



Finance Committee Report

Fiscal Year 2021

Budget Recommendation

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Account Number/Name Summary

135	Accountant	151	Legal Department
232	Ambulance Service	945	Liability Insurance
292	Animal Control	610	Library
299	Animal Disposal Service	123	Manager
141	Assessors	300	MURSD - Salaries
630	Beach	650	Parks
510	Board of Health	916	Payroll Taxes - Medicare
241	Building Inspector	152	Personnel
300	BVT - Salaries	175	Planning Board
159	Cable Committee	210	Police
137	Capital Budget Committee	192	Public Bldg. - Town Hall
491	Cemetery	163	Registration
291	Civil Defense	132	Reserve Fund
161	Clerk	911	Retirement
171	Conservation Committee	710	Retirement of Debt
541	Council on Aging	122	Selectmen
725	Debt Service - Short Term Interest	440	Sewer
215	Dispatcher	820	State Assessments
421	DPW	158	Tax Title Foreclosure
131	Finance Committee	113	Town Meetings Elections
220	Fire	114	Town Moderator
294	Forestry-Tree Planting	990	Transfers Out
522	Health Service	145	Treasurer Collector
422	Highway Maintenance	950	Trust Fund Committee
423	Highway Snow Ice	913	Unemployment Compensation
691	Historical Committee	543	Veterans
184	Housing Authority	433	Waste Removal
751	Interest on Long Term Debt	450	Water

Finance Committee Report – Budget Overview



TOWN OF UPTON, MASSACHUSETTS

FINANCE COMMITTEE

Dear Voters:

Attached is the FY2021 ("FY 21") operating budget for the Town of Upton. The operational budget is \$24,656,796, which is 3.70% (\$878,874) higher than FY2020, and balanced. The majority of the budget is formulated by the Town Manager (Derek Brindisi), and the Finance Committee is directly responsible for making budget recommendations for the six elected departments and the two school districts. Even though the Town Manager drafts the majority of the initial budget, the Finance Committee has been a very active participant on the Town's financial team, and the end product is the result of input from the entire financial team—the Selectmen, Town Manager, Accountant, Treasurer/Collector, Capital Budget, Finance Committee, and the Town Clerk.

At the outset, we need to emphasize that the FY21 budget was formulated prior to the onset of the COVID-19 pandemic. Notwithstanding this fact, after numerous discussions with the Town Manager and financial team, the Finance Committee believes the Town should move forward with the FY21 budget as reduced by the amended Mendon-Upton Regional School District (MURSD) budget. While it may seem obvious, we want to stress that in these unprecedented times, flexibility will be a necessity and we will likely need to make adjustments at the Fall Special Town Meeting.

The budget drivers for the FY21 budget are familiar and include primarily increases in insurance, healthcare, wages, pensions, curbside trash and recycling and educational funding. On March 9, 2020, MURSD originally approved a budget with a 6.99% increase over FY20. Given the substantial funding increase, Upton would have required a Prop 2 ½ override to finance this request. However, on May 5, with the pandemic in full swing and the closing of the schools, the MURSD School Committee met and voted to reduce their certified budget. The amended budget results in an increase cost of \$502,261 to Upton from FY20. In achieving this reduced budget, MURSD utilized cost savings incurred from closing school facilities and is able to provide level services to our students in FY21. As outlined in our FY21 Budget, the Finance Committee is recommending to raise and appropriate \$300,000 of their request, and transfer the balance (\$202,261) from general stabilization to fully fund MURSD's reduced budget request. Additionally, Blackstone Valley Regional Vocational Technical High School budget requested an increase of \$100,236 from FY20, which amount is also fully funded within the levy limit of the Town.

Another important highlight for FY21, is the Board of Health's request for an additional \$43,000 for curbside trash and recycling. This increase is on top of the \$127,000 increase approved in FY20, making the total increase over the last two years \$170,000 or 30%. As noted last year, there is no longer a market for selling recyclables. All municipalities are grappling with this problem and Upton will need to soon decide whether to keep paying these large increases each year or do something different.

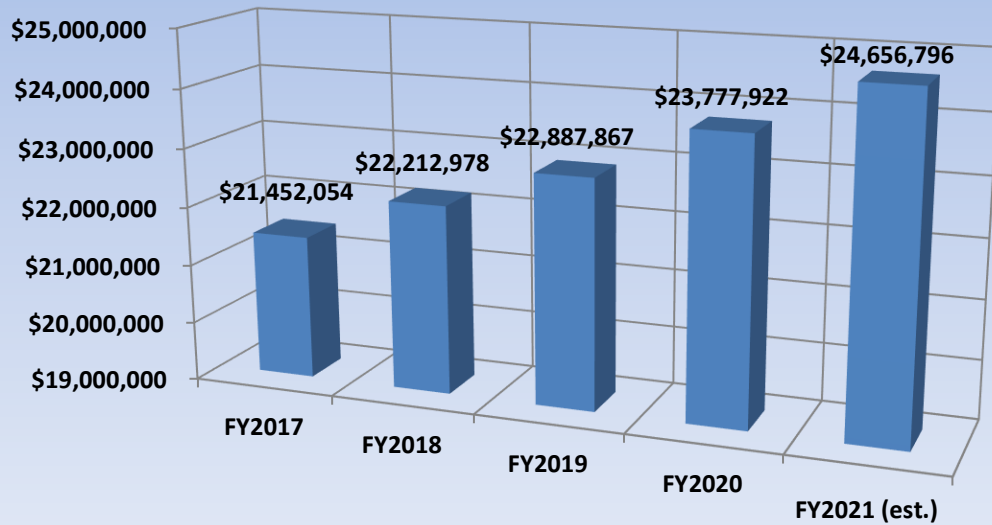
As we move forward, we continually face challenges from increasing school budgets, repairing deteriorating road infrastructure, and funding mandated future retirement obligations. Also, since we are funding part of our operational budget with stabilization funds, FY22 budget will be even more challenging. Given these challenges and the unknown repercussions of the current pandemic, we should remain proactive by saving whenever possible.

FINANCE COMMITTEE MEMBERS

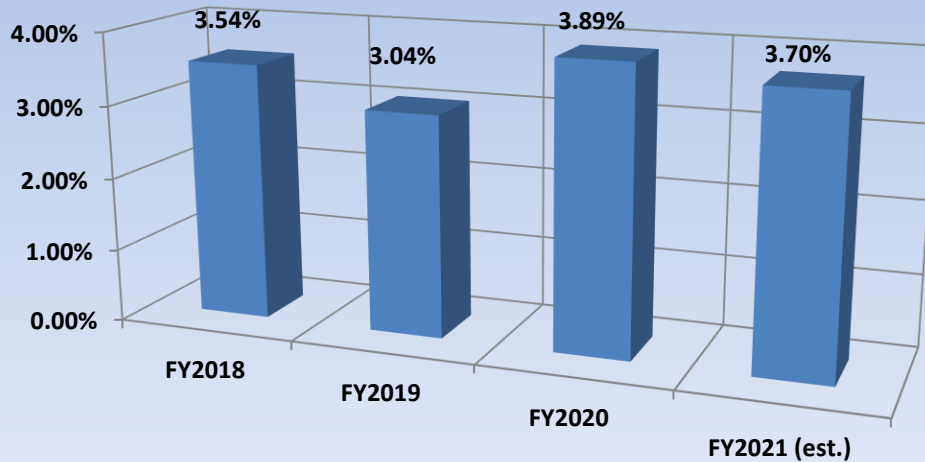
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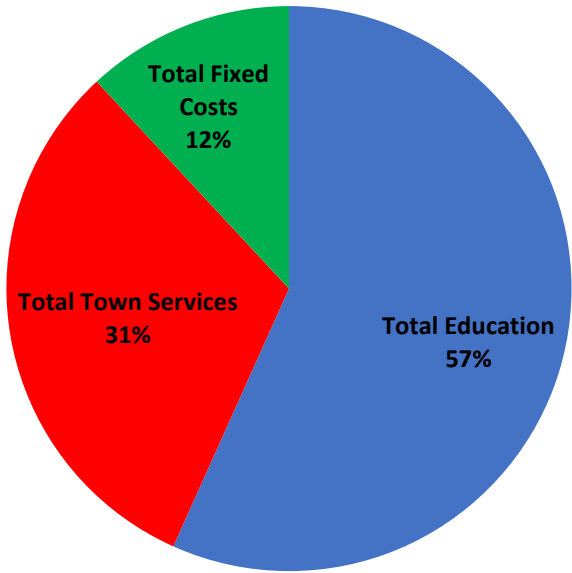
General Fund Budget Amount from Raise and Appropriate & General Stabilization Fund Appropriation



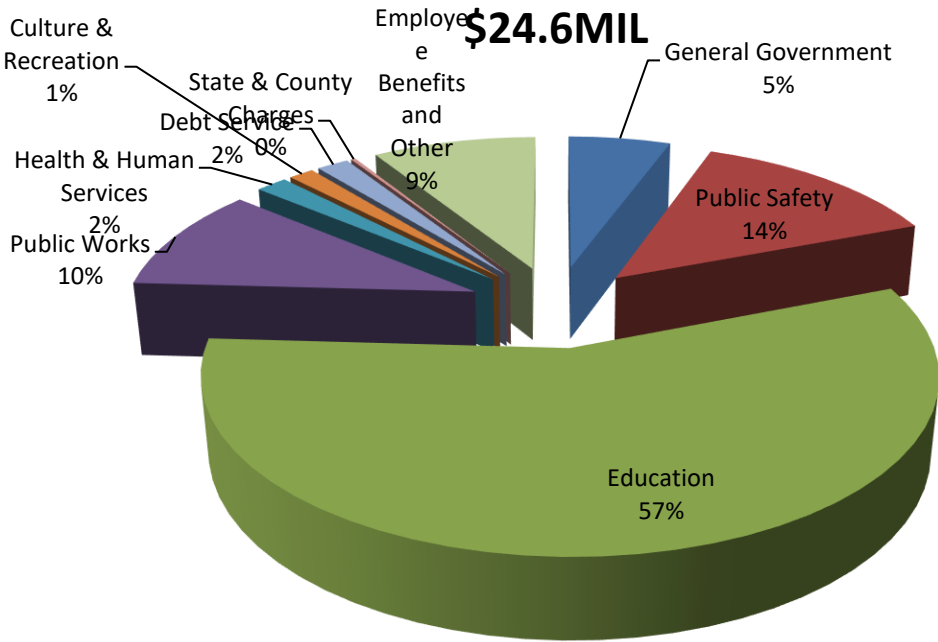
General Fund Budget % increase Year over Year (YOY) from Raise and Appropriate & General Stabilization Appropriation



**FY21 General Fund Total Expense Budget,
\$24.6MIL**



**FY21 Total Expense Budget by Function,
\$24.6MIL**



FY 2021 Line Item Budget Detail

Upton Budget - FY 2021 - Summary

AccountNumber	AccountName	Budget FY 2019	Budget FY 2020	Budget Rev/TM FY 2021	% Change
113	Town Meetings Elections				
<u>01: General Fund</u>					
Expenses					
0100-113-5400-5421	Town Meetings Elections	15000	11,800.00	18,200.00	54.24%
Total: Expenses		15,000.00	11,800.00	18,200.00	54.24%
Total for: 01-General Fund		15,000.00	11,800.00	18,200.00	54.24%
Total Budget:		15,000.00	11,800.00	18,200.00	54.24%
114	Town Moderator				
<u>01: General Fund</u>					
Salaries					
0100-114-5100-5111	Moderator Salary	500	500.00	500.00	0.00%
Total: Salaries		500.00	500.00	500.00	0.00%
Expenses					
0100-114-5400-5421	Moderator Expense	100	100.00	100.00	0.00%
Total: Expenses		100.00	100.00	100.00	0.00%
Total for: 01-General Fund		600.00	600.00	600.00	0.00%
Total Budget:		600.00	600.00	600.00	0.00%
122	Selectmen				
<u>01: General Fund</u>					
Salaries					
0100-122-5100-5100	Selectmen-Wages	202059	223,490.00	281,224.00	25.83%
0100-122-5100-5110	Selectmen - Salaries	1750	1,750.00	1,750.00	0.00%
Total: Salaries		203,809.00	225,240.00	282,974.00	25.63%
Expenses					
0100-122-5400-5421	Selectmen Expense	4500	29,500.00	29,500.00	0.00%
0100-122-5400-5423	Town Manager Expense	17691	13,600.00	8,000.00	-41.18%
Total: Expenses		22,191.00	43,100.00	37,500.00	-12.99%

