

# Town of Lunenburg

**Fiscal  
Year**



**2011**

## **FINANCE COMMITTEE REPORT TOWN MEETING WARRANT**

**Annual Town Meeting**

**MAY 1, 2010 - 9:00 AM**

**Lunenburg High School Auditorium**

**Annual Town Election**

**MAY 15, 2010**

**T.C. Passios Elementary School**

**POLLS OPEN AT 7:00 AM - CLOSED AT 5:00 PM**

**PLEASE BRING THIS WARRANT WITH  
YOU TO TOWN MEETING**

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## ***FINANCIAL TERMS***

**UNRESERVED FUND BALANCE** - Previously referred to as Surplus Revenue, Excess and Deficiency Account, or E & D Account. The amount by which the cash, accounts receivable and other assets exceed the liabilities and reserves.

**FUND BALANCE AVAILABLE FOR APPROPRIATION** - (Free Cash) Unreserved Fund Balance less any uncollected prior year's property taxes, and less any unprovided for or overdrawn accounts. This must be certified as available funds by the State Director of Accounts before it can be voted in lieu of taxes.

**PROVISION FOR ABATEMENTS AND EXEMPTIONS** - (Overlay) Provision by Assessors for abatements and exemptions. May not exceed 5% of the tax levy unless otherwise authorized by the State Tax Commission.

**FUND BALANCE RESERVED FOR ABATEMENTS AND EXEMPTIONS SURPLUS** (Overlay Reserve) Any unused balances in the Provision for Abatements and Exemptions Account is available for appropriation.

**RESERVE FUND** - This fund is used by the Finance Committee to provide for extraordinary or unforeseen expenditures. The total amount appropriated in any one year may not exceed 5% of the Tax Levy. No direct drafts against this fund can be made, but transfers from the fund can be authorized by the Finance Committee.

**STABILIZATION FUND** - Monies placed (voted) into a Stabilization Fund may be appropriated at an Annual Town Meeting by a two-thirds vote for any lawful purpose. This account is sometimes referred to as the "Town's savings account".

**CHERRY SHEET** - The Cherry Sheet is named for the cherry-colored paper on which the State uses to notify the cities and towns of the estimated County and State Assessments and the estimated State distributions to be used in determining the Tax Rate as an offset to amounts that would otherwise be raised by taxation.

## ***CITIZEN'S CHECK LIST - To be considered on each vote***

- ✓ **IS IT NECESSARY?** Or is it something that is not really needed or perhaps already being provided by a private or public group?
- ✓ **CAN WE AFFORD IT?** Remember, there is no limit to what we would like, but there is a limit on what we can afford.
- ✓ **WHAT WILL IT COST ULTIMATELY?** Many proposals are like icebergs -- only a small fraction of the total cost is apparent on the surface.
- ✓ **HOW WILL IT AFFECT BASIC LIBERTIES?** If it imposes unreasonable or illegal restraints on your life or that of others, it should be vigorously opposed.
- ✓ **IS IT IN THE BALANCED BEST INTEREST OF ALL?** If it is designed to benefit a small group or special interest, while taking unfair disadvantage of others, work for its defeat.
- ✓ **IS IT A "FOOT-IN-THE-DOOR" PROPOSITION?** Comprising a little now may bring a oppressive burden later, either in more regulations or more taxes or both.
- ✓ **DOES IT PLACE TOO MUCH POWER IN THE HANDS OF ONE INDIVIDUAL OR GROUP?** Once decisive power is granted to a non-elected public official, a commission or a municipal authority, the private citizens lose effective control.
- ✓ **DOES IT RECOGNIZE THE IMPORTANCE OF THE INDIVIDUAL AND MINORITY OPINION?**
- ✓ **This is a cornerstone of our Republic.**

# FINANCE COMMITTEE REPORT

The budget process for FY11 has been more difficult than any in recent memory. As of this writing, there are still many uncertainties. The budget you will vote on at Annual Town Meeting (ATM) in May will undoubtedly be different from the one accompanying this message. There is still a sizable discrepancy between the school budget proposed by the Town Manager and the School Department. In the face of these uncertainties, the Town Manager, the department heads and the finance team have pulled together a reasonable FY11 Budget proposal that considers the needs of the entire town. The Finance Committee thanks these dedicated public servants for their hard work and diligence.

To balance the budget in FY10, many positions that became open during the year were not filled. You can expect more of the same in FY11. In addition, we resorted to reducing the Reserve Fund, tapping into the Stabilization Fund and furloughing some town employees. There will need to be some reductions in personnel costs to help close the gap in the FY11 budget. That will include some combination of reductions in health care costs and headcount. If all else fails, we may yet have to consider layoffs.

On the revenue side, State funding for overall local aid is nearly flat with FY10. Local receipts are recovering, but only slightly, mostly due to new growth from two large developments. The acceleration of permits for those developments may provide some relief in the form of Free Cash later during FY11, but that cannot be utilized for this budget.

On the expense side, as in FY10, most core services were held as close to level-service as possible. We are experiencing substantial increases in health insurance and retirement costs. The Capital Equipment proposal for FY11 is \$317,785 for purchases in Technology, School infrastructure, and Public Safety, as well as a minimal investment for the Council on Aging that will result in receiving grant money for improved parking at the Eagle House. The FY10 Snow and Ice deficit may also have to be addressed during FY11.

The School Department is projecting a decline from FY10 in student enrollment of 47 students (2.8%). The Town Manager has proposed a reduction of 1%. These cuts would be painful, especially in light of the fact that the budget request from the schools was for an increase. This request was not made lightly and is partially driven by increases in funding for Special Needs. The School proposal already includes some extraordinary and creative changes. We continue to work to close this gap before ATM. Rest assured that either budget proposal would leave Net School Spending above the FY11 Foundation Budget requirement. Federal Stimulus moneys may replace some small portion of this deficit for FY11, but remember that no such aid is expected after next year.

At this time we are trying to minimize any dependence on the Stabilization Fund, the Town's savings account. This is particularly important in view of our ability to borrow at a favorable rate. While we had to go to that well during FY10, our ability to maintain Stabilization is one of the factors in our recently improved bond rating. Please remember that in all likelihood over the next several years we will be facing requests for building projects for both the School Department and the Public Works Department.

We are continuing to try to streamline operations, improve efficiencies and investigate other methods of cost savings and revenue enhancements through the suggestions, efforts, and cooperation of all the town departments. The Town is also exploring further utilization of grants to help tide us over these difficult times.

Brian Laffond, Chair  
John Male  
Martha McDonald

Marilyn Stokes, Vice Chair  
Barbara Reynolds

Mark Erickson  
Lars Widstrand

# CAPITAL PLANNING REPORT

## CRITERIA: SAFETY, MANDATES, CRISIS, NEED, COST, EFFECTIVENESS AND ABILITY TO FUND

The Capital Planning Committee has presented the FY11 Plan to the Town Manager as required in the Town Charter. Town Manager Kerry Speidel, with the Committee, adjusted the FY11 amount from need requests of, \$779,605 to \$317,785 with no borrowing.

During last year's Town Meeting, the School Department requests (tractor\* and kitchen equipment\* for both schools) were passed by voters contingent upon a grant that, to date, has not been awarded. All 3 of those items are in the FY11 Capital Plan which is as follows:

<u>Department</u>	<u>Item</u>	<u>Amount</u>
Council on Aging	Parking Lot	\$10,000
Fire Department	Radio Equipment	\$40,000
Police Department	Marked Cruiser	\$40,000
School Department	District Tractor Loader*	\$38,785
School Department	Elem.Sch.Kitchen Renovations*	\$30,000
School Department	Elem.Sch.Restrooms	\$33,000
School Department	MiddleSch.Kitchen Renovations*	\$47,000
Technology Department	Equipment and Networking	\$79,000

As reported before, the process begins with the presentation of Form B's from each department. This form is inclusive of the needs for each department along with estimated prices and justification of the need. Department Heads meet with the Town Manager and the Committee and each requested item is scrutinized under the above criteria. Prioritization process is implemented when a bottom line figure is determined during the town budgeting process through the Town Manager. A finalized plan is then presented to the Town Meeting.

The Plans do not reflect every item requested and/or that fits the criteria. The Committee's concern is the same as in past years which is the criteria of "Ability to Fund" to fulfill the need requests within budgetary constraints and keeping in mind the Commonwealth's financial restraints in state aid allotments to towns.

