

# FINANCE COMMITTEE REPORT



Town of Upton, Massachusetts

Fiscal Year 2017 - 2018  
Budget Recommendation





## TOWN OF UPTON, MASSACHUSETTS

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### FINANCE COMMITTEE

Dear Voters:

Attached is the FY 2018 operating budget for the Town of Upton. The operational budget is \$20,863,304, which is .3684% higher than FY 2017, and balanced. While typically the majority of the budget is formulated by the Town Manager with the Finance Committee making budget recommendations for six elected departments and the two school districts, given the vacancy in the Town Manager position, the Finance Committee has worked closely with Interim Town Manager Robert Reed in formulating the budget recommendations for all departments this year. Before departing, Town Manager, Blythe Robinson did a tremendous amount of work to make this budget year as smooth as possible and we appreciate all of the extra time she expended to ensure we were off to a great start. Like prior years, a major budget driver is increased health insurance premiums for the next fiscal year. Additionally, with the two school districts, we have seen larger than expected increases because of the State's mandate that Upton fund more of its target share of our required minimum local funding requirements. In this operational budget, we are adding 3 full time positions: 1 police officer and 2 firefighter/EMTs. The ultimate cost of these additional full time positions should be offset by reduced overtime and per diem costs. We are also adding a full time recreation director; however, that position should be self-funded by revenue generated from the Recreation Commission.

The Mendon-Upton School District accounts for approximately one-half of our budget. Taking a quick glance at the District's budget, it appears that Upton's funding obligation has decreased by 1.31% from last year. It is important to note, however, that this number includes reduced debt service obligations because the debt was paid off this fiscal year. When accounting for the \$450k reduction in debt payments, the town funded operating expense increases by approximately 4.74% year over year. Similarly on the Town side, we have debt savings of approximately \$220,000. This savings will allow us to fund some significant capital improvements (like road repairs) this fiscal year.

Similar to last year, we are planning to delay a number of articles until the fall after our free cash is certified to better ascertain our ability to incur these additional expenses.

#### FINANCE COMMITTEE MEMBERS

Paul Flaherty, Chair  
Jonathan Calianos  
Shawn Craig  
Nick Ensko  
Stephen A. Matellian

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**TOWN OF UPTON FINANCE COMMITTEE  
FY '17 - '18 BUDGET RECOMMENDATION  
SUMMARY**

Category	Amount
Revenues (Estimated)	22,539,528

**Expenses (Finance Committee Recommendation)**

Operating Expenses	20,863,304
Other Expenses (Recap)	192,042
Spring Town Meeting Articles	1,407,024
Total Expenses - May Town Meeting	22,462,370

Favorable (Unfavorable) - May	77,158
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Less Proposed Fall Town Meeting Articles	1,052,000
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Favorable (Unfavorable) Fall	(974,842)
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**TOWN OF UPTON FINANCE COMMITTEE  
FY '17 - '18 BUDGET RECOMMENDATION  
LINE ITEM DETAILS**

		<b>FY '15 - '16</b>	<b>FY '16 - '17</b>	<b>FY '17 - '18 Request</b>	<b>FinComm Recommended</b>	<b>% Change vs. FY 16/17</b>
Acct	<b>1 ACCOUNTANT:</b>					
Acct	2 Wages	37,911	39,497	41,314	41,314	4.60%
Acct	3 Salaries	-	-			
Acct	4 Other Expense Detail					
Acct	5 Miscellaneous	2,000	2,000	2,000	2,000	0.00%
Acct	6 Municipal Accounting Program	3,400	3,400	3,552	3,552	4.47%
Acct	<b>7 ACCOUNTANT TOTAL:</b>	<b>43,311</b>	<b>44,897</b>	<b>46,866</b>	<b>46,866</b>	<b>4.38%</b>
Anml Ctl	<b>8 ANIMAL CONTROL:</b>					
Anml Ctl	9 Wages	18,546	21,536	20,155	20,155	-6.41%
Anml Ctl	10 Salaries	-	-			0%
Anml Ctl	11 Other Expense Detail					0%
Anml Ctl	12 Kennel Rental	2,000	1,000	1,000	1,000	0.00%
Anml Ctl	13 Miscellaneous	1,000	1,000	1,000	1,000	0.00%
Anml Ctl	14 Rabies Vaccine	1,500	1,500	1,500	1,500	0.00%
Anml Ctl	15 Vehicle Expense	1,200	1,200	1,200	1,200	0.00%
Anml Ctl	<b>16 ANIMAL CONTROL TOTAL:</b>	<b>24,246</b>	<b>26,236</b>	<b>24,855</b>	<b>24,855</b>	<b>-5.26%</b>
BVT	<b>17 BLACKSTONE VALLEY REGIONAL SCHOOL:</b>					
BVT	18 Salaries	-	500			-100.00%
BVT	19 Other Expense Detail					
BVT	20 Expansion Debt Service	18,494	17,771	17,306	17,306	-2.62%
BVT	21 Town Funded Op Exp	1,210,136	1,183,457	1,355,580	1,355,580	14.54%
BVT	<b>22 BLACKSTONE VALLEY REGIONAL SCHOOL TOTAL:</b>	<b>1,228,630</b>	<b>1,201,728</b>	<b>1,372,886</b>	<b>1,372,886</b>	<b>14.24%</b>
BoA	<b>23 BOARD OF ASSESSORS:</b>					
BoA	24 Wages	47,718	48,495	49,285	49,285	1.63%
BoA	25 Salaries	1,750	1,750	1,750	1,750	0.00%
BoA	26 Other Expense Detail					0%
BoA	27 Interim / In Home Valuation	4,800	-	6,800	6,800	0%
BoA	28 GIS Mapping	-	4,000			-100.00%
BoA	29 Mapping - Under Contract	3,850	3,850	3,850	3,850	0.00%
BoA	30 Miscellaneous	3,900	4,000	4,000	4,000	0.00%
BoA	31 Software-Hardware	5,300	5,430	5,700	5,700	4.97%
BoA	32 Software	-	-			0%
BoA	33 Training and Certification	1,800	1,800	2,000	2,000	11.11%
BoA	<b>34 BOARD OF ASSESSORS TOTAL:</b>	<b>69,118</b>	<b>69,325</b>	<b>73,385</b>	<b>73,385</b>	<b>5.86%</b>
BoH	<b>35 BOARD OF HEALTH:</b>					
BoH	36 Wages	54,017	54,919	56,729	56,729	3.30%
BoH	37 Salaries	1,750	1,750	1,750	1,750	0.00%
BoH	38 Other Expense Detail					0%
BoH	39 Demolition/buildings- Emergency Housing Resp	10	10	10	10	0.00%
BoH	40 Miscellaneous	4,000	4,000	4,000	4,000	0.00%
BoH	41 Food Inspector	2,472	2,521	2,572	2,572	2.02%
BoH	<b>42 BOARD OF HEALTH TOTAL:</b>	<b>62,249</b>	<b>63,200</b>	<b>65,061</b>	<b>65,061</b>	<b>2.95%</b>
BoS	<b>43 BOARD OF SELECTMEN:</b>					
BoS	44 Wages	234,657	240,731	248,751	248,751	3.33%
BoS	45 Salaries	1,750	1,750	1,750	1,750	0.00%
BoS	46 Other Expense Detail					0%
BoS	47 Town Manager Expenses	7,650	7,300	7,300	7,300	0.00%
BoS	48 Annual Audit	16,000	17,000	18,000	18,000	5.88%
BoS	49 General Computer Account	51,360	55,880	54,590	54,590	-2.31%
BoS	50 General Expenses	2,000	2,500	2,500	2,500	0.00%
BoS	51 Insurance	944,805	950,433	1,037,186	1,037,186	9.13%
BoS	52 Medical Testing	3,500	3,500	3,500	3,500	0.00%
BoS	53 Printing	7,000	7,000	7,000	7,000	0.00%
BoS	54 Telephone	15,840	15,840	15,840	15,840	0.00%
BoS	<b>55 BOARD OF SELECTMEN TOTAL:</b>	<b>1,284,562</b>	<b>1,301,934</b>	<b>1,396,417</b>	<b>1,396,417</b>	<b>7.26%</b>
	<b>56 BONDING TOWN OFFICERS:</b>					
	57 Other Expense Detail					
	58 Miscellaneous	1,200	1,200	1,200	1,200	0.00%
	<b>59 BONDING TOWN OFFICERS TOTAL:</b>	<b>1,200</b>	<b>1,200</b>	<b>1,200</b>	<b>1,200</b>	<b>0.00%</b>
Cable	<b>60 CABLE ADVISORY</b>					
Cable	61 Wages	-	50	52	53	1.55%
Cable	62 Salaries	-	-			
Cable	63 Other Expense Detail					
Cable	64 Miscellaneous					
Cable	<b>65 CABLE ADVISORY TOTAL:</b>	<b>50</b>	<b>52</b>	<b>53</b>	<b>53</b>	<b>1.55%</b>
	<b>66 CAPITAL BUDGET COMMITTEE:</b>					
	67 Other Expense Detail					
	68 Miscellaneous	500	500	500	500	0.00%
	<b>69 CAPITAL BUDGET COMMITTEE TOTAL:</b>	<b>500</b>	<b>500</b>	<b>500</b>	<b>500</b>	<b>0.00%</b>
Cemetery	<b>70 CEMETERY COMMISSION:</b>					
Cemetery	71 Wages	-	-	-	-	
Cemetery	72 Salaries	1,750	1,750	1,750	1,750	0.00%
Cemetery	73 Other Expense Detail					
Cemetery	74 Miscellaneous	-	-			
Cemetery	<b>75 CEMETERY COMMISSION TOTAL:</b>	<b>1,750</b>	<b>1,750</b>	<b>1,750</b>	<b>1,750</b>	<b>0.00%</b>
Code Enf	<b>76 CODE ENFORCEMENT:</b>					
Code Enf	77 Wages	142,092	150,004	153,317	153,317	2.21%
Code Enf	78 Salaries	-	-			0%
Code Enf	79 Other Expense Detail					0%
Code Enf	80 Continuing Education	1,500	1,500	1,500	1,500	0.00%
Code Enf	81 Mileage	7,000	7,000	7,000	7,000	0.00%
Code Enf	82 Miscellaneous	13,500	13,500	13,500	13,500	0.00%
Code Enf	83 Office Expense	1,500	1,500	1,500	1,500	0.00%
Code Enf	<b>84 CODE ENFORCEMENT TOTAL:</b>	<b>165,592</b>	<b>173,504</b>	<b>176,817</b>	<b>176,817</b>	<b>1.91%</b>
CC	<b>85 CONSERVATION COMMISSION:</b>					
CC	86 Wages	19,557	19,912	20,566	20,566	3.28%
CC	87 Salaries	-	-			
CC	88 Other Expense Detail					