Upton Budget - FY 2021 - Summary

AccountNumber	AccountName	Budget FY 2019	Budget FY 2020	Budget Rev/TM FY 2021	% Change
	Total for: 01-General Fund	226,000.00	268,340.00	320,474.00	19.43%
	Total Budget:	226,000.00	268,340.00	320,474.00	19.43%

123 Manager

01: General Fund

Expenses

0100-123-5400-5426	Town Manager Misc. Expense	45100	43,600.00	45,600.00	4.59%
	Total: Expenses	45,100.00	43,600.00	45,600.00	4.59%
	Total for: 01-General Fund	45,100.00	43,600.00	45,600.00	4.59%
	Total Budget:	45,100.00	43,600.00	45,600.00	4.59%

131 Finance Committee

01: General Fund

Expenses

0100-131-5400-5421	Finance Committee Expense	1000	1,000.00	1,000.00	0.00%
	Total: Expenses	1,000.00	1,000.00	1,000.00	0.00%
	Total for: 01-General Fund	1,000.00	1,000.00	1,000.00	0.00%
	Total Budget:	1,000.00	1,000.00	1,000.00	0.00%

132 Reserve Fund

01: General Fund

Expenses

0100-132-5700-5781	Finance Committee Reserve	5300	25,000.00	25,000.00	0.00%
	Total: Expenses	5,300.00	25,000.00	25,000.00	0.00%
	Total for: 01-General Fund	5,300.00	25,000.00	25,000.00	0.00%
	Total Budget:	5,300.00	25,000.00	25,000.00	0.00%

135 Accountant

01: General Fund

Salaries

0100-135-5100-5100	Town Accountant Wages	42140	43,362.00	44,231.00	2.00%
	Total: Salaries	42,140.00	43,362.00	44,231.00	2.00%

Expenses

Upton Budget - FY 2021 - Summary

AccountNumber	AccountName	Budget FY 2019	Budget FY 2020	Budget Rev/TM FY 2021	% Change
0100-135-5200-5243	Audit Financial Records	19000	19,000.00	19,000.00	0.00%
0100-135-5200-5246	Town Accountant - GASB 74/75 Compliance	7000	4,000.00	7,000.00	75.00%
0100-135-5200-5310	Town Accountant-Accounting Program Maintenance	3552	3,552.00	3,552.00	0.00%
0100-135-5400-5421	Town Accountant Expense	2000	2,000.00	2,000.00	0.00%
Total: Expenses		31,552.00	28,552.00	31,552.00	10.51%
Total for: 01-General Fund		73,692.00	71,914.00	75,783.00	5.38%
Total Budget:		73,692.00	71,914.00	75,783.00	5.38%

137 Capital Budget Committee

01: General Fund

Expenses

0100-137-5400-5421	Capital Budget Committee Expense	1000	1,000.00	1,000.00	0.00%
Total: Expenses		1,000.00	1,000.00	1,000.00	0.00%
Total for: 01-General Fund		1,000.00	1,000.00	1,000.00	0.00%
Total Budget:		1,000.00	1,000.00	1,000.00	0.00%

141 Assessors

01: General Fund

Salaries

0100-141-5100-5100	Assessors-Wages	50270	52,608.00	55,306.00	5.13%
0100-141-5100-5110	Assessors - Salaries	1750	1,750.00	1,750.00	0.00%
Total: Salaries		52,020.00	54,358.00	57,056.00	4.96%

Expenses

0100-141-5200-5242	Assessor - SoftwareHardware	7230	9,450.00	9,650.00	2.12%
0100-141-5200-5243	Assessors - Interim Valuations	6800	12,000.00	12,000.00	0.00%
0100-141-5200-5311	Assessors - Mapping	3975	3,975.00	4,175.00	5.03%

Upton Budget - FY 2021 - Summary

AccountNumber	AccountName	Budget FY 2019	Budget FY 2020	Budget Rev/TM FY 2021	% Change
0100-141-5200-5313	Assessors - Training				
		2000	2,000.00	2,000.00	0.00%
0100-141-5400-5421	Assessor Expense				
		4000	4,000.00	4,000.00	0.00%
Total: Expenses		24,005.00	31,425.00	31,825.00	1.27%
Total for: 01-General Fund		76,025.00	85,783.00	88,881.00	3.61%
Total Budget:		76,025.00	85,783.00	88,881.00	3.61%

145 TreasurerCollector

01: General Fund

Salaries

0100-145-5100-5100	TreasColl - Wages				
		64984.44	62,000.00	72,164.00	16.39%
0100-145-5100-5111	TreasColl - Salary				
		61057.36	62,583.00	64,335.00	2.80%
Total: Salaries		126,041.80	124,583.00	136,499.00	9.56%

Expenses

0100-145-5400-5421	TreasColl Expense				
		39700.2	40,900.00	40,900.00	0.00%
Total: Expenses		39,700.20	40,900.00	40,900.00	0.00%
Total for: 01-General Fund		165,742.00	165,483.00	177,399.00	7.20%
Total Budget:		165,742.00	165,483.00	177,399.00	7.20%

151 Legal Department

01: General Fund

Expenses

0100-151-5200-5302	Town Counsel Expense				
		75000	80,000.00	82,000.00	2.50%
Total: Expenses		75,000.00	80,000.00	82,000.00	2.50%
Total for: 01-General Fund		75,000.00	80,000.00	82,000.00	2.50%
Total Budget:		75,000.00	80,000.00	82,000.00	2.50%

152 Personnel

01: General Fund

Expenses

0100-152-5400-5421	Personnel Committee Expense				
		450	450.00	1,200.00	166.67%

Upton Budget - FY 2021 - Summary

AccountNumber	AccountName	Budget FY 2019	Budget FY 2020	Budget Rev/TM FY 2021	% Change
0100-152-5400-5422	Human Resources Expenses				
		17000	20,000.00	24,000.00	20.00%
	Total: Expenses	17,450.00	20,450.00	25,200.00	23.23%
	Total for: 01-General Fund	17,450.00	20,450.00	25,200.00	23.23%
	Total Budget:	17,450.00	20,450.00	25,200.00	23.23%

158 Tax Title Foreclosure

01: General Fund

Expenses

0100-158-5400-5421	Tax Title Auction Expense				
		0	0.00	15,000.00	0.00%
0100-158-5700-5782	Tax Titles Foreclosures				
		24000	10,000.00	20,000.00	100.00%
	Total: Expenses	24,000.00	10,000.00	35,000.00	250.00%
	Total for: 01-General Fund	24,000.00	10,000.00	35,000.00	250.00%
	Total Budget:	24,000.00	10,000.00	35,000.00	250.00%

159 Management Information Systems

01: General Fund

Salaries

0100-159-5100-5100	Management Information Systems - Wages				
		53	50.00	0.00	-100.00%
	Total: Salaries	53.00	50.00	0.00	-100.00%

Expenses

0100-159-5400-5421	Management Information Systems - Expense				
		109730	117,250.00	131,400.00	12.07%
	Total: Expenses	109,730.00	117,250.00	131,400.00	12.07%
	Total for: 01-General Fund	109,783.00	117,300.00	131,400.00	12.02%
	Total Budget:	109,783.00	117,300.00	131,400.00	12.02%

161 Clerk

01: General Fund

Salaries

0100-161-5100-5100	Town Clerk - Wages				
		139462	144,395.00	161,057.00	11.54%
	Total: Salaries	139,462.00	144,395.00	161,057.00	11.54%

Expenses

Upton Budget - FY 2021 - Summary

AccountNumber	AccountName	Budget FY 2019	Budget FY 2020	Budget Rev/TM FY 2021	% Change
0100-161-5400-5421	Town Clerk Expense				
		4550	5,800.00	6,350.00	9.48%
	Total: Expenses	4,550.00	5,800.00	6,350.00	9.48%
	Total for: 01-General Fund	144,012.00	150,195.00	167,407.00	11.46%
	Total Budget:	144,012.00	150,195.00	167,407.00	11.46%

163 Registration

01: General Fund

Expenses

0100-163-5400-5421	Registrar of Voters Expense				
		3950	4,000.00	4,700.00	17.50%
	Total: Expenses	3,950.00	4,000.00	4,700.00	17.50%
	Total for: 01-General Fund	3,950.00	4,000.00	4,700.00	17.50%
	Total Budget:	3,950.00	4,000.00	4,700.00	17.50%

171 Conservation Committee

01: General Fund

Salaries

0100-171-5100-5113	Conservation Comm. - Clerk Wages				
		20977	21,627.00	44,525.00	105.88%
	Total: Salaries	20,977.00	21,627.00	44,525.00	105.88%

Expenses

0100-171-5200-5301	Aquatic Weed Control				
		6500	13,000.00	0.00	-100.00%
0100-171-5400-5421	Conservation Commission Expense				
		9000	9,000.00	9,000.00	0.00%
0100-171-5400-5422	Beaver Control				
		4000	4,000.00	4,000.00	0.00%
	Total: Expenses	19,500.00	26,000.00	13,000.00	-50.00%
	Total for: 01-General Fund	40,477.00	47,627.00	57,525.00	20.78%

82:

Expenses

8220-171-5700-5700	Exp. - Conservation Trust Fund - Other Expenses				
		0	0.00	0.00	0.00%
	Total: Expenses	19,500.00	0.00	0.00	0.00%
	Total for: 82-		0.00	0.00	0.00%

Upton Budget - FY 2021 - Summary

AccountNumber	AccountName	Budget FY 2019	Budget FY 2020	Budget Rev/TM FY 2021	% Change
Total Budget:		40,477.00	47,627.00	57,525.00	20.78%
175	Planning Board				
<u>01: General Fund</u>					
Salaries					
0100-175-5100-5110	Planning Board - Salaries	2750	2,750.00	2,750.00	0.00%
0100-175-5100-5113	Planning Bd. Clerk Wages	18721	19,377.00	20,023.00	3.33%
Total: Salaries		21,471.00	22,127.00	22,773.00	2.92%
Expenses					
0100-175-5200-5305	Regional Planner	2108	2,157.00	2,214.00	2.64%
0100-175-5400-5421	Planning Board Expense	4876.56	4,420.00	4,420.00	0.00%
Total: Expenses		6,984.56	6,577.00	6,634.00	0.87%
Total for: 01-General Fund		28,455.56	28,704.00	29,407.00	2.45%
Total Budget:		28,455.56	28,704.00	29,407.00	2.45%
184	Housing Authority				
<u>01: General Fund</u>					
Salaries					
0100-184-5100-5110	Housing Authority - Salaries	2250	2,250.00	2,250.00	0.00%
Total: Salaries		2,250.00	2,250.00	2,250.00	0.00%
Total for: 01-General Fund		2,250.00	2,250.00	2,250.00	0.00%
Total Budget:		2,250.00	2,250.00	2,250.00	0.00%
192	Town Public Buildings				
<u>01: General Fund</u>					
Expenses					
0100-192-5400-5421	Town Bldg. Expense	94085	78,500.00	83,500.00	6.37%
Total: Expenses		94,085.00	78,500.00	83,500.00	6.37%
Total for: 01-General Fund		94,085.00	78,500.00	83,500.00	6.37%
Total Budget:		94,085.00	78,500.00	83,500.00	6.37%

Upton Budget - FY 2021 - Summary

AccountNumber	AccountName	Budget FY 2019	Budget FY 2020	Budget Rev/TM FY 2021	% Change
210	Police				
<u>01: General Fund</u>					
Salaries					
0100-210-5100-5100	Police Wages				
		1594086	1,639,199.00	1,615,249.00	-1.46%
Total: Salaries		1,594,086.00	1,639,199.00	1,615,249.00	-1.46%
Expenses					
0100-210-5200-5210	Police Utilities				
		36950	38,000.00	38,000.00	0.00%
0100-210-5200-5240	Radio Maintenance				
		2200	2,200.00	0.00	-100.00%
0100-210-5200-5241	Police Building Maintenance				
		15800	15,800.00	34,300.00	117.09%
0100-210-5200-5313	Police Training				
		9050	16,000.00	18,000.00	12.50%
0100-210-5400-5421	Police Expense				
		21700	27,700.00	29,900.00	7.94%
0100-210-5400-5481	Police Cruiser Gas				
		31200	30,000.00	30,000.00	0.00%
0100-210-5400-5482	Police Cruiser Maintenance				
		9800	11,000.00	12,000.00	9.09%
0100-210-5400-5581	Police Clothing Allowance				
		16550	16,550.00	20,300.00	22.66%
0100-210-5800-5810	Police Capital - New Cruiser				
		40000	40,000.00	55,000.00	37.50%
Total: Expenses		183,250.00	197,250.00	237,500.00	20.41%
Total for: 01-General Fund		1,777,336.00	1,836,449.00	1,852,749.00	0.89%
Total Budget:		1,777,336.00	1,836,449.00	1,852,749.00	0.89%