Marion M. Benson, Chair, Planning Bd. Rep.  
David Matthews, Board of Selectmen  
Brian Laffond, Finance Committee  
Michael Mackin, School Committee  
Elaine Murphy, Member at Large

PROJECTED REVENUES/EXPENDITURES FY2011							
	FY09 BUDGETED	FY10 BUDGETED	FY11 BUDGETED	EXPENDITURES	FY09 BUDGETED	FY10 BUDGETED	FY11 4/5/10 Town Manager Recommendation
<b>PROPERTY TAXES</b>							
Prior Year Levy Limit	\$ 15,368,583.00	\$ 15,890,966.00	\$ 16,414,992.00	Maturing Debt	\$ 1,751,372.00	\$ 1,771,355.00	\$ 1,938,212.00
2 1/2% Increase	\$ 371,455.70	\$ 393,855.54	\$ 410,375.00	Interest/Issuance Costs on Debt	\$ 922,032.00	\$ 892,946.00	\$ 959,589.00
Estimated New Growth	\$ 138,168.00	\$ 130,170.00	\$ 150,000.00	Gen Gov Unclassified	\$ 2,205,842.00	\$ 2,152,356.00	\$ 2,457,192.00
Debt Exclusions	\$ 1,036,977.00	\$ 1,012,305.00	\$ 989,782.00	General Government	\$ 1,237,559.00	\$ 1,153,128.00	\$ 1,231,596.00
				Central Purchasing	\$ 47,200.00	\$ 41,612.00	\$ 41,650.00
<b>TAXES: Total</b>	<b>\$ 16,915,183.70</b>	<b>\$ 17,427,296.54</b>	<b>\$ 17,965,149.00</b>	Protection	\$ 2,293,638.00	\$ 2,230,948.00	\$ 2,322,821.00
<b>STATE PROVIDED FUNDS</b>				Health & Sanitation	\$ 67,366.00	\$ 64,173.00	\$ 66,361.00
Cherry Sheet/State Aid	\$ 6,574,321.00	\$ 6,004,013.00	\$ 6,055,681.00	Public Assistance	\$ 127,385.00	\$ 103,452.00	\$ 114,986.00
Police Career Incentive	\$ 64,065.00	\$ 11,495.00	\$ 5,914.00	Department of Public Works	\$ 1,203,937.00	\$ 1,256,036.00	\$ 1,317,823.00
<b>Subtotal State Aid</b>	<b>\$ 6,638,386.00</b>	<b>\$ 6,015,508.00</b>	<b>\$ 6,061,595.00</b>	Schools	\$ 15,318,628.00	\$ 15,083,297.00	\$ 14,936,887.00
				Library	\$ 329,867.00	\$ 303,099.00	\$ 329,791.00
				Recreation	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00
<b>PROJECTED LOCAL RECEIPTS</b>				<b>Omnibus Total</b>	<b>\$ 25,507,326.00</b>	<b>\$ 25,054,902.00</b>	<b>\$ 25,719,408.00</b>
Local Receipts	\$ 2,506,600.00	\$ 2,215,343.00	\$ 2,363,606.00	Changes to FY09 Budget (FY10 Recap)		\$ (78,038.00)	
<b>Subtotal Receipts</b>	<b>2,506,600.00</b>	<b>2,215,343.00</b>	<b>2,363,606.00</b>	<b>CHERRY SHEET CHARGES</b>			
<b>OTHER REVENUES</b>				Cherry Sheet Offset	\$ 466,295.00	\$ 360,982.00	\$ 426,243.00
Overlay Surplus	\$ 23,109.38			State & County	\$ 145,071.00	\$ 135,718.00	\$ 130,705.00
Free Cash	\$ 406,074.00			Choice/Charter Assessments	\$ 655,725.00	\$ 567,691.00	\$ 535,599.00
Unexpended Articles	\$ 84,779.57	\$ 27,601.81	\$ 22,785.00	Changes to FY09 Assessments		\$ (134,287.00)	
Borrowing	\$ 249,960.00			<b>Subtotal CS Charges</b>	<b>\$ 1,267,091.00</b>	<b>\$ 930,104.00</b>	<b>\$ 1,092,547.00</b>
Stabilization Fund	\$ -	\$ 112,500.00		<b>Allow for Abatements/Exemptions</b>	<b>\$ 97,988.20</b>	<b>\$ 141,583.39</b>	<b>\$ 145,000.00</b>
MSBA Reimbursements	\$ 586,560.88	\$ 559,058.00	\$ 559,057.00	<b>Worc Cty Retirement Assessment</b>	<b>\$ 493,121.00</b>	<b>\$ 528,137.00</b>	<b>\$ 583,808.00</b>
ARRA Funding - School		\$ 121,950.00		<b>Tax Title</b>	<b>\$ 6,500.00</b>	<b>\$ 3,500.00</b>	<b>\$ 5,500.00</b>
ART 5 5/5/08 (5/1/09 FY10 Recap)		\$ 1,897.00		<b>Layoffs</b>			
FY2009 Revenue Reduction (5/1/09 FY10 Recap)		\$ (174,492.00)		<b>Capital Articles</b>	<b>\$ 607,710.00</b>	<b>\$ 233,950.00</b>	<b>\$ 317,785.00</b>
<b>Trust &amp; Special Revenue Funds</b>				<b>General Fund Articles</b>	<b>\$ 40,500.00</b>	<b>\$ 60,580.23</b>	<b>\$ 15,000.00</b>
Sewer Enterprise	\$ 30,715.00	\$ 30,715.00	\$ 30,715.00	<b>Teachers Deferral</b>	<b>\$ 18,108.00</b>	<b>\$ 18,108.00</b>	<b>\$ -</b>
Sewer Betterments	\$ 732,849.00	\$ 726,968.00	\$ 802,490.00	<b>May 2008 STM Appropriations</b>	<b>\$ 219,736.33</b>	<b>\$ -</b>	<b>\$ -</b>
Water Betterments			\$ 62,779.00	<b>FY09 Articles STM</b>		\$ 4,654.25	
Sale of Real Estate Revolving Account	\$ 83,755.00			<b>FY09 Articles ATM</b>		\$ 35,075.00	
<b>Subtotal Other Revenue</b>	<b>\$ 2,197,802.83</b>	<b>\$ 1,406,197.81</b>	<b>\$ 1,477,826.00</b>	<b>Capital Program</b>			
				<b>Court Judgements</b>		\$ 27,500.00	
<b>Other Financing Sources</b>				<b>Snow &amp; Ice Deficit</b>			
Sewer Project				<b>Sanitary Landfill Repair</b>			
Capital Improvement Fund				<b>Prior Year Expense</b>	\$ 5,323.00		
Septic Loan Revenue	\$ 10,872.00	\$ 10,872.00	\$ 10,872.00	<b>Dispatcher's Contract Settlement</b>	\$ 5,441.00		
				<b>Nov 2005 STM Appropriations</b>			
				<b>FY04 Allowance Abate/Exempt</b>			
				<b>Transfer to Stabilization Fund 11/15</b>			
				<b>Recycling Enterprise Deficit</b>		\$ 115,161.48	
Enterprise Funds		\$ 814,352.54		<b>Enterprise Funds</b>		\$ 814,352.54	
<b>TOTAL REVENUE</b>	<b>\$28,268,844.53</b>	<b>\$27,889,569.89</b>	<b>\$27,879,048.00</b>	<b>TOTAL EXPENDITURES</b>	<b>\$ 28,268,844.53</b>	<b>\$ 27,889,569.89</b>	<b>\$ 27,879,048.00</b>

