1	1	0.00%
104	1,500	1,500	2,500	2,500	2,500	0.00%
105	8,000	6,000	6,000	6,000	6,000	0.00%
106	1,500	1,500	1,500	1,500	1,500	0.00%
107	1,800	1,800	1,800	1,800	1,800	0.00%
108	-	-	960	960	960	0.00%
109	-	-	5,824	6,000	6,000	3.02%
110	1,560	-	-	-	-	0%
111	179,201	175,766	182,837	189,119	189,119	3.44%
112	DEPT. OF PUBLIC WORKS:					
113	477,051	411,859	423,012	422,350	422,350	-0.16%
114	-	-	-	-	-	
115	Other Expense Detail					
116	1,200	1,200	1,200	1,200	1,200	0.00%
117	42,500	-	-	-	-	0%
118	23,940	25,008	25,008	26,008	26,008	4.00%
119	35,000	35,000	44,000	44,000	33,500	-23.86%
120	22,500	22,500	22,500	22,500	22,500	0.00%
121	31,000	31,000	31,000	31,000	31,000	0.00%
122	210,000	210,000	210,000	220,000	220,000	4.76%
123	28,060	28,060	27,260	27,910	27,910	2.38%
124	8,500	8,500	8,500	8,500	8,500	0.00%
125	1,500	1,250	1,250	1,250	1,250	0.00%
126	2,000	1,800	1,800	2,450	2,450	36.11%
127	4,550	4,200	4,200	4,200	4,200	0.00%
128	22,500	15,000	15,000	15,000	11,000	-26.67%
129	15,000	-	-	-	-	0%
130	-	-	-	-	-	0%
131	32,500	-	-	-	-	0%
132	1,500	-	-	-	-	0%
133	30,800	29,575	27,463	25,500	25,500	-7.15%
134	33,000	32,000	32,000	33,000	33,000	3.13%
135	6,500	-	-	-	-	0%
136	24,000	24,000	24,000	50,000	50,000	108.33%
137	1,053,601	880,952	898,193	934,868	920,368	2.47%
138	DPW PARKS, FORESTRY & CEMETERIES					
139	-	134,758	139,341	143,572	143,572	3.04%
140	-	-	-	-	-	
141	Other Expense Detail					
142	-	20,000	20,000	20,120	20,120	0.60%
143	-	1,400	1,400	5,320	4,320	208.57%
144	-	250	250	250	250	0.00%
145	-	400	400	400	400	0.00%
146	-	1,400	1,400	1,400	1,400	0.00%
147	-	15,000	22,500	25,000	25,000	11.11%
148	-	32,500	32,500	32,500	32,500	0.00%
149	-	1,500	1,500	1,500	1,500	0.00%
150	-	1,225	2,450	2,262	2,262	-7.67%
151	-	1,000	1,000	1,000	1,000	0.00%
152	-	6,500	6,500	10,000	10,000	53.85%
153	-	215,933	229,241	243,324	242,324	5.71%
154	ELECTIONS & TOWN MEETINGS:					
155	Other Expense Detail					
156	6,000	14,000	11,000	16,450	16,450	49.55%
157	6,000	14,000	11,000	16,450	16,450	49.55%
158	EMERGENCY MANAGEMENT					
159	5,452	6,554	6,791	6,819	6,819	0.42%
160	-	-	-	-	-	
161	Other Expense Detail					
162	3,000	3,000	3,000	3,000	3,000	0.00%
163	6,510	6,510	6,510	6,510	6,510	0.00%
164	14,962	16,064	16,301	16,329	16,329	0.17%
165	EMERGENCY MEDICAL SERVICES:					
166	125,369	85,166	93,431	150,074	150,074	60.63%
167	-	-	-	-	-	
168	Other Expense Detail					



**TOWN OF UPTON FINANCE COMMITTEE
FY '16 - '17 BUDGET RECOMMENDATION
LINE ITEM DETAILS**

	FY '13 - '14	FY '14 - '15	FY '15 - '16	FY '16 - '17 Request	FinCom Recommended	% Change vs. FY 15/16
169 Ambulance Supplies	13,377	16,877	19,877	29,877	29,877	50.31%
170 Ambulance Maintenance	3,000	3,000	3,000	3,000	3,000	0.00%
171 Clothing Allowance	1,800	1,800	1,800	1,800	1,800	0.00%
172 Licensing & Certification	3,400	3,400	4,400	4,400	4,400	0.00%
173 Miscellaneous Office & Billing	4,093	4,093	4,093	4,093	4,093	0.00%
174 Training	6,500	6,500	18,500	12,500	12,500	-32.43%
175 Vehicle Fuel	7,000	7,000	7,000	7,000	7,000	0.00%
176 Paramedic Expense	40,000	20,000	10,000	10,000	10,000	0.00%
177 Ambulance Billing Expense	9,000	9,000	9,000	11,000	11,000	22.22%
178 EMERGENCY MEDICAL SERVICES TOTAL:	213,539	156,836	171,101	233,744	233,744	36.61%
179 FINANCE COMMITTEE:						
180 Salaries	-	-	-	-	-	
181 Other Expense Detail	-	-	-	-	-	0%
182 Miscellaneous	1,000	1,000	1,000	1,000	1,000	0.00%
183 FINANCE COMMITTEE TOTAL:	1,000	1,000	1,000	1,000	1,000	0.00%
184 FIRE DEPARTMENT:						
185 Wages	485,070	606,845	650,073	670,250	670,250	3.10%
186 Salaries	-	-	-	-	-	
187 Other Expense Detail	-	-	-	-	-	
188 Building Maintenance	13,000	13,000	18,000	20,000	20,000	11.11%
189 Clothing Allowance	4,000	5,600	5,600	5,900	5,900	5.36%
190 Copier / Computer Maintenance	2,200	2,200	2,200	2,200	2,200	0.00%
191 Fire Alarm Maintenance	1,000	1,000	1,000	1,000	1,000	0.00%
192 Forest Fire Expenses	4,000	4,000	4,000	4,000	4,000	0.00%
193 Fuel Expense	10,280	10,280	10,280	9,000	9,000	-12.45%
194 General Expenses	17,500	17,500	17,875	17,875	17,875	0.00%
195 New Equipment	15,500	15,500	15,500	15,500	15,500	0.00%
196 Radio Maintenance	3,000	3,000	3,000	3,000	3,000	0.00%
197 Training Expense	6,000	6,000	6,000	6,000	6,000	0.00%
198 Utilities Expenses	32,500	32,500	32,500	35,000	35,000	7.69%
199 Vehicle Maintenance	20,000	25,000	30,000	30,000	30,000	0.00%
200 FIRE DEPARTMENT TOTAL:	614,050	742,425	796,028	819,725	819,725	2.98%
201 INTEREST PAID:						
202 Other Expense Detail	-	-	-	-	-	
203 Fire Station	-	-	-	-	-	
204 Stefan's Property	-	-	-	-	-	0%
205 Route 140 Water Main	-	-	-	-	-	0%
206 General Obligation Bond 1	112,638	103,263	90,263	78,363	78,363	-13.18%
207 General Obligation Bond 2	25,422	20,236	15,050	9,575	9,575	-36.38%
208 General Obligation Bond 3	40,651	39,231	37,782	36,281	36,281	-3.97%
209 General Obligation Bond 4	-	13,568	12,325	10,875	10,875	-11.76%
210 BAN for Quint Fire Truck	-	-	3,000	2,000	2,000	-33.33%
211 INTEREST PAID TOTAL:	178,711	176,298	158,420	137,094	137,094	-13.46%
212 HISTORICAL COMMISSION						
213 Wages	-	-	-	631	631	100.00%
214 Expenses	1,000	1,000	1,000	1,000	1,000	0.00%
215 HISTORICAL COMMISSION TOTAL:	1,000	1,000	1,000	1,631	1,631	63.10%
216 HOUSING AUTHORITY						
217 Salaries	-	-	5,250	2,250	2,250	-57.14%
218 Miscellaneous	-	-	-	-	-	0%
219 HOUSING AUTHORITY	-	-	5,250	2,250	2,250	-57.14%
219 LIBRARY:						
220 Wages	166,026	176,008	180,412	184,895	184,895	2.48%
221 Salaries	-	-	4,750	4,750	4,750	0.00%
222 Other Expense Detail	-	-	-	-	-	
223 Library Materials	40,022	41,622	42,122	43,122	43,122	2.37%
224 Library Network Membership	8,533	9,024	8,266	9,162	9,162	10.84%
225 Miscellaneous Budget	9,960	9,960	9,960	9,960	9,960	0.00%
226 Miscellaneous Credit	(6,937)	(8,363)	(7,824)	(9,801)	(9,801)	25.27%
227 LIBRARY TOTAL:	217,604	228,251	237,686	242,088	242,088	1.85%
228 MATURING DEBT:						
229 Other Expense Detail	-	-	-	-	-	
230 Admin Fee - Sewer	1,263	1,048	827	599	599	-27.57%
231 Fire Station	-	-	-	-	-	0%
232 Sewer Plant Upgrade	115,461	116,981	117,087	117,606	117,606	0.44%
233 Stefan's Property	-	-	-	-	-	0%
234 Route 140 Water Main	-	-	-	-	-	0%
235 General Obligation Bond 1	312,500	325,000	340,000	352,500	352,500	3.68%
236 General Obligation Bond 2	230,500	230,500	230,500	230,500	230,500	0.00%
237 General Obligation Bond 3	71,000	72,500	75,000	75,000	75,000	0.00%
238 General Obligation Bond 4	-	14,881	15,000	15,000	15,000	0.00%
239 BAN for Quint Fire Truck	-	-	60,535	50,000	50,000	-17.40%
240 MATURING DEBT TOTAL:	730,724	760,910	838,949	841,205	841,205	0.27%
241 MENDON-UPTON REGIONAL SCHOOL:						
242 Salaries	-	-	1,750	1,500	1,500	-14.29%
243 Other Expense Detail	-	-	-	-	-	0%
244 Town Funded Operating Expenses	8,481,461	8,493,226	9,898,285	10,247,042	10,247,042	3.52%
245 Capital Assessment	118,751	141,620	152,020	151,663	151,663	-0.23%
246 Nipmuc HS & Miscoe Bond	444,005	458,182	450,868	452,413	452,413	0.34%
247 Memorial School Bond	544,997	458,341	469,130	451,852	451,852	-3.68%
248 Miscoe Hill Repairs	6,811	117,061	88,009	89,561	89,561	1.76%
249 MENDON-UPTON REGIONAL SCHOOL TOTAL:	9,596,025	9,668,430	11,060,062	11,394,031	11,394,031	3.02%
250 MISCELLANEOUS:						
251 Other Expense Detail	-	-	-	-	-	