215 Dispatcher

01: General Fund

Expenses

0100-215-5200-5241	Computer Maintenance				
		13500	13,500.00	0.00	-100.00%
0100-215-5400-5581	Dispatcher Clothing Allowance FT				
		1600	2,000.00	0.00	-100.00%

Upton Budget - FY 2021 - Summary

AccountNumber	AccountName	Budget FY 2019	Budget FY 2020	Budget Rev/TM FY 2021	% Change
0100-215-5400-5582	Dispatcher Clothing Allowance PT	800	800.00	0.00	-100.00%
	Total: Expenses	15,900.00	16,300.00	0.00	-100.00%
	Total for: 01-General Fund	15,900.00	16,300.00	0.00	-100.00%
	Total Budget:	15,900.00	16,300.00	0.00	-100.00%

220 Fire

01: General Fund

Salaries

0100-220-5100-5100	Fire/EMS Dept - Wages	912814	926,151.00	966,907.00	4.40%
	Total: Salaries	912,814.00	926,151.00	966,907.00	4.40%

Expenses

0100-220-5200-5210	Fire/EMS Dept. - Utilities	47052.23	45,000.00	47,500.00	5.56%
0100-220-5200-5241	Fire/EMS Dept. Bldg. Maintenance	29232.77	25,000.00	31,500.00	26.00%
0100-220-5200-5313	Fire/EMS Dept. - Training	18500	19,500.00	21,000.00	7.69%
0100-220-5400-5421	Fire/EMS Dept. Expense	29920	32,500.00	38,150.00	17.38%
0100-220-5400-5481	Fire/EMS Dept-Vehicle Fuel	14000	14,000.00	14,000.00	0.00%
0100-220-5400-5482	Fire/EMS Dept. Vehicle Maint.	44000	47,520.00	50,750.00	6.80%
0100-220-5400-5581	Fire/EMS Dept. Clothing Allowance	9400	11,200.00	11,950.00	6.70%
0100-220-5800-5852	New Equipment	15500	31,500.00	35,950.00	14.13%
	Total: Expenses	207,605.00	226,220.00	250,800.00	10.87%
	Total for: 01-General Fund	1,120,419.00	1,152,371.00	1,217,707.00	5.67%
	Total Budget:	1,120,419.00	1,152,371.00	1,217,707.00	5.67%

232 Ambulance Service

01: General Fund

Expenses

Upton Budget - FY 2021 - Summary

AccountNumber	AccountName	Budget FY 2019	Budget FY 2020	Budget Rev/TM FY 2021	% Change
0100-232-5400-5421	Ambulance Service Supplies	33616	36,300.00	38,000.00	4.68%
0100-232-5400-5422	Amb. Service - Licensing and Certification	4400	4,400.00	4,500.00	2.27%
0100-232-5800-5810	Paramedics Expense	7000	5,000.00	5,000.00	0.00%
0100-232-5800-5820	Ambulance Billing	11000	11,000.00	11,000.00	0.00%
Total: Expenses		56,016.00	56,700.00	58,500.00	3.17%
Total for: 01-General Fund		56,016.00	56,700.00	58,500.00	3.17%
Total Budget:		56,016.00	56,700.00	58,500.00	3.17%

241 Code Enforcement

01: General Fund

Salaries

0100-241-5100-5100	Code Enforcement - Wages	156439	163,063.00	166,766.00	2.27%
Total: Salaries		156,439.00	163,063.00	166,766.00	2.27%

Expenses

0100-241-5200-5313	Code Enforcement - Training	1500	1,500.00	0.00	-100.00%
0100-241-5400-5421	Code Enforcement Expense	15546	15,000.00	23,500.00	56.67%
0100-241-5400-5423	Code Enforcement - Mileage	7000	7,000.00	0.00	-100.00%
Total: Expenses		24,046.00	23,500.00	23,500.00	0.00%
Total for: 01-General Fund		180,485.00	186,563.00	190,266.00	1.98%
Total Budget:		180,485.00	186,563.00	190,266.00	1.98%

291 Emergency Management

01: General Fund

Salaries

0100-291-5100-5100	Emergency Management - Wages	7068	0.00	0.00	0.00%
Total: Salaries		7,068.00	0.00	0.00	0.00%

Expenses

Upton Budget - FY 2021 - Summary

AccountNumber	AccountName	Budget FY 2019	Budget FY 2020	Budget Rev/TM FY 2021	% Change
0100-291-5400-5535	Emergency Management - Expense				
		3000	3,000.00	3,000.00	0.00%
0100-291-5800-5850	Emergency Mgmt - Reverse 911 System				
		6510	6,500.00	6,500.00	0.00%
	Total: Expenses	9,510.00	9,500.00	9,500.00	0.00%
	Total for: 01-General Fund	16,578.00	9,500.00	9,500.00	0.00%
	Total Budget:	16,578.00	9,500.00	9,500.00	0.00%

292 Animal Control

01: General Fund

Salaries

0100-292-5100-5111	Animal Control Wages				
		20558	21,152.00	22,029.00	4.15%
	Total: Salaries	20,558.00	21,152.00	22,029.00	4.15%

Expenses

0100-292-5200-5271	Kennel Rental				
		1000	1,000.00	1,000.00	0.00%
0100-292-5400-5421	Animal Control Expense				
		1000	1,000.00	3,700.00	270.00%
	Total: Expenses	2,000.00	2,000.00	4,700.00	135.00%
	Total for: 01-General Fund	22,558.00	23,152.00	26,729.00	15.45%

26:

Expenses

2607-292-5700-5700	BOH - Abandoned Animals Gift Fund - Other Expenses				
		0	0.00	0.00	0.00%
	Total: Expenses	2,000.00	0.00	0.00	0.00%
	Total for: 26-		0.00	0.00	0.00%
	Total Budget:	22,558.00	23,152.00	26,729.00	15.45%

294 DPW Parks Forestry & Cemetery

01: General Fund

Salaries

0100-294-5100-5100	DPW Parks Forestry & Cem.- Wages				
		150532	157,191.00	160,352.00	2.01%
	Total: Salaries	150,532.00	157,191.00	160,352.00	2.01%

Expenses

Upton Budget - FY 2021 - Summary

AccountNumber	AccountName	Budget FY 2019	Budget FY 2020	Budget Rev/TM FY 2021	% Change
0100-294-5200-5240	DPW Parks - Radio Maintenance	300	300.00	0.00	-100.00%
0100-294-5200-5242	DPW Parks - Lawn Maintenance	0	0.00	33,475.00	0.00%
0100-294-5200-5301	DPW Parks Forestry & Cemetery - Aquatic Weed Control	0	0.00	13,000.00	0.00%
0100-294-5200-5311	DPW Parks - Forestry Expense	47000	47,000.00	47,000.00	0.00%
0100-294-5200-5312	DPW Parks - Pest Control	1545	1,545.00	0.00	-100.00%
0100-294-5200-5313	DPW Parks - Training	400	400.00	400.00	0.00%
0100-294-5400-5422	DPW Parks - General Expense	5417	4,217.00	6,062.00	43.75%
0100-294-5400-5481	DPW Parks Forestry & Cem. - Vehicle Fuel	2798	2,298.00	2,298.00	0.00%
0100-294-5400-5482	DPW Parks Forestry & Cem. - Veh. Maint. Repair	1300	1,300.00	1,300.00	0.00%
0100-294-5400-5581	DPW Parks - Clothing Allowance	1400	1,400.00	1,400.00	0.00%
Total: Expenses		60,160.00	58,460.00	104,935.00	79.50%
Total for: 01-General Fund		210,692.00	215,651.00	265,287.00	23.02%
Total Budget:		210,692.00	215,651.00	265,287.00	23.02%

300 Education

01: General Fund

Salaries

0100-300-5100-5110	MURSD - Salaries	1750	1,750.00	1,750.00	0.00%
0100-300-5100-5111	BVT - Salaries	500	500.00	500.00	0.00%
Total: Salaries		2,250.00	2,250.00	2,250.00	0.00%

Expenses

0100-300-5200-5621	Mendon-Upton Operating Expense	11128345	11,721,117.00	12,223,378.00	4.29%
0100-300-5200-5622	Mendon-Upton Debt Exclusions	463712	442,912.00	418,875.00	-5.43%

Upton Budget - FY 2021 - Summary

AccountNumber	AccountName	Budget FY 2019	Budget FY 2020	Budget Rev/TM FY 2021	% Change
0100-300-5200-5625	Blackstone Valley Operating Expense	1292789	1,208,964.00	1,323,402.00	9.47%
0100-300-5200-5626	Blackstone Valley Capital Assessment	16669	16,039.00	16,039.00	0.00%
Total: Expenses		12,901,515.00	13,389,032.00	13,981,694.00	4.43%
Total for: 01-General Fund		12,903,765.00	13,391,282.00	13,983,944.00	4.43%
Total Budget:		12,903,765.00	13,391,282.00	13,983,944.00	4.43%

421 DPW

01: General Fund

Salaries

0100-421-5100-5100	DPW - Wages	463022	466,780.00	487,713.00	4.48%
Total: Salaries		463,022.00	466,780.00	487,713.00	4.48%

Expenses

0100-421-5200-5200	DPW Consultant	11000	11,000.00	15,000.00	36.36%
Total: Expenses		11,000.00	11,000.00	15,000.00	36.36%
Total for: 01-General Fund		474,022.00	477,780.00	502,713.00	5.22%

25: Revolving

Expenses

2502-421-5580-5580	Parks & Recreation Revolving - Other Expenses	0	0.00	0.00	0.00%
Total: Expenses		11,000.00	0.00	0.00	0.00%
Total for: 25-Revolving		0.00	0.00	0.00	0.00%
Total Budget:		474,022.00	477,780.00	502,713.00	5.22%

422 DPW Highway ConstructionMaintenance

01: General Fund

Expenses

0100-422-5200-5210	DPW Building Utilities	28749	28,748.00	28,748.00	0.00%
0100-422-5200-5240	Radio Maintenance	1275	1,275.00	0.00	-100.00%
0100-422-5200-5241	DPW Building Maintenance	8500	8,500.00	8,500.00	0.00%

Upton Budget - FY 2021 - Summary

AccountNumber	AccountName	Budget FY 2019	Budget FY 2020	Budget Rev/TM FY 2021	% Change
0100-422-5200-5242	DPW - Contracted Services	37500	37,500.00	37,500.00	0.00%
0100-422-5200-5244	DPW - Animal Disposal Services	0	1,200.00	1,200.00	0.00%
0100-422-5200-5250	DPW - Stormwater Management Plan	0	0.00	80,600.00	0.00%
0100-422-5200-5313	DPW - Training	2750	2,750.00	2,750.00	0.00%
0100-422-5400-5421	DPW Expense	30853.46	30,358.00	31,633.00	4.20%
0100-422-5400-5481	DPW Vehicle Fuel	25408	25,908.00	25,908.00	0.00%
0100-422-5400-5482	DPW Vehicle Maintenance	33660	43,660.00	53,660.00	22.90%
0100-422-5400-5530	DPW - Highway Material	22500	22,500.00	22,500.00	0.00%
0100-422-5400-5531	DPW - Oiling Paving	31000	31,000.00	31,000.00	0.00%
0100-422-5400-5581	DPW - Clothing Allowance	4200	4,200.00	4,200.00	0.00%
Total: Expenses		226,395.46	237,599.00	328,199.00	38.13%
Total for: 01-General Fund		226,395.46	237,599.00	328,199.00	38.13%
Total Budget:		226,395.46	237,599.00	328,199.00	38.13%

423 DPW Snow & Ice Removal

01: General Fund

Expenses

0100-423-5400-5535	Snow Removal	292000	240,000.00	260,000.00	8.33%
Total: Expenses		292,000.00	240,000.00	260,000.00	8.33%
Total for: 01-General Fund		292,000.00	240,000.00	260,000.00	8.33%
Total Budget:		292,000.00	240,000.00	260,000.00	8.33%