## FY 2011 Projected Omnibus Budget

Line No.		Expended FY07	Expended FY08	Expended FY2009	Budgeted FY2010	Revised FY2011 Town Manager Recommendation	\$ Chg Revised FY2011/FY2010 Budget	% Chg Revised FY2011/FY2010 Budget
<i>Maturing Debt &amp; Interest</i>								
1	Principal-Loans	\$ 1,529,705.00	\$ 1,698,912.00	\$ 1,751,371.00	\$ 1,771,355.00	\$ 1,938,212.00	\$ 166,857.00	9.42%
2	Interest -Loans	\$ 868,868.00	\$ 942,725.00	\$ 897,032.00	\$ 834,667.00	\$ 948,614.00	\$ 113,947.00	13.65%
3	Interest-Temporary Loans	\$ 71,123.00	\$ 24,034.00	\$ 49,390.00	\$ 20,000.00	\$ -	\$ (20,000.00)	-100.00%
3A	Administrative Fees - Loans				\$ 15,797.00	\$ 10,975.00	\$ (4,822.00)	-30.52%
3B	Bond Issuance Costs	\$ 15,000.00	\$ 6,636.00	\$ -	\$ 22,482.00	\$ -	\$ (22,482.00)	-100.00%
	<b>Total Maturing Debt</b>	<b>\$ 2,469,696.00</b>	<b>\$ 2,665,671.00</b>	<b>\$ 2,697,793.00</b>	<b>\$ 2,664,301.00</b>	<b>\$ 2,897,801.00</b>	<b>\$ 233,500.00</b>	<b>8.76%</b>
<i>Unclassified</i>								
4	Liability Insurance	\$ 161,594.00	\$ 142,190.00	\$ 147,044.00	\$ 136,000.00	\$ 122,800.00	\$ (13,200.00)	-9.71%
5	Workers Compensation	\$ 89,604.00	\$ 92,412.00	\$ 83,579.00	\$ 85,000.00	\$ 70,000.00	\$ (15,000.00)	-17.65%
6	Group Health Insurance	\$ 1,391,064.00	\$ 1,456,621.00	\$ 1,476,675.00	\$ 1,563,059.00	\$ 1,836,075.00	\$ 273,016.00	17.47%
7	Group Life Insurance	\$ 15,137.00	\$ 15,114.00	\$ 15,119.00	\$ 16,800.00	\$ 18,060.00	\$ 1,260.00	7.50%
8	Physicals	\$ 3,706.00	\$ 566.00	\$ 2,231.00	\$ 2,200.00	\$ 2,500.00	\$ 300.00	13.64%
9	Print Town Reports	\$ 8,830.00	\$ 8,254.00	\$ 7,942.00	\$ 5,700.00	\$ 6,500.00	\$ 800.00	14.04%
10	Mont Reg Planning Assess	\$ 2,463.00	\$ 2,524.00	\$ 2,587.00	\$ 2,652.00	\$ 2,718.00	\$ 66.00	2.49%
11	Historical Commission	\$ 594.00	\$ -	\$ -	\$ 850.00	\$ 850.00	\$ -	0.00%
12	Public Buildings	\$ 118,849.00	\$ 83,273.00	\$ 99,850.00	\$ 83,560.00	\$ 77,689.00	\$ (5,871.00)	-7.03%
13	Reserve Fund	\$ 79,773.00	\$ 36,140.00	\$ 40,000.00	\$ 24,267.00	\$ 50,000.00	\$ 25,733.00	106.04%
13A	Salary Reserve Fund	\$ 1,140.00	\$ 28,549.00	\$ 3,905.00	\$ 49,018.00	\$ 30,000.00	\$ (19,018.00)	-38.80%
14	Unemployment Expense	\$ 19,578.00	\$ 18,632.00	\$ 2,425.00	\$ 10,000.00	\$ 15,000.00	\$ 5,000.00	50.00%
15	Medicare - Town's Share	\$ 172,052.00	\$ 185,738.00	\$ 205,675.00	\$ 173,250.00	\$ 225,000.00	\$ 51,750.00	29.87%
	<b>Total Gen Gov Unclassified</b>	<b>\$ 2,064,384.00</b>	<b>\$ 2,070,013.00</b>	<b>\$ 2,087,032.00</b>	<b>\$ 2,152,356.00</b>	<b>\$ 2,457,192.00</b>	<b>\$ 304,836.00</b>	<b>14.16%</b>
<i>General Government</i>								
16	Finance Committee Expense	\$ 330.00	\$ 389.00	\$ 283.00	\$ 360.00	\$ 500.00	\$ 140.00	38.89%
17	Annual Town Audit	\$ 28,000.00	\$ 30,000.00	\$ 30,000.00	\$ 30,000.00	\$ 30,000.00	\$ -	0.00%
19	Charter Review Committee	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
20	Selectmen's Administration	\$ 104,521.00	\$ 114,305.00	\$ 123,331.00	\$ 119,255.00	\$ 124,617.00	\$ 5,362.00	4.50%
21	Selectmen Salaries	\$ 383.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ -	0.00%
22	Town Manager Salary	\$ 85,000.00	\$ 115,228.00	\$ 113,248.00	\$ 112,788.00	\$ 115,000.00	\$ 2,212.00	1.96%
23	Town Manager Expense	\$ 7,945.00	\$ 8,205.00	\$ 4,681.00	\$ 2,210.00	\$ 3,450.00	\$ 1,240.00	56.11%
24	Town Accountant	\$ 131,928.00	\$ 142,925.00	\$ 147,952.00	\$ 145,290.00	\$ 151,940.00	\$ 6,650.00	4.58%
25	Treasurer's Administration	\$ 78,530.00	\$ 91,946.00	\$ 89,968.00	\$ 64,571.00	\$ 76,856.00	\$ 12,285.00	19.03%
26	Banking Charges	\$ 14,828.00	\$ 13,145.00	\$ 925.00	\$ 500.00	\$ 1,000.00	\$ 500.00	100.00%

### *FY 2011 Projected Omnibus Budget*

Line No.		Expended FY07	Expended FY08	Expended FY2009	Budgeted FY2010	Revised FY2011 Town Manager Recommendation	\$ Chg Revised FY2011/FY2010	% Chg Revised FY2011/FY2010
						Budget	Budget	Budget
27	Tax Collector's Admin	\$ 86,289.00	\$ 72,227.00	\$ 80,394.00	\$ 80,308.00	\$ 76,770.00	\$ (3,538.00)	-4.41%
28	Assessor's Salaries	\$ 300.00	\$ 300.00	\$ 300.00	\$ 300.00	\$ 300.00	\$ -	0.00%
29	Assessor's Administration	\$ 100,252.00	\$ 106,525.00	\$ 108,043.00	\$ 115,127.00	\$ 114,094.00	\$ (1,033.00)	-0.90%
30	Sealer of Weights & Measures	\$ 3,322.00	\$ 3,342.00	\$ 3,255.00	\$ 3,350.00	\$ 3,350.00	\$ -	0.00%
31	Technology Director	\$ 154,098.00	\$ 171,897.00	\$ 112,005.00	\$ 158,056.00	\$ 148,675.00	\$ (9,381.00)	-5.94%
32	Legal Expenses	\$ 211,656.00	\$ 128,593.00	\$ 175,812.00	\$ 95,000.00	\$ 150,000.00	\$ 55,000.00	57.89%
33	Town Clerk Salary	\$ 13,520.00	\$ 14,025.00	\$ 40,560.00	\$ 39,780.00	\$ 40,560.00	\$ 780.00	1.96%
34	Town Clerk's Administration	\$ 37,253.00	\$ 34,393.00	\$ 20,264.00	\$ 22,975.00	\$ 24,757.00	\$ 1,782.00	7.76%
35	Elections	\$ 10,765.00	\$ 7,228.00	\$ 8,529.00	\$ 5,510.00	\$ 11,060.00	\$ 5,550.00	100.73%
36	Registration & Census	\$ 9,790.00	\$ 8,925.00	\$ 11,105.00	\$ 12,639.00	\$ 12,639.00	\$ -	0.00%
37	Planning Board	\$ 84,460.00	\$ 91,874.00	\$ 97,469.00	\$ 97,109.00	\$ 96,611.00	\$ (498.00)	-0.51%
38	Zoning Board of Appeals	\$ 3,170.00	\$ 3,188.00	\$ 2,803.00	\$ 3,228.00	\$ 3,328.00	\$ 100.00	3.10%
39	Conservation Commission	\$ 37,484.00	\$ 38,992.00	\$ 40,871.00	\$ 44,272.00	\$ 45,589.00	\$ 1,317.00	2.97%
	<b>Total General Government</b>	<b>\$ 1,203,824.00</b>	<b>\$ 1,198,152.00</b>	<b>\$ 1,212,298.00</b>	<b>\$ 1,153,128.00</b>	<b>\$ 1,231,596.00</b>	<b>\$ 78,468.00</b>	<b>6.80%</b>
	<i>Central Purchasing</i>							
40	Central Purchasing	\$ 28,395.00	\$ 42,364.00	\$ 46,331.00	\$ 41,612.00	\$ 41,650.00	\$ 38.00	0.09%
	<b>Total Central Purchasing</b>	<b>\$ 28,395.00</b>	<b>\$ 42,364.00</b>	<b>\$ 46,331.00</b>	<b>\$ 41,612.00</b>	<b>\$ 41,650.00</b>	<b>\$ 38.00</b>	<b>0.09%</b>
	<i>Protection</i>							
41	Police Department	\$ 1,128,518.00	\$ 1,214,188.00	\$ 1,234,923.00	\$ 1,173,814.00	\$ 1,227,697.00	\$ 53,883.00	4.59%
42	Police Lock Up	\$ 37,730.00	\$ 37,854.00	\$ 50,195.00	\$ 44,400.00	\$ 48,200.00	\$ 3,800.00	8.56%
43	Injury Leave	\$ 17,202.00	\$ 10,255.00	\$ 1,130.00	\$ 34,000.00	\$ 5,000.00	\$ (29,000.00)	-85.29%
44	Police/Fire Medical Expenses	\$ 70.00	\$ 620.00	\$ 303.00	\$ 2,000.00	\$ 2,500.00	\$ 500.00	25.00%
45	Vehicle Mtc - Police	\$ 44,265.00	\$ 47,424.00	\$ 55,337.00	\$ 57,000.00	\$ 55,550.00	\$ (1,450.00)	-2.54%
	<b>Subtotal Police</b>	<b>\$ 1,227,785.00</b>	<b>\$ 1,310,341.00</b>	<b>\$ 1,341,888.00</b>	<b>\$ 1,311,214.00</b>	<b>\$ 1,338,947.00</b>	<b>\$ 27,733.00</b>	<b>2.12%</b>
46	Fire Department	\$ 460,308.00	\$ 487,180.00	\$ 505,091.00	\$ 518,633.00	\$ 541,773.00	\$ 23,140.00	4.46%
46A	Capital - Fire Dept.	\$ 4,204.00	\$ 53,774.00	\$ 16,532.00	\$ 20,000.00	\$ 16,000.00	\$ (4,000.00)	-20.00%
47	Fire Hydrant Expense	\$ 14,193.00	\$ 14,154.00	\$ 14,236.00	\$ 14,265.00	\$ 14,265.00	\$ -	0.00%
48	Radio Equipment Mtc.	\$ 3,416.00	\$ 4,484.00	\$ 14,036.00	\$ 10,000.00	\$ 10,000.00	\$ -	0.00%
49	Radio Watch	\$ 177,946.00	\$ 186,796.00	\$ 182,042.00	\$ 171,604.00	\$ 193,925.00	\$ 22,321.00	13.01%
50	Vehicle Mtc. - Fire	\$ 24,264.00	\$ 24,103.00	\$ 61,693.00	\$ 29,000.00	\$ 29,000.00	\$ -	0.00%
	<b>Subtotal Fire Dept.</b>	<b>\$ 684,331.00</b>	<b>\$ 770,491.00</b>	<b>\$ 793,630.00</b>	<b>\$ 763,502.00</b>	<b>\$ 804,963.00</b>	<b>\$ 41,461.00</b>	<b>5.43%</b>