**TOWN OF UPTON FINANCE COMMITTEE
FY '16 - '17 BUDGET RECOMMENDATION
LINE ITEM DETAILS**

	FY '13 - '14	FY '14 - '15	FY '15 - '16	FY '16 - '17 Request	FinCom Recommended	% Change vs. FY 15/16
252 Memorial Day	2,200	2,200	2,300	2,400	2,400	4.35%
253 Medicare - PR Taxes	64,000	66,000	68,000	69,500	69,500	2.21%
254 Weights and Measures	1,200	1,200	1,200	1,200	1,200	0.00%
255 Parking Ticket Warrant Officer	1,000	1,000	1,000	-	-	-
256 Street Lighting	36,000	36,000	36,000	37,000	37,000	2.78%
257 Unemployment Comp.	15,000	15,000	15,000	18,500	18,500	23.33%
258 MISCELLANEOUS TOTAL:	119,400	121,400	123,500	128,600	128,600	4.13%
259 MODERATOR:						
260 Wages	-	-	-	0	-	-
261 Salaries	480	480	500	500	500	0.00%
262 Other Expense Detail						
263 Miscellaneous	70	70	70	70	70	0.00%
264 MODERATOR TOTAL:	550	550	570	570	570	0.00%
265 MUNICIPAL BUILDINGS:						
266 Other Expense Detail						
267 Miscellaneous	25,000	57,900	75,600	79,885	79,885	5.67%
268 MUNICIPAL BUILDINGS TOTAL:	25,000	57,900	75,600	79,885	79,885	5.67%
269 NURSE - HEALTH SVCS:						
270 Wages - Town of Upton Nurse	31,738	32,531	34,302	33,853	33,853	-1.31%
271 Wages - Blackstone & Bellingham	-	-	9,000	16,928	16,928	100.00%
272 Salaries	-	-	-	-	-	0%
273 Other Expense Detail						
274 Miscellaneous	1,900	1,900	1,900	1,900	1,900	0.00%
275 NURSE - HEALTH SVCS TOTAL:	33,638	34,431	45,202	52,681	52,681	16.55%
276 PERSONNEL BOARD:						
277 Wages	1,504	1,617	1,656	1,683	1,683	1.61%
278 Salaries	-	-	-	-	-	-
279 Other Expense Detail						
280 Longevity Bonus	3,950	1,950	1,950	2,500	2,500	28.21%
281 MPPA Membership	200	200	200	200	200	0.00%
282 Miscellaneous	450	450	450	450	450	0.00%
283 Training	400	400	400	400	400	0.00%
284 Merit Bonus Pool	5,000	5,000	5,000	5,000	5,000	0.00%
285 PERSONNEL BOARD TOTAL:	11,504	9,617	9,656	10,233	10,233	5.97%
286 PLANNING BOARD:						
287 Wages	16,936	17,360	17,774	18,066	18,066	1.64%
288 Salaries	-	-	2,750	2,750	2,750	0.00%
289 Other Expense Detail						
290 Advertising/Printing	1,200	1,200	1,200	1,200	1,200	0.00%
291 CMRPC	1,863	1,863	1,863	2,006	2,006	7.68%
292 Membership & Training	320	320	320	320	320	0.00%
293 Miscellaneous	250	250	250	250	250	0.00%
294 Office Supplies	500	500	500	500	500	0.00%
295 Postage	300	300	300	300	300	0.00%
296 Professional Services	2,100	2,100	2,100	2,100	2,100	0.00%
297 PLANNING BOARD TOTAL:	23,469	23,893	27,057	27,492	27,492	1.61%
298 POLICE DEPARTMENT:						
299 Wages	1,376,397	1,404,244	1,449,515	1,478,168	1,478,168	1.98%
300 Salaries	-	-	-	-	-	0%
301 Other Expense Detail						
302 Building Maintenance	15,800	15,800	15,800	15,800	15,800	0.00%
303 Computer Maintenance	14,000	13,000	12,000	12,678	12,768	6.40%
304 Cruiser	34,000	34,000	34,000	40,000	40,000	17.65%
305 Cruiser Maintenance	11,000	11,000	9,000	11,000	11,000	22.22%
306 Cruiser Gas	38,000	38,000	36,000	30,000	30,000	-16.67%
307 Clothing Allowance	15,500	15,500	15,500	15,500	15,500	0.00%
308 General Expenses	21,700	21,700	21,700	21,700	21,700	0.00%
309 Training	-	4,304	4,500	6,000	6,000	33.33%
310 Utilities	32,000	32,000	36,000	36,000	36,000	0.00%
311 POLICE DEPARTMENT TOTAL:	1,558,397	1,589,548	1,634,015	1,666,846	1,666,936	2.01%
312 POLICE DEPT. - COMMUNICATIONS:						
313 Other Expense Detail						
314 Disp Clothing FT	1,600	1,600	1,600	1,600	1,600	0.00%
315 Disp Clothing PT	400	400	400	400	400	0.00%
316 Radio Maintenance	2,200	2,200	2,200	2,200	2,200	0.00%
317 POLICE DEPT. - COMMUNICATIONS TOTAL:	4,200	4,200	4,200	4,200	4,200	0.00%
318 RECREATION:						
319 Wages	23,888	-	-	4,000	4,000	0%
320 Salaries	-	-	1,750	1,750	1,750	0.00%
321 Other Expense Detail						
322 Improvements to Programs & Infrastructure	-	25,000	25,000	13,000	13,000	-48.00%
323 Misc Expense	-	-	-	8,000	8,000	0%
324 Beach Program	8,000	8,000	8,000	8,000	8,000	0.00%
325 RECREATION TOTAL:	31,888	33,000	34,750	34,750	34,750	0.00%
326 REGISTRARS OF VOTERS:						
327 Wages	-	-	-	0	-	-
328 Salaries	1,054	-	-	-	-	-
329 Other Expense Detail						
330 Miscellaneous	3,500	3,500	3,500	3,500	3,500	0.00%
331 REGISTRARS OF VOTERS TOTAL:	4,554	3,500	3,500	3,500	3,500	0.00%
332 TOWN CLERK:						
333 Wages	9,855	67,451	70,825	74,203	74,203	4.77%
334 Salaries	51,577	-	-	-	-	0%
335 Other Expense Detail						