433 Waste Removal

01: General Fund

Expenses

Upton Budget - FY 2021 - Summary

AccountNumber	AccountName	Budget FY 2019	Budget FY 2020	Budget Rev/TM FY 2021	% Change
0100-433-5200-5293	Waste Removal - Disposal				
		105000	110,000.00	120,000.00	9.09%
0100-433-5200-5296	Waste Removal - Curbside Services				
		290000	412,000.00	445,000.00	8.01%
Total: Expenses		395,000.00	522,000.00	565,000.00	8.24%
Total for: 01-General Fund		395,000.00	522,000.00	565,000.00	8.24%
Total Budget:		395,000.00	522,000.00	565,000.00	8.24%

440 Sewer

61: Enterprise

Salaries

6100-440-5100-5100	General Labor				
		225079	237,958.00	263,275.00	10.64%
6100-440-5100-5172	Worcester Cty Retirement Pension Fund				
		25561	28,477.00	31,560.00	10.83%
Total: Salaries		250,640.00	266,435.00	294,835.00	10.66%

Expenses

6100-440-5400-5421	Waste Water Expenses				
		304819.22	313,146.00	325,519.00	3.95%
6100-440-5700-5780	Waste Water Extra Unforeseen Expenditures				
		30000	30,000.00	30,000.00	0.00%
6100-440-5800-5810	Wastewater Capital Outlay				
		263000	100,000.00	100,000.00	0.00%
Total: Expenses		597,819.22	443,146.00	455,519.00	2.79%
Total for: 61-Enterprise		848,459.22	709,581.00	750,354.00	5.75%
Total Budget:		848,459.22	709,581.00	750,354.00	5.75%

450 Water

01: General Fund

Expenses

0100-450-5400-5534	DPW - Storm Water Management				
		50600	80,600.00	0.00	-100.00%
Total: Expenses		749,379.00	80,600.00	0.00	-100.00%
Total for: 01-General Fund		50,600.00	80,600.00	0.00	-100.00%

60: Enterprise

Salaries

Upton Budget - FY 2021 - Summary

AccountNumber	AccountName	Budget FY 2019	Budget FY 2020	Budget Rev/TM FY 2021	% Change
6000-450-5100-5100	General Labor				
		251456	251,697.00	270,866.00	7.62%
6000-450-5100-5172	Worcester Cty Retirement Pension Fund				
		25561	28,477.00	31,560.00	10.83%
Total: Salaries		277,017.00	280,174.00	302,426.00	7.94%
Expenses					
6000-450-5400-5421	Water Expenses				
		316529	326,707.00	339,080.00	3.79%
6000-450-5700-5780	Water Extra Unforeseen Expenditures				
		50000	50,000.00	50,000.00	0.00%
6000-450-5800-5810	Water Capital Outlay				
		332250	100,000.00	100,000.00	0.00%
Total: Expenses		749,379.00	476,707.00	489,080.00	2.60%
Total for: 60-Enterprise		975,796.00	756,881.00	791,506.00	4.57%
Total Budget:		1,026,396.00	837,481.00	791,506.00	-5.49%

491 Cemetery

01: General Fund

Salaries

0100-491-5100-5110	Cemetery Commission - Salaries				
		1750	1,750.00	1,750.00	0.00%
Total: Salaries		1,750.00	1,750.00	1,750.00	0.00%

Expenses

0100-491-5200-5241	Cemetery Maintenance				
		20245	20,245.00	20,245.00	0.00%
Total: Expenses		20,245.00	20,245.00	20,245.00	0.00%
Total for: 01-General Fund		21,995.00	21,995.00	21,995.00	0.00%
Total Budget:		21,995.00	21,995.00	21,995.00	0.00%

500 Warrant Articles

03: Articles

Salaries

0300-500-5020-5001	ATM FY20 05/2019 A9 DPW - Town Roads Construction and Improvements				
		0	546,000.00	0.00	-100.00%
0300-500-5021-5001	ATM FY21 05/2020 A DPW - Town Roads Construction and Improvements				
		0	0.00	562,380.00	0.00%
Total: Salaries			546,000.00	562,380.00	3.00%

Upton Budget - FY 2021 - Summary

AccountNumber	AccountName	Budget FY 2019	Budget FY 2020	Budget Rev/TM FY 2021	% Change
Total for: 03-Articles			546,000.00	562,380.00	3.00%
Total Budget:			546,000.00	562,380.00	3.00%

510 Board of Health

01: General Fund

Salaries

0100-510-5100-5100	Health Board - Wages	57864	60,121.00	69,046.00	14.85%
0100-510-5100-5110	Health Board - Salaries	1750	1,750.00	1,750.00	0.00%
Total: Salaries		59,614.00	61,871.00	70,796.00	14.43%

Expenses

0100-510-5200-5210	Health Board - Food Inspections	2623	2,689.00	2,743.00	2.01%
0100-510-5200-5310	Demolition of Buildings	10	10.00	10.00	0.00%
0100-510-5400-5421	Board of Health Expense	4000	4,000.00	4,000.00	0.00%
0100-510-5400-5422	Health Board - Trash Bags	32000	32,000.00	32,000.00	0.00%
0100-510-5400-5423	BOH - Hazardous Waste	6000	6,000.00	7,000.00	16.67%
0100-510-5400-5424	Beaver Management	4000	4,000.00	4,000.00	0.00%
Total: Expenses		48,633.00	48,699.00	49,753.00	2.16%
Total for: 01-General Fund		108,247.00	110,570.00	120,549.00	9.03%

25: Revolving

Expenses

2508-510-5580-5580	BOH Bulk Item Revolving - Other Expenses	0	0.00	0.00	0.00%
2510-510-5580-5580	Insurance Recovery BOH - Vaccines - Other Expenses	0	0.00	0.00	0.00%
2516-510-5700-5700	BOH - Title V Revolving Fund - Other Expenses	0	0.00	0.00	0.00%
Total: Expenses		48,633.00	0.00	0.00	0.00%
Total for: 25-Revolving		0.00	0.00	0.00	0.00%

29:

Upton Budget - FY 2021 - Summary

AccountNumber	AccountName	Budget FY 2019	Budget FY 2020	Budget Rev/TM FY 2021	% Change
Expenses					
2914-510-5700-5700	BOH - Emergency Planning Grant Fund - Other Expenses	0	0.00	0.00	0.00%
	Total: Expenses	48,633.00	0.00	0.00	0.00%
	Total for: 29-		0.00	0.00	0.00%
	Total Budget:	108,247.00	110,570.00	120,549.00	9.03%

522 Health Service

01: General Fund

Salaries

0100-522-5100-5111	Nurse Wages	35090	36,522.00	37,944.00	3.89%
0100-522-5100-5120	Nurse Wages - Blackstone & Bellingham IMA	17545	18,051.00	9,396.00	-47.95%
	Total: Salaries	52,635.00	54,573.00	47,340.00	-13.25%

Expenses

0100-522-5400-5421	Health Service Expense	1900	1,900.00	1,900.00	0.00%
	Total: Expenses	1,900.00	1,900.00	1,900.00	0.00%
	Total for: 01-General Fund	54,535.00	56,473.00	49,240.00	-12.81%
	Total Budget:	54,535.00	56,473.00	49,240.00	-12.81%

541 Council On Aging

01: General Fund

Salaries

0100-541-5100-5100	Council on Aging - Wages	154862	159,344.00	165,598.00	3.92%
	Total: Salaries	154,862.00	159,344.00	165,598.00	3.92%

Expenses

0100-541-5200-5241	COA - Building Maintenance	14210	24,210.00	24,761.00	2.28%
0100-541-5400-5421	COA Expense	22100	22,100.00	22,100.00	0.00%
	Total: Expenses	36,310.00	46,310.00	46,861.00	1.19%
	Total for: 01-General Fund	191,172.00	205,654.00	212,459.00	3.31%

25: Revolving

Upton Budget - FY 2021 - Summary

AccountNumber	AccountName	Budget FY 2019	Budget FY 2020	Budget Rev/TM FY 2021	% Change
Expenses					
2504-541-5580-5580	COA Revolving - Other Expenses	0	0.00	0.00	0.00%
Total: Expenses		36,310.00	0.00	0.00	0.00%
Total for: 25-Revolving		0.00	0.00	0.00	0.00%

29:

Expenses					
2905-541-5700-5700	COA Formula Grant - Other Expenses	0	0.00	0.00	0.00%
Total: Expenses		36,310.00	0.00	0.00	0.00%
Total for: 29-		0.00	0.00	0.00	0.00%
Total Budget:		191,172.00	205,654.00	212,459.00	3.31%

543 Veterans

01: General Fund

Salaries					
0100-543-5100-5100	Veterans Service - Wages	9087	9,351.00	9,409.00	0.62%
Total: Salaries		9,087.00	9,351.00	9,409.00	0.62%
Expenses					
0100-543-5400-5421	Veterans Service Expense	634	1,000.00	1,000.00	0.00%
0100-543-5700-5770	Veterans Benefits	23366	24,000.00	28,000.00	16.67%
Total: Expenses		24,000.00	25,000.00	29,000.00	16.00%
Total for: 01-General Fund		33,087.00	34,351.00	38,409.00	11.81%
Total Budget:		33,087.00	34,351.00	38,409.00	11.81%

610 Library

01: General Fund

Salaries					
0100-610-5100-5100	Library-Wages	190483	196,385.00	216,086.00	10.03%
0100-610-5100-5110	Library - Salaries	4750	4,750.00	4,750.00	0.00%
Total: Salaries		195,233.00	201,135.00	220,836.00	9.79%

Upton Budget - FY 2021 - Summary

AccountNumber	AccountName	Budget FY 2019	Budget FY 2020	Budget Rev/TM FY 2021	% Change
Expenses					
0100-610-5400-5422	Library - Postage Expense	0	0.00	1,000.00	0.00%
0100-610-5400-5582	Library Expense	59622	61,887.00	65,763.00	6.26%
Total: Expenses		59,622.00	61,887.00	66,763.00	7.88%
Total for: 01-General Fund		254,855.00	263,022.00	287,599.00	9.34%

25: Revolving

Expenses					
2503-610-5580-5580	Library Revolving - Other Expenses	0	0.00	0.00	0.00%
Total: Expenses		59,622.00	0.00	0.00	0.00%
Total for: 25-Revolving		0.00	0.00	0.00	0.00%
Total Budget:		254,855.00	263,022.00	287,599.00	9.34%

630 Beach

01: General Fund

Salaries					
0100-630-5100-5110	Recreation - Salaries	1750	1,750.00	1,750.00	0.00%
0100-630-5100-5112	Recreation - Beach	8000	23,200.00	24,650.00	6.25%
Total: Salaries		9,750.00	24,950.00	26,400.00	5.81%
Expenses					
0100-630-5400-5421	Recreation - Misc Exp. Beach Programs	8500	7,000.00	7,000.00	0.00%
0100-630-5800-5840	Recreation - Site Improvements	16000	16,000.00	16,000.00	0.00%
Total: Expenses		24,500.00	23,000.00	23,000.00	0.00%
Total for: 01-General Fund		34,250.00	47,950.00	49,400.00	3.02%

25: Revolving

Expenses					
2501-630-5580-5580	Recreation Revolving - Other Expenses	0	0.00	0.00	0.00%
Total: Expenses		24,500.00	0.00	0.00	0.00%
Total for: 25-Revolving		0.00	0.00	0.00	0.00%

Upton Budget - FY 2021 - Summary

AccountNumber	AccountName	Budget FY 2019	Budget FY 2020	Budget Rev/TM FY 2021	% Change
	Total Budget:	34,250.00	47,950.00	49,400.00	3.02%

650 Parks

01: General Fund

Expenses

0100-650-5200-5242 Parks Lawn Maintenance

	32275	33,475.00	0.00	-100.00%
Total: Expenses	32,275.00	33,475.00	0.00	-100.00%
Total for: 01-General Fund	32,275.00	33,475.00	0.00	-100.00%
Total Budget:	32,275.00	33,475.00	0.00	-100.00%

691 Historical Commission

01: General Fund

Expenses

0100-691-5400-5421 Historical Commission Expense

	1000	1,000.00	1,000.00	0.00%
Total: Expenses	1,000.00	1,000.00	1,000.00	0.00%
Total for: 01-General Fund	1,000.00	1,000.00	1,000.00	0.00%
Total Budget:	1,000.00	1,000.00	1,000.00	0.00%