**TOWN OF UPTON FINANCE COMMITTEE  
FY '17 - '18 BUDGET RECOMMENDATION  
LINE ITEM DETAILS**

		FY '15 - '16	FY '16 - '17	FY '17 - '18 Request	FinComm Recommended	% Change vs. FY 16/17
89	Beaver Management	8,000	8,000	8,000	8,000	0.00%
90	Miscellaneous	7,500	7,500	9,000	9,000	20.00%
91	<b>CONSERVATION COMMISSION TOTAL:</b>	<b>35,057</b>	<b>35,412</b>	<b>37,566</b>	<b>37,566</b>	<b>6.08%</b>
92	<b>COUNCIL ON AGING:</b>					
93	Wages	139,277	144,383	151,826	151,826	5.16%
94	Salaries	-	-			
95	Other Expense Detail					
96	Electricity	6,000	6,000	6,000	6,000	0.00%
97	Equip Maintenance	1,375	1,375	1,375	1,375	0.00%
98	Gas (heat)	7,800	7,800	7,800	7,800	0.00%
99	Membership Dues	300	300	300	300	0.00%
100	Miscellaneous	2,000	2,000	2,000	2,000	0.00%
101	Office Supplies	2,500	2,500	2,500	2,500	0.00%
102	Programs	5,000	6,000	6,000	6,000	0.00%
103	Rent	1	1	1	1	0.00%
104	Training	2,500	2,500	2,500	2,500	0.00%
105	Transportation	6,000	6,000	7,000	7,000	16.67%
106	Water and Sewer	1,500	1,500	1,500	1,500	0.00%
107	Computer Software	1,800	1,800	1,800	1,800	0.00%
108	Telephone Expense	960	960	960	960	0.00%
109	Custodial Services	5,824	6,000	6,000	6,000	0.00%
110	Cleaning Supplies	-	-	750	750	0%
111	<b>COUNCIL ON AGING TOTAL:</b>	<b>182,837</b>	<b>189,119</b>	<b>198,312</b>	<b>198,312</b>	<b>4.86%</b>
112	<b>DEPT. OF PUBLIC WORKS:</b>					
113	Wages	423,012	422,251	430,368	430,368	1.92%
114	Salaries	-	-			
115	Other Expense Detail					
116	Animal Disposal	1,200	1,200	1,200	1,200	0.00%
117	Cemetery Maintenance	-	-			0%
118	DPW General Expense	25,008	26,008	30,358	30,358	16.73%
119	DPW Contracted Services	44,000	33,500	37,500	37,500	11.94%
120	DPW General Highway Materials	22,500	22,500	22,500	22,500	0.00%
121	DPW Oil & Paving	31,000	31,000	31,000	31,000	0.00%
122	DPW Snow Removal	210,000	220,000	230,000	230,000	4.55%
123	DPW Building Utilities	27,260	27,910	28,749	28,749	3.01%
124	DPW Building Maint	8,500	8,500	8,500	8,500	0.00%
125	DPW Radio Maintenance	1,250	1,250	1,275	1,275	2.00%
126	DPW Training	1,800	2,450	2,750	2,750	12.24%
127	DPW Clothing Allowance	4,200	4,200	4,200	4,200	0.00%
128	DPW Consultant / Professional Services	15,000	11,000	11,000	11,000	0.00%
129	Forestry Expense	-	-			0%
130	Parks Ramsey Building	-	-			0%
131	Parks Lawn Maintenance	-	-			0%
132	Pest Control	-	-			0%
133	Vehicle Fuel	27,463	25,500	25,908	25,908	1.60%
134	Vehicle Maintenance/Repair	32,000	33,000	33,660	33,660	2.00%
135	Weed Control	-	-			0%
136	StormWater Management	24,000	50,000	50,600	50,600	1.20%
137	<b>DEPT. OF PUBLIC WORKS TOTAL:</b>	<b>898,193</b>	<b>920,269</b>	<b>949,567</b>	<b>949,567</b>	<b>3.18%</b>
138	<b>DPW PARKS, FORESTRY &amp; CEMETERIES</b>					
139	Wages	139,341	143,572	150,532	150,532	4.85%
140	Salaries	-	-			
141	Other Expense Detail					
142	Cemetery Maintenance	20,000	20,120	20,245	20,245	0.62%
143	Parks General Expense	1,400	4,320	4,217	4,217	-2.38%
144	Parks Radio Maintenance	250	250	300	300	20.00%
145	Parks Training	400	400	400	400	0.00%
146	Parks Clothing Allowance	1,400	1,400	1,400	1,400	0.00%
147	Forestry Expense	22,500	25,000	27,000	27,000	8.00%
148	Parks Lawn Maintenance	32,500	32,500	33,475	33,475	3.00%
149	Pest Control	1,500	1,500	1,545	1,545	3.00%
150	Vehicle Fuel	2,450	2,262	2,298	2,298	1.60%
151	Vehicle Maintenance / Repair	1,000	1,000	1,300	1,300	30.00%
152	Weed Control	6,500	10,000	6,500	6,500	-35.00%
153	<b>DPW PARKS, FORESTRY &amp; CEMETERIES TOTAL:</b>	<b>229,241</b>	<b>242,324</b>	<b>249,212</b>	<b>249,212</b>	<b>2.84%</b>
154	<b>ELECTIONS &amp; TOWN MEETINGS:</b>					
155	Other Expense Detail					
156	Miscellaneous	11,000	16,450	6,500	6,500	-60.49%
157	<b>ELECTIONS &amp; TOWN MEETINGS TOTAL:</b>	<b>11,000</b>	<b>16,450</b>	<b>6,500</b>	<b>6,500</b>	<b>-60.49%</b>
158	<b>EMERGENCY MANAGEMENT</b>					
159	Wages	6,791	6,819	6,929	6,929	1.61%
160	Salaries	-	-			
161	Other Expense Detail					
162	Miscellaneous	3,000	3,000	3,000	3,000	0.00%
163	Reverse 911 Support	6,510	6,510	6,510	6,510	0.00%
164	<b>EMERGENCY MANAGEMENT TOTAL:</b>	<b>16,301</b>	<b>16,329</b>	<b>16,439</b>	<b>16,439</b>	<b>0.67%</b>
165	<b>EMERGENCY MEDICAL SERVICES:</b>					
166	Wages	93,431	150,574	88,890	88,890	-40.97%
167	Salaries	-	-			
168	Other Expense Detail					
169	Ambulance Supplies	19,877	29,877	31,616	31,616	5.82%
170	Ambulance Maintenance	3,000	3,000	3,000	3,000	0.00%
171	Clothing Allowance	1,800	1,800	1,800	1,800	0.00%
172	Licensing & Certification	4,400	4,400	4,400	4,400	0.00%
173	Miscellaneous Office & Billing	4,093	4,093	4,195	4,195	2.49%
174	Training	18,500	12,500	12,500	12,500	0.00%
175	Vehicle Fuel	7,000	7,000	7,000	7,000	0.00%
176	Paramedic Expense	10,000	10,000	5,000	5,000	-50.00%