## FY 2011 Projected Omnibus Budget

Line No.		Expended FY07	Expended FY08	Expended FY2009	Budgeted FY2010	Revised FY2011 Town Manager Recommendation	\$ Chg Revised FY2011/FY2010 Budget	% Chg Revised FY2011/FY2010 Budget
51	Emergency Management	\$ 1,098.00	\$ 1,127.00	\$ -	\$ 1,000.00	\$ 3,500.00	\$ 2,500.00	250.00%
52	Wiring Inspector	\$ 17,403.00	\$ 12,866.00	\$ 11,983.00	\$ 10,000.00	\$ 17,500.00	\$ 7,500.00	75.00%
53	Building Inspector	\$ 102,974.00	\$ 112,146.00	\$ 111,525.00	\$ 110,552.00	\$ 115,831.00	\$ 5,279.00	4.78%
54	Municipal Hearing Officer	\$ 2,500.00	\$ 2,443.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ -	0.00%
55	Plumbing/Gas Inspector	\$ 13,950.00	\$ 9,633.00	\$ 7,084.00	\$ 8,000.00	\$ 15,000.00	\$ 7,000.00	87.50%
56	Animal Control	\$ 24,131.00	\$ 23,794.00	\$ 23,824.00	\$ 24,180.00	\$ 24,580.00	\$ 400.00	1.65%
	<b>Subtotal Other Protection</b>	<b>\$ 162,056.00</b>	<b>\$ 162,009.00</b>	<b>\$ 156,916.00</b>	<b>\$ 156,232.00</b>	<b>\$ 178,911.00</b>	<b>\$ 22,679.00</b>	<b>14.52%</b>
	<b>Total Protection</b>	<b>\$ 2,074,172.00</b>	<b>\$ 2,242,841.00</b>	<b>\$ 2,292,434.00</b>	<b>\$ 2,230,948.00</b>	<b>\$ 2,322,821.00</b>	<b>\$ 91,873.00</b>	<b>4.12%</b>
	<i>Health &amp; Sanitation</i>							
57	General Health Expense	\$ 20,793.00	\$ 23,435.00	\$ 26,909.00	\$ 30,052.00	\$ 32,240.00	\$ 2,188.00	7.28%
58	Nashoba Board of Health	\$ 25,903.00	\$ 25,902.00	\$ 25,902.00	\$ 25,903.00	\$ 25,903.00	\$ -	0.00%
59	Nashoba Nursing	\$ 7,618.00	\$ 7,618.00	\$ 7,618.00	\$ 7,618.00	\$ 7,618.00	\$ -	0.00%
60	Mental Health	\$ 5,000.00	\$ 5,000.00	\$ -	\$ -	\$ -	\$ -	
61	Animal Inspector Salary	\$ 600.00	\$ 600.00	\$ 600.00	\$ 600.00	\$ 600.00	\$ -	0.00%
	<b>Total Health &amp; Sanitation</b>	<b>\$ 59,914.00</b>	<b>\$ 62,555.00</b>	<b>\$ 61,029.00</b>	<b>\$ 64,173.00</b>	<b>\$ 66,361.00</b>	<b>\$ 2,188.00</b>	<b>3.41%</b>
	<i>Department of Public Works</i>							
62	Highway Labor	\$ 329,893.00	\$ 377,146.00	\$ 377,375.00	\$ 361,998.00	\$ 391,699.00	\$ 29,701.00	8.20%
63	Highway OT	\$ 4,983.00	\$ 2,819.00	\$ 1,879.00	\$ 2,518.00	\$ 3,000.00	\$ 482.00	19.14%
64	General Highway Maintenance	\$ 54,074.00	\$ 121,041.00	\$ 51,751.00	\$ 100,850.00	\$ 113,500.00	\$ 12,650.00	12.54%
64A	Capital - General Highway	\$ 55,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	
65	Town Highway Garage	\$ 19,254.00	\$ 18,059.00	\$ 19,845.00	\$ 16,870.00	\$ 17,463.00	\$ 593.00	3.52%
66	Traffic Signs & Devices	\$ 7,765.00	\$ 11,499.00	\$ 17,205.00	\$ 16,400.00	\$ 12,650.00	\$ (3,750.00)	-22.87%
67	Vehicle Mtc. - Highway	\$ 43,886.00	\$ 45,265.00	\$ 61,851.00	\$ 53,035.00	\$ 53,035.00	\$ -	0.00%
68	Facilities and Grounds	\$ 137,983.00	\$ 186,378.00	\$ 206,730.00	\$ 214,113.00	\$ 220,770.00	\$ 6,657.00	3.11%
68A	Capital - Facilities & Grounds		\$ 10,925.00	\$ 130,500.00	\$ -	\$ -	\$ -	
69	Park Department	\$ 62,734.00	\$ 60,170.00	\$ 65,781.00	\$ 64,908.00	\$ 67,524.00	\$ 2,616.00	4.03%
70	Cemetery Department	\$ 42,206.00	\$ 44,765.00	\$ 45,234.00	\$ 45,844.00	\$ 46,682.00	\$ 838.00	1.83%
71	Tree Removal	\$ 7,350.00	\$ 11,367.00	\$ 9,288.00	\$ 14,500.00	\$ 16,500.00	\$ 2,000.00	13.79%
72	Solid Waste	\$ 236,000.00	\$ -	\$ 80,000.00	\$ 165,000.00	\$ 125,000.00	\$ (40,000.00)	-24.24%
73	Snow Removal Expense	\$ 167,765.00	\$ 343,633.00	\$ 298,580.00	\$ 200,000.00	\$ 250,000.00	\$ 50,000.00	25.00%
	<b>Total DPW</b>	<b>\$ 1,168,893.00</b>	<b>\$ 1,233,067.00</b>	<b>\$ 1,366,019.00</b>	<b>\$ 1,256,036.00</b>	<b>\$ 1,317,823.00</b>	<b>\$ 61,787.00</b>	<b>4.92%</b>

### ***FY 2011 Projected Omnibus Budget***

Line No.		Expended FY07	Expended FY08	Expended FY2009	Budgeted FY2010	Revised FY2011 Town Manager Recommendation	\$ Chg Revised FY2011/FY2010 Budget	% Chg Revised FY2011/FY2010 Budget
	<i>Public Assistance</i>							
74	Council on Aging	\$ 77,987.00	\$ 85,227.00	\$ 97,899.00	\$ 96,042.00	\$ 105,076.00	\$ 9,034.00	9.41%
	<b>Subtotal C.O.A.</b>	\$ 77,987.00	\$ 85,227.00	\$ 97,899.00	\$ 96,042.00	\$ 105,076.00	\$ 9,034.00	9.41%
75	Veterans' Benefits	\$ -	\$ 6,579.00	\$ 9,140.00	\$ 2,500.00	\$ 5,000.00	\$ 2,500.00	100.00%
76	Veteran's Administration	\$ 3,600.00	\$ 3,600.00	\$ 3,624.00	\$ 3,800.00	\$ 3,800.00	\$ -	0.00%
77	Registrar of Vets' Graves	\$ -	\$ -	\$ -	\$ 360.00	\$ 360.00	\$ -	0.00%
78	Memorial Day	\$ 653.00	\$ 549.00	\$ 462.00	\$ 750.00	\$ 750.00	\$ -	0.00%
	<b>Subtotal Veterans</b>	\$ 4,253.00	\$ 10,728.00	\$ 13,226.00	\$ 7,410.00	\$ 9,910.00	\$ 2,500.00	33.74%
	<b>Total Assistance</b>	\$ 82,240.00	\$ 95,955.00	\$ 111,125.00	\$ 103,452.00	\$ 114,986.00	\$ 11,534.00	11.15%
	<i>Schools</i>							
79	School Department	\$ 13,584,897.00	\$ 14,181,467.00	\$ 14,137,477.00	\$ 14,445,320.00	\$ 14,300,867.00	\$ (144,453.00)	-1.00%
80	Monty Tech Assessment	\$ 584,719.00	\$ 638,471.00	\$ 563,508.00	\$ 637,977.00	\$ 636,020.00	\$ (1,957.00)	-0.31%
81	Vehicle Mtc - School	\$ 5,889.00	\$ 5,850.00	\$ 9,206.00	\$ -	\$ -	\$ -	
	<b>Total Schools</b>	\$ 14,175,505.00	\$ 14,825,788.00	\$ 14,710,191.00	\$ 15,083,297.00	\$ 14,936,887.00	\$ (146,410.00)	-0.97%
	<i>Library</i>							
82	Lunenburg Public Library	\$ 261,414.00	\$ 290,800.00	\$ 308,624.00	\$ 303,099.00	\$ 329,791.00	\$ 26,692.00	8.81%
	<b>Total Library</b>	\$ 261,414.00	\$ 290,800.00	\$ 308,624.00	\$ 303,099.00	\$ 329,791.00	\$ 26,692.00	8.81%
	<i>Recreation</i>							
83	Band Concerts	\$ -	\$ -	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ -	0.00%
	<b>Total Recreation</b>	\$ -	\$ -	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ -	0.00%
	<b>Total Omnibus</b>	\$ 23,588,437.00	\$ 24,727,206.00	\$ 24,895,376.00	\$ 25,054,902.00	\$ 25,719,408.00	\$ 664,506.00	2.65%