710 Retirement Of Debt

01: General Fund

Expenses

0100-710-5900-5923 Long Term Principal

	392000	584,000.00	232,000.00	-60.27%
Total: Expenses	881,872.55	584,000.00	232,000.00	-60.27%
Total for: 01-General Fund	392,000.00	584,000.00	232,000.00	-60.27%

60: Enterprise

Expenses

6000-710-5900-5923 Long Term Debt Principal

	237000	190,500.00	214,500.00	12.60%
Total: Expenses	881,872.55	190,500.00	214,500.00	12.60%
Total for: 60-Enterprise	237,000.00	190,500.00	214,500.00	12.60%

61: Enterprise

Expenses

Upton Budget - FY 2021 - Summary

AccountNumber	AccountName	Budget FY 2019	Budget FY 2020	Budget Rev/TM FY 2021	% Change
6100-710-5900-5923	Long Term Debt Principal				
		252872.55	5,775.00	8,500.00	47.19%
	Total: Expenses	881,872.55	5,775.00	8,500.00	47.19%
	Total for: 61-Enterprise	252,872.55	5,775.00	8,500.00	47.19%
	Total Budget:	881,872.55	780,275.00	455,000.00	-41.69%

725 Debt Service - Short Term Interest

01: General Fund

Expenses

0100-725-5900-5924	Short Term Interest				
		385556.43	110,290.00	100,000.00	-9.33%
0100-725-5925-5923	Long Term Interest				
		47181.57	116,500.00	95,000.00	-18.45%
	Total: Expenses	432,738.00	226,790.00	195,000.00	-14.02%
	Total for: 01-General Fund	432,738.00	226,790.00	195,000.00	-14.02%
	Total Budget:	432,738.00	226,790.00	195,000.00	-14.02%

751 Interest On Long Term Debt

60: Enterprise

Expenses

6000-751-5915-5923	Long Term Debt Interest				
		97585.25	88,163.00	53,295.00	-39.55%
	Total: Expenses	103,544.70	88,163.00	53,295.00	-39.55%
	Total for: 60-Enterprise	97,585.25	88,163.00	53,295.00	-39.55%

61: Enterprise

Expenses

6100-751-5915-5923	Long Term Debt Interest				
		5959.45	2,588.00	2,313.00	-10.63%
	Total: Expenses	103,544.70	2,588.00	2,313.00	-10.63%
	Total for: 61-Enterprise	5,959.45	2,588.00	2,313.00	-10.63%
	Total Budget:	103,544.70	90,751.00	55,608.00	-38.72%

752 Interest On Short Term Debt

60: Enterprise

Expenses

Upton Budget - FY 2021 - Summary

AccountNumber	AccountName	Budget FY 2019	Budget FY 2020	Budget Rev/TM FY 2021	% Change
6000-752-5925-5924	Short Term Interest - BAN				
		48109.75	0.00	30,000.00	0.00%
	Total: Expenses	48,109.75	0.00	30,000.00	0.00%
	Total for: 60-Enterprise	48,109.75	0.00	30,000.00	0.00%
	Total Budget:	48,109.75	0.00	30,000.00	0.00%

820 State Assessments

01: General Fund

Expenses

0100-820-5630-5640	Air Pollution Control				
		2399	2,484.00	2,484.00	0.00%
0100-820-5630-5662	Boston Metro District				
		51604	52,887.00	52,887.00	0.00%
0100-820-5630-5699	RMV Surcharge				
		4800	5,040.00	5,040.00	0.00%
	Total: Expenses	58,803.00	60,411.00	60,411.00	0.00%
	Total for: 01-General Fund	58,803.00	60,411.00	60,411.00	0.00%
	Total Budget:	58,803.00	60,411.00	60,411.00	0.00%

911 Retirement

01: General Fund

Salaries

0100-911-5100-5172	Worc. Cty Retirement Pension Fund				
		513020	571,685.00	633,584.00	10.83%
	Total: Salaries	513,020.00	571,685.00	633,584.00	10.83%
	Total for: 01-General Fund	513,020.00	571,685.00	633,584.00	10.83%
	Total Budget:	513,020.00	571,685.00	633,584.00	10.83%

913 Unemployment Compensation

01: General Fund

Salaries

0100-913-5100-5171	Unemployment Compensation Fund				
		21000	31,000.00	31,000.00	0.00%
	Total: Salaries	21,000.00	31,000.00	31,000.00	0.00%
	Total for: 01-General Fund	21,000.00	31,000.00	31,000.00	0.00%
	Total Budget:	21,000.00	31,000.00	31,000.00	0.00%

Upton Budget - FY 2021 - Summary

AccountNumber	AccountName	Budget FY 2019	Budget FY 2020	Budget Rev/TM FY 2021	% Change
916	Payroll Taxes - Medicare				
<u>01: General Fund</u>					
Salaries					
0100-916-5100-5173	Medicare	73000	83,000.00	83,000.00	0.00%
Total: Salaries		73,000.00	83,000.00	83,000.00	0.00%
Total for: 01-General Fund		73,000.00	83,000.00	83,000.00	0.00%
Total Budget:		73,000.00	83,000.00	83,000.00	0.00%
945	Liability Insurance				
<u>01: General Fund</u>					
Expenses					
0100-945-5700-5741	Bond Town Officers	1200	1,200.00	1,200.00	0.00%
0100-945-5700-5743	Insurance	1094050	1,241,818.00	1,342,900.00	8.14%
Total: Expenses		1,095,250.00	1,243,018.00	1,344,100.00	8.13%
Total for: 01-General Fund		1,095,250.00	1,243,018.00	1,344,100.00	8.13%
Total Budget:		1,095,250.00	1,243,018.00	1,344,100.00	8.13%
950	Trust Fund Committee				
<u>01: General Fund</u>					
Salaries					
0100-950-5100-5110	Trust Fund Committee -Salaries	1750	1,750.00	1,750.00	0.00%
Total: Salaries		1,750.00	1,750.00	1,750.00	0.00%
Total for: 01-General Fund		1,750.00	1,750.00	1,750.00	0.00%
Total Budget:		1,750.00	1,750.00	1,750.00	0.00%
990	Transfers Out				
<u>01: General Fund</u>					
Expenses					
0100-990-5200-5200	Other Financing Uses Transfers Out	605000	105,000.00	100,000.00	-4.76%
Total: Expenses		605,000.00	105,000.00	100,000.00	-4.76%
Total for: 01-General Fund		605,000.00	105,000.00	100,000.00	-4.76%

Upton Budget - FY 2021 - Summary

AccountNumber	AccountName	Budget FY 2019	Budget FY 2020	Budget Rev/TM FY 2021	% Change
	Total Budget:	605,000.00	105,000.00	100,000.00	-4.76%
Budget Total Summary					
General					
	Expenses				
		17,811,591.22	18,125,950.00	18,629,822.00	2.78%
	Salaries				
		5,007,193.80	5,214,687.00	5,464,594.00	4.79%
	Total for Fund: General	22,818,785.02	23,340,637.00	24,094,416.00	3.23%
Articles					
	Salaries				
		1,573,392.00	546,000.00	562,380.00	3.00%
	Total for Fund: Articles	1,573,392.00	546,000.00	562,380.00	3.00%
Revolving					
	Expenses				
		0.00	0.00	0.00	0.00%
	Total for Fund: Revolving	0.00	0.00	0.00	0.00%
Enterprise					
	Expenses				
		1,938,370.32	1,206,879.00	1,253,207.00	3.84%
	Salaries				
		1,054,257.96	546,609.00	597,261.00	9.27%
	Total for Fund: Enterprise	2,992,628.28	1,753,488.00	1,850,468.00	5.53%
	Total Budget:	27,384,805.30	25,640,125.00	26,507,264.00	3.38%

Wage & Salary Details

FY 21 WAGE / SALARY DETAILS

Department	Position Title	FY20	Proposed FY21 Wages/Salaries	* % Change
Acct	Department Assistant	\$ 5,851.00	\$ 5,969.00	2.02%
Acct	Town Accountant	\$ 37,511.00	\$ 38,262.00	2.00%
Anml Ctl	Animal Control Officer	\$ 21,151.44	\$ 22,029.00	4.15%
BoA	Assistant Assessor	\$ 51,708.00	\$ 53,106.00	2.70%
BoH	Assistant Public Health Supervisor	\$ 50,699.25	\$ 59,446.00	17.25%
BoH	Longevity	\$ 600.00	\$ 600.00	0%
BoH	Health Agent	\$ 8,820.75	\$ 8,996.00	1.99%
BoS	HR Director/Executive Assistant	\$ 68,490.00	\$ 72,274.00	5.52%
BoS	Dept Assistant - MultiBoard	\$ 8,000.00	\$ 8,000.00	0%
BoS	Town Planner		\$ 40,000.00	100%
BoS	Town Manager	\$ 147,000.00	\$ 154,950.00	5.41%
Cable	Cable Access Coordinator	\$ 24.14	\$ 24.63	2.04%
Cable	PEG Access Assistant	\$ 15.05	\$ 15.65	4.01%
Cable	PEG Access Assistant	\$ 15.05	\$ 15.65	4.01%
CC	Conservation Agent	\$ 12,161.26	\$ 34,500.00	183.69%
CC	Department Assistant	\$ 9,340.50	\$ 9,900.00	5.99%
CC	Longevity	\$ 125.00	\$ 125.00	0%
COA	Department Specialist	\$ 19,816.00	\$ 20,431.00	3.10%
COA	Director of Elder and Social Services	\$ 69,802.00	\$ 72,809.00	4.31%
COA	Social Services Coordinator	\$ 48,650.00	\$ 50,592.00	3.99%
COA	Van Driver	\$ 7,527.00	\$ 7,653.00	1.67%
COA	Van Driver	\$ 13,549.00	\$ 14,113.00	4.16%
Code Enf	Assistant Plumbing Inspector	\$ 3,471.20	\$ 3,541.00	2.01%
Code Enf	Assistant Wiring Inspector	\$ 3,471.20	\$ 3,541.00	2.01%
Code Enf	Building Inspector/Local Inspector	\$ 21,065.00	\$ 21,486.00	2.00%
Code Enf	Department Coordinator	\$ 46,961.21	\$ 48,953.00	4.24%
Code Enf	Inspector of Buildings	\$ 32,936.99	\$ 33,596.00	2.00%
Code Enf	Plumbing Inspector	\$ 6,943.47	\$ 7,083.00	2.01%
Code Enf	Wiring Inspector	\$ 6,943.47	\$ 7,083.00	2.01%
Code Enf	Department Assistant	\$ 4,773.69	\$ 4,920.00	3.06%
Code Enf	Per-Inspection Compensation	\$ 36,000.00	\$ 36,000.00	0%
Code Enf	Longevity	\$ 512.50	\$ 563.00	9.85%
DPW	Director of Public Works	\$ 62,972.00	\$ 64,660.00	2.68%
DPW	Highway Supervisor	\$ 81,328.00	\$ 82,957.00	2.00%

FY 21 WAGE / SALARY DETAILS

[illegible]

