

# **FINANCE COMMITTEE REPORT**

**FISCAL PERIOD JULY 1, 2015 THROUGH JUNE 30, 2016 ANNUAL SPRING MEETING  
Containing the Recommendations of the Finance Committee**

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



**ANNUAL SPRING TOWN MEETING – MONDAY, JUNE 8, 2015 AT 7:30 PM  
MIDDLE/HIGH SCHOOL AUDITORIUM**

**PRE-TOWN MEETING – JUNE 3, 2015 AT 7:30 PM  
VETERANS MEMORIAL BUILDING – ROOM 229**

## To the Voters of Millis

Each spring the Millis Town Meeting convenes to enact the business of the Town. All residents who are registered to vote are eligible to attend Town Meeting. They may speak out and vote on the issues presented to the Town Meeting in the meeting warrant.

Millis is a small town with a predominately residential tax base. The median income of residents is relatively modest compared to some of the neighboring communities. The town has grown slowly over past years. Enrollment in the schools has declined slightly in recent years. The population of residents over the age of 65 has increased slightly. Because the commercial and industrial tax base is small, paying for the town falls mostly to the tax paying residents.

It is the responsibility of the Spring Town Meeting to review and approve the annual town budget, to approve funding for the water and sewer enterprise funds, deal with any zoning issues, fund capital items, establish revolving funds and approve or reject other issues as put forth in the Town Meeting Warrant. It is a requirement of the Commonwealth that the Town's budget be in balance as a result of this process. The amount of revenues received by the town through property taxes, state aid, fees and other means must match the planned expenditures on the town budget for all line items.

This fiscal year several issues face the town. One major issue is the deficit in the snow and ice budget for FY2015. The final tally for this deficit (barring a very late spring snowstorm) is \$277,000. These are expenses incurred by the Town as a result of the unusually heavy snowfall this winter. The Town usually budgets for snow and ice using an average of the last three year's expenditures. It will be the recommendation of the Finance Committee that these expenses be paid for from the Town's Stabilization Fund. The Stabilization Fund is essentially the town's "rainy day" fund (perhaps we should rename it the "snowy day" fund) to cover unexpected costs. This past winter certainly qualifies. The town will get some reimbursement from the federal government (FEMA) for the first blizzard. The anticipated reimbursement for town expenses in that storm will be around \$68,000, or about one fourth of the deficit. However, the Stabilization Fund will need to be replenished at future Town Meetings as the Town's Stabilization Fund Policy requires that the fund be replenished to a level of 5% of the Town's budget when it has been drawn below that level. One reason would be to save for another "rainy day" or record snowy winter. Another reason is that when the town borrows money as it has for the new Library and Police Station, one of the measures of fiscal strength of the town is the amount the town has in the stabilization fund as a percent of its overall operating budget to cover unanticipated expenses.

Another issue impacting the finances of the Town is the declining level of state aid that the town receives:

FY 2012-2013	State aid increased \$365,000.	6.3% over the previous year
FY 2013-2014	State aid increased \$84,000.	1.5% over the previous year
FY 2014-2015	State aid increased \$43,000.	.7% over the previous year
FY 2015-2016	State aid increased \$10,177.	.17% over the previous year

The state is essentially level funding the Town of Millis for FY2016. Yet the town's fiscal responsibilities are not level funded. This past year electrical rates for the town increased dramatically, as they have for residents. Employee benefits are anticipated to increase by about 7% over last year. Mandated storm water improvements are costing the town \$21,500 in FY2016 and are likely to rise to \$100,000 for FY2017. A court judgement against the town on a property dispute over one of the parcels of land acquired for the new library is costing the town \$70,000. Special education, which costs the Town approximately 10% of the school budget annually, continues to increase. However, funding by the State covers less each year as these costs continue to increase. These are mandated programs in the schools which should be provided for the students who need them. However the rising costs put additional pressure on both School and Town budgets.

One result of all these additional expenses is that the town has very little money for what is often termed discretionary funding. The town clerk requested \$20,000 for new voting machines as the Commonwealth has ruled that the current machines the town has may not be allowed for the next election. Regardless, due to limited available funds this item is being deferred to the fall town meeting. For the last two years the Fire Chief has requested funding to begin the process of converting from a Basic Life Support

Emergency Medical System to an Advanced Life Support system, which may become a state requirement. This has been deferred to a future town meeting. The Police Chief's annual request for a replacement cruiser to maintain the fleet has been deferred. The DPW requested several pieces of needed equipment either as replacement of aging and expensive to repair vehicles or as additions. These have been deferred. The DPW also requested additional funds to supplement the state Chapter 90 highway funds as the amount the state gives the town is not adequate to do the necessary road maintenance. This has been deferred as well. In addition money was requested to do needed maintenance and playing field improvements has been deferred as well. The schools requested money for several projects: cafeteria furniture, library carpeting replacement, replacement of an aging special needs vans, replacement of science, fitness and computer equipment, new books for the Middle/High School library, replacement of the lights in the Middle/High School auditorium and updating of the school website. All of these projects have been deferred.

When the Town defers funding needed equipment replacement, needed road projects, needed upgrades, it puts the town further behind in the normal planned replacement and maintenance procedures and just defers the inevitable. For example to keep up with scheduled and necessary vehicle replacement, next year the town will need to purchase two police cruisers and two special needs vans. To keep up with road deterioration, next year the town should spend an additional \$100,000. To honor the Stabilization Fund Policy, next year at least \$100,000 should be added to that fund, though this really should be closer to \$200,000 in keeping with Town policy. It is unlikely that the town will be able to address these and other deferrals from this town meeting as well as meet any new requests that are made. Yet none of these expenses are unwarranted. As a result, the Town has some difficult choices which must be made in the near future. To maintain the quality of town services which citizens expect and to fulfill future needs and mandates, at some point additional taxes must be raised. If we do not pass some kind of capital funding override and/or an operational override to cover staffing and other needs in the near future, town services will have to be curtailed even further. This is a choice that the town must ultimately make. It is not a pleasant prospect, but it is likely to be necessary.

This year's warrant consists of 45 articles.

- 4 articles are zoning articles adding in provisions for large scale solar facilities and modifying previously approved bylaws
- Several articles are routine approvals - setting up revolving funds and Board of Health appointing authority
- There are articles setting up water and sewer enterprise funds, allowing the annual audit, providing for unemployment benefits that annual approvals
- Other articles provide for negotiate contracts with town employees
- 9 articles relate to school needs
- Several articles provide for capital expenditures on the water and sewer systems and town roads
- There are 2 Community Preservation articles
- One article provides funding for improving the veterans monuments
- One article funds the town's share of the regional energy manager, a position that is partially grant funded in collaboration with the town of Medway

All of these articles were deemed necessary by the Board of Selectmen who establish the warrant for the town meeting. The Finance Committee has held televised hearings on each article on the warrant. Those hearings have led to the recommendations that the Finance Committee has made on each article to the voters at the town meeting. The Finance Committee consists of nine members appointed by the Town Moderator, whose duty as Finance Committee members is to hold hearings and weigh the various needs and priorities of the town. It is the ultimate responsibility of the Town Meeting to make the final decisions on the warrant. The Finance Committee urges all citizens to attend Town Meeting.

Respectfully Submitted,  
Susan Vecchi, Chair  
Craig Schultze  
Tom Kimmel

Peter Jurmain, Vice Chair  
Jim Smith  
Jodie Garzon

Richard Molloy, Clerk  
Doug Riley  
Jerry Nunnaley

**Article #1 - Unpaid Bills**

This is an annual article to fund bills incurred in previous fiscal years. The bills for this town meeting total \$1,117.27. The Finance Committee recommends approval of this article.

**Article #2 - Current Fiscal Year Underfunded Budgets**

This article is to provide for the underfunding of the Snow and Ice budget due to an unusually snowy year. The amount of the deficit is \$277,000. The Finance Committee recommends approval of this article.