# TOWN OF LUNENBURG

## 2010 ANNUAL TOWN ELECTION WARRANT

April 13, 2010

Worcester, ss:

To John E. Baker, Constable of the Town of Lunenburg, in the County of Worcester,  
Greetings:

In the name of the Commonwealth of Massachusetts, you are hereby directed to notify and warn the inhabitants of the Town of Lunenburg, qualified to vote in elections and town affairs, to meet in the Thomas C. Passios Elementary School in said Lunenburg on Saturday, the 15<sup>th</sup> day of May next, at 7:00 o'clock in the forenoon, and then and there to act on the following:

\*\*\*\*\*

POLLS OPEN AT 7:00 A.M. - CLOSED AT 5:00 P.M.

\*\*\*\*\*

Shall the Town vote to choose by ballot the following officers?

SELECTMEN	3 YEARS	SCHOOL COMMITTEE MEMBER	3 YEARS
SELECTMAN	3 YEARS	SCHOOL COMMITTEE MEMBER	3 YEARS
SEWER COMMISSIONER	3 YEARS	PARK COMMISSIONER	3 YEARS
SEWER COMMISSIONER	3 YEARS	COMMISSIONER OF TRUST FUNDS	3 YEARS
SEWER COMMISSIONER	2 YEARS	CEMETERY COMMISSIONER	3 YEARS
SEWER COMMISSIONER	2 YEARS	LIBRARY TRUSTEE	3 YEARS
SEWER COMMISSIONER	1 YEAR	LIBRARY TRUSTEE	3 YEARS
BOARD OF HEALTH MEMBER	3 YEARS	LIBRARY TRUSTEE	1 YEAR
BOARD OF HEALTH MEMBER	2 YEARS	PLANNING BOARD MEMBER	5 YEARS
ASSESSOR	3 YEARS	PLANNING BOARD MEMBER	3 YEARS
TOWN CLERK	3 YEARS	HOUSING AUTHORITY MEMBER	5 YEARS
CONSTABLE	3 YEARS		

And you are directed to serve this Warrant by posting attested copies thereof in four or more public places in the Town, fourteen (14) days at least before the day appointed for said meeting, one of which places shall be at the Town Hall, one at Whalom Variety Store in the Whalom-Bakerville District, one at Powell's, and one at Centre Pizza and Variety, and by mailing a copy to each dwelling unit in the Town in which a registered voter resides at least fourteen (14) days prior to such election.

Hereof, fail not and make due return of this Warrant, with your doings thereon, to the Town Clerk at the time and place aforesaid.

Given under our hands, this thirteenth day of April in the year two thousand and ten.

A true copy attest:  
Kathryn M. Herrick, Town Clerk

Tom A. Alonzo, Chairman  
Paula J. Bertram, Vice-Chairman  
Steven M. deBettencourt, Clerk  
Thomas J. Mason, Member  
David J. Matthews, Member

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# CONSENT CALENDAR

In an effort to streamline Town Meeting, the Board of Selectmen will once again try the concept of a Consent Calendar. The use of this Calendar speeds the passage of articles, which the Selectmen feel in consultation with Town Counsel and the Finance Committee should generate no controversy and can be properly voted without debate. The purpose of the Consent Calendar is to allow motions under these articles to be acted upon as one unit and to be passed without debate.

## **THE CONSENT CALENDAR WILL BE TAKEN UP AS THE FIRST ORDER OF BUSINESS AT THE COMMENCEMENT OF THE ANNUAL TOWN MEETING ON SATURDAY, MAY 1, 2010.**

At the call of the Consent Calendar, the Moderator will call out the numbers of the Articles, one by one. If two or more voters object to any particular Article being included in the Consent Calendar, they should say the word "**HOLD**" in a loud voice when the number is called. The Article is then removed automatically from the Consent Calendar and restored to its original place in the Warrant, to be debated and voted in the usual manner. After the calling of the individual items in the Consent Calendar, the Moderator will ask that the voters pass all items remaining AS A UNIT.

Please review the list of articles and motions proposed for each Consent Item which follows.

"I move that **ARTICLES 26, 27, 28, 29, 30, and 31** be passed by consent"

### **CONSENT ARTICLES TO BE PASSED OVER IF THEY ARE "PASSED BY CONSENT"**

\*\*\* ARTICLE 26. To see if the Town will vote to re-authorize in accordance with MGL Chapter 44, §53E½ the Ambulance Billing revolving fund in accordance with MGL Chapter 44, §53E½. The purpose of this fund will be to cover the cost associated with compensating third party advanced life support companies and third party billing companies that contract and supply services to the town. Five per cent (5%) of the total revenue generated by ambulance services rendered and 100% of the revenue generated by Advanced Life Support services rendered shall be deposited into said revolving fund. The proceeds of said Revolving Fund shall be expended by the Fire Department without further appropriation for the sole purpose of reimbursing the aforementioned companies for services rendered to the town; expenditures from the revolving fund may not exceed \$50,000 during the fiscal year without the approval of the Board of Selectmen and Finance Committee or take any other action relative thereto. **Submitted by Board of Selectmen. Board of Selectmen & Finance Committee recommend approval.**

\*\*\* ARTICLE 27. To see if the Town will vote to re-authorize in accordance with MGL Chapter 44, §53E½ the Timber Rights revolving fund, such fund to be credited with the proceeds of sale by the Conservation Commission of the rights to harvest timber; funds in the account to be expended for the acquisition of land for conservation purposes and associated costs of such acquisitions, including but not limited to appraisals and payment of accrued taxes; such funds may also be expended for improvements on land already under the custody and control of the Conservation Commission; the Conservation Commission may expend such funds without further appropriation; expenditures from the revolving fund may not exceed \$5,000 during the fiscal year without the approval of the Board of Selectmen and Finance Committee; or take any other action relative thereto. **Submitted by Board of Selectmen. Board of Selectmen & Finance Committee recommend approval.**

\*\*\* ARTICLE 28. To see if the Town will vote to re-authorize in accordance with MGL Chapter 44, §53E½, the Custodial Special Detail Revolving Fund, for the purpose of paying special detail salaries for outside functions. Charges and money received from outside organizations in connection with this program are to be deposited in said revolving fund and expended by the Lunenburg School Committee without further appropriation for the sole purpose of paying personnel for hours worked. Said revolving account expenditures shall not exceed \$25,000 per year without the approval of the Board of Selectmen and Finance Committee; or take any other action relative thereto. **Submitted by Board of Selectmen. Board of Selectmen & Finance Committee recommend approval.**

\*\*\* ARTICLE 29. To see if the Town will vote to re-authorize in accordance with MGL Chapter 44, §53E½, the Greenthumb Revolving Fund, to support the Greenthumb Program at Lunenburg High School. Fees, charges, and money received from sales of items in connection with this program are to be deposited in this Revolving Fund Account and expended for the operation of this program by the Lunenburg School Committee without further appropriation; said revolving account expenditures shall not exceed \$10,000 per year without the approval of the Board of Selectmen and Finance Committee; or take any other action relative thereto. **Submitted by Board of Selectmen. Board of Selectmen & Finance Committee recommend approval.**

\*\*\* ARTICLE 30. To see if the Town will re-authorize in accordance with MGL Chapter 44, §53E½, the Library Revolving Fund, to receive funds from library fines and penalties, donations and bequests up to \$12,000, said funds to be expended by the Trustees of Lunenburg Public Library for the purchase of library and information materials and document information and electronic data delivery charges expenditures from the revolving fund may not exceed \$12,000 during the fiscal year without the approval of the Board of Selectmen and Finance Committee; or take any other action relative thereto. **Submitted by Board of Selectmen. Board of Selectmen & Finance Committee recommend approval.**