**TOWN OF UPTON FINANCE COMMITTEE  
FY '17 - '18 BUDGET RECOMMENDATION  
LINE ITEM DETAILS**

		<b>FY '15 - '16</b>	<b>FY '16 - '17</b>	<b>FY '17 - '18 Request</b>	<b>FinComm Recommended</b>	<b>% Change vs. FY 16/17</b>
	177 Ambulance Billing Expense	9,000	11,000	11,000	11,000	0.00%
	178 <b>EMERGENCY MEDICAL SERVICES TOTAL:</b>	171,101	234,244	169,401	169,401	-27.68%
	179 <b>FINANCE COMMITTEE:</b>					
Finance	180 Salaries	-	-			
	181 Other Expense Detail	-	-			0%
	182 Miscellaneous	1,000	1,000	1,000	1,000	0.00%
	183 <b>FINANCE COMMITTEE TOTAL:</b>	1,000	1,000	1,000	1,000	0.00%
	184 <b>FIRE DEPARTMENT:</b>					
Fire	185 Wages	708,651	671,750	798,810	798,810	18.91%
Fire	186 Salaries	-	-			
	187 Other Expense Detail					
	188 Building Maintenance	18,000	20,000	20,000	20,000	0.00%
	189 Clothing Allowance	5,600	5,900	7,600	7,600	28.81%
	190 Copier / Computer Maintenance	2,200	2,200	2,200	2,200	0.00%
	191 Fire Alarm Maintenance	1,000	1,000	1,000	1,000	0.00%
	192 Forest Fire Expenses	4,000	4,000	4,000	4,000	0.00%
	193 Fuel Expense	10,280	9,000	9,000	9,000	0.00%
	194 General Expenses	17,875	20,110	20,110	20,110	0.00%
	195 New Equipment	15,500	15,500	15,500	15,500	0.00%
	196 Radio Maintenance	3,000	3,000	3,000	3,000	0.00%
	197 Training Expense	6,000	6,000	6,000	6,000	0.00%
	198 Utilities Expenses	32,500	35,000	40,000	40,000	14.29%
	199 Vehicle Maintenance	30,000	30,000	35,000	35,000	16.67%
	200 <b>FIRE DEPARTMENT TOTAL:</b>	854,606	823,460	962,220	962,220	16.85%
	201 <b>INTEREST PAID:</b>					
	202 Other Expense Detail					
	203 Fire Station	-	-			
	204 Stefan's Property	-	-			0%
	205 Route 140 Water Main	-	-			0%
	206 General Obligation Bond 1	90,263	78,363	64,263	64,263	-17.99%
	207 General Obligation Bond 2	15,050	9,575	6,024	6,024	-37.08%
	208 General Obligation Bond 3	37,782	36,281	34,969	34,969	-3.62%
	209 General Obligation Bond 4	12,325	10,875	11,425	11,425	5.06%
	210 BAN for Quint Fire Truck	3,000	2,000	2,500	2,500	25.00%
	211 <b>INTEREST PAID TOTAL:</b>	158,420	137,094	119,181	119,181	-13.07%
	212 <b>HISTORICAL COMMISSION</b>					
Historical	213 Wages	631	641	641	641	1.62%
	214 Expenses	1,000	1,000	1,000	1,000	0.00%
	215 <b>HISTORICAL COMMISSION TOTAL:</b>	1,000	1,631	1,641	1,641	0.63%
	216 <b>HOUSING AUTHORITY</b>					
Housing	217 Salaries	5,250	2,250	2,250	2,250	0.00%
	218 Miscellaneous	-	-			0%
	219 <b>HOUSING AUTHORITY</b>	5,250	2,250	2,250	2,250	0.00%
Library	219 <b>LIBRARY:</b>					
Library	220 Wages	180,412	184,895	191,313	191,313	3.47%
	221 Salaries	4,750	4,750	4,750	4,750	0.00%
	222 Other Expense Detail					
	223 Library Materials	42,122	43,122	43,622	43,622	1.16%
	224 Library Network Membership	8,266	9,162	10,348	10,348	12.94%
	225 Miscellaneous Budget	9,960	9,960	10,960	10,960	10.04%
	226 Miscellaneous Credit	(7,824)	(9,801)	(9,753)	(9,753)	-0.49%
	227 <b>LIBRARY TOTAL:</b>	237,686	242,088	251,240	251,240	3.78%
	228 <b>MATURING DEBT:</b>					
	229 Other Expense Detail					
	230 Admin Fee - Sewer	827	599			-100.00%
	231 Fire Station	-	-			0%
	232 Sewer Plant Upgrade	117,087	117,606	116,964	116,964	-0.55%
	233 Stefan's Property	-	-			0%
	234 Route 140 Water Main	-	-			0%
	235 General Obligation Bond 1	340,000	352,500	362,500	362,500	2.84%
	236 General Obligation Bond 2	230,500	230,500	51,000	51,000	-77.87%
	237 General Obligation Bond 3	75,000	75,000	75,000	75,000	0.00%
	238 General Obligation Bond 4	15,000	15,000	15,000	15,000	0.00%
	239 BAN for Quint Fire Truck	60,535	50,000	50,000	50,000	0.00%
	240 <b>MATURING DEBT TOTAL:</b>	838,949	841,205	670,464	670,464	-20.30%
MURSD	241 <b>MENDON-UPTON REGIONAL SCHOOL:</b>					
	242 Salaries	1,750	1,500			-100.00%
	243 Other Expense Detail					0%
	244 Town Funded Operating Expenses	9,898,285	10,247,042	10,732,757	10,732,757	4.74%
	245 Capital Assessment	152,020	151,663			-100.00%
	246 Nipmuc HS & Miscoe Bond	450,868	452,413			-100.00%
	247 Memorial School Bond	469,130	451,852	424,453	424,453	-6.06%
	248 Miscoe Hill Repairs	88,009	89,561	87,690	87,690	-2.09%
	249 <b>MENDON-UPTON REGIONAL SCHOOL TOTAL:</b>	11,060,062	11,394,031	11,244,900	11,244,900	-1.31%
	250 <b>MISCELLANEOUS:</b>					
	251 Other Expense Detail					
	252 Memorial Day	2,300	2,400	2,400	2,400	0.00%
	253 Medicare - PR Taxes	68,000	69,500	69,500	69,500	0.00%
	254 Weights and Measures	1,200	1,200	1,200	1,200	0.00%
	255 Parking Ticket Warrant Officer	1,000	-	0	0	0%
	256 Street Lighting	36,000	37,000	37,000	37,000	0.00%
	257 Unemployment Comp.	15,000	18,500	21,000	21,000	13.51%
	258 <b>MISCELLANEOUS TOTAL:</b>	123,500	128,600	131,100	131,100	1.94%
	259 <b>MODERATOR:</b>					
Moderator	260 Wages	-	-			
Moderator	261 Salaries	500	500	500	500	0.00%
	262 Other Expense Detail					
	263 Miscellaneous	70	70	100	100	42.86%



**TOWN OF UPTON FINANCE COMMITTEE  
FY '17 - '18 BUDGET RECOMMENDATION  
LINE ITEM DETAILS**

		FY '15 - '16	FY '16 - '17	FY '17 - '18 Request	FinComm Recommended	% Change vs. FY 16/17
264	<b>MODERATOR TOTAL:</b>	570	570	600	600	5.26%
265	<b>MUNICIPAL BUILDINGS:</b>					
266	Other Expense Detail					
267	Miscellaneous	75,600	79,885	82,585	82,585	3.38%
268	<b>MUNICIPAL BUILDINGS TOTAL:</b>	75,600	79,885	82,585	82,585	3.38%
269	<b>NURSE - HEALTH SVCS:</b>					
Nurse - 1	270 Wages - Town of Upton Nurse	34,302	33,853	34,402	34,402	1.62%
Nurse - 2	267 Wages - Blackstone & Bellingham	9,000	16,928	17,201	17,201	1.61%
Nurse	268 Salaries	-	-	-	-	0%
269	Other Expense Detail					
270	Miscellaneous	1,900	1,900	1,900	1,900	0.00%
271	<b>NURSE - HEALTH SVCS TOTAL:</b>	45,202	52,681	53,503	53,503	1.56%
272	<b>PERSONNEL BOARD:</b>					
Personnel	273 Wages	1,656	1,683	2,482	2,482	47.53%
Personnel	274 Salaries	-	-	-	-	0%
275	Other Expense Detail					
276	Longevity Bonus	1,950	2,500	2,500	2,500	0.00%
277	MMPA Membership	200	200	200	200	0.00%
278	Miscellaneous	450	450	450	450	0.00%
279	Training	400	400	400	400	0.00%
280	Merit Bonus Pool	5,000	5,000	5,000	5,000	0.00%
281	<b>PERSONNEL BOARD TOTAL:</b>	9,656	10,233	11,032	11,032	7.82%
282	<b>PLANNING BOARD:</b>					
Planning	283 Wages	17,774	18,066	18,354	18,354	1.60%
Planning	284 Salaries	2,750	2,750	2,750	2,750	0.00%
285	Other Expense Detail					
286	Advertising/Printing	1,200	1,200	1,200	1,200	0.00%
287	CMRPC	1,863	2,006	2,056	2,056	2.49%
288	Membership & Training	320	320	320	320	0.00%
289	Miscellaneous	250	250	250	250	0.00%
290	Office Supplies	500	500	500	500	0.00%
291	Postage	300	300	300	300	0.00%
292	Professional Services	2,100	2,100	2,100	2,100	0.00%
293	<b>PLANNING BOARD TOTAL:</b>	27,057	27,492	27,830	27,830	1.23%
294	<b>POLICE DEPARTMENT:</b>					
Police	295 Wages	1,449,515	1,489,348	1,517,392	1,517,392	1.88%
Police	296 Salaries	-	-	-	-	0%
297	Other Expense Detail					
298	Building Maintenance	15,800	15,800	15,800	15,800	0.00%
299	Computer Maintenance	12,000	12,768	12,768	12,768	0.00%
300	Cruiser	34,000	40,000	40,000	40,000	0.00%
301	Cruiser Maintenance	9,000	11,000	11,000	11,000	0.00%
302	Cruiser Gas	36,000	30,000	30,000	30,000	0.00%
303	Clothing Allowance	15,500	15,500	15,300	15,300	-1.29%
304	General Expenses	21,700	21,700	21,700	21,700	0.00%
305	Training	4,500	6,000	6,000	6,000	0.00%
306	Utilities	36,000	36,000	36,000	36,000	0.00%
307	<b>POLICE DEPARTMENT TOTAL:</b>	1,634,015	1,678,116	1,705,960	1,705,960	1.66%
308	<b>POLICE DEPT. - COMMUNICATIONS:</b>					
309	Other Expense Detail					
310	Disp Clothing FT	1,600	1,600	1,600	1,600	0.00%
311	Disp Clothing PT	400	400	400	400	0.00%
312	Radio Maintenance	2,200	2,200	2,200	2,200	0.00%
313	<b>POLICE DEPT. - COMMUNICATIONS TOTAL:</b>	4,200	4,200	4,200	4,200	0.00%
314	<b>RECREATION:</b>					
Recreation	315 Wages	-	34,000	4,275	4,275	-87.43%
Recreation	316 Salaries	1,750	1,750	-	-	-100.00%
317	Other Expense Detail					
318	Improvements to Programs & Infrastructure	25,000	13,000	13,000	13,000	0.00%
319	Misc Expense	-	8,000	8,000	8,000	0.00%
320	Beach Program	8,000	8,000	8,000	8,000	0.00%
321	<b>RECREATION TOTAL:</b>	34,750	64,750	33,275	33,275	-48.61%
322	<b>REGISTRARS OF VOTERS:</b>					
Voters	323 Wages	-	-	-	-	0%
Voters	324 Salaries	-	-	-	-	0%
325	Other Expense Detail					
326	Miscellaneous	3,500	3,500	3,850	3,850	10.00%
327	<b>REGISTRARS OF VOTERS TOTAL:</b>	3,500	3,500	3,850	3,850	10.00%
328	<b>TOWN CLERK:</b>					
Town Clerk	329 Wages	70,825	74,203	75,398	75,398	1.61%
Town Clerk	330 Salaries	-	-	-	-	0%
331	Other Expense Detail					
332	Miscellaneous	3,000	3,800	3,800	3,800	0.00%
333	<b>TOWN CLERK TOTAL:</b>	73,825	78,003	79,198	79,198	1.53%
334	<b>TOWN COUNSEL:</b>					
335	Other Expense Detail					
336	Miscellaneous	80,000	75,000	75,000	75,000	0.00%
337	<b>TOWN COUNSEL TOTAL:</b>	80,000	75,000	75,000	75,000	0.00%
338	<b>TREASURER-COLLECTOR:</b>					
T/C	339 Wages	50,777	63,922	59,860	59,860	-6.35%
T/C	340 Salaries	55,612	56,168	58,269	58,269	3.74%
341	Other Expense Detail					0%
342	Expenses	32,912	34,800	35,700	35,700	2.59%
343	Tax Title Foreclosure	15,000	10,000	15,000	15,000	50.00%
344	Tax Title Auction	-	0	0	0	0%
345	<b>TREASURER-COLLECTOR TOTAL:</b>	154,301	164,890	168,829	168,829	2.39%
346	<b>TRUST FUND:</b>					
Trust Funds	347 Wages	-	-	-	-	0%