**TOWN OF UPTON FINANCE COMMITTEE
FY '16 - '17 BUDGET RECOMMENDATION
LINE ITEM DETAILS**

	FY '13 - '14	FY '14 - '15	FY '15 - '16	FY '16 - '17 Request	FinCom Recommended	% Change vs. FY 15/16
332 Miscellaneous	2,750	2,750	3,000	3,800	3,800	26.67%
333 TOWN CLERK TOTAL:	64,182	70,201	73,825	78,003	78,003	5.66%
334 TOWN COUNSEL:						
335 Other Expense Detail						
336 Miscellaneous	40,000	40,000	80,000	50,000	50,000	-37.50%
337 TOWN COUNSEL TOTAL:	40,000	40,000	80,000	50,000	50,000	-37.50%
338 TREASURER-COLLECTOR:						
T/C 339 Wages	47,506	48,695	50,777	51,539	51,539	1.50%
T/C 340 Salaries	53,192	54,522	55,612	56,168	56,725	2.00%
341 Other Expense Detail						
342 Expenses	28,100	29,911	32,912	34,800	34,800	5.74%
343 Tax Title Foreclosure	10,000	15,000	15,000	20,000	10,000	-33.33%
344 Tax Title Auction	-	-	-	-	-	
345 TREASURER-COLLECTOR TOTAL:	138,798	148,128	154,301	162,507	153,064	-0.80%
346 TRUST FUND:						
Trust Funds 347 Wages	-	-	-	0	-	
Trust Funds 348 Salaries	-	-	750	1,750	1,750	133.33%
349 TRUST FUND	-	-	750	1,750	1,750	133.33%
350 VETERANS SERVICES:						
VetSvc 351 Wages	8,137	7,951	8,141	8,517	8,517	4.62%
VetSvc 352 Salaries	-	-	-	-	-	0%
353 Other Expense Detail						
354 Benefit Payments	25,000	20,000	20,000	20,000	20,000	0.00%
355 Miscellaneous	800	800	800	1,000	1,000	25.00%
356 VETERANS SERVICES TOTAL:	33,937	28,751	28,941	29,517	29,517	1.99%
357 WASTE REMOVAL:						
358 Other Expense Detail						
359 Curbside Pickup	219,500	261,040	269,000	274,312	274,312	1.97%
360 Disposal	110,000	110,000	94,000	94,000	94,000	0.00%
361 Trash Bags	31,400	32,000	32,000	32,000	32,000	0.00%
362 Hazardous Waste	2,000	6,000	6,000	6,000	6,000	0.00%
363 WASTE REMOVAL TOTAL:	362,900	409,040	401,000	406,312	406,312	1.32%
364						
365 Total Operating Expenses	17,588,463	18,346,248	20,220,201	20,729,415	20,702,889	
Salaries	130,889	79,677	80,112	78,918	78,112	
Wages	3,429,193	3,643,244	3,785,574	3,932,595	3,786,627	
Total Salaries & Wages	3,560,082	3,722,921	3,865,686	4,011,513	3,864,739	
Other Operating Expenses	14,028,381	14,623,327	16,354,515	16,717,902	16,838,150	
BVT	836,029	1,108,707	1,228,630	1,201,728	1,201,728	
MURSD	9,596,025	9,668,430	11,060,062	11,394,031	11,394,031	
Other Operating Expenses (not including schools)	3,596,327	3,846,190	4,065,823	4,122,143	4,242,391	



**TOWN OF UPTON FINANCE COMMITTEE
FY '16 - '17 BUDGET RECOMMENDATION
WAGE / SALARY DETAILS**

Department	Position Title	FY '14 - '15	FY '15 -'16	FY '16 - '17 Dept Request	FY '16 - '17 FC Recommend	% Change from '15 - '16
WAGES						
Acct	Department Assistant	5,120.43	5,243.25	5,328.66	5,328.66	1.63%
Acct	Town Accountant	31,904.64	32,667.42	34,168.55	34,168.55	4.60%
Anml Ctl	Animal Control Officer	20,838.24	18,546.46	19,836.00	19,836.00	6.95%
BoA	Department Coordinator	46,121.31	47,718.37	48,494.64	48,494.64	1.63%
BoH	Assistant Public Health Supervisor	44,831.84	45,906.49	46,643.00	46,644.41	1.61%
BoH	Clerical Fill-in	-	-	0.00	-	0%
BoH	Health Agent	7,951.10	8,110.02	8,274.12	8,274.12	2.02%
BoS	Executive Assistant	45,434.88	47,916.77	50,118.26	50,118.26	4.59%
BoS	Custodian	41,177.45	42,159.78	42,850.77	42,850.77	1.64%
BoS	Custodian Vacation	2,040.00	2,080.80	2,462.40	2,462.40	18.34%
BoS	Town Manager	135,000.00	140,000.00	142,800.00	142,800.00	2.00%
BoS	Municipal Hearing Officer	2,500.00	2,500.00	2,500.00	2,500.00	0.00%
Cable	Cable Access Coordinator	21.76	22.20	23.32	23.32	5.07%
Cable	PEG Access Assistant	13.83	14.11	14.39	14.39	2.01%
Cable	PEG Access Assistant	13.83	14.11	14.39	14.39	2.01%
CC	Conservation Administrator	10,962.00	11,181.24	11,403.77	11,403.77	1.99%
CC	Department Assistant	8,180.91	8,375.30	8,508.39	8,508.39	1.59%
COA	Department Specialist	16,912.80	18,279.22	18,573.64	18,573.64	1.61%
COA	COA Director	56,372.87	59,452.25	60,421.29	60,421.29	1.63%
COA	Transportation Coordinator	18,764.86	0.00	-	0.00	0%
COA	Social Services Coordinator	39,681.98	42,090.30	45,619.46	45,619.46	8.38%
COA	Van Driver	5,408.00	5,558.59	-	0.00	-100.00%
COA	Van Driver	-	6,948.24	9,884.22	9,884.22	42.26%
COA	Van Driver	-	6,948.24	9,884.22	9,884.22	42.26%
COA	Custodian	4,849.33	-	-	-	0%
Code Enf	Assistant Plumbing Inspector	3,128.81	3,191.39	3,255.53	3,255.53	2.01%
Code Enf	Assistant Wiring Inspector	3,128.81	3,191.39	3,255.53	3,255.53	2.01%
Code Enf	Building Inspector/Local Inspector	15,644.06	15,956.94	16,277.68	16,277.68	2.01%
Code Enf	Department Coordinator	40,356.15	41,320.99	43,185.14	43,185.14	4.51%
Code Enf	Inspector of Buildings	29,683.61	30,277.28	30,885.86	30,885.86	2.01%
Code Enf	Plumbing Inspector	6,257.62	6,382.77	6,511.07	6,511.07	2.01%
Code Enf	Wiring Inspector	6,257.62	6,382.77	6,511.07	6,511.07	2.01%
Code Enf	Department Assistant	4,178.74	4,278.51	4,347.37	4,347.37	1.61%
Code Enf	Per-Inspection Compensation	27,000.00	31,110.00	35,775.00	35,775.00	15.00%
DPW	Director of Public Works	49,100.00	51,508.69	52,225.26	52,225.26	1.39%
DPW	Highway Supervisor	73,288.80	75,040.99	76,249.67	76,249.67	1.61%
DPW	Department Specialist	23,478.00	24,040.91	24,428.91	24,428.91	1.61%
DPW	Clerical Fill-in	1,845.00	1,845.00	2,302.02	2,302.02	24.77%
DPW	Equipment Operator	45,205.20	46,285.97	47,031.49	47,031.49	1.61%
DPW	Equipment Operator	45,205.20	46,285.97	47,031.49	47,031.49	1.61%
DPW	Equipment Operator	45,205.20	46,285.97	47,031.49	47,031.49	1.61%
DPW	Equipment Operator	45,205.20	46,285.97	47,031.49	47,031.49	1.61%
DPW	Mechanic / Equip Operator	58,798.08	60,203.83	61,173.52	61,173.52	1.61%
DPW	Laborer	-	-	-	-	0%
DPW	Full Time Parks Laborer	-	-	-	-	0%
DPW	Summer Park Employees	-	-	-	-	0%
DPW	Seasonal Parks	-	-	-	-	0%
DPW	DPW OT	16,912.50	17,251.26	9,649.92	9,649.92	-44.06%
DPW	On Call Stipend	5,475.60	5,585.11	5,775.41	5,775.41	3.41%
DPW	Working Foreman Differential	1,640.00	1,672.80	1,699.70	1,699.70	1.61%
DPW	Longevity	500.00	720.00	720.00	720.00	0.00%
PFC	Parks Laborer w/ Pesticide License	50,425.20	51,630.77	52,462.38	52,462.38	1.61%
PFC	Parks Laborer	37,584.00	40,043.24	40,688.21	40,688.21	1.61%
PFC	Summer Park Employees	16,120.00	16,442.40	16,120.00	16,120.00	-1.96%
PFC	Seasonal Parks	16,400.00	16,711.27	11,000.00	11,000.00	-34.18%
PFC	Cemetery Overtime	0.00	0.00	4,776.96	4,776.96	0%
PFC	Parks OT	3,788.75	3,864.53	7,915.95	7,915.95	104.84%
PFC	Working Foreman Differential	10,440.00	10,648.80	10,608.08	10,608.08	-0.38%
Emerg. Mgt.	Emergency Management Director	6,554.23	6,791.27	6,819.49	6,819.49	0.42%
EMS	EMS Lieutenant	4,148.00	4,148.00	4,148.00	4,148.00	0.00%
EMS	ALS Coordinator	-	-	500.00	500.00	0%
EMS	EMS Captain	6,658.11	6,658.11	6,658.11	6,658.11	0.00%
EMS	Night on-Call Compensation	21,008.93	21,429.11	21,858.00	21,858.00	2.00%
EMS	Training Compensation	21,710.00	22,144.20	22,587.00	22,587.00	2.00%
EMS	Evening on-Call Compensation	1,854.00	-	-	-	0%
EMS	Hourly Compensation	20,747.00	29,841.12	85,438.00	85,438.00	186.31%
EMS	Infection Control Officer	500.00	500.00	-	-	-100.00%
EMS	W/E on-Call Compensation	8,540.00	8,710.80	8,885.00	8,885.00	2.00%