FY 21 WAGE / SALARY DETAILS

Department	Position Title	FY20	Proposed FY21 Wages/Salaries	* % Change
Fire	Firefighter	\$ 2,100.00	\$ 2,100.00	0%
Fire	Firefighter	\$ 2,100.00	\$ 2,100.00	0%
Fire	Firefighter	\$ 2,100.00	\$ 2,100.00	0%
Fire	Firefighter	\$ 2,100.00	\$ 2,100.00	0%
Fire	Firefighter	\$ 2,100.00	\$ 2,100.00	0%
Fire	Firefighter	\$ 2,100.00	\$ 2,100.00	0%
Fire	Firefighter	\$ 2,100.00	\$ 2,100.00	0%
Fire	Call Firefighter/EMT	\$ 2,750.00	\$ 2,750.00	0%
Fire	Call Firefighter/EMT	\$ 2,750.00	\$ 2,750.00	0%
Fire	Call Firefighter/EMT	\$ 2,750.00	\$ 2,750.00	0%
Fire	Call Firefighter/EMT	\$ 2,750.00	\$ 2,750.00	0%
Fire	Call Firefighter/EMT	\$ 2,750.00	\$ 2,750.00	0%
Fire	Call Firefighter/EMT	\$ 2,750.00	\$ 2,750.00	0%
Fire	Call Firefighter/EMT	\$ 2,750.00	\$ 2,750.00	0%
Fire	Call Firefighter/EMT	\$ 2,750.00	\$ 2,750.00	0%
Fire	Call EMT	\$ 2,100.00	\$ 2,100.00	0%
Fire	Call EMT	\$ 2,100.00	\$ 2,100.00	0%
Fire	Call EMT	\$ 2,100.00	\$ 2,100.00	0%
Fire	Call EMT	\$ 2,100.00	\$ 2,100.00	0%
Fire	Call EMT	\$ 2,100.00	\$ 2,100.00	0%
Fire	Firefighter/EMT - Career	\$ 63,476.00	\$ 67,337.00	6.08%
Fire	Firefighter/EMT - Career	\$ 63,476.00	\$ 67,337.00	6.08%
Fire	Firefighter/EMT - Career	\$ 63,476.00	\$ 63,454.00	0%
Fire	Firefighter / Paramedic	\$ 63,476.00	\$ 66,017.00	4.00%
Fire	Firefighter / Paramedic	\$ 63,119.00	\$ 64,723.00	2.54%
Fire	Firefighter / Paramedic	\$ 61,011.00	\$ 63,454.00	4.00%
Fire	Firefighter / Paramedic	\$ 61,011.00	\$ 63,454.00	4.00%
Fire	Fire Overtime	\$ 25,750.00	\$ 26,780.00	4.00%
Fire	Hourly Compensation	\$ 102,681.00	\$ 106,980.00	4.19%
Fire	S.A.F.E. Coordinator	\$ 500.00	\$ 500.00	0%
Fire	Longevity	\$ 1,750.00	\$ 1,750.00	0%
Fire	Paramedic Stipend	\$ 15,000.00	\$ 45,000.00	200%
Fire	EMT Stipend	\$ 1,950.00	\$ 5,000.00	156%
Fire	Fire Inspector Credentialing Stipend	\$ 658.00	\$ 658.00	0%
Library	Children & Young Adult Librarian	\$ 47,252.00	\$ 49,381.00	4.51%
Library	Library Assistant 1	\$ 17,813.00	\$ 18,249.00	2.45%
Library	Library Assistant 2	\$ 17,050.00	\$ 17,813.00	4.48%
Library	Library Specialist 1	\$ 19,856.00	\$ 20,431.00	2.90%
Library	Library Specialist 2	\$ 19,856.00	\$ 20,431.00	2.90%
Library	Library Director	\$ 74,058.00	\$ 78,300.00	5.73%
Library	Library Assistant 3		\$ 10,981.00	100%

FY 21 WAGE / SALARY DETAILS

Department	Position Title	FY20	Proposed FY21 Wages/Salaries	* % Change
Library	Longevity	\$ 500.00	\$ 500.00	0%
Nurse - 1	Town Nurse - Town of Upton	\$ 36,102.00	\$ 37,584.00	4.11%
Nurse - 1	Longevity	\$ 600.00	\$ 360.00	-40%
Nurse - 2	Town Nurse - Blackstone	\$ 18,051.00	\$ 9,396.00	-47.95%
Planning	Department Coordinator	\$ 19,189.62	\$ 19,835.00	3.36%
Planning	Longevity	\$ 187.50	\$ 188.00	0.27%
Police	Chief	\$ 140,501.00	\$ 145,312.00	3.42%
Police	Lieutenant	\$ 95,575.00	\$ 97,487.00	2.00%
Police	Sergeant 1	\$ 95,575.00	\$ 88,735.00	-7.16%
Police	Sergeant 2	\$ 95,575.00	\$ 86,763.00	-9.22%
Police	Sergeant 3		\$ 82,819.00	100%
Police	Patrol 1	\$ 74,934.00	\$ 76,433.00	2.00%
Police	Patrol 2	\$ 71,366.00	\$ 72,793.00	2.00%
Police	Patrol 3	\$ 71,366.00	\$ 72,793.00	2.00%
Police	Patrol 4	\$ 80,287.00	\$ 61,754.00	-23.08%
Police	Patrol 5	\$ 74,934.00	\$ 71,702.00	-4.31%
Police	Patrol 6	\$ 78,502.00	\$ 61,754.00	-21.33%
Police	Patrol 7	\$ 70,297.00	\$ 80,073.00	13.91%
Police	Patrol 8	\$ 70,297.00	\$ 71,702.00	2.00%
Police	Patrol 9	\$ 70,297.00	\$ 67,929.00	-3.37%
Police	Department Coordinator	\$ 52,261.00	\$ 55,737.00	6.65%
Police	Police OT	\$ 165,930.00	\$ 157,768.00	-4.92%
Police	Police/Comm Longevity	\$ 10,900.00	\$ 8,400.00	-22.94%
Police	Communication 1	\$ 56,066.00	\$ 50,824.00	-9.35%
Police	Communication 2	\$ 53,396.00	\$ 58,277.00	9.14%
Police	Communication 3	\$ 53,396.00	\$ 46,204.00	-13.47%
Police	Communication 4	\$ 52,595.00	\$ 50,824.00	-3.37%
Recreation	Recreation Director	\$ 51,568.0000	\$ 53,600.0000	3.94%
Town Clerk	Town Clerk	\$ 81,424.00	\$ 83,570.00	2.64%
Town Clerk	Municipal Hearing Officer Stipend	\$ 2,500.00	\$ 2,500.00	0%
Town Clerk	Assistant Town Clerk	\$ 13,535.00	\$ 26,477.00	95.62%
Town Clerk	Custodian	\$ 45,686.00	\$ 47,385.00	3.72%
Town Clerk	Longevity	\$ 1,250.00	\$ 1,125.00	-10.00%
T/C	Assistant Treasurer/Collector	\$ 36,800.00	\$ 45,133.00	22.64%
T/C	Department Specialist	\$ 18,976.06	\$ 21,443.00	13.00%
T/C	Payroll Clerk	\$ 6,223.94	\$ 5,587.89	-10.22%

FY 21 WAGE / SALARY DETAILS

Department	Position Title	FY20	Proposed FY21 Wages/Salaries	* % Change
VetSvc	Veterans' Services Director	\$ 9,351.00	\$ 9,409.00	0.62%
Water	Director of Public Works (25%)	\$ 37,784.00	\$ 32,330.00	-14.43%
Water	Water & Sewer Supervisor (50%)	\$ 40,664.00	\$ 41,479.00	2.00%
Water	Department Specialist (DPW)	\$ 11,557.00	\$ -	-100%
Water	Department Specialist 19.5 (50%)	\$ 6,578.00	\$ 12,000.00	82.43%
Water	Water / WW Operator	\$ 32,364.00	\$ 33,022.00	2.03%
Water	Water / WW Operator	\$ 33,054.00	\$ 33,711.00	1.99%
Water	Water / WW Operator	\$ 29,441.00	\$ 30,036.00	2.02%
Water	Water/WW Operator		\$ 22,133.00	100%
Water	Water / WW Operator	\$ 27,980.00	\$ 30,036.00	7.35%
Water	Scheduled OT	\$ 17,520.00	\$ 17,871.00	2.00%
Water	Unscheduled OT	\$ 11,577.00	\$ 11,809.00	2.00%
Water	On Call Stipend	\$ 3,080.00	\$ 3,142.00	2.01%
Water	Full license upgrades	\$ 1,635.00	\$ 1,668.00	2.02%
Water	Working Foreman	\$ 837.00	\$ 854.00	2.03%
Water	Longevity	\$ 775.00	\$ 775.00	0%
Wastewater	Director of Public Works (25%)	\$ 25,189.00	\$ 32,330.00	28.35%
Wastewater	Water & Sewer Supervisor (50%)	\$ 40,664.00	\$ 41,479.00	2.00%
Wastewater	Department Specialist (DPW)	\$ 11,558.00	\$ -	-100%
Wastewater	Department Specialist 19.5 (50%)	\$ 6,577.00	\$ 12,000.00	82.45%
Wastewater	WW Operator		\$ 22,133.00	100.00%
Wastewater	Water / WW Operator	\$ 32,364.00	\$ 33,022.00	2.03%
Wastewater	Water / WW Operator	\$ 33,054.00	\$ 33,711.00	1.99%
Wastewater	Water / WW Operator	\$ 29,441.00	\$ 30,036.00	2.02%
Wastewater	Water / WW Operator	\$ 27,980.00	\$ 30,036.00	7.35%
Wastewater	Scheduled OT	\$ 17,520.00	\$ 17,871.00	2.00%
Wastewater	Unscheduled OT	\$ 4,135.00	\$ 4,218.00	2.01%
Wastewater	On Call Stipend	\$ 3,080.00	\$ 3,142.00	2.01%
Wastewater	Working Foreman	\$ 837.00	\$ 854.00	2.03%
Wastewater	Longevity	\$ 775.00	\$ 775.00	0%
Wastewater	Full license upgrades	\$ 1,635.00	\$ 1,668.00	2.0183%
BoA	Assessor #1	\$ 750.00	\$ 750.00	0%
BoA	Assessor #2	\$ 500.00	\$ 500.00	0%
BoA	Assessor #3	\$ 500.00	\$ 500.00	0%
BoH	Board of Health #1	\$ 750.00	\$ 750.00	0%
BoH	Board of Health #2	\$ 500.00	\$ 500.00	0%
BoH	Board of Health #3	\$ 500.00	\$ 500.00	0%
BoS	Selectmen #1	\$ 750.00	\$ 750.00	0%
BoS	Selectmen #2	\$ 500.00	\$ 500.00	0%

FY 21 WAGE / SALARY DETAILS

Department	Position Title	FY20	Proposed FY21 Wages/Salaries	* % Change
BoS	Selectmen #3	\$ 500.00	\$ 500.00	0%
BVT	Elected Representative	\$ 500.00	\$ 500.00	0%
Cemetery	Cemetery Commission #1	\$ 750.00	\$ 750.00	0%
Cemetery	Cemetery Commission #2	\$ 500.00	\$ 500.00	0%
Cemetery	Cemetery Commission #3	\$ 500.00	\$ 500.00	0%
Finance	Finance Committee #1			
Housing	Housing Authority #1	\$ 750.00	\$ 750.00	0%
Housing	Housing Authority #2	\$ 500.00	\$ 500.00	0%
Housing	Housing Authority #3	\$ 500.00	\$ 500.00	0%
Housing	Housing Authority #4	\$ 500.00	\$ 500.00	0%
Library	Library Trustees #1	\$ 750.00	\$ 750.00	0%
Library	Library Trustees #2	\$ 500.00	\$ 500.00	0%
Library	Library Trustees #3	\$ 500.00	\$ 500.00	0%
Library	Library Trustees #4	\$ 500.00	\$ 500.00	0%
Library	Library Trustees #5	\$ 500.00	\$ 500.00	0%
Library	Library Trustees #6	\$ 500.00	\$ 500.00	0%
Library	Library Trustees #7	\$ 500.00	\$ 500.00	0%
Library	Library Trustees #8	\$ 500.00	\$ 500.00	0%
Library	Library Trustees #9	\$ 500.00	\$ 500.00	0%
Moderator	Moderator	\$ 500.00	\$ 500.00	0%
MURSD	MURSD #1	\$ 750.00	\$ 750.00	0%
MURSD	MURSD #2	\$ 500.00	\$ 500.00	0%
MURSD	MURSD #3	\$ 500.00	\$ 500.00	0%
Planning	Planning Board #1	\$ 750.00	\$ 750.00	0%
Planning	Planning Board #2	\$ 500.00	\$ 500.00	0%
Planning	Planning Board #3	\$ 500.00	\$ 500.00	0%
Planning	Planning Board #4	\$ 500.00	\$ 500.00	0%
Planning	Planning Board #5	\$ 500.00	\$ 500.00	0%
Recreation	Recreation #1	\$ 750.00	\$ 750.00	0%
Recreation	Recreation #2	\$ 500.00	\$ 500.00	0%
Recreation	Recreation #3	\$ 500.00	\$ 500.00	0%
T/C	Treasurer	\$ 62,583.63	\$ 64,335.00	2.80%

FY 21 WAGE / SALARY DETAILS

Department	Position Title	FY20	Proposed FY21 Wages/Salaries	* % Change
Trust Funds	Commissioner Trust Funds #1	\$ 750.00	\$ 750.00	0%
Trust Funds	Commissioner Trust Funds #2	\$ 500.00	\$ 500.00	0%
Trust Funds	Commissioner Trust Funds #3	\$ 500.00	\$ 500.00	0%

NOTES

*FY21 wage calculations are 2% COLA by 52.2 WEEKS and adjusted to the step plan in classification/compensation plan. Departmental position wage information will only be included in line item departmental budget detail and under the Treasurer/Collector' s annual report and will not be included in succeeding finance committee reports.