**TOWN OF UPTON FINANCE COMMITTEE  
FY '17 - '18 BUDGET RECOMMENDATION  
LINE ITEM DETAILS**

		<b>FY '15 - '16</b>	<b>FY '16 - '17</b>	<b>FY '17 - '18 Request</b>	<b>FinComm Recommended</b>	<b>% Change vs. FY 16/17</b>
Trust Funds	348 Salaries	750	1,750	1,750	1,750	0.00%
	349 TRUST FUND	750	1,750	1,750	1,750	0.00%
	350 VETERANS SERVICES:					
VetSvc	351 Wages	8,141	8,517	8,909	8,909	4.60%
VetSvc	352 Salaries	-	-			0%
	353 Other Expense Detail					
	354 Benefit Payments	20,000	20,000	20,000	20,000	0.00%
	355 Miscellaneous	800	1,000	1,000	1,000	0.00%
	356 VETERANS SERVICES TOTAL:	28,941	29,517	29,909	29,909	1.33%
	357 WASTE REMOVAL:					
	358 Other Expense Detail					
	359 Curbside Pickup	269,000	274,312	283,000	283,000	3.17%
	360 Disposal	94,000	94,000	94,000	94,000	0.00%
	361 Trash Bags	32,000	32,000	32,000	32,000	0.00%
	362 Hazardous Waste	6,000	6,000	6,000	6,000	0.00%
	363 WASTE REMOVAL TOTAL:	401,000	406,312	415,000	415,000	2.14%
	364					
	365 Total Operating Expenses	<b>20,278,780</b>	<b>20,786,731</b>	<b>20,863,304</b>	<b>20,863,304</b>	
	Salaries	80,112	78,112			
	Wages	3,844,153	3,786,627			
	Total Salaries & Wages	3,924,265	3,864,739			
	Other Operating Expenses	16,354,515	16,921,992			
	BVT	1,228,630	1,201,728			
	MURSD	11,060,062	11,394,031			
	Other Operating Expenses (not including schools)	4,065,823	4,326,233			



**TOWN OF UPTON FINANCE COMMITTEE**  
**FY '17 - '18 BUDGET RECOMMENDATION**  
**WAGE / SALARY DETAILS**

Department	Position Title	FY '15 - '16	FY '16 - '17	FY '17 - '18 Dept Request	FY '17 - '18 FC Recommend	% Change from '16 - '17
<b>WAGES</b>						
Acct	Department Assistant	5,243.25	5,328.66	5,572.48	5,572.48	4.58%
Acct	Town Accountant	32,667.42	34,168.55	35,741.16	35,741.16	4.60%
Anml Ctl	Animal Control Officer	18,546.46	19,836.00	20,155.20	20,155.20	1.61%
BoA	Department Coordinator	47,718.37	48,494.64	49,284.77	49,284.77	1.63%
BoH	Assistant Public Health Supervisor	45,906.49	46,644.41	48,323.18	48,323.18	3.60%
BoH	Health Agent	8,110.02	8,274.12	8,405.78	8,405.78	1.59%
BoS	Executive Assistant	47,916.77	50,118.26	60,253.44	60,253.44	20.22%
BoS	Custodian	42,159.78	42,850.77	43,535.23	43,535.23	1.60%
BoS	Custodian Vacation	2,080.80	2,462.40	2,462.40	2,462.40	0.00%
BoS	Town Manager	140,000.00	142,800.00	140,000.00	140,000.00	-1.96%
BoS	Municipal Hearing Officer	2,500.00	2,500.00	2,500.00	2,500.00	0.00%
Cable	Cable Access Coordinator	22.20	23.32	23.55	23.55	0.99%
Cable	PEG Access Assistant	14.11	14.39	14.68	14.68	2.02%
Cable	PEG Access Assistant	14.11	14.39	14.68	14.68	2.02%
CC	Conservation Administrator	11,181.24	11,403.77	11,632.00	11,632.00	2.00%
CC	Department Assistant	8,375.30	8,508.39	8,934.00	8,934.00	5.00%
COA	Department Specialist	18,279.22	18,573.64	18,875.34	18,875.34	1.62%
COA	Director of Elder and Social Services	59,452.25	60,421.29	66,500.00	66,500.00	10.06%
COA	Transportation Coordinator	0.00	-	0.00	0.00	0%
COA	Social Services Coordinator	42,090.30	45,619.46	46,356.96	46,356.96	1.62%
COA	Van Driver	5,558.59	-	-	0.00	0%
COA	Van Driver	6,948.24	9,884.22	10,046.84	10,046.84	1.65%
COA	Van Driver	6,948.24	9,884.22	10,046.84	10,046.84	1.65%
COA	Custodian	-	-	-	0.00	0%
Code Enf	Assistant Plumbing Inspector	3,191.39	3,255.53	3,320.13	3,320.13	1.98%
Code Enf	Assistant Wiring Inspector	3,191.39	3,255.53	3,320.13	3,320.13	1.98%
Code Enf	Building Inspector/Local Inspector	15,956.94	16,277.68	16,603.23	16,603.23	2.00%
Code Enf	Department Coordinator	41,320.99	43,185.14	44,739.30	44,739.30	3.60%
Code Enf	Inspector of Buildings	30,277.28	30,885.86	31,503.58	31,503.58	2.00%
Code Enf	Plumbing Inspector	6,382.77	6,511.07	6,641.29	6,641.29	2.00%
Code Enf	Wiring Inspector	6,382.77	6,511.07	6,641.29	6,641.29	2.00%
Code Enf	Department Assistant	4,278.51	4,347.37	4,548.18	4,548.18	4.62%
Code Enf	Per-Inspection Compensation	31,110.00	35,775.00	36,000.00	36,000.00	0.63%
DPW	Director of Public Works	51,508.69	52,225.26	53,846.04	53,846.04	3.10%
DPW	Highway Supervisor	75,040.99	76,249.67	77,476.67	77,476.67	1.61%
DPW	Department Specialist	24,040.91	24,428.91	24,822.01	24,822.01	1.61%
DPW	Clerical Fill-in	1,845.00	2,203.02	2,247.26	2,247.26	2.01%
DPW	Equipment Operator	46,285.97	47,031.49	47,788.32	47,788.32	1.61%
DPW	Equipment Operator	46,285.97	47,031.49	47,788.32	47,788.32	1.61%
DPW	Equipment Operator	46,285.97	47,031.49	47,788.32	47,788.32	1.61%
DPW	Equipment Operator	46,285.97	47,031.49	47,788.32	47,788.32	1.61%
DPW	Mechanic / Equip Operator	60,203.83	61,173.52	62,157.92	62,157.92	1.61%
DPW	Laborer	-	-	-	0.00	0%
DPW	Full Time Parks Laborer	-	-	-	0.00	0%
DPW	Summer Park Employees	-	-	-	0.00	0%
DPW	Seasonal Parks	-	-	-	0.00	0%
DPW	DPW OT	17,251.26	9,649.92	9,841.22	9,841.22	1.98%
DPW	On Call Stipend	5,585.11	5,775.41	5,833.10	5,833.10	1.00%
DPW	Working Foreman Differential	1,672.80	1,699.70	1,440.00	1,440.00	-15.28%
DPW	Longevity	720.00	720.00	1,550.00	1,550.00	115.28%
PFC	Parks Laborer w/ Pesticide License	51,630.77	52,462.38	64,326.91	64,326.91	22.62%
PFC	Parks Laborer	40,043.24	40,688.21	41,342.97	41,342.97	1.61%
PFC	Summer Park Employees	16,442.40	16,120.00	18,480.00	18,480.00	14.64%
PFC	Seasonal Parks	16,711.27	11,000.00	13,157.76	13,157.76	19.62%
PFC	Cemetery Overtime	0.00	4,776.96	4,920.61	4,920.61	3.01%
PFC	Parks OT	3,864.53	7,915.95	8,303.53	8,303.53	4.90%
PFC	Working Foreman Differential	10,648.80	10,608.08	0.00	0.00	-100.00%
Emerg. Mgt.	Emergency Management Director	6,791.27	6,819.49	6,929.15	6,929.15	1.61%
EMS	EMS Lieutenant	4,148.00	4,148.00	4,148.00	4,148.00	0.00%
EMS	ALS Coordinator	0.00	500.00	500.00	500.00	0.00%
EMS	EMS Training Committee	-	0.00	0.00	0.00	0%
EMS	EMS Captain	6,658.11	6,658.11	6,658.11	6,658.11	0.00%
EMS	Night on-Call Compensation	21,429.11	21,858.00	22,295.00	22,295.00	2.00%
EMS	Training Compensation	22,144.20	22,587.00	23,039.00	23,039.00	2.00%
EMS	Evening on-Call Compensation	-	-	0.00	0.00	0%
EMS	Hourly Compensation	29,841.12	85,438.00	23,188.00	23,188.00	-72.86%
EMS	Infection Control Officer	500.00	-	0.00	0.00	0%