**TOWN OF UPTON FINANCE COMMITTEE
FY '16 - '17 BUDGET RECOMMENDATION
WAGE / SALARY DETAILS**

Department	Position Title	FY '14 - '15	FY '15 -'16	FY '16 - '17 Dept Request	FY '16 - '17 FC Recommend	% Change from '15 - '16
Police	Department Specialist	47,105.28	48,231.48	49,005.78	49,005.78	1.61%
Police	Police OT	160,128.00	172,367.76	177,238.00	177,238.00	2.83%
Police	Police Training	13,696.00	18,626.22	19,272.00	19,272.00	3.47%
Police	Police Educational Incentive Program	46,000.00	46,000.00	50,000.00	50,000.00	8.70%
Police	Police & Communications Longevity	5,150.00	7,000.00	8,350.00	8,350.00	19.29%
Police	Communication 1	45,989.00	49,229.28	51,518.00	51,518.00	4.65%
Police	Communication 2	47,942.00	49,277.22	50,070.00	50,070.00	1.61%
Police	Communication 3	47,942.00	49,277.22	43,209.00	43,209.00	-12.31%
Police	Communication 4	47,942.00	49,277.22	50,070.00	50,070.00	1.61%
Police	Communication PT & OT wages	-	-	-	-	0%
Police	Communication Educational Incentive Program	14,000.00	14,000.00	10,000.00	10,000.00	-28.57%
Police	Communication Training	12,234.00	5,100.00	5,000.00	5,000.00	-1.96%
Recreation	Department Associate			4,000.00	4,000.00	
Town Clerk	Town Clerk	57,349.53	60,482.27	61,459.55	61,459.55	1.62%
Town Clerk	Assistant Town Clerk	10,101.21	10,342.80	12,743.23	12,743.23	23.21%
T/C	Assistant Treasurer/Collector	34,397.30	35,213.68	39,156.94	39,156.94	11.20%
T/C	Department Associate	10,987.06	12,186.14	12,382.42	12,382.42	1.61%
T/C	Overtime (Add'l 92 hours + stipend)	3,310.75	3,376.97	-	-	-100.00%
VetSvc	Veterans' Services Director	7,951.10	8,141.20	8,517.47	8,517.47	4.62%
	Sub-Total	3,680,777.01	3,828,876.14	3,983,376.06	3,983,377.47	4.04%
Water	Director of Public Works	29,460.00	31,518.00	31,335.15	31,335.15	-0.58%
Water	Water & Sewer Supervisor	36,644.40	37,905.32	38,506.08	38,506.08	1.58%
Water	Department Specialist (DPW)	13,843.44	14,321.92	14,657.34	14,657.34	2.34%
Water	Clerical Fill In	1,107.00	1,118.40	1,321.92	1,321.92	18.20%
Water	Water / WW Operator	27,342.36	28,284.68	31,342.41	31,342.41	10.81%
Water	Water / WW Operator	29,827.08	30,839.50	30,342.41	30,342.41	-1.61%
Water	Water / WW Operator	28,939.68	29,920.19	27,875.77	27,875.77	-6.83%
Water	Water / WW Operator	26,528.04	27,440.20	27,875.77	27,875.77	1.59%
Water	Scheduled OT	12,300.00	12,671.46	16,428.98	16,428.98	29.65%
Water	Unscheduled OT	14,350.00	14,783.37	10,885.73	10,885.73	-26.37%
Water	On Call Stipend	2,737.80	2,765.88	2,887.70	2,887.70	4.40%
Water	Full license upgrades	1,628.64	1,667.58	1,634.88	1,634.88	-1.96%
Water	Working Foreman	820.00	836.40	849.68	849.68	1.59%
Water	Longevity	250.00	250.00	250.00	250.00	0.00%
Wastewater	Director of Public Works	19,640.00	21,012.00	20,890.10	20,890.10	-0.58%
Wastewater	Water & Sewer Supervisor	36,644.40	37,905.32	38,506.08	38,506.08	1.58%
Wastewater	Department Specialist (DPW)	9,228.96	9,547.95	9,771.56	9,771.56	2.34%
Wastewater	Clerical Fill In	738.00	745.60	881.28	881.28	18.20%
Wastewater	Water / WW Operator	27,342.36	28,284.68	31,342.41	31,342.41	10.81%
Wastewater	Water / WW Operator	29,827.08	30,839.50	30,342.41	30,342.41	-1.61%
Wastewater	Water / WW Operator	28,939.68	29,920.19	27,875.77	27,875.77	-6.83%
Wastewater	Water / WW Operator	26,528.04	27,440.20	27,875.77	27,875.77	1.59%
Wastewater	Scheduled OT	13,222.50	13,621.82	16,428.98	16,428.98	20.61%
Wastewater	Unscheduled OT	6,150.00	6,335.73	3,877.05	3,877.05	-38.81%
Wastewater	On Call Stipend	2,737.80	2,821.20	2,887.70	2,887.70	2.36%
Wastewater	Working Foreman	820.00	836.40	849.68	849.68	1.59%
Wastewater	Longevity	250.00	250.00	250.00	250.00	0.00%
Wastewater	Full license upgrades	1,628.64	1,667.58	1,634.88	1,634.88	-1.96%
	Sub-Total	429,475.90	445,551.08	449,607.49	449,607.49	0.91%
SALARIES						
BoA	Assessor #1	6,474.91	750.00	750.00	750.00	0.00%
BoA	Assessor #2	6,474.91	500.00	500.00	500.00	0.00%
BoA	Assessor #3	6,474.91	500.00	500.00	500.00	0.00%
BoH	Board of Health #1	750.00	750.00	750.00	750.00	0.00%
BoH	Board of Health #2	500.00	500.00	500.00	500.00	0.00%
BoH	Board of Health #3	500.00	500.00	500.00	500.00	0.00%
BoS	Selectmen #1	750.00	750.00	750.00	750.00	0.00%
BoS	Selectmen #2	500.00	500.00	500.00	500.00	0.00%
BoS	Selectmen #3	500.00	500.00	500.00	500.00	0.00%
BVT	Elected Representative	-	-	500.00	500.00	0%
Cemetery	Cemetery Commission #1	750.00	750.00	750.00	750.00	0.00%
Cemetery	Cemetery Commission #2	500.00	500.00	500.00	500.00	0.00%
Cemetery	Cemetery Commission #3	500.00	500.00	500.00	500.00	0.00%
Finance	Finance Committee #1	-	-	-	-	0%
Housing	Housing Authority #1	-	750.00	750.00	750.00	0.00%
Housing	Housing Authority #2	-	500.00	500.00	500.00	0.00%
Housing	Housing Authority #3	-	500.00	500.00	500.00	0.00%
Housing	Housing Authority #4	-	500.00	500.00	500.00	0.00%