**Article #3 - Additional Wages Or Expenses For Current Year Water Fund**

There is no need for this article at this time, so the Finance Committee recommends dismissal of this article.

**Article #4 - Additional Wages Or Expenses For Current Year Sewer Fund**

At this time there is no need for this article, so the Finance Committee recommends dismissal of this article.

**Article #5 - Personnel Plan Amendments**

This article seeks approval of two changes to the Town of Millis Personnel Plan. First, the article would change the current title of Assistant DPW Director to Deputy DPW Director along with a corresponding upgrade in pay scale classification. Secondly, the article would replace the town's current social networking policy with a more comprehensive Social Media Policy that conforms to current standards. The Finance Committee recommends approval of this article.

**Article #6 - Non-Union Wage Increases**

This article funds the increase in salary associated with the change in title and upgraded job description outlined previously in article 5. The cost to the town is \$1,265.16. The newly titled Deputy DPW Director would be classified on Schedule A as a Grade 16, an upgrade from the Grade 15 classification of the previously titled Assistant DPW Director position. The Finance Committee recommends approval of this article.

**Article #7 - SEIU Contract**

The purpose of this article is to fund a contract between the Town of Millis and the Service Employees International Union (SEIU) covering certain municipal employees. At this time, no agreement has been reached. The Finance Committee recommends that this article be dismissed.

**Article #8 - Firefighters Contract**

This article would fund a new contract agreed upon recently between the Town of Millis and the local Firefighters union. The new contract calls for no change in pay during the 2016 fiscal year. Therefore, no appropriation is necessary at this time. The Finance Committee recommends that this article be dismissed.

**Article #9 - Operating Budget**

This article appropriates the funding for the Operating budget for the Town of Millis for Fiscal Year 2016 (FY16). The Finance Committee recommends approval of this article.

**Article #10 - Water Enterprise Fund**

This article funds the Millis Water Department for personnel and operating expenses for the fiscal year 2015 in the amount of \$1,231,434.14. The Finance Committee recommends approval of this article.

**Article #11 - Sewer Enterprise Fund**

This article funds the Millis Sewer Department for personnel and operating expenses for the fiscal year 2015 in the amount of \$1,352,556.33. The Finance Committee recommends approval of this article.

#### **Article #12 - Veterans Monument Improvements**

The purpose of this article is to fund the consolidation of several war memorials located around the town to a central location in front of Town Hall, in the amount of \$21,000. The Finance Committee recommends approval of this article.

#### **Article #13 - Annual Audit**

This article funds the annual audit of town finances as required by law in the amount of \$35,000. The Finance Committee recommends approval of this article.

#### **Article #14 - Unemployment Benefits**

The purpose of this article is to set aside funds for unemployment benefits in the event claims are placed upon the town by terminated employees of the town. The Finance Committee's recommendation will be made at Town Meeting.

#### **Article #15 – Fire Department Advanced Life Support Training Initiative**

The purpose of the advanced life support / Paramedic First Aid training for the paramedics is so that they will be able to administer first aid in the form of specific drugs, IVs and other items in their efforts to save individuals having a heart attack, experiencing heart defibrillation or other similar problems. Only first responders with this training are able to administer these drugs without a doctor or similarly qualified individual being present. Due to a lack of funds, the Finance Committee recommends dismissal of this article

#### **Article #16 – Town Building Improvements**

At this time several Town buildings are in need of repairs. These include the leaks in the roof of the DPW building, carpeting for the Council On Aging facility and establishing a secure monetary transaction area for the Treasurer's Office. The Finance Committee recommends approval of this article in the amount of \$37,810.

#### **Article #17 - Streetlight Purchase**

As part of the Town initiative to become a member of the Green Communities initiative, there is a need to upgrade the existing 436 street lights to use LEDs. The first phase of this project requires that the Town purchase the existing street lights from EverSource so that we can then make the necessary modifications to these structures. The Finance Committee recommends approval of this article in the amount of \$11,134.

#### **Article #18 – Chapter 90 Road Improvements**

Each year the Town receives Chapter 90 funds from the Commonwealth for the purpose of road repairs and improvements. This year the Town has received \$413,742 of Chapter 90 funds. The Town of Millis will be using these funds to purchase a small cold planer and to continue road repairs, culvert and bridge replacement. The Finance Committee recommends approval of this article in the amount of \$413,742.

#### **Article #19 - Stormwater (MS4) Improvements**

The EPA has drafted a new permit regulation for storm water in Massachusetts. Known as the MS4 (Municipal Separate Stormwater Sewer System), it contains four conditions that all communities must meet, with some specific requirements taking effect this coming fiscal year. The cost to the Town of Millis for the next fiscal year are expected to be \$26,200. The Finance Committee recommends approval of this article in the amount of \$26,200.

#### **Article #20 - Sewer System Improvements**

The purpose of this article is provide funding for new EPA permit requirements related the Millis sewer system operation and maintenance plan. The finance committee recommends approval of this article.

#### **Article #21 - Well Building Improvements**

The purpose of this article is provide funding to paint and repair the water well #4 building. The finance committee recommends approval of this article

**Article #22 - Water System Improvements**

The purpose of this article is to provide funding for water system improvements related to the upgrading of the water system valves. The finance committee recommends approval of this article.

**Article #23 - Ross Ave. Water Main**

The purpose of this article is to provide funding for water system improvements related to the replacement of the water main and appurtenances on Ross Ave. The finance committee recommends approval of this article.

**Article #24 - Regional Energy Manager Grant Match**

The purpose of this article is to provide funding for the Regional Energy Manager position which Millis shares with the town of Medway. The article also authorizes the Board of Selectmen to apply for and accept external grants available to help fund this position. The finance committee recommends approval of this article.

**Article #25 - Voting Machines**

The purpose of this article is to fund new voting machines for the town to use in local, state, and national elections. Given current budget constraints, the Finance Committee feels that is appropriate to delay replacement at this time. The Finance Committee recommends that this article be dismissed.

**Article #26 - School Busses**

This article funds the third year of a Five year lease for 6 busses and a minibus for transportation of students in the amount of \$79,000. The Finance Committee recommends approval of this article.

**Article #27 - School Data Processing Equipment**

This article funds a leasing program for the schools to maintain the appropriate technology for teaching and learning in the amount of \$70,000. The Finance Committee recommends approval of this article.

**Article #28 - Medicaid Reimbursement Services**

This annual article funds the use of an outside agency for complex Medicaid billing resulting in reimbursement to the Town. The article is for \$5,000. The Finance Committee recommends approval of this article.

**Article #29 - School Library Carpeting**

This article would fund the replacement of sixteen year old carpeting in the Middle/High School Library in the amount of \$44,625. The Finance Committee recommends dismissal of this article at this time due to insufficient funding available.

**Article #30 - Special Needs Van**

This article would fund the replacement of an aging van with a mileage of 126,000 for the transportation of Special Needs Students to out of district placements in the amount of \$24,000. The Finance Committee recommends dismissal of this article at this time due to insufficient funding available.

**Article # 31 - School Furniture**

Increased enrollment in the Middle School / High Schools has caused crowded conditions at lunch time. Movement between tables are becoming more challenging for students and staff to move around. The recommendations to purchase additional (8 tables) at this time is not possible budget constraints, therefore the Finance Committee recommends that this warrant be dismissed.

**Article # 32 - Science, Fitness, and Computer Equipment**

This request is for laptops in the Resource Room and Learning Center to assist learning for students with special needs whose IEP's indicate a need for assist technology, heart monitor straps for use in the Fitness Classes and speakers for several laptops to assist during student presentations. Evaluating this relative to all of the other key priorities the Finance Committee recommends dismissal of this warrant.

### **Article # 33 - High School/Middle School Media Center Improvements**

This item is to extend a project, approved several years ago at town meeting, to update High School/Middle School Media center with new / updated books, however there still remains a list of more than 4,000 books still in need of replacement. At this time is is the recommendation of the Finance Committee to dismiss this warrant.