**TOWN OF UPTON FINANCE COMMITTEE  
FY '17 - '18 BUDGET RECOMMENDATION  
WAGE / SALARY DETAILS**

Department	Position Title	FY '15 - '16	FY '16 - '17	FY '17 - '18 Dept Request	FY '17 - '18 FC Recommend	% Change from '16 - '17
EMS	W/E on-Call Compensation	8,710.80	8,885.00	9,062.00	9,062.00	1.99%
Fire	Assistant Fire Chief	12,515.25	12,515.25	12,515.25	12,515.25	0.00%
Fire	Deputy Chief	-	0.00	0.00	0.00	0%
Fire	EMT/Financial Assistant	52,651.52	52,450.56	52,249.60	52,249.60	-0.38%
Fire	Fire Alarm Tech Lic.	600.00	600.00	600.00	600.00	0.00%
Fire	Fire Captain	5,100.00	5,100.00	5,100.00	5,100.00	0.00%
Fire	Fire Captain	-	-	0.00	0.00	0%
Fire	Fire Chief	104,860.00	106,957.20	109,096.00	109,096.00	2.00%
Fire	Certified Lead Fire Inspector	400.00	400.00	400.00	400.00	0.00%
Fire	Fire Lieutenant	4,100.00	4,100.00	4,100.00	4,100.00	0.00%
Fire	Fire Lieutenant	4,100.00	4,100.00	4,100.00	4,100.00	0.00%
Fire	Fire Lieutenant	4,100.00	4,100.00	4,100.00	4,100.00	0.00%
Fire	Fire Lieutenant	4,100.00	4,100.00	4,100.00	4,100.00	0.00%
Fire	Certified Fire Instructor I & II	900.00	1,000.00	1,000.00	1,000.00	0.00%
Fire	Firefighter	2,100.00	2,100.00	2,100.00	2,100.00	0.00%
Fire	Firefighter	2,100.00	2,100.00	2,100.00	2,100.00	0.00%
Fire	Firefighter	2,100.00	2,100.00	2,100.00	2,100.00	0.00%
Fire	Firefighter	2,100.00	2,100.00	2,100.00	2,100.00	0.00%
Fire	Firefighter	2,100.00	2,100.00	2,100.00	2,100.00	0.00%
Fire	Firefighter	2,100.00	2,100.00	2,100.00	2,100.00	0.00%
Fire	Firefighter	2,100.00	2,100.00	2,100.00	2,100.00	0.00%
Fire	Firefighter	2,100.00	2,100.00	2,100.00	2,100.00	0.00%
Fire	Firefighter	2,100.00	2,100.00	2,100.00	2,100.00	0.00%
Fire	Firefighter	2,100.00	2,100.00	2,100.00	2,100.00	0.00%
Fire	Firefighter	2,100.00	2,100.00	2,100.00	2,100.00	0.00%
Fire	Firefighter	2,100.00	2,100.00	2,100.00	2,100.00	0.00%
Fire	Firefighter	2,100.00	2,100.00	2,100.00	2,100.00	0.00%
Fire	Firefighter	2,100.00	2,100.00	2,100.00	2,100.00	0.00%
Fire	Firefighter	2,100.00	2,100.00	2,100.00	2,100.00	0.00%
Fire	Firefighter	2,100.00	2,100.00	2,100.00	2,100.00	0.00%
Fire	Firefighter	2,100.00	2,100.00	2,100.00	2,100.00	0.00%
Fire	Firefighter	2,100.00	2,100.00	2,100.00	2,100.00	0.00%
Fire	Firefighter	2,100.00	2,100.00	2,100.00	2,100.00	0.00%
Fire	Firefighter	2,100.00	2,100.00	2,100.00	2,100.00	0.00%
Fire	Firefighter	2,100.00	2,100.00	2,100.00	2,100.00	0.00%
Fire	Firefighter	2,100.00	2,100.00	2,100.00	2,100.00	0.00%
Fire	Firefighter	2,100.00	2,100.00	2,100.00	2,100.00	0.00%
Fire	Firefighter	2,100.00	2,100.00	2,100.00	2,100.00	0.00%
Fire	Firefighter	2,100.00	2,100.00	2,100.00	2,100.00	0.00%
Fire	Firefighter	2,100.00	2,100.00	2,100.00	2,100.00	0.00%
Fire	Firefighter	2,100.00	2,100.00	2,100.00	2,100.00	0.00%
Fire	Firefighter	2,100.00	2,100.00	2,100.00	2,100.00	0.00%
Fire	Firefighter	2,100.00	2,100.00	2,100.00	2,100.00	0.00%
Fire	Firefighter	2,100.00	2,100.00	2,100.00	2,100.00	0.00%
Fire	Firefighter	2,100.00	2,100.00	2,100.00	2,100.00	0.00%
Fire	Firefighter	2,100.00	2,100.00	2,100.00	2,100.00	0.00%
Fire	Firefighter	2,100.00	2,100.00	2,100.00	2,100.00	0.00%
Fire	Firefighter	2,100.00	2,100.00	2,100.00	2,100.00	0.00%
Fire	Firefighter	2,100.00	2,100.00	2,100.00	2,100.00	0.00%
Fire	Firefighter/EMT - Career	58,578.60	59,751.00	60,946.00	60,946.00	2.00%
Fire	Firefighter/EMT - Career	58,578.60	59,751.00	0.00	0.00	-100.00%
Fire	Firefighter/EMT - Career	58,578.60	59,751.00	60,946.00	60,946.00	2.00%
Fire	Firefighter / Paramedic	57,429.88	58,579.00	59,751.00	59,751.00	2.00%
Fire	Firefighter / Paramedic	57,429.88	58,579.00	59,751.00	59,751.00	2.00%
Fire	Firefighter / Paramedic - NEW			59,294.00	59,294.00	0%
Fire	Firefighter / Paramedic - NEW			59,294.00	59,294.00	0%
Fire	Fire Overtime	25,500.00	26,010.00	25,000.00	25,000.00	-3.88%
Fire	Holidays (X 11)	16,640.28	24,283.00	34,676.00	34,676.00	42.80%
Fire	Hourly Compensation	71,400.00	72,828.00	59,495.00	59,495.00	-18.31%
Fire	S.A.F.E. Coordinator	300.00	500.00	500.00	500.00	0.00%
Fire	Longevity	800.00	1,100.00	1,122.00	1,122.00	2.00%
Fire	Parmedic Stipend	6,000.00	6,000.00	12,000.00	12,000.00	100.00%
Fire	EMT Stipend	0.00	1,950.00	1,950.00	1,950.00	0.00%
Fire	Fire Inspector Credentialing Stipend	1,310.00	1,645.00	1,678.00	1,678.00	2.01%
Historical	Department Assistant	-	631.00	641.25	641.25	1.62%
Library	Children & Young Adult Librarian	42,352.20	43,886.42	45,907.68	45,907.68	4.61%
Library	Circulation Clerk	16,044.89	16,307.57	16,245.09	16,245.09	-0.38%
Library	Circulation Specialist	16,044.89	16,307.57	18,189.08	18,189.08	11.54%
Library	Circulation Specialist	17,619.13	18,257.05	18,916.64	18,916.64	3.61%
Library	Circulation Specialist	17,619.13	18,257.05	18,916.64	18,916.64	3.61%
Library	Library Director	68,345.26	69,446.01	70,563.53	70,563.53	1.61%
Library	Library Page	2,386.80	2,433.60	2,574.00	2,574.00	5.77%
Nurse - 1	Town Nurse - Town of Upton	34,302.06	33,852.54	34,401.74	34,401.74	1.62%
Nurse - 2	Town Nurse - Blackstone & Bellingham	9,000.00	16,928.46	17,200.87	17,200.87	1.61%
Personnel	Department Assistant	1,655.82	1,682.51	2,482.27	2,482.27	47.53%
Planning	Department Coordinator	17,774.13	18,065.59	18,354.49	18,354.49	1.60%
Police	Chief	129,663.42	131,752.00	133,871.00	133,871.00	1.61%
Police	Sergeant 1	88,202.46	89,623.00	91,065.00	91,065.00	1.61%
Police	Lieutenant	80,184.24	89,623.00	91,065.00	91,065.00	1.61%
Police	Sergeant 3	88,202.46	89,623.00	91,065.00	91,065.00	1.61%
Police	Patrol 1 (SRO)	69,153.96	70,268.00	71,398.00	71,398.00	1.61%
Police	Patrol 2	65,860.38	66,921.00	67,998.00	67,998.00	1.61%
Police	Patrol 3	65,860.38	66,921.00	67,998.00	67,998.00	1.61%



**TOWN OF UPTON FINANCE COMMITTEE**  
**FY '17 - '18 BUDGET RECOMMENDATION**  
**WAGE / SALARY DETAILS**

Department	Position Title	FY '15 - '16	FY '16 - '17	FY '17 - '18 Dept Request	FY '17 - '18 FC Recommend	% Change from '16 - '17
Police	Patrol 4	72,446.52	73,614.00	74,798.00	74,798.00	1.61%
Police	Patrol 5	74,093.82	75,287.00	76,498.00	76,498.00	1.61%
Police	Patrol 6	65,860.38	66,921.00	67,998.00	67,998.00	1.61%
Police	Patrol 7	72,446.52	73,614.00	71,398.00	71,398.00	-3.01%
Police	Patrol 8	69,153.96	70,268.00	74,798.00	74,798.00	6.45%
Police	New Patrol Officer			60,569.00	60,569.00	0%
Police	Department Specialist	48,231.48	49,005.78	49,795.00	49,795.00	1.61%
Police	Police OT	172,367.76	177,238.00	127,022.00	127,022.00	-28.33%
Police	Police Training	18,626.22	19,272.00	19,272.00	19,272.00	0.00%
Police	Police Educational Incentive Program	46,000.00	50,000.00	52,000.00	52,000.00	4.00%
Police	Police & Communications Longevity	7,000.00	8,350.00	8,350.00	8,350.00	0.00%
Police	Communication 1	49,229.28	51,518.00	53,419.00	53,419.00	3.69%
Police	Communication 2	49,277.22	50,070.00	50,875.00	50,875.00	1.61%
Police	Communication 3	49,277.22	43,209.00	50,265.00	50,265.00	16.33%
Police	Communication 4	49,277.22	50,070.00	50,875.00	50,875.00	1.61%
Police	Communication PT & OT wages	-	-	0.00	0.00	0%
Police	Communication Educational Incentive Program	14,000.00	10,000.00	10,000.00	10,000.00	0.00%
Police	Communication Training	5,100.00	5,000.00	5,000.00	5,000.00	0.00%
Recreation	Recreation Director		30,000.00	0.00	0.00	-100.00%
Recreation	Department Associate		4,000.00	4,275.02	4,275.02	6.88%
Town Clerk	Town Clerk	60,482.27	61,459.55	62,449.30	62,449.30	1.61%
Town Clerk	Assistant Town Clerk	10,342.80	12,743.23	12,948.39	12,948.39	1.61%
T/C	Assistant Treasurer/Collector	35,213.68	39,156.94	39,732.71	39,732.71	1.47%
T/C	Department Associate	12,186.14	12,382.42	12,583.21	12,583.21	1.62%
VetSvc	Veterans' Services Director	8,141.20	8,517.47	8,909.08	8,909.08	4.60%
<b>Sub-Total</b>		<b>3,896,263.91</b>	<b>4,085,911.89</b>	<b>4,152,790.25</b>	<b>4,152,790.25</b>	<b>6.58%</b>
Water	Director of Public Works	31,518.00	31,335.15	32,307.62	32,307.62	3.10%
Water	Water & Sewer Supervisor	37,905.32	38,506.08	39,125.72	39,125.72	1.61%
Water	Department Specialist (DPW)	14,321.92	14,657.34	14,893.21	14,893.21	1.61%
Water	Clerical Fill In	1,118.40	1,321.92	1,348.36	1,348.36	2.00%
Water	Water / WW Operator	28,284.68	31,342.41	31,846.78	31,846.78	1.61%
Water	Water / WW Operator	30,839.50	30,342.41	31,846.78	31,846.78	4.96%
Water	Water / WW Operator	29,920.19	27,875.77	29,157.42	29,157.42	4.60%
Water	Water / WW Operator	27,440.20	27,875.77	28,324.35	28,324.35	1.61%
Water	Summer Employee	0.00	0.00	2,640.00	2,640.00	0%
Water	Scheduled OT	12,671.46	16,428.98	16,757.56	16,757.56	2.00%
Water	Unscheduled OT	14,783.37	10,885.73	11,072.84	11,072.84	1.72%
Water	On Call Stipend	2,765.88	2,887.70	2,945.72	2,945.72	2.01%
Water	Full license upgrades	1,667.58	1,634.88	1,634.88	1,634.88	0.00%
Water	Working Foreman	836.40	849.68	800.00	800.00	-5.85%
Water	Longevity	250.00	250.00	225.00	225.00	-10.00%
Wastewater	Director of Public Works	21,012.00	20,890.10	21,621.26	21,621.26	3.50%
Wastewater	Water & Sewer Supervisor	9,547.95	38,506.08	39,125.72	39,125.72	1.61%
Wastewater	Department Specialist (DPW)	9,547.95	9,771.56	9,966.99	9,966.99	2.00%
Wastewater	Clerical Fill In	745.60	881.28	898.91	898.91	2.00%
Wastewater	WW Operator	0.00	0.00	0.00	0.00	0%
Wastewater	Water / WW Operator	28,284.68	31,342.41	31,846.78	31,846.78	1.61%
Wastewater	Water / WW Operator	30,839.50	30,342.41	31,846.78	31,846.78	4.96%
Wastewater	Water / WW Operator	29,920.19	27,875.77	29,157.42	29,157.42	4.60%
Wastewater	Water / WW Operator	27,440.20	27,875.77	28,324.35	28,324.35	1.61%
Wastewater	Summer Employee	0.00	0.00	2,640.00	2,640.00	0%
Wastewater	Scheduled OT	13,621.82	16,428.98	16,757.56	16,757.56	2.00%
Wastewater	Unscheduled OT	6,335.73	3,877.05	3,954.59	3,954.59	2.00%
Wastewater	On Call Stipend	2,821.20	2,887.70	2,887.70	2,887.70	0.00%
Wastewater	Working Foreman	836.40	849.68	800.00	800.00	-5.85%
Wastewater	Longevity	250.00	250.00	225.00	225.00	-10.00%
Wastewater	Full license upgrades	1,667.58	1,634.88	1,634.88	1,634.88	0.00%
<b>Sub-Total</b>		<b>455,099.03</b>	<b>488,113.57</b>	<b>466,614.18</b>	<b>466,614.18</b>	<b>2.53%</b>
<b>SALARIES</b>						
BoA	Assessor #1	750.00	750.00	750.00	750.00	0.00%
BoA	Assessor #2	500.00	500.00	500.00	500.00	0.00%
BoA	Assessor #3	500.00	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%