**TOWN OF UPTON FINANCE COMMITTEE
FY '16 - '17 BUDGET RECOMMENDATION
WAGE / SALARY DETAILS**

Department	Position Title	FY '14 - '15	FY '15 -'16	FY '16 - '17 Dept Request	FY '16 - '17 FC Recommend	% Change from '15 - '16
Library	Library Trustees #1	-	750.00	750.00	750.00	0.00%
Library	Library Trustees #2	-	500.00	500.00	500.00	0.00%
Library	Library Trustees #3	-	500.00	500.00	500.00	0.00%
Library	Library Trustees #4	-	500.00	500.00	500.00	0.00%
Library	Library Trustees #5	-	500.00	500.00	500.00	0.00%
Library	Library Trustees #6	-	500.00	500.00	500.00	0.00%
Library	Library Trustees #7	-	500.00	500.00	500.00	0.00%
Library	Library Trustees #8	-	500.00	500.00	500.00	0.00%
Library	Library Trustees #9	-	500.00	500.00	500.00	0.00%
Moderator	Moderator	480.00	500.00	500.00	500.00	0.00%
MURSD	MURSD #1	-	750.00	500.00	500.00	-33.33%
MURSD	MURSD #2	-	500.00	500.00	500.00	0.00%
MURSD	MURSD #3	-	500.00	500.00	500.00	0.00%
Planning	Planning Board #1	-	750.00	750.00	750.00	0.00%
Planning	Planning Board #2	-	500.00	500.00	500.00	0.00%
Planning	Planning Board #3	-	500.00	500.00	500.00	0.00%
Planning	Planning Board #4	-	500.00	500.00	500.00	0.00%
Planning	Planning Board #5	-	500.00	500.00	500.00	0.00%
Recreation	Recreation #1	-	750.00	750.00	750.00	0.00%
Recreation	Recreation #2	-	500.00	500.00	500.00	0.00%
Recreation	Recreation #3	-	500.00	500.00	500.00	0.00%
T/C	Treasurer	54,521.89	55,612.33	56,168.00	56,724.58	2.00%
Trust Funds	Commissioner of Trust Funds #1	-	750.00	750.00	750.00	0.00%
Trust Funds	Commissioner of Trust Funds #2	-	500.00	500.00	500.00	0.00%
Trust Funds	Commissioner of Trust Funds #3	-	500.00	500.00	500.00	0.00%
Voters	Registrars of Voters	-	-	-	-	0%
Sub-Total		79,676.62	78,112.33	78,918.00	79,474.58	1.74%
Total		4,189,929.53	4,352,539.55	4,511,901.55	4,512,459.54	3.67%
DEPARTMENT TOTALS						
Acct		37,025	37,910.67	39,497.21	39,497.21	4.18%
Annl Ctl		20,838.24	18,546.46	19,836.00	19,836.00	6.95%
BoA		65,546.04	49,468.37	50,244.64	50,244.64	1.57%
BoH		54,532.94	55,766.51	56,667.12	56,667.12	1.61%
BoS		227,902.33	236,407.36	242,481.43	242,481.43	2.57%
COA		141,989.84	139,276.84	144,382.83	144,382.83	3.67%
Cable		49.42	50.41	52.10	52.10	3.36%
Cemetery		1,750.00	1,750.00	1,750.00	1,750.00	0.00%
Code Enf		135,635.42	142,092.04	150,004.25	150,004.25	5.57%
CC		19,142.91	19,556.54	19,912.16	19,912.16	1.82%
DPW		411,858.78	423,012.47	422,350.37	422,350.37	-0.16%
Emerg. Mgt.		6,554.23	6,791.27	6,819.49	6,819.49	0.42%
EMS		85,166.04	93,431.34	150,074.11	150,074.11	60.63%
Finance		-	-	-	-	0%
Fire		606,845.44	650,072.60	670,250.01	670,250.01	3.10%
Housing		-	2,250.00	2,250.00	2,250.00	0.00%
Library		176,007.96	185,162.30	189,645.27	189,645.27	2.42%
Moderator		480.00	500.00	500.00	500.00	0.00%
MURSD		-	1,750.00	1,500.00	1,500.00	-14.29%
Nurse		32,531.04	-	50,781.00	50,781.00	0%
Personnel		1,617.16	1,655.82	1,682.51	1,682.51	1.61%
PFC		134,757.95	139,341.01	143,571.58	143,571.58	3.04%
Planning		17,359.70	20,524.13	20,815.59	20,815.59	1.42%
Police		1,404,244.28	1,449,514.90	1,478,167.78	1,478,167.78	1.98%
Recreation		-	1,750.00	5,750.00	5,750.00	228.57%
Voters		-	-	-	-	0%
T/C		103,217.00	106,389.12	107,707.36	107,707.36	1.24%
Town Clerk		67,450.74	70,825.07	74,202.78	74,202.78	4.77%
Trust Funds		-	1,750.00	1,750.00	1,750.00	0.00%
VetSvc		7,951.10	8,141.20	8,517.47	8,517.47	4.62%
Total		3,760,453.63	3,863,686.41	4,061,163.06	4,061,163.06	5.11%
Water		225,778.44	234,322.90	236,193.82	236,193.82	0.80%
Wastewater		203,697.46	211,228.18	213,413.67	213,413.67	1.03%



**TOWN OF UPTON FINANCE COMMITTEE
FY '16 - '17 BUDGET RECOMMENDATION
ARTICLES**

FINANCE COMMITTEE RECOMMENDATION

Article #	Description	Requested Amount	Total Appropriations	From Raise and Appropriate (Tax Levy)	From Free Cash	From Other Available Funds	From Offset Receipts, Enterprise Funds or CPA	Revolving Funds	Borrowing Authorization	Free Cash	Stabilization Account
5	Wastewater Fund Supplement	30,000.00	30,000.00	30,000.00							
6	Worcester County Retirement	449,983.00	449,983.00	409,206.00			40,777.00				
9	Chapter 90 Road Work	318,917.00	318,917.00						318,917.00		
12	Central Mass Mosquito Control Project	52,000.00	52,000.00	52,000.00							
13	Budget Transfer - Town Counsel Expense	20,000.00	20,000.00		20,000.00						
14	Prior Year Wages	399.58	399.58		399.58						
15	CPC Administrative Account	15,000.00	15,000.00				15,000.00				
16	Police Radio Replacement	25,000.00	25,000.00	25,000.00							
17	Police & Fire Defibrillator Replacements	27,000.00	27,000.00	27,000.00							
18	Turnout Gear	21,150.00	21,150.00	21,150.00							
19	Fire Department Flooring Replacement	18,000.00	18,000.00			18,000.00					
20	Fisk Mill Bridge Design	50,000.00	50,000.00	50,000.00							
22	Heritage Park Gate	1,000.00	1,000.00	1,000.00							
23	OPEB Contribution	50,000.00	100,000.00	100,000.00							
25	Road repairs	530,000.00	350,000.00	350,000.00							
26	Finance Committee Reserve	25,000.00	25,000.00	25,000.00							
Fall	Town Dams - Engineering	12,000.00	12,000.00	12,000.00							
Fall	Replace Truck #54	54,500.00	54,500.00	54,500.00							
Fall	Street Sign Replacements	20,000.00	20,000.00	20,000.00							
Fall	Highway Roller	30,000.00	30,000.00	30,000.00							
Fall	Cemetery Mapping	5,000.00	5,000.00	5,000.00							
	Water Capital Improvements	65,000.00	65,000.00				65,000.00				
	Sewer Capital Improvements	40,000.00	40,000.00				40,000.00				
Totals		1,859,949.58	1,729,949.58	1,211,856.00	20,399.58	18,000.00	160,777.00	-	318,917.00	-	-