\*\*\* ARTICLE 31. To see if the Town will vote to re-authorize in accordance with MGL Chapter 44, §53E½, the Council on Aging\Montachusett Area Regional Transit (MART) Elderly Transportation Revolving Fund; the operation of said account shall be conducted by the Council on Aging, and the Senior Center Director; funds in this account shall be spent on the dispatch, operation, maintenance and record keeping of the MART vehicles for the elderly transportation program; all receipts resulting from MART reimbursements shall be credited to this account; said revolving account expenditures shall not exceed 38,000 per year without the prior approval of the Board of Selectmen and the Finance Committee; or take any other action relative thereto. **Submitted by Council on Aging. Board of Selectmen & Finance Committee recommend approval.**

**ARTICLE 7 – NEW LANGUAGE EXCERPT - TOWN BYLAW ARTICLE XV - SALARY ADMINISTRATION PLAN**

**SECTION 19. SICK LEAVE**

*All persons employed, full-time or part-time who have completed the six (6) months probationary period by July 1 of any year, shall be entitled to sick leave of twelve (12) days, to be credited on July 1. The part-time compensation formula shall be used to determine the prorated part-time employee's sick pay (See Section 26).*

*New Employees having completed the six (6) months probationary period shall be credited as of the end of said six (6) months, with sick leave in the amount of one day for each full month intervening between the six months anniversary date and the next July 1, up to the maximum of twelve (12) days. Use of such leave must be occasioned by sickness or injury.*

*Unused sick leave shall be cumulative up to a maximum of 150 days, and shall be carried forward on July 1 of each year, to be added to the sick leave credited as of July 1. Sick leave maybe donated to another employee who has exhausted their accumulated sick leave at the discretion of the Town Manager.*

*When an employee finds it necessary to be absent because of accident or illness, he/she shall report the fact to their immediate supervisor as soon as possible either in person or by agent. Sick leave will not be granted unless such report is made. For the protection of the Town, the Department Head or supervisor may require the presentation of a doctor's certificate in connection with a claim for sick leave and may, if it is deemed advisable, send a doctor or nurse to investigate any absence alleged to be caused by illness. Any employee who refuses to submit to a doctor's examination shall not be entitled to sick leave.*

*The minimum allowable time charged against sick leave shall be two (2) hours.*

*An employee who retires in good standing shall receive compensation based on a percentage of his accumulated unused sick leave up to a maximum of sixty (60) days, as follows: 5 years continuous service 10%; 15 years continuous service 50%; 25 years continuous service 75%. In the event of an employee's death, the above benefit will be paid to his beneficiary. This benefit will not be available to any employee hired after June 30, 2010.*

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# INDEX OF ARTICLES

## SPECIAL TOWN MEETING - MAY 1, 2010

- ARTICLE 1. FY'10 Budget
- ARTICLE 2. Stabilization Fund

## ANNUAL TOWN MEETING - MAY 1, 2010

- ARTICLE 1. Accept / Hear Reports of Certain Committees
- ARTICLE 2. Town Hall Renovations
- ARTICLE 3. DPW Renovations
- ARTICLE 4. FY'11 Public Employees, Local Union 39 Collective Bargaining Agreement
- ARTICLE 5. FY'11 IBPO, Local 353, Police Officers Collective Bargaining Agreement
- ARTICLE 6. FY'11 Teamsters, Local 170 (Dispatcher's) Collective Bargaining Agreement
- ARTICLE 7. Amend Town Bylaws, Article XV, Salary Administration Plan
- ARTICLE 8. Appropriation, Personal Property Accounts - Field Audits
- ARTICLE 9. Re-appropriation, Prior Year Article (1991 STM, Article 2)
- ARTICLE 10. Budget Water Department Enterprise Fund
- ARTICLE 11. Budget Solid Waste / Recycling Disposal Enterprise Fund
- ARTICLE 12. Budget Sewer Department Enterprise Fund
- ARTICLE 13. FY'11 Capital Plan
- ARTICLE 14. FY'11 Budget
- ARTICLE 15. Appropriation, School Feasibility Study
- ARTICLE 16. Amend Town Bylaws, Article IX, Section 21, Sewer Betterment Assessments
- ARTICLE 17. Grant of Easement, Map 070 as Lot 044, 29 Meadow Lane
- ARTICLE 18. Amend Protective Bylaw Section 2.1.1.17. Frontage
- ARTICLE 19. Amend Protective Bylaw Sections 4.2.1.1.b) *Residence A & B amend language*
- ARTICLE 20. Amend Zoning Map, Water Supply Protection District (Zones I, II & III)
- ARTICLE 21. Rescind Prior Year Article (2007 ATM), Regional School District Planning Committee
- ARTICLE 22. Re-appropriation, Prior Year Article 12, May 5, 2007 ATM
- ARTICLE 23. Zoning Amendment (district/map), 950 Massachusetts Ave.
- ARTICLE 24. Zoning Amendment (district/map), 3 Lancaster Ave.
- ARTICLE 25. Accept Town Way, Lena Lane
- ARTICLE 26. Reauthorize Revolving Fund – Ambulance Billing
- ARTICLE 27. Reauthorize Revolving Fund – Timber Rights
- ARTICLE 28. Reauthorize Revolving Fund – Custodial Special Details
- ARTICLE 29. Reauthorize Revolving Fund – Greenthumb Program
- ARTICLE 30. Reauthorize Revolving Fund – Library Revolving Fund
- ARTICLE 31. Reauthorize Revolving Fund – Transportation COA

**TOWN OF LUNENBURG**  
**ANNUAL TOWN MEETING WARRANT**  
**MAY 1, 2010**

Worcester, ss:

To: John E. Baker, Constable of the Town of Lunenburg, in the County of Worcester, Greetings:

In the name of the Commonwealth of Massachusetts, you are hereby directed to notify and warn the inhabitants to the Town of Lunenburg, qualified to vote in elections and town affairs, to meet in the Lunenburg High School Auditorium in said Lunenburg on Saturday, the 1<sup>st</sup> day of May next, at 9:00 o'clock in the morning (9:00 A.M.), and to adjourn said meeting at 9:15 A.M. for the purpose of taking action on the Special Town Meeting Warrant, and to immediately thereafter reconvene the Annual Town Meeting, and then and there to act on the following articles, viz:

**SPECIAL TOWN MEETING WARRANT**

ARTICLE .1. To see if the Town will vote to appropriate from available funds all sums of money necessary to amend the amounts voted for the Town's FY'10 Budget, under Article 6 of the May 2, 2009 Annual Town Meeting Warrant and Article 4 of the December 1, 2009 Special Town Meeting Warrant; or take any other action relative thereto. *Submitted by Town Manager. Board of Selectmen & Finance Committee recommendations @ Town Meeting.*

ARTICLE .2. To see if the Town will vote to appropriate from the Stabilization Fund; or take any other action relative thereto. *Submitted by Town Manager. Board of Selectmen & Finance Committee recommendations @ Town Meeting.*

**ANNUAL TOWN MEETING WARRANT**

ARTICLE 1. To see if the Town will vote to hear and/or accept the regular written reports of the Town Officers and Committees; or take any other action relative thereto. *Submitted by Board of Selectmen. Board of Selectmen recommend approval.*

ARTICLE 2. To see if the Town will vote to transfer from available funds the sum of \$51,252.14 to fund Town Hall renovations; or take any other action relative thereto. *Submitted by Town Manager. Board of Selectmen recommendation @ Town Meeting, Finance Committee recommends approval.*

ARTICLE 3. To see if the Town will vote to appropriate a sum of money for renovations to the DPW Facility and all costs incidental or related thereto; to determine whether this appropriation shall be raised by borrowing in accordance with M.G.L. Chapter 44, Section 7 (3A) or otherwise; or to take any other action relative thereto. *Submitted by Town Manager. Board of Selectmen & Finance Committee recommendations @ Town Meeting.*

ARTICLE 4. To see if the Town will vote to raise and appropriate or transfer from available funds a sum of money to fund the FY11 Public Employees Local Union 39 of the Laborer's International Union of North America, AFL-CIO, (Middle Managers) July 1, 2010 – June 30, 2013; or take any other action relative thereto. *Submitted by Town Manager. Board of Selectmen & Finance Committee recommendations @ Town Meeting.*

ARTICLE 5. To see if the Town will vote to raise and appropriate or transfer from available funds a sum of money to fund the FY11 Police Officers Collective Bargaining Agreement dated July 1, 2010 – June 30, 2013 with IBPO Local 353, AFL-CIO; or take any other action relative thereto. *Submitted by Town Manager. Board of Selectmen & Finance Committee recommendations @ Town Meeting.*

ARTICLE 6. To see if the Town will vote to raise and appropriate or transfer from available funds a sum of money to fund the FY11 Teamsters Local #170, Worcester, MA, Public Safety Telecommunication Unit, July 1, 2010 – June 30, 2013, or take any other action relative thereto. *Submitted by Town Manager. Board of Selectmen & Finance Committee recommendations @ Town Meeting.*