### **Article # 34 - Update of School Website**

The current School website is outdated, difficult to use and update. A new more modern website would provide the District with a powerful communications tool and provide a connection with the local community and families. Based upon other priorities the Finance Committee recommends that this warrant be dismissed.

### **Article # 35 - High School/Middle School Auditorium**

The current lighting system in the High School/Middle School Auditorium is 55 years old and in need of updating. It would provide up-to-date lighting fixtures / lights and improve the viewing within the School Auditorium, which you are in tonight. Having reviewed the entire list of School Priorities the Finance Committee recommends dismissal of this warrant.

### **Article #36 – Board of Health Appointing Authority**

Each year this article is presented to the town to authorize the Board of Health to appoint its members to other offices or positions for which it has appointing authority. The Finance Committee recommends approval of this article.

### **Article #37 – Community Preservation Fund Budget and Reservations**

The Community Preservation Fund receives funds from the Town and Commonwealth each year for the purpose of preserving historical structures, acquiring open spaces and for specific kinds of maintenance for community housing. This Article authorizes specific expenditures from the CPF for these purposes. The Finance Committee recommends approval of this article.

### **Article #38 – Community Preservation Town Quilt Glazing Project**

This article recommends the expenditure of \$5,000 from Community Preservation funds to install protective glass for the 38 year old Millis Bicentennial Quilt hanging in the library. The Finance Committee recommends approval of this article.

### **Article #39 – Accept Drainage or Recreation Easement**

The town has been offered a Land Use Easement at 26-28 Spring Street, which abuts the Clyde Brown School, in the amount of \$1 for recreational or drainage purposes. The Finance Committee recommends approval of this article.

### **Article #40 – Rescind Borrowing Authority**

Two of these are three articles, dealing with proposed sewer projects, were not supported by the local residents and as a result the BOS has recommended that the Town abandon these projects. Article 24 deals with excess funds for the purchase of the Quint fire truck to be returned to the Towns funds. The Finance Committee recommends approval of this article.

### **Article #41 - Revolving Fund Authorization**

This is a routine article on the Town Warrant. The purpose of the article is to annually reauthorize the revolving account and its' maximum limit, for each of the departments that uses a revolving account. The Finance Committee recommends approval of this article.

### **Article #42 - Large Scale Ground Mounted Solar Installation Zoning Bylaw**

The purpose of this article to specify where, in town, a large-mounted solar installation could be built. There is currently no bylaw – meaning that there are no current restrictions on where a large-mounted solar installation could be built. This zoning bylaw would restrict the building of a Large Scale

Ground Mounted Solar Installation to the Industrially (I-P and I-P-2) Zoned portion of the town, and establish a permitting process. The Finance Committee recommends approval of this article.

**Article #43 - Domesticated Fowl or Rabbit General Bylaw Amendment**

The purpose of this article is to clarify language that was voted on and approved during the 2014 Fall Town Meeting. The current language conflicts with the town bylaws. The proposed changes to the language do not change the number of animals allowed or the purpose of the law. The Finance Committee recommends approval of this article.

**Article #44 - Livestock, Horse or Poultry Pens Zoning Bylaw Amendment**

The purpose of this article is to clarify language in the zoning bylaw for fenced or penned-in animals and their relation to the property line. The proposed changes to the language do not change the purpose of the law. The Finance Committee recommends approval of this article.

**Article #45 - Non-commercial Keeping of Poultry Zoning Bylaw Amendment**

The purpose of this article is to clarify language in the zoning bylaw for keeping of non-commercial poultry. These proposed changes streamline the process for allowing chickens for non-commercial use through permitting, from the Board of Health. The Finance Committee recommends approval of this article.

<b>OPERATING BUDGET SUMMARY - TABLE 2</b>	<b>FY11 ACTUAL</b>	<b>FY12 ACTUAL</b>	<b>FY13 ACTUAL</b>	<b>FY14 ACTUAL</b>	<b>FY15 FC APPR</b>	<b>FY16 REQUEST</b>	<b>FY16 TA REC</b>
<b>GENERAL GOVERNMENT</b>							
SELECTMEN/TA							
SALARIES	\$194,969.68	\$189,565.15	\$222,360.61	\$249,470.55	\$248,565.28	\$251,613.98	\$251,613.98
EXPENSES	\$56,980.82	\$57,889.15	\$54,649.32	\$60,007.60	\$51,577.97	\$57,990.00	\$57,990.00
TOTAL	\$251,950.50	\$247,454.30	\$277,009.93	\$309,478.15	\$300,143.25	\$309,603.98	\$309,603.98
FINANCE COMMITTEE							
SALARIES	\$2,744.07	\$3,934.41	\$3,472.15	\$3,783.80	\$3,446.65	\$3,446.65	\$3,446.65
EXPENSES	\$5,942.82	\$7,398.15	\$6,586.81	\$7,580.79	\$6,529.00	\$6,529.00	\$6,529.00
TOTAL	\$8,686.89	\$11,332.56	\$10,058.96	\$11,364.59	\$9,975.65	\$9,975.65	\$9,975.65
RESERVE FUND							
EXPENSES	\$0.00	\$0.00	\$0.00	\$0.00	\$75,000.00	\$75,000.00	\$75,000.00
TOTAL	\$0.00	\$0.00	\$0.00	\$0.00	\$75,000.00	\$75,000.00	\$75,000.00
ACCOUNTANT/FD							
SALARIES	\$174,931.71	\$184,166.47	\$189,616.33	\$194,616.67	\$197,172.66	\$198,685.72	\$198,685.72
EXPENSES	\$2,836.02	\$3,167.82	\$3,262.39	\$4,186.62	\$4,188.00	\$5,188.00	\$5,188.00
TOTAL	\$177,767.73	\$187,334.29	\$192,878.72	\$198,803.29	\$201,360.66	\$203,873.72	\$203,873.72
ASSESSORS							
SALARIES	\$103,874.11	\$100,986.08	\$101,420.01	\$106,881.84	\$113,048.60	\$117,998.50	\$117,498.50
EXPENSES	\$7,527.91	\$5,498.48	\$5,482.29	\$6,366.24	\$7,060.00	\$7,246.00	\$7,060.00
TOTAL	\$111,402.02	\$106,484.56	\$106,902.30	\$113,248.08	\$120,108.60	\$125,244.50	\$124,558.50
TREASURER/COLLECTOR							
SALARIES	\$149,540.49	\$145,671.65	\$173,099.30	\$189,351.73	\$182,247.56	\$185,873.00	\$185,873.00
EXPENSES	\$20,903.39	\$22,930.77	\$20,435.12	\$22,615.34	\$27,475.00	\$28,325.00	\$27,475.00
TOTAL	\$170,443.88	\$168,602.42	\$193,534.42	\$211,967.07	\$209,722.56	\$214,198.00	\$213,348.00
TOWN COUNSEL							
EXPENSES	\$78,753.53	\$87,961.02	\$122,344.06	\$97,790.33	\$100,000.00	\$100,000.00	\$100,000.00
TOTAL	\$78,753.53	\$87,961.02	\$122,344.06	\$97,790.33	\$100,000.00	\$100,000.00	\$100,000.00
DATA PROCESSING							
SALARIES	\$13,744.00	\$14,392.76	\$14,870.10	\$15,168.96	\$15,168.96	\$15,471.96	\$15,472.00
EXPENSES	\$79,894.00	\$89,607.86	\$93,455.35	\$91,956.39	\$99,110.00	\$115,003.00	\$116,008.00
TOTAL	\$93,638.00	\$104,000.62	\$108,325.45	\$107,125.35	\$114,278.96	\$130,474.96	\$131,480.00
TOWN CLERK							
SALARIES	\$64,697.59	\$64,863.91	\$71,688.88	\$77,463.94	\$80,416.38	\$97,382.49	\$84,969.00
EXPENSES	\$4,192.81	\$4,300.00	\$3,595.21	\$4,399.84	\$4,400.00	\$4,550.00	\$4,400.00
TOTAL	\$68,890.40	\$69,163.91	\$75,284.09	\$81,863.78	\$84,816.38	\$101,932.49	\$89,369.00