	BEGINNING	STM ACTIVITY	ENDING
FREE CASH			
General	407,727.00	83,183.25	324,543.75
Water	366,905.00	-	366,905.00
Waste water	200,084.00	-	200,084.00
FREE CASH TOTAL	974,716.00	83,183.25	891,532.75
STABILIZATION			
General	1,185,431.11	-	1,185,431.11
MURSD	-	-	-
Water	830.74	-	830.74
Waste water	255.36	-	255.36
Capital	189,700.61	-	189,700.61
STABILIZATION TOTAL	1,376,217.82	-	1,376,217.82
TOTAL FREE CASH & STABILIZATION	2,350,933.82	83,183.25	2,267,750.57



TOWN OF UPTON, MASSACHUSETTS

Annual Town Meeting 5 May 2016 Warrant

IN THE NAME OF THE COMMONWEALTH OF MASSACHUSETTS, you are hereby directed to notify and warn the inhabitants of said Town, qualified to vote in Elections and in Town affairs, to meet in the Gymnasium at the Nipmuc Regional Middle/High School, 90 Pleasant Street, Upton on Monday, the second-day of May 2016, from Seven o'clock in the morning, until Eight o'clock in the evening, then and there to act on Article 1, and to meet at an adjourned session of the meeting in the Auditorium at said Nipmuc Regional Middle/High School on Thursday, May 5, 2016 punctually at Seven o'clock in the evening, then and there to act on the remaining Articles in the warrant.

ARTICLE 1: To choose necessary officers for the ensuing year, all to be voted for upon one ballot as follows: Moderator (1 for 1 year); Board of Selectmen (1 for 3 years); Board of Assessors (1 for 3 years); Board of Assessors (1 for 1 year); Mendon Upton Regional School Committee (1 for 3 years); Board of Health (1 for 3 years); Cemetery Commission (1 for 3 years); Library Trustees (3 for 3 years); Recreation Commission (1 for 3 years); Board of Trust Fund Commissioners (1 for 3 years); Planning Board (1 for 5 years); Housing Authority (1 for 5 years); Constable (5 for 3 years).

Explanation/

Submitted by: Choose officers for the ensuing year/Board of Selectmen.

Recommendation: Not Applicable

ARTICLE 2: To hear reports of all Town Officers and Appointed Committees; or, to take any other action relative thereto.

Explanation/

Submitted by: Town Reports/Board of Selectmen

Recommendation: Not Applicable

ARTICLE 3: To see if the Town will vote to fix the salaries and compensation of all officers of the Town as provided by M.G.L. Chapter 41, Section 108, as amended, and to raise and appropriate, appropriate from available unappropriated funds in the Town Treasury, or transfer, such sums as may be necessary to defray expenses of the Town Departments for the ensuing fiscal year; or, to take any other action relative thereto.

Explanation/

Submitted by: Annual Town Operating Budget/Board of Selectmen

Recommendation: Favorable Action

ARTICLE 4: To see if the Town will vote to raise and appropriate, transfer from available unappropriated funds in the Town Treasury, or transfer a sum of money to operate the Water Enterprise Fund as set forth below for the ensuing fiscal year; or, to take any other action thereto.

That the following sums be appropriated for the Water Enterprise Fund:

Wages & Salaries	\$ 237,194.00
Expenses	340,104.00
Capital Outlay	65,000.00
Debt	402,878.00
Extra/Unforeseen	50,000.00
Budgeted Surplus*	27,356.00
Total	\$ 1,122,532.00

And that **\$1,122,532.00** be raised for such purposes as follows:

Department receipts	\$ 871,094.00
Retained Earnings	50,000.00
Tax Levy	201,438.40**
Free Cash	-0-

*(NOTE: the budgeted surplus is intended to be used, subject to appropriation, to pay a portion of the costs of the replacement of the Hartford Avenue North water main in FY 18)

** (NOTE: As raised and appropriated under Article 3)

Explanation/

Submitted by: Annual budget for Water Enterprise Fund/Board of Selectmen

Recommendation: Favorable Action

ARTICLE 5: To see if the Town will vote to raise and appropriate, appropriate from available unappropriated funds in the Town Treasury, or transfer a sum of money to operate the Wastewater Enterprise Fund as set forth below for the ensuing fiscal year; or, to take any other action thereto.

That the following sums be appropriated for the Wastewater Enterprise Fund:

Wage & Salaries	\$ 214,414.00
Expenses	317,674.00
Capital Outlay	40,000.00
Debt	253,507.00
Extra/Unforeseen	30,000.00
Budgeted Surplus*	3,912.00

Total **\$ 859,507.00**

And that **\$859,507.00** be raised for such purposes as follows:

Department receipts	\$ 672,754.00
Retained Earnings	30,000.00
Tax levy	126,753.00**
	30,000.00
Free cash	-0-

* (NOTE: A rate increase of 2.0% is projected to raise \$3,912.00 more than the budgeted expenditures for FY 17, which amount will be used, subject to appropriation, for future capital improvements to the water system)

** (NOTE: As raised and appropriated under Article 3)

Explanation/

Submitted by: Annual budget for Wastewater Enterprise Fund/Board of Selectmen

Recommendation: Favorable Action

ARTICLE 6: To see if the Town will vote to raise and appropriate, appropriate from available unappropriated funds in the Town Treasury, or transfer, or borrow the sum of Four hundred forty-nine thousand nine hundred eighty-three dollars (\$449,983.00), or any other sum, in conformity with M.G.L. Chapter 32, Section 22(7)(c)(ii) of the General Laws relative to the Pension, Expense, Worker's Compensation, and Military Service Funds of the Worcester Regional Retirement System for the fiscal year beginning July 1, 2016; or, to take any other action relative thereto.

Explanation/

Submitted by: Funding to meet the Town's obligations to the Regional Retirement System/Board of Selectmen

Recommendation: Favorable Action

ARTICLE 7: To see if the Town will vote to establish the following revolving funds in accordance with M.G.L., Chapter 44, § 53E ½; and any balances remaining in such revolving funds as of June 30, 2016 shall carry forward and remain available for expenditure in FY 2017:

A. Conservation Commission "Wetland By-Law Fund" - To pay costs associated with reviewing Wetlands Filings, processing Certificates of Compliance and related operating expenses and essential functions of the Conservation Commission; fees collected from filings made under the Town of Upton Wetlands By-Law shall be credited to the fund;

expenditures shall be authorized by the chairperson of the Conservation Commission; limited to Twenty thousand dollars (\$20,000.00) for fiscal year 2017;