ARTICLE 7. To see if the Town will vote to amend Article XV of the Town's By-law entitled "Salary Administration Plan" of the Town of Lunenburg, by deleting Section 19. Sick Leave, Schedule A: Salary Schedule and Schedule A: Classification Plan in their entirety and substituting therefore a new Section 19. Sick Leave (**see page 15**), a new Schedule A: Salary Schedule and a new Section A: Classification Plan as proposed by the Personnel Board (Copy on file in the Selectmen's & Town Clerk's office and on the website @: [www.lunenburgonline.com](http://www.lunenburgonline.com)), in order to change the section on Sick Leave, replace the Pay Schedule with a completely new one, and amend the Classification plan to reflect the new grades, or take any other action relative thereto. *Submitted by Personnel Committee. Board of Selectmen & Finance Committee recommendations @ Town Meeting.*

ARTICLE 8. To see if the Town will raise and appropriate the sum of \$15,000 to retain the services of a qualified firm to conduct field audits of all personal property accounts pursuant to a Department of Revenue mandate that all such accounts be audited at least once every nine years; or take any other action relative thereto. *Submitted by Board of Assessors. Board of Selectmen & Finance Committee recommendations @ Town Meeting.*

ARTICLE 9. To see if the Town will vote to transfer unexpended bond proceeds from 1991 Special Town Meeting, Article 2, in the amount of \$81,153.16 to be used for other road improvement projects; or take any other action relative thereto. *Submitted by Town Manager. Board of Selectmen recommends approval, Finance Committee recommendation @ Town Meeting.*

ARTICLE 10. To see if the Town will vote to raise and appropriate or transfer from available funds a sum of money to operate the Water Department; or take any other action relative thereto. *Submitted by Board of Selectmen. Board of Selectmen & Finance Committee recommendations @ Town Meeting.*

ARTICLE 11. To see if the Town will vote to raise and appropriate or transfer from available funds a sum of money to operate the Solid Waste / Recycling Disposal Program Enterprise Fund; or take any other action relative thereto. *Submitted by Board of Selectmen. Board of Selectmen & Finance Committee recommendations @ Town Meeting.*

ARTICLE 12. To see if the Town will vote to raise and appropriate or transfer from available funds a sum of money to operate the Sewer Department Enterprise Fund; or take any other action relative thereto. *Submitted by Sewer Commission. Board of Selectmen & Finance Committee recommendations @ Town Meeting.*

ARTICLE 13. To see if the Town will vote to raise and appropriate or transfer from available funds, or borrow the sum of \$317,785.00 for the FY11 Yearly Capital Plan (as appearing in the Capital Planning Financial Report) or take any other action relative thereto. *Submitted by Capital Planning Committee. Board of Selectmen & Finance Committee recommends approval.*

ARTICLE 14. To see if the Town will vote to raise and appropriate or transfer from available funds all sums of money necessary to defray the charges and expenses of the Town for Fiscal Year 2011 and to fix the salaries and compensation of all elected officials of the Town and any other items included in the budget of the Town Manager, or take any other action relative thereto. *Submitted by Town Manager. Board of Selectmen & Finance Committee recommendations @ Town Meeting.*

ARTICLE 15. To see if the Town will vote to raise and appropriate, borrow or transfer from available funds, a sum of money in the amount of \$750,000.00 to be expended under the direction of the School Building Committee for a feasibility study at the Lunenburg High School, 1079 Massachusetts Avenue, Lunenburg, MA 01462, for which

feasibility study the Town of Lunenburg may be eligible for a grant from the Massachusetts School Building Authority. The MSBA's grant program is a non-entitlement, discretionary program based on need, as determined by the MSBA, and any costs the Town of Lunenburg incurs in connection with the feasibility study in excess of any grant approved by and received from the MSBA shall be the sole responsibility of the Town of Lunenburg. *Submitted by School Committee. Board of Selectmen & Finance Committee recommendations @ Town Meeting.*

ARTICLE 16. To see if the Town will vote to amend the Town by-law Article IX, Section 21 of the entitled "Sewer Betterment Assessments"(copy on file in the Selectmen's and Town Clerk's Office) by adding the following section ...; or take any other action relative thereto. *Submitted by Sewer Commission. Board of Selectmen recommends approval, Finance Committee recommendation @ Town Meeting.*

ARTICLE 17. To see if the Town will vote to transfer the care, custody and control of an approximately four hundred (400) square feet portion of Meadow Lane, "as shown on a plan entitled "Proposed Soil Absorption System "Upgrade" in Lunenburg Massachusetts designed for William & Amy Mish" dated September 09, 2009" on file with the office of the Town Clerk & Board of Selectmen, a public way, from the Board of Selectmen for public way purposes to the Board of Selectmen for public way purposes and for the purpose of granting a non-exclusive construction grading easement; and further to authorize the Selectmen to convey said easement to the owners of property located at 29 Meadow Lane and identified on Assessor's Map 070 as Lot 044, for the purpose of constructing, maintaining and repairing the breakout portion of the septic system located on said property, on such terms and conditions and for such consideration as the Board of Selectmen deems appropriate; or take any other action relative thereto. *Submitted by Board of Selectmen. Board of Selectmen recommends approval. Finance Committee – no financial impact.*

ARTICLE 18. To see if the Town will vote to amend the Zoning Bylaw by deleting the current Section 2.1.1.17. Frontage and replacing with a new Section 2.1.1.17. Frontage, or take any other action relative thereto.

***The corrected Section will read as follows:*** 2.1.1.17. Frontage

The distance measured along the boundary of a lot coinciding with the street line, being an unbroken distance through which actual access to the potential building site shall be required, provided that:

1. **a)** The lot is on a street or way legally accepted by Town Meeting vote, or **b)** The lot is on a street or way established by a state or federal authority, or **c)** The lot is shown on a street or way established by a subdivision plan approved in accordance with the Subdivision Control Law, or **d)** The lot is on a street or way on a list maintained by the Town Clerk, which is determined to qualify for frontage under the provisions of this Section.

And 2. **a)** For a corner lot, which has a corner with a radius, frontage shall be measured between the above described lot line and the midpoint of the arc made by the common radius, or **b)** For a corner lot, which has no radius, frontage shall be measured between one side lot line and the intersection with the abutting street right of way line, or **c)** For a lot with frontage on a curved portion of a cul-de-sac, frontage shall be measured along a straight line running between the points where the lot's sidelines intersect with the street's right of way line. , or take any other action relative thereto. *Submitted by Planning Board. Board of Selectmen recommendation @ Town Meeting. Finance Committee – no financial impact.*

ARTICLE 19. To see if the Town will vote to amend the Zoning Bylaw by correcting Section 4.2.1.1.b) by; after the words "Residence A" deleting the words "or Outlying Districts", adding after the words "Residence A" the word "Districts", and adding after the words "Residence B District" the words "or Outlying Districts", or take any other action relative thereto.

***The corrected Section will read as follows:*** b) An accessory housing unit may be attached to or within a primary dwelling provided the primary dwelling unit is on a lot of forty thousand (40,000) square feet or more in the Residence A Districts or eighty thousand (80,000) square feet or more in Residence B Districts or Outlying Districts and further providing that: *Submitted by Planning Board. Board of Selectmen recommends approval. Finance Committee – no financial impact*

ARTICLE 20. To see if the Town will vote to amend the Zoning Map to show the new delineation of the Water Supply Protection District of the Town, by deleting the current Section 4.9.2.1, "District Delineation," (including subsections a) and b)) and replacing it with the following: 4.9.2.1 The boundaries of the Water Supply Protection District shall be as follows: Zone I, Zone II, and Zone III for the Town of Lunenburg, approved by Department of Environmental Protection (DEP) according to Map 1 entitled Water Protection District, revised October, 2009, or take any other action relative thereto. *Submitted by Planning Board. Board of Selectmen recommendation @ Town Meeting. Finance Committee – no financial impact.*

ARTICLE 21. To see if the Town will vote to rescind the vote of ARTICLE 12, of the May 5, 2007 Annual Town Meeting, which established the Regional School District Planning Committee. *Submitted by Petition. Board of Selectmen recommendation @ Town Meeting. Finance Committee – no financial impact.*

ARTICLE 22. To see if the Town will vote to re-appropriate unexpended balances from ARTICLE 12, of the May 5, 2007 Annual Town Meeting and ARTICLE 2 of the May 2, 2008 Special Town Meeting to be utilized to update the 2010 Lunenburg Schools Feasibility Study, by using the architectural firm of D.R.A. who did a complete Lunenburg Schools Feasibility Study of 2007, to meet all the requirements of the M.S.B.A. *Submitted by Petition. Board of Selectmen & Finance Committee recommendations @ Town Meeting.*

ARTICLE 23. This is a request to change zoning status of 950 Massachusetts Ave., Lunenburg from Residential "A" to Retail Commercial (see attached sheet) for the purpose of a coffee shop. *Submitted by Petition. Board of Selectmen recommendation @ Town Meeting. Finance Committee – no financial impact.*