<b>OPERATING BUDGET SUMMARY - TABLE 2</b>	<b>FY11 ACTUAL</b>	<b>FY12 ACTUAL</b>	<b>FY13 ACTUAL</b>	<b>FY14 ACTUAL</b>	<b>FY15 FC APPR</b>	<b>FY16 REQUEST</b>	<b>FY16 TA REC</b>
<b>ELECTIONS</b>							
SALARIES	\$8,806.38	\$7,585.66	\$19,011.37	\$5,217.40	\$10,456.16	\$9,682.54	\$9,682.54
EXPENSES	\$8,650.00	\$7,530.99	\$13,435.08	\$6,360.00	\$7,560.00	\$9,560.00	\$9,560.00
TOTAL	\$17,456.38	\$15,116.65	\$32,446.45	\$11,577.40	\$18,016.16	\$19,242.54	\$19,242.54
<b>REGISTRARS</b>							
SALARIES	\$573.00	\$631.92	\$608.07	\$608.07	\$625.00	\$638.00	\$638.00
EXPENSES	\$3,100.00	\$2,741.98	\$3,275.73	\$3,385.00	\$3,485.00	\$3,585.00	\$3,585.00
TOTAL	\$3,673.00	\$3,241.71	\$3,883.80	\$3,993.07	\$4,110.00	\$4,223.00	\$4,223.00
<b>CONSERVATION</b>							
SALARIES	\$10,496.67	\$11,490.48	\$11,564.80	\$12,344.78	\$12,272.00	\$12,272.00	\$12,272.00
EXPENSES	\$2,760.84	\$3,889.14	\$4,766.53	\$2,899.34	\$4,777.00	\$4,777.00	\$4,777.00
TOTAL	\$13,257.51	\$15,379.62	\$16,331.33	\$15,244.12	\$17,049.00	\$17,049.00	\$17,049.00
<b>PLANNING BOARD</b>							
SALARIES	\$14,139.36	\$15,130.72	\$16,190.72	\$17,065.34	\$17,180.00	\$17,180.80	\$17,180.80
EXPENSES	\$5,667.03	\$5,487.73	\$3,839.25	\$9,456.51	\$5,675.00	\$9,425.00	\$9,425.00
TOTAL	\$19,806.39	\$20,618.45	\$20,029.97	\$17,065.34	\$22,855.00	\$26,605.80	\$26,605.80
<b>BOARD OF APPEAL</b>							
SALARIES	\$6,853.99	\$5,640.83	\$4,768.17	\$3,520.75	\$5,754.33	\$7,573.62	\$4,927.45
EXPENSES	\$2,388.76	\$1,338.64	\$1,938.09	\$981.00	\$2,500.00	\$2,500.00	\$1,500.00
TOTAL	\$9,242.75	\$6,979.47	\$6,706.26	\$4,501.75	\$8,254.33	\$10,073.62	\$6,427.45
<b>GENERAL INSURANCE</b>							
EXPENSES	\$192,476.15	\$250,693.95	\$253,280.54	\$273,340.87	\$338,445.90	\$381,583.00	\$381,583.00
TOTAL	\$192,476.15	\$250,693.95	\$253,280.54	\$273,340.87	\$338,445.90	\$381,583.00	\$381,583.00
<b>TOWN REPORTS</b>							
EXPENSES	\$921.00	\$1,220.90	\$1,200.00	\$1,119.11	\$1,225.00	\$1,225.00	\$0.00
TOTAL	\$921.00	\$1,220.90	\$1,200.00	\$1,119.11	\$1,225.00	\$1,225.00	\$0.00
<b>TOWN BUILDINGS</b>							
SALARIES	\$35,143.96	\$39,284.16	\$44,430.18	\$43,158.75	\$42,913.60	\$45,008.80	\$45,008.80
EXPENSES	\$211,241.58	\$198,348.16	\$179,859.72	\$206,814.38	\$218,207.00	\$244,288.00	\$217,765.00
TOTAL	\$246,385.54	\$237,632.32	\$224,289.90	\$249,973.13	\$261,120.60	\$289,296.80	\$262,773.80
<b>EMPLOYEE BENEFITS</b>							
EXPENSES	\$3,213,291.04	\$3,365,345.41	\$3,463,394.78	\$3,626,322.22	\$3,917,363.00	\$4,194,166.00	\$4,194,166.00
TOTAL	\$3,213,291.04	\$3,365,345.41	\$3,463,394.78	\$3,626,322.22	\$3,917,363.00	\$4,194,166.00	\$4,194,166.00
<b>LINE 1 - GENERAL GOVT</b>	<b>\$4,678,042.71</b>	<b>\$4,898,628.26</b>	<b>\$5,107,900.96</b>	<b>\$5,339,505.91</b>	<b>\$5,803,845.05</b>	<b>\$6,213,768.06</b>	<b>\$6,169,279.44</b>

<b>OPERATING BUDGET SUMMARY - TABLE 2</b>	<b>FY11 ACTUAL</b>	<b>FY12 ACTUAL</b>	<b>FY13 ACTUAL</b>	<b>FY14 ACTUAL</b>	<b>FY15 FC APPR</b>	<b>FY16 REQUEST</b>	<b>FY16 TA REC</b>
<b>PUBLIC SAFETY</b>							
POLICE DEPARTMENT							
SALARIES	\$1,322,863.24	\$1,367,955.11	\$1,471,259.76	\$1,522,614.65	\$1,459,740.00	\$1,551,700.00	\$1,551,700.00
EXPENSES	\$127,896.85	\$121,968.37	\$137,825.59	\$137,026.48	\$148,115.00	\$166,700.00	\$140,126.48
TOTAL	\$1,450,760.09	\$1,489,923.48	\$1,609,085.35	\$1,659,641.13	\$1,607,855.00	\$1,718,400.00	\$1,691,826.48
FIRE/RESCUE DEPARTMENT							
SALARIES	\$642,881.65	\$714,460.52	\$772,273.62	\$830,283.42	\$870,329.58	\$906,555.55	\$906,555.55
EXPENSES	\$98,302.17	\$98,788.41	\$111,317.23	\$100,527.18	\$102,565.00	\$103,853.30	\$102,565.00
TOTAL	\$741,183.82	\$813,248.93	\$883,590.85	\$930,810.60	\$972,894.58	\$1,010,408.85	\$1,009,120.55
DISPATCH							
SALARIES	\$202,540.81	\$196,204.64	\$204,511.34	\$217,135.39	\$219,821.00	\$241,386.00	\$241,386.00
EXPENSES	\$4,966.18	\$3,808.58	\$152.00	\$1,570.79	\$5,000.00	\$8,300.00	\$8,300.00
TOTAL	\$207,506.99	\$200,013.22	\$204,663.34	\$218,706.18	\$224,821.00	\$249,686.00	\$249,686.00
BUILDING DEPT.							
SALARIES	\$107,766.06	\$116,478.72	\$119,325.72	\$122,651.42	\$127,084.24	\$131,699.78	\$131,699.78
EXPENSES	\$6,080.93	\$6,987.06	\$6,507.18	\$6,577.14	\$6,905.00	\$7,390.00	\$7,390.00
TOTAL	\$113,846.99	\$123,465.78	\$125,832.90	\$129,228.56	\$133,989.24	\$139,089.78	\$139,089.78
SEALER W&M							
SALARIES	\$3,009.00	\$3,151.60	\$3,256.00	\$3,321.00	\$3,321.00	\$3,387.00	\$3,387.00
EXPENSES	\$115.49	\$0.00	\$109.69	\$159.72	\$150.00	\$150.00	\$150.00
TOTAL	\$3,124.49	\$3,151.60	\$3,365.69	\$3,480.72	\$3,471.00	\$3,537.00	\$3,537.00
EMERG MGMT COMM							
SALARIES	\$1,232.00	\$1,307.92	\$1,305.92	\$680.00	\$1,306.00	\$1,388.00	\$1,388.00
EXPENSES	\$1,552.58	\$1,618.35	\$1,590.72	\$1,596.23	\$1,619.00	\$1,619.00	\$1,619.00
TOTAL	\$2,784.58	\$2,926.27	\$2,896.64	\$2,276.23	\$2,925.00	\$3,007.00	\$3,007.00
ANIMAL CONTROL							
SALARIES	\$53,575.74	\$56,714.13	\$59,756.97	\$62,529.33	\$70,496.84	\$72,300.00	\$72,300.00
EXPENSES	\$11,749.31	\$12,129.55	\$12,729.95	\$12,615.45	\$12,200.00	\$12,200.00	\$12,200.00
TOTAL	\$65,325.05	\$68,843.68	\$72,486.92	\$75,144.78	\$82,696.84	\$84,500.00	\$84,500.00
<b>LINE 2 - PUBLIC SAFETY</b>	<b>\$2,584,532.01</b>	<b>\$2,701,572.96</b>	<b>\$2,901,921.69</b>	<b>\$3,019,288.20</b>	<b>\$3,028,652.66</b>	<b>\$3,208,628.63</b>	<b>\$3,180,766.81</b>