- B. Board of Health “Curbside Waste & Recycling Fund” - To pay costs of removing residential bulk items through curbside pick-up and purchase of recycling and/or trash bins; fees collected for removal of bulk items or from purchase of recycling and/or trash bins shall be credited to the fund; expenditures shall be authorized by the chairperson of the Board of Health, limited to Fifteen thousand dollars (\$15,000.00) for fiscal year 2017;
- C. Board of Health “Title V Fund” – to pay costs of plan review, engineering services and related expenses for permitting of septic systems; fees collected from permits and field testing for septic systems shall be credited to the fund; expenditures shall be authorized by the chairperson of the Board of Health, limited to Ten thousand dollars (\$10,000) for fiscal year 2017;
- D. Upton Town Library – To replace items lost or damaged by those who borrow materials and items used in activities for which a fee is paid, and to purchase new materials and equipment; fees and fines paid for lost or damaged materials, for overdue books, for use of the fax, copier and printing facilities, and for purchase of used library material shall be credited to the fund; expenditures shall be authorized by the Library Director, with the approval of the Library Board of Trustees, limited to Six thousand dollars (\$6,000.00) for fiscal year 2017;
- E. Council on Aging Fund - To provide programming for the elderly of Upton as administered through the Senior Center and the Council on Aging; fees and charges for Senior Center and Council on Aging programs shall be credited to the fund; expenditures shall be authorized by the Director of the Upton Council on Aging, with the approval of the Council on Aging, limited to Ten thousand dollars (\$10,000.00) for fiscal year 2017;
- F. Recreation Commission Revolving Account – To collect fees for and fund all operating expenses of the various Recreation Programs administered by the Recreation Commission; fees and other receipts collected in connection with such Recreation Programs shall be credited to the fund; expenditures shall be authorized by the chairperson of the Recreation Commission limited to One hundred sixty-nine thousand dollars (\$169,000.00) for fiscal year 2017;
- G. Conservation Commission “Storm Water By-Law Fund” - To pay costs associated with reviewing Storm Water Bylaw applications and related operating expenses and essential functions of the Conservation Commission; fees collected from filings made under the Town of Upton Storm Water Management By-Law shall be credited to the fund; expenditures shall be authorized by the chairperson of the Conservation Commission limited to seven thousand dollars (\$7,000.00) for fiscal year

2017; provided further that any funds remaining in the revolving fund at the end of fiscal year 2016 shall be retained by said fund;

- H. Upton Land Stewardship Committee “Community Garden Fund”- To pay costs associated with maintenance, upgrades, further expansion and related operating expenses for the Upton Community Garden; fees and other receipts collected for use of such Garden, including fees from participating gardeners shall be credited to the fund; expenditures shall be authorized by the chairperson of the Land Stewardship Committee limited to two thousand dollars (\$2,000.00) for fiscal year 2017;
- I. Land Stewardship Committee “Land Stewardship Fund” – To pay costs associated with management of conservation areas and open space parcels owned by the Town, to include, preparation of forestry and land stewardship plans, habitat management, trail development and maintenance, installation and maintenance of parking areas, bridges, boardwalks, fences, kiosks, and signage, and snow removal from parking areas; fees and other receipts received in connection with the sale and harvest of timber and other agricultural or forestry products derived from properties managed by the Land Stewardship Committee shall be credited to the fund; expenditures shall be authorized by the chairperson of the Land Stewardship Committee and be limited to Five thousand dollars (\$5,000.00) for fiscal year 2017;

Or, take any other action relative thereto.

Explanation/

Submitted by: Approve Revolving Funds for various activities/Board of Selectmen.

Recommendation: Favorable Action

ARTICLE 8: To see if the Town will vote to accept Massachusetts G.L. Chapter 60, § 15B that allows the Town of Upton to establish a tax title collection revolving fund for the Treasurer/Collector, and to establish a spending limit of \$15,000 for FY 2017, provided, however, that the Board of Selectmen, with the approval of the Finance Committee, may increase such limit at the request of the Treasurer/Collector, or take any other action relative thereto.

Explanation/

Submitted by: To set up a revolving fund with a limit of \$15,000 into which monies received related to tax takings, redemptions and foreclosures of tax titles may be utilized to pay for out of pocket expenses by the Treasurer/Collector/Treasurer/Collector.

Recommendation: Favorable Action

ARTICLE 9: To see if the Town will vote to accept and expend such sum or sums of money allotted or to be allotted to the Town from the Commonwealth of

Massachusetts under the provisions of M.G.L. Chapter 90 or under any other state roadway reimbursement programs for fiscal year 2017, and to authorize the Board of Selectmen to enter into a contract or contracts with the Massachusetts Department of Transportation Highway Division for such purposes; and further, to authorize the Treasurer with the approval of the Board of Selectmen, to borrow in anticipation of 100% reimbursement of said amounts; or, to take any other action relative thereto.

Explanation/

Submitted by: Annual road repair appropriation from the State/Board of Selectmen.

Recommendation: Favorable Action

ARTICLE 10: To see if the Town will vote to amend the provisions of the Town of Upton Bylaws, by inserting in Title 3, a new Chapter 8 for the purpose of establishing a process to address tree management on Town property; or, to take any other action relative thereto.

The complete text of the proposed by-law is available for review at the Office of the Town Clerk.

Explanation/

Submitted by: To establish a general bylaw to regulate the maintenance of trees on public property, including in public ways/Board of Selectmen.

Recommendation: To Be Determined

ARTICLE 11: To see if the Town will vote to amend the provisions of the Town of Upton Bylaws, by inserting in Title 3, a new Chapter 7, for the purpose of allowing the Town to address hazardous conditions when water is discharged into a public way; or, to take any other action relative thereto.

The complete text of the proposed by-law is available for review at the Office of the Town Clerk.

Explanation/

Submitted by: To adopt a general bylaw that allows the Town to address discharge of water into a public way when it creates a hazardous condition to the travelling public/Board of Selectmen.

Recommendation: Not Applicable

ARTICLE 12: To see if the Town will vote to become a member in the Central Massachusetts Mosquito Control Project (“CMMCP”), for a minimum three year period, pursuant to Massachusetts General Laws Chapter 252, Section 5A and any other applicable sections of law, and as funding therefor to raise and

appropriate, transfer from available unappropriated funds in the Town Treasury, or transfer or borrow the sum of fifty two thousand dollars (\$52,000) or any other sum; or, to take any action relative thereto.

Explanation/

Submitted by: To join the CMMCP, a state project currently consisting of approximately 40 municipalities from Worcester and Middlesex Counties and appropriate funds to obtain mosquito control measures in Upton. Further information about the CMMCP may be viewed on its website: <http://www.cmmcp.org> /Board of Health.

Recommendation: Favorable Action by Majority

ARTICLE 13: To see if the Town will vote to amend the vote taken under Article 3 of the May 7, 2015 Annual Town Meeting appropriating the fiscal year 2016 budget, as amended under Article 1 of the March 3, 2016 Special Town Meeting, to make a supplemental appropriation for Town Counsel Expense for the remainder of fiscal year 2016, and as funding therefor, to appropriate from available unappropriated funds in the Town Treasury, or transfer from Overlay Surplus or otherwise the total sum of Twenty thousand dollars (\$20,000.00) or any other sum; or, to take any other action relative thereto.

Explanation/

Submitted by: To appropriate an additional \$20,000 for Town Counsel Expense for the remainder of FY 2016 budget year /Board of Selectmen.

Recommendation: Favorable Action

ARTICLE 14: To see if the Town will vote to raise and appropriate, appropriate from available unappropriated funds in the Town Treasury, or transfer, or borrow the sum of Three hundred ninety-nine dollars and fifty-eight cents (\$399.58), or any other sum, for outstanding fiscal year 2015 employment benefits; or take any other action relative thereto.

Explanation/

Submitted by: To appropriate monies to pay a fiscal year 2015 obligation due an employee. Where this is not a “bill” of a prior fiscal year, this article requires approval by majority vote/Board of Selectmen.

Recommendation: Favorable Action

ARTICLE 15: To see if the Town will vote to act on the report of the Community Preservation Committee on the fiscal year 2017 community preservation budget, and to appropriate the sum of Fifteen thousand dollars (\$15,000.00) from the Community Preservation Fund fiscal year 2017 estimated annual revenues to the Community Preservation Committee Administrative Expense

Account for all necessary and proper administrative expenses of the Committee for fiscal year 2017; or, to take any other action relative thereto.

Explanation/

Submitted by: To appropriate from CPA FY 2017 estimated revenues for the Community Preservation Committee FY 2017 Administrative Expense Account/Community Preservation Committee.

Recommendation: Favorable Action

ARTICLE 16: To see if the Town will vote to raise and appropriate, appropriate from available unappropriated funds in the Town Treasury, or transfer, or borrow the sum of Twenty-five thousand dollars (\$25,000.00), or any other sum, for the purchase of replacement portable and mobile radios and any related equipment required to utilize this equipment for police department operations; or, to take any other action relative thereto.