Annual Town Meeting 23 June 2020 Warrant



TOWN OF UPTON, MASSACHUSETTS

Annual Town Meeting 23 June 2020 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 Auditorium at said Nipmuc Regional High School, 90 Pleasant Street, Upton, MA on Tuesday, June 23, 2020 punctually at seven o'clock in the evening, to act on the Articles in the warrant.

ARTICLE 1: 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

ARTICLE 2A: To see if the Town will vote to raise and appropriate, or transfer from available funds, the sum of two-hundred fifty-nine thousand six hundred ninety-nine dollars (\$259,699.00), or any other sum for the purpose of funding the Town's additional assessment for the Mendon-Upton Regional School District (*two-hundred two thousand two-hundred sixty-one dollars (\$202,261.00)*); and for the purpose of funding the Town's assessment for the Blackstone Valley School District (*fifty-seventy thousand four hundred thirty-eight dollars (\$57,438.00)*), for the fiscal year beginning July 1, 2020, or take any other action relative thereto.

**Explanation/
Submitted by:** Schools Additional Operational Budget/Board of Selectmen

Recommendation: Favorable Action Finance Committee

ARTICLE 2B: 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, §108, and to raise and appropriate or transfer from available funds¹, such sums as may be necessary to defray expenses of the Town Departments for FY 2021; or, to take any other action relative thereto.

**Explanation/
Submitted by:** Annual Town Operating Budget/Board of Selectmen

Recommendation: Favorable Action Finance Committee

¹ Note that this warrant uses the words "transfer from available funds" to refer to transfers from Free Cash (previously described as "appropriate from available unappropriated funds in the Town Treasury") and/or transfers from appropriations made at prior Town Meetings (previously described as "transfer").

ARTICLE 3: To see if the Town will vote to raise and appropriate or transfer from available funds a sum of money to operate the Water Enterprise Fund as set forth below for FY 2021; or, to take any other action relative thereto.

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

Wages & Salaries	\$270,866
Expenses	370,640
Capital Outlay	100,000
Debt	297,795
Extra/Unforeseen	50,000
Total	\$ 1,089,301

And that **\$1,089,301.00** be raised for such purposes as follows:

Department receipts	\$790,404
Retained Earnings	150,000
*Tax Levy	148,897
<u>Free Cash</u>	<u>-0-</u>

*(NOTE: As raised and appropriated under Article 2)

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

Recommendation: Favorable Action Finance Committee/ Capital Budget Committee

ARTICLE 4: To see if the Town will vote to raise and appropriate or transfer from available funds a sum of money to operate the Wastewater Enterprise Fund as set forth below for FY 2021; or, to take any other action relative thereto.

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

Wage & Salaries	\$ 294,835
Expenses	325,519
Capital Outlay	100,000
Debt	10,813
Extra/Unforeseen	30,000
Total	\$761,167

And that **\$761,167.00** be raised for such purposes as follows:

Department receipts	\$ 655,760
Retained Earnings	100,000
Tax levy	5,407*
<u>Free cash</u>	<u>-0-</u>

* (NOTE: As raised and appropriated under Article 2)

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

Recommendation: Favorable Action Finance Committee/ Capital Budget Committee

ARTICLE 5: To see if the Town will vote to approve annual spending limits for FY 2021 for revolving funds established in Section 6 of Title 2, Chapter 25, of the General Bylaws, in accordance with G.L. Chapter 44, §53E ½, and for the Treasurer/Collector Tax Title Revolving Fund, in accordance with M.G.L. Chapter 60, §15B, with such expenditure limits 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 for the ensuing fiscal year; provided, however, that at the request of the entity authorized to expend such funds, the Board of Selectmen, with the approval of the Finance Committee, may increase such limit, for that fiscal year only, all as set forth below; or to take any other action relative thereto:

Authorized Revolving Funds (G.L. c.44, §53E ½)	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 By-law Revolving Fund”	\$20,000
Conservation Commission “Storm Water By- Law Fund”	\$7,000
Council on Aging Programming	\$10,000
Land Stewardship Committee “Community Garden Fund”	\$2,000
Land Stewardship Committee “Land Stewardship Fund”	\$10,000
Town Library Fund	\$6,000
Recreation Commission	\$260,000
Authorized Revolving Fund (G.L. c.60, §15B)	Fiscal Year Expenditure Limit
Treasurer/Collector Tax Title	\$15,000

Explanation/

Submitted by: To approve spending limits for the various town revolving funds, to be applicable from year to year unless later changed by Town Meeting/Board of Selectmen.

Recommendation: Favorable Action Finance Committee

ARTICLE 6: To see if the Town will vote to raise and appropriate or transfer from available funds a sum of money for PEG Access and Cable Related Fund as set forth below for FY 2021; or, to take any other action relative thereto.

That the following sums to be appropriated for the Peg Access and Cable Related Fund:

Wage & Salaries	\$43,500
Expenses	\$ 3,200
Capital Outlay	\$20,000
Extra/Unforeseen	\$6,670
Total	<u>\$73,370</u>

Department receipts	\$73,370
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Recommendation: Favorable Action Finance Committee

ARTICLE 7: Withdrawn

Recommendation: Favorable Action Finance Committee

Recommendation: Favorable Action Finance Committee / Capital Budget Committee

ARTICLE 10: Withdrawn

ARTICLE 11: Withdrawn

ARTICLE 12 A: To see if The Town will vote to transfer from the Community Preservation Fund FY 2020 CPA Trust Fund matching revenues of One-Hundred Ninety-Six Thousand Eight Hundred Thirty-Six dollars (\$196,836.00) the sums set forth below to the following Community Preservation Fund reserve accounts to meet the requirements of M.G.L.c.44B 6:

- Historic Resources Account - \$19,683.60
- Open Space Account - \$19,683.60
- Community Housing Account - \$19,683.60

and to place any remaining FY2020 CPA Trust Fund matching revenues in a so-called “FY2020 Undesignated Budgeted Reserve”, or, to take any other action relative thereto.

Explanation/

Submitted by: To transfer 10% of CPA Matching Trust Funds to Reserve Accounts /Community Preservation Committee.

Recommendation: Favorable Action Finance Committee

ARTICLE 12 B: To see if the Town will vote to act on the report of the Community Preservation Committee on the FY 2021 community preservation budget, and to appropriate the sum of fifteen thousand dollars (\$15,000), or any other amount, from the Community Preservation Fund FY 2021 estimated annual revenues to the Community Preservation Committee Administrative Expense Account for all necessary and proper administrative expenses of the Committee for FY 2021; or, to take any other action relative thereto.

Explanation/

Submitted by: To transfer an amount from estimated annual revenues for the administrative and operating costs of the Community Preservation Committee for FY 2021. /Community Preservation Committee.

Recommendation: Favorable Action Finance Committee

ARTICLE 12 C: To see if the Town will vote to transfer up to thirty-five thousand dollars (\$35,000) from the Community Preservation Undesignated Fund Balance to fund 50% of the design and engineering for Leland Field per the concept outlined in the Recreation Master Plan; including all expenses incidental and related, or, to take any other action relative thereto.

Explanation/

Submitted by: In the Recreation Master Plan, renovations and improvements to Leland Field were outlined which will improve and repair the courts and also reorient the fields to allow for more usage of the space/Recreation Commission.

Recommendation: Favorable Action Finance Committee/ Capital Budget Committee

ARTICLE 12 D : To see if the Town will vote to transfer the sum of ten thousand dollars (\$10,000) from the Community Preservation Act Historic Preservation Reserve Account to fund the repair of the slate roof and the painting of the ceiling of the historic storage shed at Maplewood Cemetery; including all expenses incidental and related, or, to take any other action relative thereto.

Explanation/

Submitted by: The Historical Commission is requesting funds of \$10,000 from the Community Preservation Historic Preservation Reserve account to rehabilitate the roof of the storage shed at Maplewood Cemetery. The small stone structure has been a landmark in the Town of Upton since 1905 and is one of the photos which appears on the Town website. The slate roof and the copper flashing around the chimney will be repaired and the interior ceiling will be repainted. This will require interior staging since the ceiling, which has been evaluated for structural soundness, is quite high/ Community Preservation Committee

Recommendation: Favorable Action Finance Committee

ARTICLE 12 E: Withdrawn

ARTICLE 13: To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow the sum of the sum of eleven thousand dollars (\$11,000), or any other sum, for use by the Board of Assessors for recertification work required to comply with state law; including all expenses incidental and related, or, to take any other action relative thereto.

Explanation/

Submitted by: The requested appropriation would allow the Board of Assessors to carry out its on-going statutory responsibilities to reevaluate Town properties/Board of Assessors.

Recommendation: Favorable Action Finance Committee

ARTICLE 14: Withdrawn

ARTICLE 15: To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow the sum of ten thousand dollars (\$10,000.00), or any other sum, for use by the Board of Assessors to contract for a utility appraiser; including all expenses incidental and related, or, to take any other action relative thereto.

Explanation/

Submitted by: The requested appropriation would assist the Board of Assessors with their responsibilities in assessing utility infrastructure/Board of Assessors.

Recommendation: Finance Committee Favorable Action

ARTICLE 16: To see if the Town will vote to amend Section 6.1 of the Zoning By-laws, “Common Driveways”, by inserting the underlined language as follows:

- 6.1 COMMON DRIVEWAYS. A common driveway is any road to be used for vehicular access to two or more dwellings or places of business. Common driveways shall only be allowed by special permit, subject to the provisions of §9.3 of this bylaw. For the purposes of this section, the special permit granting authority shall be the Planning Board of the Town of Upton. All persons constructing common driveways in any and all districts of the Town of Upton shall meet the following standards:
- 1) Common driveways shall be of sufficient design so as to provide safe travel for vehicles and pedestrians and to obtain maximum amenities for future residents.
 - 2) All common driveways shall be identified by a sign posted at the intersection with public way, and the sign shall state “NOT A PUBLIC WAY”.
 - 3) The driveway shall be graded and prepared according to all requirements of Subdivision Control Laws, Sections V (Required Improvements for an Approved Subdivision), subsection B. 2, 3, and 4.
 - 4) Common driveways shall have an easement width of not less than twenty-four feet (24’) and shall have a paved width of not less than eighteen (18’) feet.
 - 5) A three-foot shoulder shall be constructed along at least one side of the paved driveway.
 - 6) The maximum centerline grade shall not exceed 8%. No grade shall exceed 3% within seventy-five (75’) of street right of way lines.
 - 7) Property lines at street intersections shall be rounded or cut back to provide for a curb radius of not less than thirty-degrees.
 - 8) Common driveways shall not exceed five hundred feet (500’) in length.
 - 9) In the circular turning area at the end of the cul-de-sac the minimum easement shall be of a diameter of not less than one hundred twenty feet (120’) and the paved area shall not be less than one hundred feet (100’) in diameter.
 - 10) In addition to the above standards, the following standard conditions shall apply to all special permits granted under this section:
 - No building permits shall be issued until the driveway layout

and base have been inspected by a third party engineer pursuant to Section V, subsection B.4 of the Town of Upton, “Rules and Regulations Governing the Subdivision of Land

- No occupancy permit shall be issued until the completed driveway has been inspected by a third party engineer pursuant to Section V, subsection B.4 of the Town of Upton, “Rules and Regulations Governing the Subdivision of Land.

or take any other action relative thereto.

Explanation/

Submitted by: The proposed zoning amendment would change a common driveway from being a by-right use to being a use requiring a special permit/Planning Board

Recommendation:

ARTICLE 17: Withdrawn

ARTICLE 18: To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow the sum of one hundred fifty-nine thousand dollars (\$159,000.00), or any other sum, to purchase portable radio equipment including all expenses incidental and related, or, to take any other action relative thereto.

Explanation/

Submitted by: The current radio equipment is at the end of life, unsupported by the manufacturer and are not P25 compliant. This radio equipment is essential for our operations when working at any type of incident/Fire Department.