<b>OPERATING BUDGET</b>	<b>FY11</b>	<b>FY12</b>	<b>FY13</b>	<b>FY14</b>	<b>FY15</b>	<b>FY16</b>	<b>FY16</b>
<b>SUMMARY - TABLE 2</b>	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>FC APPR</b>	<b>REQUEST</b>	<b>TA REC</b>
<b>EDUCATION</b>							
MILLIS SCHOOLS							
SALARY&EXPENSE	\$11,176,538.00	\$11,733,762.26	\$12,269,844.85	\$12,904,982.47	\$13,341,151.00	\$14,187,576.00	\$13,820,995.36
TOTAL	\$11,176,538.00	\$11,733,762.26	\$12,269,844.85	\$12,904,982.47	\$13,341,151.00	\$14,187,576.00	\$13,820,995.36
<b>LINE 3 - MILLIS SCHOOLS</b>	<b>\$11,176,538.00</b>	<b>\$11,733,762.26</b>	<b>\$12,269,844.85</b>	<b>\$12,904,982.47</b>	<b>\$13,341,151.00</b>	<b>\$14,187,576.00</b>	<b>\$13,820,995.36</b>
TRICOUNTY SCHOOL							
EXPENSES	\$496,699.00	\$424,062.00	\$396,954.00	\$291,229.00	\$340,399.00	\$354,847.00	\$354,847.00
TOTAL	\$496,699.00	\$424,062.00	\$396,954.00	\$291,229.00	\$340,399.00	\$354,847.00	\$354,847.00
<b>LINE 4 - TRI-COUNTY</b>	<b>\$496,699.00</b>	<b>\$424,062.00</b>	<b>\$396,954.00</b>	<b>\$291,229.00</b>	<b>\$340,399.00</b>	<b>\$354,847.00</b>	<b>\$354,847.00</b>
<b>PUBLIC WORKS</b>							
DPW HIGHWAY							
SALARIES	\$266,739.12	\$231,158.96	\$304,641.51	\$304,365.83	\$316,965.31	\$330,740.79	\$330,740.79
EXPENSES	\$621,773.37	\$493,636.56	\$616,018.27	\$581,166.93	\$437,339.00	\$471,323.07	\$471,323.07
TOTAL	\$888,512.49	\$724,795.52	\$920,659.78	\$885,532.76	\$754,304.31	\$802,063.86	\$802,063.86
STREET LIGHTS							
EXPENSES	\$50,688.86	\$58,727.79	\$46,467.20	\$35,844.64	\$49,003.10	\$55,153.56	\$57,349.56
TOTAL	\$50,688.86	\$58,727.79	\$46,467.20	\$35,844.64	\$49,003.10	\$55,153.56	\$57,349.56
TRANSFER STATION							
SALARIES	\$14,616.65	\$15,732.25	\$16,446.80	\$26,080.92	\$27,564.64	\$28,368.48	\$28,368.48
EXPENSES	\$86,724.22	\$93,818.16	\$85,824.46	\$87,432.35	\$92,841.25	\$86,633.18	\$86,633.18
TOTAL	\$101,340.87	\$109,550.41	\$102,271.26	\$113,513.27	\$120,405.89	\$115,001.66	\$115,001.66
<b>LINE 5 PUBLIC WORKS</b>	<b>\$1,040,542.22</b>	<b>\$893,073.72</b>	<b>\$1,069,398.24</b>	<b>\$1,034,890.67</b>	<b>\$923,713.30</b>	<b>\$972,219.08</b>	<b>\$974,415.08</b>
<b>HEALTH &amp; HUMAN SERVICES</b>							
BOARD OF HEALTH							
SALARIES	\$96,452.65	\$102,744.77	\$105,286.38	\$111,279.83	\$119,702.74	\$122,354.57	\$122,354.57
EXPENSES	\$6,264.04	\$5,082.40	\$5,270.66	\$6,715.15	\$8,535.00	\$6,905.00	\$6,905.00
TOTAL	\$102,716.69	\$107,827.17	\$110,557.04	\$117,994.98	\$128,237.74	\$129,259.57	\$129,259.57
COUNCIL ON AGING							
SALARIES	\$49,743.10	\$53,151.62	\$56,387.07	\$63,631.29	\$88,578.53	\$92,998.23	\$92,998.23
EXPENSES	\$8,428.27	\$8,434.00	\$8,434.00	\$8,434.00	\$8,434.00	\$8,434.00	\$8,434.00
TOTAL	\$58,171.37	\$61,585.62	\$64,821.07	\$72,065.29	\$97,012.53	\$101,432.23	\$101,432.23
VETERANS							
SALARIES	\$3,344.00	\$3,501.96	\$3,618.41	\$3,691.00	\$3,691.00	\$3,764.82	\$3,764.82
EXPENSES	\$8,520.00	\$10,883.49	\$34,117.68	\$48,964.68	\$31,400.00	\$43,836.16	\$25,884.16
TOTAL	\$11,864.00	\$14,385.45	\$37,736.09	\$52,655.68	\$35,091.00	\$47,600.98	\$29,648.98
<b>LINE 6 HLTH/HUMN SERV</b>	<b>\$172,752.06</b>	<b>\$183,798.24</b>	<b>\$213,114.20</b>	<b>\$242,715.95</b>	<b>\$260,341.27</b>	<b>\$278,292.78</b>	<b>\$260,340.78</b>