**TOWN OF UPTON FINANCE COMMITTEE**  
**FY '17 - '18 BUDGET RECOMMENDATION**  
**WAGE / SALARY DETAILS**

Department	Position Title	FY '15 - '16	FY '16 - '17	FY '17 - '18 Dept Request	FY '17 - '18 FC Recommend	% Change from '16 - '17
BVT	Elected Representative	-	500.00	500.00	500.00	0.00%
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	-	-	-	0.00	0%
Housing	Housing Authority #1	750.00	750.00	750.00	750.00	0.00%
Housing	Housing Authority #2	500.00	500.00	500.00	500.00	0.00%
Housing	Housing Authority #3	500.00	500.00	500.00	500.00	0.00%
Housing	Housing Authority #4	500.00	500.00	500.00	500.00	0.00%
Library	Library Trustees #1	750.00	750.00	750.00	750.00	0.00%
Library	Library Trustees #2	500.00	500.00	500.00	500.00	0.00%
Library	Library Trustees #3	500.00	500.00	500.00	500.00	0.00%
Library	Library Trustees #4	500.00	500.00	500.00	500.00	0.00%
Library	Library Trustees #5	500.00	500.00	500.00	500.00	0.00%
Library	Library Trustees #6	500.00	500.00	500.00	500.00	0.00%
Library	Library Trustees #7	500.00	500.00	500.00	500.00	0.00%
Library	Library Trustees #8	500.00	500.00	500.00	500.00	0.00%
Library	Library Trustees #9	500.00	500.00	500.00	500.00	0.00%
Moderator	Moderator	500.00	500.00	500.00	500.00	0.00%
MURSD	MURSD #1	750.00	500.00	500.00	500.00	0.00%
MURSD	MURSD #2	500.00	500.00	500.00	500.00	0.00%
MURSD	MURSD #3	500.00	500.00	500.00	500.00	0.00%
Planning	Planning Board #1	750.00	750.00	750.00	750.00	0.00%
Planning	Planning Board #2	500.00	500.00	500.00	500.00	0.00%
Planning	Planning Board #3	500.00	500.00	500.00	500.00	0.00%
Planning	Planning Board #4	500.00	500.00	500.00	500.00	0.00%
Planning	Planning Board #5	500.00	500.00	500.00	500.00	0.00%
Recreation	Recreation #1	750.00	750.00	750.00	750.00	0.00%
Recreation	Recreation #2	500.00	500.00	500.00	500.00	0.00%
Recreation	Recreation #3	500.00	500.00	500.00	500.00	0.00%
T/C	Treasurer	55,612.33	56,168.00	57,859.50	57,859.50	3.01%
Trust Funds	Commissioner of Trust Funds #1	750.00	750.00	750.00	750.00	0.00%
Trust Funds	Commissioner of Trust Funds #2	500.00	500.00	500.00	500.00	0.00%
Trust Funds	Commissioner of Trust Funds #3	500.00	500.00	500.00	500.00	0.00%
Voters	Registrars of Voters	-	-	-	0.00	0%
<b>Sub-Total</b>		<b>78,112.33</b>	<b>78,918.00</b>	<b>80,609.50</b>	<b>80,609.50</b>	<b>3.20%</b>
<b>Total</b>		<b>4,429,475.28</b>	<b>4,652,943.46</b>		<b>4,700,013.93</b>	<b>6.11%</b>

**DEPARTMENT TOTALS**

Acct	37,910.67	39,497.21	39,497.21	4.18%
Anml Ctl	18,546.46	19,836.00	19,836.00	6.95%
BoA	49,468.37	50,244.64	50,244.64	1.57%
BoH	55,766.51	56,668.53	56,668.53	1.62%
BoS	236,407.36	242,481.43	242,481.43	2.57%
COA	139,276.84	144,382.83	144,382.83	3.67%
Cable	50.41	52.10	52.10	3.36%
Cemetery	1,750.00	1,750.00	1,750.00	0.00%
Code Enf	142,092.04	150,004.25	150,004.25	5.57%
CC	19,556.54	19,912.16	19,912.16	1.82%
DPW	423,012.47	422,251.37	422,251.37	-0.18%
Emerg. Mgt.	6,791.27	6,819.49	6,819.49	0.42%
EMS	93,431.34	150,574.11	88,890.11	-4.86%
Finance	-	-	-	0%
Fire	708,651.20	730,001.01	730,001.01	3.01%
Housing	2,250.00	2,250.00	2,250.00	0.00%
Library	185,162.30	189,645.27	189,645.27	2.42%
Moderator	500.00	500.00	500.00	0.00%
MURSD	1,750.00	1,500.00	1,500.00	-14.29%
Nurse	-	50,781.00	51,602.61	0%
Personnel	1,655.82	1,682.51	1,682.51	1.61%
PFC	139,341.01	143,571.58	143,571.58	3.04%
Planning	20,524.13	20,815.59	20,815.59	1.42%
Police	1,449,514.90	1,478,167.78	1,478,167.78	1.98%
Recreation	1,750.00	35,750.00	35,750.00	1942.86%
Voters	-	-	-	0%
T/C	115,198.30	120,089.78	120,089.78	4.25%
Town Clerk	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	8,141.20	8,517.47	8,517.47	4.62%



**TOWN OF UPTON FINANCE COMMITTEE  
FY '17 - '18 BUDGET RECOMMENDATION  
WAGE / SALARY DETAILS**

Department	Position Title	FY '15 - '16	FY '16 - '17	FY '17 - '18 Dept Request	FY '17 - '18 FC Recommend	% Change from '16 - '17
	<b>Total</b>	<b>3,931,074.18</b>	<b>4,163,698.89</b>		<b>4,102,836.50</b>	<b>4.37%</b>
Water		234,322.90	236,193.82		244,926.24	4.53%
Wastewater		220,776.13	251,919.75		221,687.94	0.41%



## TOWN OF UPTON, MASSACHUSETTS

### Annual Town Meeting 4 May 2017 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, May 1, 2017, 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 4, 2017 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); Mendon Upton Regional School Committee (1 for 3 years); Board of Health (1 for 3 years); Cemetery Commission (1 for 3 years); Cemetery Commission (1 for 1 year); Library Trustees (3 for 3 years); Library Trustees (1 for 1 year); Recreation Commission (1 for 3 years); Recreation Commission (1 for 2 years) Board of Trust Fund Commissioners (1 for 3 years); Planning Board (1 for 5 years); Finance Committee (1 for 3 years).

Explanation/

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

Recommendation: Not Applicable

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**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

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**ARTICLE 3:** (By Petition) To see if the Town of Upton will vote to form a temporary commission for the comprehensive review and rewrite of the Town Manager act as implemented by Chapter 391 of the Acts of 2008 as "An Act Establishing the Office of Town Manager in the Town of Upton" for further consideration and vote at a subsequent Town Meeting.

Whereas the Town of Upton has now had the experience of hiring a Town Manager and working with the result, to see if the voters of Upton will

approve the formation of a special and temporary commission where the task will be;

- the complete and comprehensive review, and
- the full restatement of the Town Manager Act

as established by Chapter 391 of the Acts of 2008.

The Commission is to be composed of five volunteer registered voters from Upton who will become voting members of this commission, where three members are to be appointed by the Board of Selectmen and two members are to be appointed by the Moderator. The Commission once formed will chose its chair person and immediately establish liaisons with at least one member from each and every board, commission, authority and department in the town of Upton as recited in the most recent publication of Upton Town Report.

And also to establish from a list of voting Upton residents, non-voting members for the special commission to serve as specialist to consult and guide on issues of:

- Compensation
- Law
- Professional representation of public interest and best practices
- Any other special skills as need may arise

This temporary commission is to develop and vote on the final text of a resolution and to present their work as a revised Town Manager Act to the voting body of Upton not later than three months from the day of approval of this resolution.

That no candidate for the permanent position of Town Manager be solicited, chosen or hired until this revised act has been approved by the Massachusetts Legislature.