Explanation/

Submitted by: To purchase 18 replacement portable radios and 7 mobile radios for the police department. The existing radios have been in service over twenty years and are frequently in need of repair/Board of Selectmen.

Recommendation: Favorable Action

ARTICLE 17: To see if the Town will vote to raise and appropriate, appropriate from available unappropriated funds in the Town Treasury, or transfer, or borrow the sum of Twenty-seven thousand dollars (\$27,000.00), or any other sum, for the purchase of replacement defibrillators and any related equipment required to utilize this equipment for Police and Fire Department operations; or, to take any other action relative thereto.

Explanation/

Submitted by: To purchase 13 replacement defibrillators and 1 training unit for the Police and Fire Departments. The existing units are no longer supported by our vendor/Board of Selectmen.

Recommendation: Favorable Action

ARTICLE 18: To see if the Town will vote to raise and appropriate, appropriate from available unappropriated funds in the Town Treasury, or transfer, or borrow the sum of Twenty-one thousand one hundred fifty dollars (\$21,150.00), or any other sum, for the purchase of turnout gear for the Fire Department; or, to take any other action relative thereto.

Explanation/

Submitted by: To purchase eight sets of turnout gear worn by firefighters to replace sets that are no longer serviceable/Board of Selectmen.

Recommendation: Favorable Action

ARTICLE 19: To see if the Town will vote to raise and appropriate, appropriate from available unappropriated funds in the Town Treasury, or transfer, or borrow the sum of Eighteen thousand dollars (\$18,000.00), or any other sum, for the purchase and installation of replacement flooring and carpeting for the second floor of the Fire Station located at 20 Church Street, including all incidental and related expenses; or, to take any other action relative thereto.

Explanation/

Submitted by: To purchase and install flooring and carpeting on the 2nd floor of the Fire Station to replace the tile and carpeting that has outlived its useful life/Board of Selectmen.

Recommendation: Favorable Action

ARTICLE 20: To see if the Town will vote to raise and appropriate, appropriate from available unappropriated funds in the Town Treasury, or transfer, or borrow the sum of Fifty thousand dollars (\$50,000.00), or any other sum, for the Town of Upton's share of the costs to complete engineering and design services required for repairs to the Fisk Mill Bridge, jointly owned by the Towns of Milford and Upton, including all incidental and related expenses; or, to take any other action relative thereto.

Explanation/

Submitted by: To pay one half the cost of completing the engineering needed to make repairs to the Fisk Mill Bridge. The bridge is jointly owned by the Towns of Milford and Upton/Board of Selectmen.

Recommendation: Favorable Action

ARTICLE 21: To see if the Town will vote to raise and appropriate, appropriate from available unappropriated funds in the Town Treasury, or transfer or borrow the sum of Six thousand dollars (\$6,000.00), or any other sum, to supplement that appropriated under Article 5 of the November 17, 2015 Special Town Meeting to purchase and equip a vehicle for use by the Animal Control Officer, or, to take any other action relative thereto.

Explanation/

Submitted by: To supplement the funding approved at the Special Town Meeting in November to enable the Board of Health to purchase and equip a vehicle for the Animal Control Officer in compliance with the Green Community Program. Efforts to purchase a compliant vehicle within the \$20,000 previously approved has been unsuccessful/Board of Health.

Recommendation: To Be Determined

ARTICLE 22: To see if the Town will vote to raise and appropriate, appropriate from available unappropriated funds in the Town Treasury, or transfer, or borrow the sum of One thousand dollars (\$1,000.00), or any other sum, for the purchase and installation of a gate at the entrance of Heritage Park on Elm Street, including all incidental and related expenses; or, to take any other action relative thereto.

Explanation/

Submitted by: To purchase and install a gate at the entrance of Heritage Park to enable the Town to close the park to vehicle access during the overnight hours/Historical Commission.

Recommendation: Unfavorable Action

ARTICLE 23: To see if the Town will vote to raise and appropriate, appropriate from available unappropriated funds in the Town Treasury, or transfer, or borrow the sum of One hundred thousand dollars (\$100,000.00), or any other sum, to the Other Post-Employment Benefits Liability Trust Fund established under Article 42 of the 2011 Annual Town Meeting, to meet the Town's obligations under the Government Accounting Standards Board (GASB) Statement 45 to fund the Town's future obligations for the cost of other post-employment benefits identified by the GASB 45 Report; or, to take any other action relative thereto.

Explanation/

Submitted by: To add monies to the trust fund created to meet the Town's future OPEB obligations/Board of Selectmen.

Recommendation: Favorable Action

ARTICLE 24: To see if the Town will vote to set Fifteen thousand dollars (\$15,000.00) as the maximum spending limit for fiscal year 2017 expenditures for the "Senior Work Off" Program, which program allows senior citizens to work for the Town in exchange for credit on annual property tax assessments; or, to take any other action relative thereto.

Explanation/

Submitted by: To set a limit of expenditure for this program at \$15,000.00/Board of Assessors.

Recommendation: Favorable Action

ARTICLE 25: To see if the Town will vote to raise and appropriate, appropriate from available unappropriated funds in the Town Treasury, or transfer, or borrow, the sum of Three hundred fifty thousand dollars (\$350,000.00), or, any other sum, to be used for the construction and/or improvement of Town Roads to

supplement those provided for under the Commonwealth of Massachusetts M.G.L. Chapter 90 Program; or, to take any other action relative thereto.

Explanation/

Submitted by: To provide for supplemental funding to address road repairs as called for in the Town's pavement management plan/Board of Selectmen.

Recommendation: Favorable Action

ARTICLE 26: To see if the Town will vote to raise and appropriate, appropriate from available unappropriated funds in the Town Treasury, or transfer, or borrow, the sum of Twenty-five thousand dollars (\$25,000.00), or any other sum, to the Finance Committee Reserve Account, said amount to be expended in accordance with M.G.L. Chapter 40, §6; or, to take any other action relative thereto.

Explanation/

Submitted by: To provide for the Finance Committee Reserve Fund Account/Finance Committee

Recommendation: Favorable Action

ARTICLE 27: To see if the Town will vote to spend any amount needed not to exceed \$8,000.00 from available cash or any other available sources to hire a qualified, independent outside consultant to complete a work study of the positions of Assessor of Taxes, Treasure/Collector, Assistant to the Treasure and Assistant to the Assistant Treasure specifically to determine the elements of work being performed, the skill sets employed, the amount of productive time needed and the quality of the result accomplished. Then, to prepare comprehensive job descriptions to fit the actual, determine a competitive market value of each position and finally make simultaneous recommendation to Board of Selectmen, Town Manager, Assessors and Office of Treasure/Collector with no preliminary findings revealed or discussed. Last that the Town implement these recommendation for only Assessor and Treasure/Collector at the end of the next budget cycle and beginning of the next fiscal year.

Explanation/

Submitted by: By Petition (NOTE: the article set forth above appears exactly as set forth in petition)

Recommendation: Unfavorable Action

ARTICLE 28: To direct the Selectmen to have an under-ride ballot question put before the voters as follows:

Shall the Town of Upton be required to reduce the amount of real estate and personal property taxes to be assessed for the fiscal year beginning July 1, 2016 by an amount equal to \$1.4 million?

Explanation/

Submitted by: By Petition (NOTE: the article set forth above appears exactly as set forth in petition)

Recommendation: Unfavorable Action

And you are directed to serve this Warrant, by posting up attested copies thereof at the U.S. Post Office, Town Library and Town Hall, in said Town seven days (7) at least before the time of holding said Meeting.

HEREOF FAIL NOT, and make due return of this Warrant, with your doings thereon, to the Town Clerk, at the time and place of meeting, as aforesaid.

Given under our hands this nineteenth day of April in the year of our lord two thousand sixteen.

UPTON BOARD OF SELECTMEN

A true copy, Attest:



Kenneth E. Picard, Chairman



James A. Brochu, Member



Robert J. Fleming, Member



Sandra Hakala, Constable
Date: April 19, 2016