Recommendation: Favorable Action Finance Committee/Capital Budget Committee

ARTICLE 19: To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow the sum of eleven thousand and seventy dollars (\$11,070.00), or any other sum, to purchase 3 sets of personal protective firefighter gear (PPE) including all expenses incidental and related, or, to take any other action relative thereto.

Explanation/

Submitted by: NFPA 1851, Standard on Selection, Care and Maintenance of Protective Ensembles for Structural Fire Fighting and Proximity Fire Fighting, states that all “ensembles and ensemble elements shall be retired...no more than 10 years from the date the ensembles or ensemble elements were manufactured.” This includes helmets, hoods, coats, pants, gloves, and boots. The intention of the department is to continue its long term and ongoing replacement plan so that turnout gear will meet this standard at all times/Fire Department.

Recommendation: Favorable Action Finance Committee

ARTICLE 20: To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow the sum of twenty-five thousand dollars (25,000.00), or any other sum, to fund the repair and replacement of the heating and HVAC systems

at the Fire Station and all incidental and related costs, and or to take any other action relative thereto.

Explanation/

Submitted by: Funds are needed to repair the heating system components and replace the A/C condensing unit for the second floor at the Fire Station. The building has been having heating and cooling issues for the past 1.5 years. This past Fall required a repair to the A/C system on the second floor which resulted in the identification of needed heating system upgrades. These systems and units are original to the building which is over 18 years old and they need to be repaired and/or replaced/Fire Department.

Recommendation: Favorable Action Finance Committee/ Capital Budget Committee

ARTICLE 21: Withdrawn

ARTICLE 22: To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow the sum of ten thousand dollars (\$10,000), or any other sum, to fund the purchase of a used replacement forklift for the DPW Highway Division, including all expenses incidental and related, or, to take any other action relative thereto.

Explanation/

Submitted by: The Highway Division currently utilizes one (1) 1963 Clark propane driven forklift. This piece of equipment is utilized weekly for a variety of tasks including but not limited to; unloading pallets of pelletized deicer, pallets of cold patch bags for emergency pothole repair, drums of paint for line painting, pallets of fertilizer and lime, raw stock that is used for fabrication, plow blades, etc. The current forklift is 57 years old and in disrepair/ Department of Public Works.

Recommendation: Favorable Action Finance Committee/ Capital Budget Committee

ARTICLE 23: Withdrawn

ARTICLE 24: Withdrawn

ARTICLE 25: To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow the sum of thirty thousand dollars (\$30,000), or any other sum, to fund the purchase a replacement turf truck for the DPW Parks/Forestry/Cemetery Division, including all expenses incidental and related, or, to take any other action relative thereto.

Explanation/

Submitted by: The Parks/Forestry/Cemetery Division currently utilizes one (1) 2001 Cushman gas driven turf truck. This piece of equipment is instrumental in maintaining and grooming 28 acres of athletic fields and cemeteries during the spring summer and fall. The turf truck assists with many tasks including but not limited to; hauling bulk materials, top dressing fields, trash removal, dragging infields and Kiwanis beach, etc. To not replace this vehicle would have a serious impact on our small

crew's ability to provide the maintenance and repairs necessary to keep our fields and recreation areas in top condition/Department of Public Works.

Recommendation: Favorable Action Finance Committee/ Capital Budget Committee

ARTICLE 26: To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow the sum of two hundred eighty thousand dollars (\$280,000), or any other sum, for the purpose of funding the Water Division's Capital Improvement Program including all expenses incidental and related, or, to take any other action relative thereto.

Explanation/

Submitted by: A Comprehensive Assessment and Analysis was performed by Tighe & Bond including an updated capital plan. The plan acknowledges previously identified needs of the Water Division including updated repairs and maintenance necessary for the continued operation of the Water Treatment & Distribution System. A detailed inventory of these repairs is included in the report/ Department of Public Works.

Recommendation: Favorable Action Finance Committee/ Capital Budget Committee

ARTICLE 27: To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow the sum of four hundred fifty thousand dollars (\$450,000), or any other sum, for the purpose of funding the Wastewater Division's Capital Improvement Program including all expenses incidental and related, or, to take any other action relative thereto.

Explanation/

Submitted by: A Comprehensive Assessment and Analysis was performed by Tighe & Bond including an updated capital plan. The plan acknowledges previously identified needs of the Wastewater Division including updated repairs and maintenance necessary for the continued operation of the Wastewater Treatment Facility. A detailed inventory of these repairs is included in the report.

Recommendation: Favorable Action Finance Committee/ Capital Budget Committee

ARTICLE 28: To see if the Town will appropriate the amount of \$293,796.67, being the unexpended balance of proceeds of the sale of bonds issued pursuant to a vote of the Town duly adopted at Annual Town Meeting on May 7, 2009 (Article 32) to finance the Water Main Replacement along Route 140, and pursuant to a vote of the Town duly adopted at Annual Town Meeting on May 10, 2012 (Article 10) to finance the construction of a Well field at the third water source, located at 172 West River Street, related Pumping Station, the West River Street water main replacement and installation of a SCADA system at all water and wastewater facilities, which projects are now complete and for which no further liability remains, for the purpose of paying the costs of Miscellaneous Water Capital Projects work within the Town, including the payment of any and all costs incidental and related thereto, pursuant to Section 20 of Chapter 44 of the General Laws.

Explanation/

Submitted by: The Water Enterprise includes two capital project articles/funds that unused bond proceeds are available to be appropriated in accordance with M.G.L. Chapter 44, Section 20. Water Capital Project Fund 6400, originally appropriated on May 7, 2009, as Article 32 for the Water Main Replacement along Route 140 includes \$8,782.39 of available funds that are available for appropriation for a similar Water Capital Project. Water Capital Article account 6000-500-5013-5010, originally appropriated on May 10, 2012, as Article 10 for the construction of a Well field at the third water source, located at 172 West River Street, related Pumping Station, the West River Street water main replacement and installation of a SCADA system at all water and wastewater facilities that includes \$285,014.28 of available funds that are available for appropriation for a similar Water Capital Project/Town Accountant

Recommendation: Favorable Action Finance Committee

ARTICLE 29: To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow the sum of thirteen thousand dollars (\$13,000.00), or any other sum, for the purpose of purchasing software for tracking personnel time, attendance, vacation time, and sick time, including all expenses incidental and related, or, to take any other action relative thereto.

Explanation/

Submitted by: Treasurer/Collector

Recommendation: Favorable Action Finance Committee

ARTICLE 30: To see if the Town will vote to authorize the Board of Selectmen to submit a home rule petition to the General Court for special legislation changing the position of Treasurer/Collector from elected to appointed, all as set forth below; and to authorize the General Court to make clerical or editorial changes of form only to the bill, unless the Board of Selectmen approve amendments to the bill before enactment by the General Court, and provided further that the Board of Selectmen is hereby authorized to approve amendments which shall be within the scope of the general public objectives of this petition, or take any other action relative thereto:

**AN ACT CREATING IN THE TOWN OF UPTON THE OFFICE OF
APPOINTED TREASURER/COLLECTOR**

SECTION 1. Notwithstanding any general or special law to the contrary, the office of Treasurer/Collector in the town of Upton shall be appointed, and may be removed by, the Town Manager. The Treasurer/Collector shall have all the powers, perform the duties and be subject to the liabilities and penalties now or hereafter conferred and imposed by law on Treasurers and Collectors. The Town Manager may establish an employment contract with the Treasurer/Collector not to exceed 5 years, for salary, fringe benefits and other conditions of employment, including, but not limited to, severance pay, reimbursement for expense incurred in the performance of the duties of office, liability insurance, and conditions of

discipline, termination, dismissal, reappointment, performance standards and leave.

SECTION 2. Notwithstanding section 1, the elected incumbent holding office as of the effective date of this act shall serve out the remainder of his elected term, at which time the elected office shall be abolished. The elected incumbent holding office as of the effective date of this act shall then become the first appointed Treasurer/Collector, and shall serve as such until his resignation, retirement or removal for cause. In such case, or if the elected incumbent vacates the office prior to the end of the term, appointments to the position of Treasurer/Collector shall be made by the Town Manager in accordance with said section 1.

SECTION 3. This act shall take effect upon its passage.

Explanation/

Submitted by: To change the position of Treasurer Collector from an elected position to an appointed position/Treasurer/Collector.

Recommendation:

ARTICLE 31: Withdrawn

ARTICLE 32: To see if the Town will vote to authorize the Board of Selectmen to petition the General Court to amend Section 2 of Chapter 391 of the Acts of 2008, entitled, "An Act Establishing the Office of Town Manager in the Town of Upton", by adding under Section 2 "(g) hiring and appointing the Board of Assessor Staff in consultation with the Board of Assessor with such staff being subject to the Town Manager's authority pursuant to paragraph (a) of this section" , or, take any other action relative thereto.

Explanation/

Submitted by: Allowing the Town Manager to appoint the Assistant Assessor, permits the Assistant Assessor to also be an elected member of the Board of Assessors according to State Ethics, if necessary. Appointing Assessing staff can provide for more coordinated efforts amongst the various financial departments as well/Board of Assessors

Recommendation:

ARTICLE 33: To see if the Town will vote to amend Title II, Chapter One of the General By-laws, Town Meetings, by inserting the underlined language and deleting the strikethrough language, as follows:

Section 1. The Annual Town ~~Meeting~~ Election for the election of Town Officers shall be held on the ~~first Monday~~ Tuesday following the first Thursday of May of each year. Official ballots shall be used as provided by law.

Section 2. The polls for the annual Town ~~Meeting~~ Election shall be opened at seven o'clock in the forenoon and shall remain open until eight o'clock in the evening.

Section 2a. The Annual ~~Adjourned-Town~~ Meeting for the transaction of all businesses other than the election of Town Officers, and the determination of matters required to be by ballot, shall be at 7:00 P.M. on the first Thursday ~~following the first Monday~~ in May of each year.

or take any other action relative thereto.

Explanation/

Submitted by:

When the town changed the bylaw to have Town Meeting before electing new officials, Nipmuc needed to make changes to their end of the year events to accommodate the Election Day. However, looking forward the next 5 years, the dates of the Election is in direct conflict with the end of the year events held before graduation/Town Clerk.

Recommendation:

ARTICLE 34:

To see if the Town will vote to amend Title 2 Chapter 1 Sections 4 and 5 of the General By-laws with underlined text to be inserted and text to be deleted shown with ~~striketrough~~, as follows:

Section 4 Notices of every town meeting shall be given by posting ~~printed~~ copies of the warrant for such meeting on the Town Clerk's bulletin board at Town Hall, on the Town's official website, and in any other manner which the Board of Selectmen deems appropriate, provided, however, that inadvertent failure to post on the website, or any interruption in service to such website, shall not affect the validity of the noticed town meeting. ~~in two or more conspicuous public places in the town of Upton, and one copy thereof shall be posted on the exterior of the Town Hall Building.~~

Section 5 Notice of every adjourned Town Meeting shall be posted by the Town Clerk on the Town Clerk's bulletin board at Town Hall, on the Town's official website, and in any other manner which the Board of Selectmen deems appropriate, provided, however, that inadvertent failure to post on the website, or any interruption in service to such website, shall not affect the validity of the noticed continued town meeting. ~~in two or more conspicuous public places in the Town of Upton, one copy thereof shall be posted on the exterior of the Town Hall Building.~~

~~In addition thereto the Town Clerk may, if he or she deems it practicable, publish the same in any newspaper published in the County having a circulation in the Town of Upton.~~

or, to take any other action relative thereto.

Explanation/

Submitted by: By amending this section, the Town Meeting warrant posting requirements are more contemporary and provide for easier public access and transparency/Town Manager.

Recommendation:

ARTICLE 35: Withdrawn

ARTICLE 36: To see if the Town will vote to accept as a public way the roadway known as Azalea Lane, as heretofore laid out by the Board of Selectmen and shown on a plan of land entitled ““Layout Plan of Azalea Lane ‘J.R. Estates’ Upton, Mass.,” dated August 22, 2019, prepared by Guerriere & Halnon, Inc., and on file with the Town Clerk, and authorize the Board of Selectmen to acquire, by gift, purchase, and/or eminent domain, the fee to and/or easements in Azalea Lane for all purposes for which public ways are used in the Town of Upton and any drainage, utility and/or other easements related thereto; or, to take any other action relative thereto.

Explanation/

Submitted To accept Azalea Lane as a public way per the agreement between the Upton Planning Board and D&F Afonso Builders/Board of Selectmen.

Recommendation:

Table of Organization