<b>OPERATING BUDGET</b>	<b>FY11</b>	<b>FY12</b>	<b>FY13</b>	<b>FY14</b>	<b>FY15</b>	<b>FY16</b>	<b>FY16</b>
<b>SUMMARY - TABLE 2</b>	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>FC APPR</b>	<b>REQUEST</b>	<b>TA REC</b>
<b>CULTURE &amp; RECREATION</b>							
MEMORIAL DAY							
EXPENSES	\$1,264.90	\$717.91	\$959.65	\$1,828.00	\$1,828.00	\$1,828.00	\$1,828.00
TOTAL	\$1,264.90	\$717.91	\$959.65	\$1,828.00	\$1,828.00	\$1,828.00	\$1,828.00
LEGION							
EXPENSES	\$1,435.00	\$1,435.00	\$3,935.00	\$3,935.00	\$3,935.00	\$3,935.00	\$3,935.00
TOTAL	\$1,435.00	\$1,435.00	\$3,935.00	\$3,935.00	\$3,935.00	\$3,935.00	\$3,935.00
LIBRARY							
SALARIES	\$186,304.15	\$196,743.94	\$207,958.25	\$214,224.56	\$252,743.00	\$259,327.00	\$256,249.00
EXPENSES	\$112,867.14	\$113,426.13	\$116,593.02	\$124,495.99	\$125,130.00	\$132,222.00	\$132,222.00
TOTAL	\$299,171.29	\$310,170.07	\$324,551.27	\$338,720.55	\$377,873.00	\$391,549.00	\$388,471.00
RECREATION							
SALARIES	\$18,999.00	\$20,202.38	\$20,202.38	\$20,202.38	\$20,202.00	\$57,913.00	\$20,202.00
EXPENSES	\$0.00	\$0.00	\$0.00	\$0.00	\$1.00	\$1.00	\$1.00
TOTAL	\$18,999.00	\$20,202.38	\$20,202.38	\$20,202.38	\$20,203.00	\$57,914.00	\$20,203.00
HISTORICAL							
EXPENSES	\$5,098.09	\$6,489.69	\$3,625.84	\$6,493.00	\$6,493.00	\$6,493.00	\$6,493.00
TOTAL	\$5,098.09	\$6,489.69	\$3,625.84	\$6,493.00	\$6,493.00	\$6,493.00	\$6,493.00
OAK GROVE FARM COMM							
EXPENSES	\$1,620.43	\$1,626.46	\$1,636.00	\$1,632.92	\$1,636.00	\$1,636.00	\$1,636.00
TOTAL	\$1,620.43	\$1,626.46	\$1,636.00	\$1,632.92	\$1,636.00	\$1,636.00	\$1,636.00
<b>LINE 7 CULTURE &amp; RECREATIO</b>	<b>\$327,588.71</b>	<b>\$340,641.51</b>	<b>\$354,910.14</b>	<b>\$372,811.85</b>	<b>\$411,968.00</b>	<b>\$463,355.00</b>	<b>\$422,566.00</b>
<b>DEBT SERVICE</b>							
TAX RATE EXEMPT		\$630,912.47	\$861,259.50	\$1,122,247.34	\$767,588.29	\$787,002.16	\$787,002.16
TAX RATE	\$1,011,706.68				\$282,569.80	\$274,223.76	\$274,223.76
TOTAL	\$1,011,706.68	\$630,912.47	\$861,259.50	\$1,122,247.34	\$1,050,158.09	\$1,061,225.92	\$1,061,225.92
<b>LINE 8 DEBT SERVICE</b>	<b>\$1,011,706.68</b>	<b>\$630,912.47</b>	<b>\$861,259.50</b>	<b>\$1,122,247.34</b>	<b>\$1,050,158.09</b>	<b>\$1,061,225.92</b>	<b>\$1,061,225.92</b>
<b>TOTAL BUDGET</b>	<b>\$21,488,401.39</b>	<b>\$21,806,451.42</b>	<b>\$23,175,303.58</b>	<b>\$24,327,671.39</b>	<b>\$25,160,228.37</b>	<b>\$26,739,912.47</b>	<b>\$26,244,436.39</b>
	<b>\$21,488,401.39</b>	<b>\$21,806,451.42</b>	<b>\$23,175,303.58</b>	<b>\$24,327,671.39</b>	<b>\$25,160,228.37</b>	<b>\$26,739,912.47</b>	<b>\$26,244,436.39</b>
<b>DISCRETIONARY</b>				\$19,014,531.96	\$19,513,862.38	\$20,748,090.55	\$20,252,614.47
<b>GEN INSURANCE, BENEFITS, TRICOUNTY, DEBT</b>				\$5,313,139.43	\$5,646,365.99	\$5,991,821.92	\$5,991,821.92
				\$24,327,671.39	\$25,160,228.37	\$26,739,912.47	\$26,244,436.39
					BUDGETS CAN BE	\$20,252,614.47	\$20,251,374.91
						\$19,513,862.38	
						\$738,752.09	
					<b>SCHOOL</b>	<b>\$480,188.86</b>	
					<b>TOWN</b>	<b>\$258,563.23</b>	<b>\$738,752.09</b>

## WATER ENTERPRISE FUND

	2011 ACT	2012 ACT	2013 ACT	2014 ACT	2015 PROJ	2016 PROJ
<b>WATER ENTERPRISE REVENUE</b>						
WATER USER CHARGES	\$ 679,140.78	\$ 670,963.53	\$ 707,968.19	\$ 727,743.08	\$ 764,130.23	\$ 802,336.75
PRIOR YR USE CHARGES	\$ 50,514.03	\$ 55,887.85	\$ 67,728.61	\$ 58,195.36	\$ 58,043.50	\$ 55,887.00
CAP ASSESSMENT	\$ 262,724.84	\$ 254,460.80	\$ 245,965.83	\$ 279,114.21	\$ 278,699.82	\$ 316,123.43
PENALTIES/INTEREST	\$ 9,305.42	\$ 7,924.91	\$ 10,026.30	\$ 10,311.28	\$ 9,085.54	\$ 9,420.83
LIENS	\$ 52,169.45	\$ 49,371.77	\$ 52,509.53	\$ 53,370.79	\$ 51,350.25	\$ 51,750.70
ENTRANCE FEES	\$ 16,650.00	\$ 14,800.00	\$ 25,300.00	\$ 37,300.00	\$ 18,000.00	\$ 21,000.00
METER ON OFF	\$ 1,005.00	\$ 1,110.00	\$ 210.00	\$ 105.00	\$ 775.00	\$ 475.00
CROSS CONNECTIONS	\$ 5,050.00	\$ 5,700.00	\$ 7,200.00	\$ 6,300.00	\$ 5,983.33	\$ 6,400.00
INVESTMENT INCOME	\$ 1,811.02	\$ 1,789.33	\$ 1,858.24	\$ 1,435.15	\$ 1,000.00	\$ 1,694.24
MISC	\$ 7,048.49	\$ 5,932.69	\$ 4,585.25	\$ 8,451.29	\$ 5,855.48	\$ 6,323.08
<b>SUBTOTAL</b>	<b>\$ 1,085,419.03</b>	<b>\$ 1,067,940.88</b>	<b>\$ 1,123,351.95</b>	<b>\$ 1,182,326.16</b>	<b>\$1,192,923.15</b>	<b>\$1,271,411.02</b>
<b>SURPLUS</b>	<b>\$ 60,000.00</b>	<b>\$ 238,816.00</b>	<b>\$ 138,506.25</b>	<b>\$ 62,157.67</b>	<b>\$ 296,687.00</b>	<b>\$ 34,000.00</b>
<b>WATER REVENUE TOTAL</b>	<b>\$ 1,145,419.03</b>	<b>\$ 1,306,756.88</b>	<b>\$ 1,261,858.20</b>	<b>\$ 1,244,483.83</b>	<b>\$1,489,610.15</b>	<b>\$1,305,411.02</b>
<b>WATER ENTERPRISE COSTS</b>	<b>2011 APPR</b>	<b>2012 APPR</b>	<b>2013 ACT</b>	<b>2014 ACT</b>	<b>2015 PROJ</b>	<b>2016 PROJ</b>
WAGES	\$ 240,137.91	\$ 255,465.77	\$ 261,797.42	\$ 271,484.12	\$ 288,333.89	\$ 294,685.05
EXPENSES	\$ 342,902.73	\$ 343,837.47	\$ 341,613.00	\$ 341,141.10	\$ 349,153.00	\$ 363,300.93
DEBT	\$ 271,603.11	\$ 274,464.59	\$ 253,453.59	\$ 296,819.82	\$293,368.00	\$ 332,761.51
WAGE ARTICLE			\$ 1,234.24	\$ 10,004.00		
CAPITAL OUTLAY/misc	\$ -	\$ 238,816.00	\$ 150,949.25	\$ 75,780.67	\$ 296,687.00	\$ 34,000.00
RESERVE FUND	\$ -	\$ -				
OTHER	\$ 60,000.00					
HEALTH	\$ 14,987.65	\$ 15,737.03	\$ 16,523.88	\$ 17,350.08	\$ 43,443.00	\$ 45,615.15
PENSION	\$ 14,175.76	\$ 14,884.55	\$ 15,628.78	\$ 16,410.21	\$ 17,231.00	\$ 18,092.55
SHARED EMPLOYEES	\$ 12,499.76	\$ 13,124.75	\$ 13,780.99	\$ 14,470.03	\$ 30,937.00	\$ 32,483.85
ADDITIONAL W/S CLK HRS			\$ 10,863.00	\$ 11,406.15		\$ 30,000.00
AUTO LIAB/COMP	\$ 13,969.62	\$ 14,668.10	\$ 15,401.51	\$ 16,171.58	\$ 16,980.00	\$ 17,829.00
OTHER - ADMIN	\$ 44,970.20	\$ 47,218.71	\$ 48,579.65	\$ 56,839.63	\$ 59,682.00	\$ 62,666.10
<b>WATER COSTS TOTAL</b>	<b>\$ 1,015,246.74</b>	<b>\$ 1,218,216.97</b>	<b>\$ 1,129,825.31</b>	<b>\$ 1,127,877.39</b>	<b>\$1,395,814.89</b>	<b>\$1,231,434.14</b>
<b>SURPLUS/DEFICIT</b>					<b>\$ 93,795.26</b>	<b>\$ 73,976.88</b>
SUB TOTAL TRANSFERS TO GENERAL FUND		\$ 105,633.14	\$ 120,777.82	\$ 132,647.68	\$ 168,273.00	\$ 206,686.65
NET WATER ENTERPRISE COSTS		\$ 1,112,583.83	\$ 1,009,047.49	\$ 995,229.71	\$1,227,541.89	\$1,024,747.49
TOTAL ENTERPRISE COSTS				\$ 1,127,877.39	\$1,395,814.89	\$1,231,434.14