ARTICLE 24. To see if the town will vote to approve a zoning change at 3 Lancaster Ave. from Limited Business Residential To Retail Commercial. This change would make Trudies Treats in the same zoning district as the other businesses located less than 200 ft away. By changing this zoning Trudies will be able to expand and grow the business in the future. *Submitted by Petition. Board of Selectmen recommendation @ Town Meeting. Finance Committee – no financial impact.*

ARTICLE 25. Request for "Lena Lane" to be accepted as Public Town Way. *Submitted by Petition. Board of Selectmen recommendation @ Town Meeting. Finance Committee – no financial impact.*

ARTICLE 26. To see if the Town will vote to re-authorize in accordance with MGL Chapter 44, §53E½ the Ambulance Billing revolving. The purpose of this fund will be to cover the cost associated with compensating third party advanced life support companies and third party billing companies that contract and supply services to the town. Five per cent (5%) of the total revenue generated by ambulance services rendered and 100% of the revenue generated by Advanced Life Support services rendered shall be deposited into said revolving fund. The proceeds of said Revolving Fund shall be expended by the Fire Department without further appropriation for the sole purpose of reimbursing the aforementioned companies for services rendered to the town; expenditures from the revolving fund may not exceed \$50,000 during the fiscal year without the approval of the Board of Selectmen and Finance Committee, or take any other action relative thereto. *Submitted by the Board of Selectmen.. Board of Selectmen & Finance Committee recommend approval.*

ARTICLE 27. To see if the Town will vote to re-authorize in accordance with MGL Chapter 44, §53E½ the Timber Rights revolving fund, such fund to be credited with the proceeds of sale by the Conservation Commission of the rights to harvest timber; funds in the account to be expended for the acquisition of land for conservation purposes and associated costs of such acquisitions, including but not limited to appraisals and payment of accrued taxes; such funds may also be expended for improvements on land already under the custody and control of the Conservation Commission; the Conservation Commission may expend such funds without further appropriation; expenditures from the revolving fund may not exceed \$5,000 during the fiscal year without the approval of the Board of Selectmen and

Finance Committee; or take any other action relative thereto. *Submitted by the Board of Selectmen. Board of Selectmen & Finance Committee recommend approval.*

ARTICLE 28. To see if the Town will vote to re-authorize in accordance with MGL Chapter 44, §53E½, the Custodial Special Detail Revolving Fund, for the purpose of paying special detail salaries for outside functions. Charges and money received from outside organizations in connection with this program are to be deposited in said revolving fund and expended by the Lunenburg School Committee without further appropriation for the sole purpose of paying personnel for hours worked. Said revolving account expenditures shall not exceed \$25,000 per year without the approval of the Board of Selectmen and Finance Committee; or take any other action relative thereto. *Submitted by the Board of Selectmen. Board of Selectmen & Finance Committee recommend approval.*

ARTICLE 29. To see if the Town will vote to re-authorize in accordance with MGL Chapter 44, §53E½, the Greenthumb Revolving Fund, to support the Greenthumb Program at Lunenburg High School. Fees, charges, and money received from sales of items in connection with this program are to be deposited in this Revolving Fund Account and expended for the operation of this program by the Lunenburg School Committee without further appropriation; said revolving account expenditures shall not exceed \$10,000 per year without the approval of the Board of Selectmen and Finance Committee; or take any other action relative thereto. *Submitted by the Board of Selectmen. Board of Selectmen & Finance Committee recommend approval.*

ARTICLE 30. To see if the Town will re-authorize in accordance with MGL Chapter 44, §53E½, the Library Revolving Fund, to receive funds from library fines and penalties, donations and bequests up to \$12,000, said funds to be expended by the Trustees of Lunenburg Public Library for the purchase of library and information materials and document information and electronic data delivery charges expenditures from the revolving fund may not exceed \$12,000 during the fiscal year without the approval of the Board of Selectmen and Finance Committee; or take any other action relative thereto. *Submitted by the Board of Selectmen. Board of Selectmen & Finance Committee recommend approval.*

ARTICLE 31. To see if the Town will vote to re-authorize in accordance with MGL Chapter 44, §53E½, the Council on Aging/Montachusett Area Regional Transit (MART) Elderly Transportation Revolving Fund; the operation of said account shall be conducted by the Council on Aging, and the Senior Center Director; funds in this account shall be spent on the dispatch, operation, maintenance and record keeping of the MART vehicles for the elderly transportation program; all receipts resulting from MART reimbursements shall be credited to this account; said revolving account expenditures shall not exceed 38,000 per year without the prior approval of the Board of Selectmen and the Finance Committee; or take any other action relative thereto. *Submitted by the Board of Selectmen Board of Selectmen & Finance Committee recommend approval.*

**And you are directed to serve this Warrant by posting attested copies thereof in four or more public places in the Town, fourteen (14) days at least before the day appointed for said meeting, one of which places shall be at the Town Hall, one at Whalom Variety Store in the Whalom-Bakerville District, one at Powell's, and one at Centre Pizza and Variety, and by mailing a copy to each dwelling unit in the Town in which a registered voter resides at least fourteen (14) days prior to such meeting.**

**Hereof, fail not and make due return of this Warrant, with your doings thereon, to the Town Clerk at the time and place aforesaid.**

**Given under our hands, this thirteenth day of April in the year two thousand and ten.**

**A true copy attest:  
Kathryn M. Herrick, Town Clerk**

**Thomas A. Alonzo, Chairman  
Paula J. Bertram, Vice-Chairman  
David J. Matthews, Member**

**Steven M. deBettencourt, Clerk  
Thomas J. Mason, Member  
BOARD OF SELECTMEN**

# TALENT BANK FORM

## ACT NOW -- SERVE YOUR COMMUNITY

Town government needs citizens who are willing to give time in the service of their community. The Talent Bank was adopted by the Selectmen and Moderator as a means of compiling names of interested citizens to serve, on a voluntary basis, on boards and committees. This file is available for use by the public as well as the Moderator and the Selectmen. Talent Bank files are being updated to include categories consistent with the changing needs of the Town. Indicate your order of preference and return the form below to:

**Town Government Talent Bank c/o Board of Selectmen  
PO Box 135, Lunenburg MA 01462**

Name: \_\_\_\_\_ Date: \_\_\_\_\_  
Address: \_\_\_\_\_ Precinct No: \_\_\_\_\_  
Occupation: \_\_\_\_\_ Telephone: \_\_\_\_\_  
Background: \_\_\_\_\_

### AREAS OF INTEREST (list order of preference)

- \_\_\_\_\_ **Computer Advisory Committee**— maintain strategic planning, policies & procedures encompassing the town & school departments. Responsible for reviewing Technology Department goals & objectives.
- \_\_\_\_\_ **Conservation Commission**- responsible for administering the Wetlands Protection Act (MGL.Ch.131, Section 40), Local (non-zoning) Municipal Wetlands By-Laws, plan for natural resource protection, acquire important land and water areas, and manage these properties for conservation and passive recreation.
- \_\_\_\_\_ **Council on Aging**- carry out programs designed to meet the needs of the aging in coordination with programs of Executive Office of Elder Affairs established by the Commonwealth of Massachusetts.
- \_\_\_\_\_ **Finance Committee**- consider any and all municipal questions & exam all articles calling for expenditures of money.
- \_\_\_\_\_ **Historical Commission**- responsible for protecting the history of the Town.
- \_\_\_\_\_ **Housing Partnership Committee**- address local housing needs through a collaborative effort between local government, community organizations, banks, and the private sector.
- \_\_\_\_\_ **Lunenburg Cultural Council**- to ensure that public programs in the arts, humanities and interpretive sciences are available to the community.
- \_\_\_\_\_ **Montachusett Joint Transportation Commission**- sub committee of Montachusett Regional Planning Commission/ a citizens advisory group for input on transportation (highways & road projects etc)
- \_\_\_\_\_ **Personnel Committee**- responsible for administration of the by-laws; establishes salary schedules, "fringe" benefits, "indirect pay" provision such as holidays & vacations with pay, sick leave. The committee represents both taxpayers & town employees.
- \_\_\_\_\_ **Public Access Cable Committee (PACC)**- oversee programming in areas of public affairs, education, entertainment & government.
- \_\_\_\_\_ **Zoning Board of Appeals**- hear & decide on applications for variances, special permits, comprehensive permits etc.
- \_\_\_\_\_ **Other** \_\_\_\_\_

Town of Lunenburg  
P.O. Box 135  
Lunenburg, MA 01462-0135

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Permit No. 8

# RESIDENTIAL CUSTOMER

## LOCAL 01462

**ANNUAL TOWN MEETING**  
**LUNENBURG HIGH SCHOOL**  
**MAY 1, 2010**  
**9:00 A.M.**

**TOWN ELECTION**  
**ELEMENTARY SCHOOL**  
**MAY 15, 2010**  
**7:00 A.M. - 5:00 P.M.**

**PLEASE BRING THIS WARRANT WITH YOU TO  
TOWN MEETING, Saturday, May 1, 2010 @ 9:00 A.M.**