Explanation/

Submitted by: Petitioners

Recommendation: N/A

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**ARTICLE 4:** (By Petition) Article 1 - To see if the Town will vote to authorize the Board of Selectmen to petition the General Court for special legislation to amend the Town Manager Act as established by Chapter 391 of the Acts of 2008 by replacing Sections 3, 4 and 5 with the following:

**SECTION 3.** The manager shall be appointed by the board on the basis of executive and administrative qualifications and other hiring requirements set forth by the board. The manager shall be a person especially suited by a combination of education, training and

professional experience to perform the duties of the office. The manager shall not serve as a member of the Board of Selectman within the town's government for at least 12 months before his appointment. The manager shall devote his full-time to the office and shall not hold any other public office, elected or appointed, nor engage in any other business or occupation during the term unless that service is approved in advance by the vote of the board. The manager shall be subject to the personnel by-laws of the town unless the board exempts specific provisions of those by-laws as defined in a signed contract between the town and the applicant. The board may enter into a contract with the manager, not to exceed 3 years in length, setting forth the terms and conditions of the manager's employment.

(Addition)Each member of the Board of selectman shall complete an annual written review of the job performance of the town manager. A summary of the overall evaluation shall be a public record.

**SECTION 4.** The manager shall be responsible and accountable to the board for the efficient and orderly conduct of the departments and functions placed in his charge as manager and for the proper execution of the following powers and duties. The manager shall:

- (i) Be responsible for the administration of personnel matters, including the personnel by-laws and all personnel policies that the town may adopt. Responsibilities shall include consulting the Board and Personnel Board in implementation and enforcement of all actions regarding personnel policies, rules and regulations and managing personnel costs such as salaries, benefits, overtime and use of town-owned vehicles for employees under jurisdiction of the board.
- (j) Ensure all employee receive performance reviews annually and in accordance with the personnel by laws
- (m) To see that all laws, this charter, by-laws and other town meeting votes, and directives of the board of selectmen that require enforcement by him or officers or employees subject to his direction and supervision, are faithfully carried out.
- (p) Work in conjunction with the Personnel Board and its by-laws to arbitrate grievances with final say coming from the Board. To act as a negotiator for all collective bargaining agreements to which the board of selectman is a party. The board shall retain authority to execute the union contracts
- (s) Answer questions and attempt to resolve any non-personnel issues or complaints filed with the board or the manager. Maintain a log of all complaints or issues and submit a regular written report of all resolutions to the board.

**SECTION 5.** The manager shall have budgetary powers and responsibilities, the manager shall:

(a) prepare and present annually to the board for its review, approval and recommendations to the finance committee detailed budgetary estimates of amounts necessary for the administration of all town boards, officers, committees, divisions and departments under the jurisdiction of the board or the manager for the ensuing fiscal year, including both capital and operating items. The manager shall present a requested balanced budget to the finance committee. The Finance Committee shall, upon receipt of the budget from the Town Manager, consider in public meetings detailed expenditures for each town department and agency and may confer with representatives of each such agency in connection with its review and consideration. The Finance Committee may require the Town Manager, or any other town agency, to furnish it with such additional information as it may deem necessary to assist it in its review and consideration of the proposed budget

The town may solicit, choose and hire a new Town Manager with the understanding that these changes await the approval of the Massachusetts Legislature.

Explanation/

Submitted by: Petitioners

Recommendation: N/A

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**ARTICLE 5:**

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

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**ARTICLE 6:**

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 fiscal year beginning July 1, 2017; or, to take any other action thereto.

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

Wages & Salaries	\$ 242,286.00
Expenses	340,771.00
Capital Outlay	235,000.00
Debt	335,601.00
Extra/Unforeseen	50,000.00
Budgeted Surplus	17,130.00

**Total** **\$ 1,220,788.00**

And that **\$1,220,788.00** be raised for such purposes as follows:

Department receipts	\$ 902,988.00
Retained Earnings	150,000.00
Tax Levy	167,800.00*
Free Cash	-0-

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

Explanation/

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

Recommendation: Favorable Action

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**ARTICLE 7:** 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 fiscal year beginning July 1, 2017; or, to take any other action thereto.

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

Wage & Salaries	\$ 219,048.00
Expenses	326,817.00
Capital Outlay	82,000.00
Debt	250,596.00
Extra/Unforeseen	30,000.00
Budgeted Surplus	3,852.00

**Total** **\$912,313.00**

And that **\$912,313.00** be raised for such purposes as follows:

Department receipts	\$ 677,015.00
Retained Earnings	110,000.00
Tax levy	125,298.00*
Free cash	-0-

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

Explanation/

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

Recommendation: Favorable Action

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**ARTICLE 8:**

To see if the Town will vote to raise and appropriate, appropriate from available unappropriated funds in the Town Treasury, or transfer, including from enterprise funds, or borrow the sum of Five hundred eleven thousand three hundred seventy-two dollars (\$511,372.00), 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, 2017; 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

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**ARTICLE 9:**

To see if the Town will vote pursuant to the provisions of G.L. c.44, §53E½, as most recently amended, to (1) establish the following revolving funds and fiscal year spending limits as set forth below, and further (2) to amend the General Bylaws by inserting a new bylaw establishing various revolving funds, specifying the departmental receipts to be credited to each fund, the departmental purposes or programs for which each fund may be expended, and the entity authorized to expend each fund, such bylaw to provide as follows:

**TITLE 2, Chapter 25, Revolving Funds**

Section 1. There are hereby established in the Town of Upton pursuant to the provisions of G.L. c.44, §53E½, the following Revolving Funds, from which the specified department head, board, committee, or officer may incur liabilities against and spend monies from without appropriation in accordance with the limitations set forth in this by-law.

Section 2. Fringe benefits of full-time employees whose salaries or wages are paid from the fund shall also be paid from the fund.

Section 3. No liability shall be incurred in excess of the available balance of the fund.

Section 4. The total amount spent during a fiscal year shall not exceed the amount authorized by Annual Town Meeting or any increase therein as may

later be authorized by the Board of Selectmen and Finance Committee in accordance with G.L. c.44, §53E½.

Section 5. Interest earned on monies credited to a revolving fund established by this by-law shall be credited to the General Fund.

Section 6. Authorized Revolving Funds

REVOLVING FUND PROGRAM OR PURPOSE	DEPARTMENT RECEIPTS TO BE CREDITED TO FUND	ENTITY AUTHORIZED TO SPEND
<b><i>Board of Health “Curbside Waste and Recycling Fund”</i></b> to pay costs of removing residential bulk items through curbside pick-up and purchase of recycling and/or trash bins	Fees for removal of bulk items and purchase of recycling and/or trash bins	Board of Health or Board of Health Chair as authorized by said board
<b><i>Board of Health “Title V Fund”</i></b> to pay costs of plan review, engineering services and related expenses for permitting of septic systems	Fees for septic system permits and field testing	Board of Health or Board of Health Chair as authorized by said board
<b><i>Conservation Commission “Wetlands Revolving Fund”</i></b> to pay costs associated with reviewing wetlands-related filings, processing certificates of compliance and related operating expenses and essential functions of the Conservation Commission	Filing fees under the Town of Upton Wetlands By-law	Conservation Commission or Conservation Commission Chair as authorized by said board
<b><i>Conservation Commission “Storm Water By-Law Fund”</i></b> 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	Conservation Commission or Conservation Commission Chair as authorized by said board
<b><i>Council on Aging Programming</i></b> to pay for 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;	Director of the Upton Council on Aging, with the approval of the Council on Aging
<b><i>Land Stewardship Committee “Community Garden Fund”</i></b> to pay costs associated with maintenance, upgrades, further expansion and related operating expenses for the Upton Community Garden fund;	Fees and other receipts collected for use of such Garden, including fees from	Land Stewardship Committee or Committee Chair as authorized by said committee

	participating gardeners	
<b><i>Land Stewardship Committee “Land Stewardship Fund”</i></b> 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	Land Stewardship Committee or Committee Chair as authorized by said committee
<b><i>Town Library Fund</i></b> to pay for the replacement of 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	Library Director with approval of Board of Library Trustees
<b><i>Recreation Commission</i></b> to pay for various recreation programs administered by the Recreation Commission	Fees and other receipts collected in connection with Recreation Commission recreation Programs	Recreation Commission or Recreation Commission Chair as authorized by said commission

Section 7. Procedures and Reports. Except as provided in General Laws Chapter 44, §53E½ and this by-law, all applicable state and local laws and regulations that govern the receipt, custody, expenditure and payment of town funds shall apply to the use of revolving funds established and authorized by this by-law.

And, further, to establish the following fiscal year spending limit for such funds:

Authorized Revolving Funds	Fiscal Year Expenditure Limit
Board of Health “Curbside Waste and Recycling Fund”	\$15,000
Board of Health “Title V Fund”	\$10,000
Conservation Commission “Wetlands Revolving Fund”	\$20,000
Conservation Commission “Storm Water By-	\$7,000

Law Fund”	
Council on Aging Programming	\$10,000
Land Stewardship Committee “Community Garden Fund”	\$2,000
Land Stewardship Committee “Land Stewardship Fund”	\$5,000
Town Library Fund	\$6,000
Recreation Commission	\$169,000

Or, to take any other action relative thereto.

Explanation/

Submitted by: Approve Revolving Funds for various activities/Board of Selectmen. This article also establishes a by-law for MGL Chap 44, Section 53E1/2 revolving funds in accordance with the Municipal Modernization Act/Board of Selectmen

Recommendation: Favorable Action

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**ARTICLE 10:** To see if the Town will vote, pursuant to the vote taken under Article 8 of the May 5, 2016 Annual Town Meeting creating a Treasurer/Collector Tax Title Collection Revolving Fund, to establish a fiscal year spending limit of fifteen thousand dollars (\$15,000), with such limit to be applicable for each fiscal year until such time as Town Meeting votes prior to July 1 in any year to increase the same; provided, however, that the Board of Selectmen, with the approval of the Finance Committee, may, at the request of the Treasurer/Collector increase such limit, for that fiscal year only, or to take any other action relative thereto.