## SEWER ENTERPRISE FUND

SEWER ENTERPRISE REVENUE	2011 ACT	2012 ACT	2013 ACT	2014 ACT	2015 PROJ	2016 PROJ
SEWER USER CHARGES	\$ 663,462.46	\$ 681,864.74	\$ 759,015.37	\$ 767,294.40	\$ 765,768.06	\$ 930,408.19
PRIOR YEAR SEWER CHARGES	\$ 64,521.28	\$ 52,514.21	\$ 66,191.39	\$ 65,967.78	\$ 57,487.00	\$ 61,557.79
INTEREST	\$ 1,106.35	\$ 920.83	\$ 248.88	\$ 744.03		
PENALTIES	\$ 6,486.90	\$ 6,818.39	\$ 9,006.33	\$ 8,503.72	\$ 7,117.96	\$ 8,109.48
LIENS	\$ 37,933.99	\$ 36,634.41	\$ 61,382.18	\$ 48,557.11	\$ 41,728.00	\$ 48,857.90
ENTRANCE FEES	\$ 36,000.00	\$ 17,500.00	\$ 25,000.00	\$ 34,000.00	\$ 25,000.00	\$ 33,000.00
OTHER REVENUE	\$ 300.00	\$ 300.00	\$ 150.00	\$ 2,400.00		\$ 48,245.00
SUBTOTAL	\$ 809,810.98	\$ 796,552.58	\$ 920,994.15	\$ 927,467.04	\$ 897,101.02	\$ 1,130,178.37
BETTERMENTS	\$ 340,267.00	\$ 317,807.50	\$ 310,387.50	\$ 299,117.00	\$ 282,997.00	\$ 275,787.50
SURPLUS	\$ 108,156.00	\$ 184,945.60	\$ 54,300.00	\$ 57,211.99	\$ 228,116.00	
TOTAL SEWER ENTERPRISE REVENUE	\$ 1,258,233.98	\$ 1,299,305.68	\$ 1,285,681.65	\$ 1,283,796.03	\$ 1,408,214.02	\$ 1,405,965.87

SEWER ENTERPRISE COSTS	2011 APPR	2012 APPR	2013 APPR	2014 ACT	2015 PROJ	2016 PROJ	
WAGES	\$ 230,338.31	\$ 203,587.99	\$ 209,418.74	\$ 202,160.38	\$ 217,154.68	\$ 222,834.16	
EXPENSES	\$ 461,664.12	\$ 351,394.42	\$ 453,225.63	\$ 439,909.46	\$ 460,581.77	\$ 579,151.52	\$ 945,943.77
DEBT	\$ 360,239.37	\$ 415,925.00	\$ 330,743.89	\$ 385,197.60	\$ 319,144.84	\$ 366,792.25	\$ 1,168,777.93
WAGE INC+unpaid bill			\$ 995.36	\$ 5,430.00	\$ -		
CAPITAL OUTLAY	\$ 40,576.00	\$ 112,316.00	\$ 67,300.00	\$ 68,137.99	\$ 228,116.00	\$ 26,220.00	
RESERVE FUND	\$ -						
unpaid bill	\$ -		\$ 185.40				
HEALTH	\$ 12,262.63	\$ 12,875.76	\$ 13,519.55	\$ 14,195.53	\$ 40,321.25	\$ 42,337.31	
PENSION	\$ 11,598.35	\$ 12,178.27	\$ 12,787.18	\$ 13,426.54	\$ 14,097.87	\$ 14,802.76	
SHARED EMPLOYEES	\$ 12,499.76	\$ 13,124.75	\$ 13,780.99	\$ 14,470.03	\$ 30,937.13	\$ 32,483.98	
OTH - AUTO LIAB/COMP	\$ 11,429.69	\$ 12,001.17	\$ 12,601.23	\$ 13,231.29	\$ 13,892.85	\$ 14,587.50	
OTH - ADMIN	\$ 36,792.77	\$ 38,632.41	\$ 40,564.03	\$ 48,396.23	\$ 50,816.04	\$ 53,356.84	\$ 157,568.40
SEWER COSTS TOTAL	\$ 1,177,401.00	\$ 1,172,035.77	\$ 1,155,122.00	\$ 1,204,555.05	\$ 1,375,062.43	\$ 1,352,566.33	
SURPLUS					\$ 33,151.59	\$ 53,399.54	
SUB TOTAL TRANSFERS TO GENERAL FUND		\$ 88,812.36	\$ 93,252.98	\$ 103,719.62	\$ 150,065.14	\$ 157,568.40	
NET SEWER ENTERPRISE COSTS		\$ 1,083,223.41	\$ 1,061,869.02	\$ 1,100,835.43	\$ 1,224,997.29	\$ 1,194,997.93	\$ 1,194,997.93
TOTAL ENTERPRISE COSTS		\$ 1,172,035.77	\$ 1,155,122.00	\$ 1,204,555.05	\$ 1,375,062.43	\$ 1,352,566.33	