Explanation/

Submitted by: To establish an expenditure limit of \$15,000 for the Tax Title Collection Revolving Fund, into which fund 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/ Board of Selectmen

Recommendation: Favorable Action

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**ARTICLE 11:** To see if the Town will vote to raise and appropriate, appropriate from available unappropriated funds in the Town treasury, transfer, or borrow One-million, three-hundred thousand dollars (\$1,300,000.00), or any other sum, for the purpose of funding the debt to pay the costs associated with the legal fees, engineering, design, project management, construction costs and materials for the replacement of approximately 4220 feet of old water main along Hartford Ave North, including all costs incidental and related thereto, and further, to authorize the Treasurer, with the approval of the Board of Selectmen, to borrow such sum pursuant to G.L. c.44, §§7 or 8 or any other enabling authority and issue bonds or notes therefore; and, while such bonds shall be

general obligation bonds of the Town, it is anticipated that repayment of this borrowing, including interest and principal, shall be made pursuant to the following formula: 50% to be paid by general taxation, and 50% to be paid by the water system users; and further, that any premium received by the Town upon the sale of any bonds or notes approved by this vote, less any such premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to the payment of costs approved by this vote in accordance with G.L. c.44, §20, thereby reducing the amount authorized to be borrowed to pay such costs by a like amount; or, to take any other action relative thereto.

Explanation/

Submitted by: Funds will be used to replace water main in preparation for the state funded Transportation Improvement Project (TIP). Half of the cost of the project will be paid by the Water Enterprise fund/ Board of Selectmen

Recommendation: Favorable Action

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**ARTICLE 12:** 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 2018, 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

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**ARTICLE 13:** To see if the Town will vote to amend the vote taken under Article 3 of the May 5, 2016 Annual Town Meeting appropriating the fiscal year 2017 budget, as amended under Article 2 of the November 15, 2016 Special Town Meeting, to make a supplemental appropriation for Town Counsel Expense for the remainder of fiscal year 2017, 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 approve an additional to meet Town Counsel expense for the remainder of FY '17/Board of Selectmen.

Recommendation: Favorable Action

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**ARTICLE 14:** To see if the Town will vote to act on the report of the Community Preservation Committee on the fiscal year 2018 community preservation budget, and to appropriate the sum of Fifteen thousand dollars (\$15,000.00), or any other sum, from the Community Preservation Fund fiscal year 2018 estimated annual revenues to the Community Preservation Committee Administrative Expense Account for all necessary and proper administrative expenses of the Committee for fiscal year 2018; or, to take any other action relative thereto.

Explanation/

Submitted by:

To appropriate from CPA FY2018 estimated revenues for the Community Preservation Committee FY2018 Administrative Expense Account/Community Preservation Committee.

Recommendation: Favorable Action

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**ARTICLE 15:** To see if the Town will vote to transfer from the Community Preservation Reserve Account, Historic Resources Reserve (2400-30003590-1000) the sum of Six Thousand dollars, (\$6,000.00), or any other sum, to the Upton Historical Commission for the purpose of purchasing and installing up to five signs identifying Upton's Historical District; such funds to be expended by the Upton Historical Commission; or, to take any other action relative thereto.

Explanation/

Submitted by:

Community Preservation Act funds will be used for signage to help identify Upton's Historical District/Historical Commission.

Recommendation: Favorable Action

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**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 Ten thousand and seven hundred dollars (\$10,700.00), or any other sum, for the purchase of active shooter kits and replacement firearms for the Police Department; or, to take any other action relative thereto.

Explanation/

Submitted by:

Funds will be used for needed upgrades to Police Department equipment/Board of Selectmen

Recommendation: Favorable Action

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**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 Three Hundred and three thousand and twenty five dollars (\$303,025.00), or any other sum, for the costs to complete engineering and design services required for easements related to the Town's Transportation Improvement Program (TIP) project, including all incidental and related expenses; or, to take any other action relative thereto.

Explanation/

Submitted by:

Easement and Right of Way survey work is necessary in preparation for the state funded Transportation Improvement Project (TIP)/ Board of Selectmen

Recommendation: Favorable Action

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**ARTICLE 18:** To see if the Town will vote to raise and appropriate, appropriate from available unappropriated funds in the Town treasury, transfer, or borrow six hundred thousand dollars (\$600,000.00) to pay the costs associated with the engineering, design, project management, construction and materials for repairs to the Fowler Street Bridge, located at Davidson Road outlet, including all incidental and related costs, and further, to authorize the Treasurer, with the approval of the Board of Selectmen, to borrow such sum pursuant to G.L. c.44, §§7 or 8 or any other enabling authority and issue bonds or notes therefor; that any premium received by the Town upon the sale of any bonds or notes approved by this vote, less any such premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to the payment of costs approved by this vote in accordance with G.L. c.44, §20, thereby reducing the amount authorized to be borrowed to pay such costs by a like amount; and further, that the amount authorized to be borrowed hereunder shall be reduced by the amount of any grants or gifts received by the Town prior to such borrowing for purposes of this article; or, to take any other action relative there to.

Explanation/

Submitted by:

This article will fund the repair of the Fowler Street bridge under the terms of a state grant award. The Town has received a \$500,000.00 grant for the repair of the bridge which will reimburse Town costs, however, the Town is still required to authorize payment for the entire amount of the project/ Board of Selectmen

Recommendation: Favorable Action

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**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 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

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**ARTICLE 20:** To see if the Town will vote to set Twenty thousand dollars (\$20,000.00) as the maximum spending limit for fiscal year 2018 expenditures for the "Senior Work Off" Program, under M.G.L. Chapter 59, Section 5K, which program allows senior citizens to work for the Town in exchange for credit on annual property tax assessments, and to adjust the maximum exemption allowed to \$1,500.00 per participant; or, to take any other action relative thereto.

Explanation/

Submitted by: To set a limit of expenditure for this program at \$20,000.00 and the limit per participant at \$1,500.00 /Board of Assessors.

Recommendation: Favorable Action

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**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 Four hundred and thirty thousand dollars (\$430,000.00), 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

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**ARTICLE 22:** To see if the Town will vote to amend the General By-laws, Section 1 of Chapter 9, Capital Budget Committee, with text to be inserted shown in bold underline and text to be deleted shown with strikethrough, as follows:

No motion relating to any capital expenditure in excess of ~~\$100,000~~ \$25,000 or any appropriation for such a capital expenditure shall be acted upon at any Town Meeting until it has been submitted to the Committee, except where provided otherwise by law. It shall be the duty of the Committee to make a recommendation, either verbally or in written form,

to the Town Meeting concerning each article or transfer relating to capital expenditures of the Town; or, to take any action relative thereto.

Explanation/

Submitted by:

To increase the number of capital projects which would be reviewed by the Capital Budget Committee by decreasing the present threshold of \$100,000.00 for review to \$25,000.00/Board of Selectmen.

Recommendation: Favorable Action

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**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 Twenty-one thousand and eight hundred dollars (\$21,800.00), or any other sum, for use by the Board of Assessors to contract for measure and list services and the sum of Eleven thousand dollars (\$11,000.00), or any other sum, for use by the Board of Assessors for future recertification; or, to take any other action relative thereto.

Explanation/

Submitted by:

Funds would assist the Board of Assessors with their responsibilities in revaluing town properties/Board of Assessors

Recommendation: Favorable Action

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**ARTICLE 24:**

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 Thirty-Five thousand dollars (\$35,000.00), or any other sum, to pay for costs associated with the development of cost estimates and schematic designs for the renovation of the property located at 3 Milford Street for Town uses, including all incidental and related costs; or to take any other action relative thereto.

Explanation/

Submitted by:

Structural and construction estimate tasks on 3 Milford St. are to be completed in order to provide information to the Town prior to purchase/Board of Selectmen

Recommendation: TBD

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**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 Five thousand four hundred and fifty dollars (\$5,450.00), or any other sum, for the purchase of furniture and equipment for the Town Library; or, to take any other action relative thereto.

Explanation/

Submitted by:

Funds will be used to purchase tables and chairs as well as audio/visual equipment for the Library/Library Trustees

Recommendation: Favorable Action

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**ARTICLE 26:** To see if the Town will vote to amend its Zoning By-laws, Section 6.2 Wireless Data Transfer Facilities Section, 6.2.6 Design Requirements and Performance Standard, (2) Height, by adding a new sentence at the conclusion thereof, with text to be inserted shown in bold, as follows:

6.2.6 Design Requirements and Performance Standards: All wireless data transfer facilities erected, installed and/or used shall comply with the following design requirements and performance standards:

- 1) Shared Use: Shared use of towers by commercial wireless data transfer carriers is required unless such shared use is shown by substantial evidence to not be feasible.
- 2) Height: The maximum allowed height of a tower shall be 150 feet. **The Planning Board may grant a waiver of the maximum allowed height limitation under this section for a tower not to exceed 200 feet in total if the Planning Board finds that the increased height is in the best interests of the Town.**

; or, to take any other action relative thereto.

Explanation/

Submitted by: The Planning Board is considering an increase in the height of cell towers in answer to concerns about the quality of cell phone and data transfer services in Upton/Planning Board

Recommendation: N/A

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**ARTICLE 27:** To see if the Town will vote to raise and appropriate, transfer from available funds in the Treasury or from Stabilization funds the sum of One-hundred and twenty thousand dollars (\$120,000.00), or any other sum, to purchase and equip a tanker truck for the Fire Department or, to take any other action relative thereto.

Explanation/

Submitted by: Funds will be used to purchase a replacement for Tanker I which is no longer road worthy and has been taken out of service/ Board of Selectmen

Recommendation: Favorable Action

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**ARTICLE 28:** To see if the Town will vote to raise and appropriate, appropriate from available unappropriated funds in the Town Treasury, or transfer, the sum of One-hundred and seventeen thousand dollars (\$117,000.00), or any other sum,

to fund the snow and ice deficit for Fiscal Year 2017, or, to take any other action relative thereto.

Explanation/

Submitted by: This article is to fund additional costs for the removal of snow and ice in Upton/ Board of Selectmen

Recommendation: Favorable Action

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**ARTICLE 29:** 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 for fiscal year 2018, 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

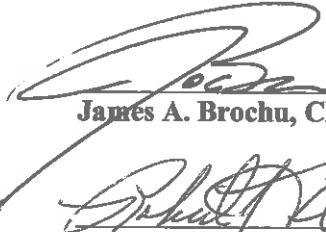
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And you are directed to serve this Warrant, by posting up attested copies thereof at the U.S. Post Office, Town Library, and Town Hall, in said Town seven days (7) at least before the time of holding said Meeting.

**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 eighteenth day of April in the year of our lord two thousand seventeen.

UPTON BOARD OF SELECTMEN

  
James A. Brochu, Chairman

  
Robert J. Fleming, Member

  
Gary Daugherty, Member

A true copy, Attest:

  
Sandra Hakala, Constable  
Date: April 18, 2017