7/1/15 Effective Date														
SCHEDULE A														
CLASSIFICATION PLAN														
SALARIED-WEEKLY AND STIPENDS														
GRADE	POSITION		SCHEDULE B											
		STEP	1	2	3	4	5	6	7	8	9	10		
16	DEPUTY DIR. DPW/CHIEF OF OPERATIONS		\$ 1,549.46	\$ 1,583.23	\$ 1,618.80	\$ 1,655.28	\$ 1,693.09	\$ 1,731.37	\$ 1,770.09	\$ 1,809.28	\$ 1,849.80	\$ 1,893.03		
15	VACANT		\$ 1,460.30	\$ 1,493.62	\$ 1,526.94	\$ 1,561.61	\$ 1,596.73	\$ 1,632.76	\$ 1,669.69	\$ 1,706.61	\$ 1,745.33	\$ 1,784.95		
12	OPERATIONS SUPPORT MANAGER		\$ 1,192.82	\$ 1,219.84	\$ 1,246.41	\$ 1,275.68	\$ 1,303.14	\$ 1,332.87	\$ 1,363.03	\$ 1,394.10	\$ 1,424.72	\$ 1,456.70		
11	UNFILLED		\$ 1,104.11	\$ 1,130.23	\$ 1,155.00	\$ 1,181.56	\$ 1,206.78	\$ 1,235.60	\$ 1,261.71	\$ 1,291.89	\$ 1,319.35	\$ 1,349.97		
11A*	COA DIRECTOR*		\$ 690.07	\$ 706.39	\$ 721.87	\$ 738.48	\$ 754.24	\$ 772.25	\$ 788.57	\$ 807.43	\$ 824.60	\$ 843.74		
9C*	PLUMBING&GAS INSPECTOR		Stipend of \$4535/year plus 1/2 permit fees, not to exceed \$30,000/year											
	WIRING INSPECTOR		Stipend of \$4535/year plus 1/2 permit fees, not to exceed \$30,000/year											
8A*	DEP. BUILDING INSPECTOR		Stipend of \$1585/year plus 1/2 permit fees, when acting				as inspector, not to exceed \$30,000/year							
	DEP. PLUMB/GAS INSPECTOR		Stipend of \$1089/year plus 1/2 permit fees, when acting				as inspector, not to exceed \$30,000/year							
	DEP. WIRING INSPECTOR		Stipend of \$1089/year plus 1/2 permit fees, when acting				as inspector, not to exceed \$30,000/year							
* = Part time														

HOURLY												
GRADE	POSITION											
		1	2	3	4	5	6	7	8	9	10	
4	DISPATCHER/PART TIME	\$ 16.54	\$ 16.93	\$ 17.33	\$ 17.72	\$ 18.10	\$ 18.52	\$ 18.94	\$ 19.36	\$ 19.81	\$ 20.26	
<b>PUBLIC SAFETY</b>												
GRADE	POSITION	1	2	3	4	5	6	7	8	9	10	
PS9	DEPUTY FIRE CHIEF/EMT*											
		\$ 28.52	\$ 29.16	\$ 29.83	\$ 30.47	\$ 31.18	\$ 31.87	\$ 32.59	\$ 33.33	\$ 34.08	\$ 34.83	
	FF STIPEND/YEAR	\$ 1,343.00										
PS8	VACANT											
		\$ 26.42	\$ 27.00	\$ 27.60	\$ 28.23	\$ 28.85	\$ 29.52	\$ 30.17	\$ 30.86	\$ 31.55	\$ 32.25	
PS6	FIRE CAPTAIN/EMT											
		\$ 23.54	\$ 24.06	\$ 24.60	\$ 25.14	\$ 25.71	\$ 26.29	\$ 26.88	\$ 27.49	\$ 28.09	\$ 28.75	
	FF STIPEND/YEAR	\$ 856.00										
PS4	FIRE LIEUTENANT/EMT											
		\$ 20.75	\$ 21.21	\$ 21.69	\$ 22.17	\$ 22.69	\$ 23.17	\$ 23.71	\$ 24.23	\$ 24.78	\$ 25.34	
	FF STIPEND/YEAR	\$ 683.00										
PS2	FIREFIGHTER/EMT											
		\$ 18.47	\$ 18.89	\$ 19.17	\$ 19.74	\$ 20.18	\$ 20.63	\$ 21.10	\$ 21.57	\$ 22.05	\$ 22.55	
	FF STIPEND/YEAR	\$ 511.00										
PS2	PERM. INTER. POLICE OFFICER											
	LOCKUP KEEPER	\$ 17.92	\$ 18.33	\$ 18.61	\$ 19.17	\$ 19.59	\$ 20.02	\$ 20.48	\$ 20.94	\$ 21.40	\$ 21.89	
EMT stipend: \$1040.00/year												
<b>APPOINTED SPECIALS</b>												
	EMERG. MGMT DIR.	\$ 694	PER	YEAR	CLASS A MOTOR VEHICLE OPERATOR				\$ 979.20	PER	YEAR	
	EMERG. MGMT CLERICAL	\$ 694	PER	YEAR	DIR. VETERANS SERVICES				\$ 3,764.82	PER	YEAR	
	SEALER WEIGHTS MEASURE	\$ 3,000	PER	YEAR	ELECTION WORKER-CENSUS TAKER				\$ 10.90	PER	YEAR	
	DATA PROCESSING MANAGER	\$ 13,164	PER	YEAR	PERMANENT INTRMTNT, SPECIAL, RESERVE							
	ASST. DATA PROC. MANAGER	\$ 2,308	PER	YEAR	POLICE DETAIL RATE				\$ 49.63	PER	YEAR	
	CERTIFIED WATER OPERATOR I	\$ 1,305	PER	YEAR	DPW SEASONAL WORKER				\$ 12	PER	YEAR	
	CERTIFIED WATER OPERATOR II	\$ 1,631	PER	YEAR	LIBRARY PAGE				STATE MIN. WAGE			
	ZONING BOARD OF APPEAL MEMBER	\$ 153	PER	YEAR	BOARD OF REGISTRARS				MEMBER \$100,CHAIR \$325 PER YEAR			
	RESPIRE CARE PROGRAM MANAGER	\$ 18.04	PER	HOUR	SNOW CONTRACTOR 7AM-6PM				\$ 20.77	PER	HOUR	
	RESPIRE CARE ACTIVITIES COORDINATOR	\$ 10.61	PER	HOUR	SNOW CONTRACTOR NIGHTS, WEEKEND				\$ 31.16	PER	HOUR	
	COA VAN DRIVER	\$ 12.00	PER	HOUR	SNOW MANAGEMENT STIPEND AFTER 8 STORMS				\$ 2,121.60	EARNED ONCE/YEAR		
	PLANNING BOARD MEMBER	\$ 100.00	PER	YEAR	SNOW MANAGEMENT STIPEND AFTER 12 STORMS				\$ 1,060.80	EARNED ONCE/YEAR		
					BOARD OF ASSESSORS MEMBER				\$ 312.00	PER	YEAR	
					DEPUTY ANIMAL CONTROL WEEKEND COVERAGE				\$ 84.02	PER	DAY	
					DEPUTY ANIMAL CONTROL WEEKNIGHT COVERAGE				\$ 20.40	PER	NIGHT	

## Social Media Policy

The Town of Millis understands that social media can be a fun and rewarding way to share your life and opinions with family, friends and co-workers around the world. It is also a tool that may be used to communicate more effectively with residents about town services. However, use of social media also presents certain risks and carries with it certain responsibilities. To assist you in making responsible decisions about your use of social media, we have established these guidelines for appropriate use of social media.

This policy applies to anyone who is employed by the Town of Millis.

### Guidelines

In the rapidly expanding world of electronic communication, social media can mean many things. Social media includes all means of communicating or posting information or content of any sort on the Internet, including to your own or someone else's web log or blog, journal or diary, personal web site, social networking or affinity web site, web bulletin board or chat room, whether or not employed or affiliated with the Town of Millis, as well as any other form of electronic communication.

The same principles and guidelines found in the Town of Millis personnel policies apply to your activities online. Before creating online content, consider some of the risks and rewards that are involved. Keep in mind that any of your conduct that adversely affects your job performance, the performance of fellow employees, or otherwise adversely affects people who work on behalf of the Town of Millis may result in disciplinary action up to and including termination.

### Know and Follow the Rules

Carefully read these guidelines, the Town of Millis Conduct Policy, State Ethics Law, and the Town of Millis Discrimination and Harassment Prevention Policy to ensure your postings are consistent with these policies. Inappropriate postings that may include discriminatory remarks, harassment, and threats of violence or similar inappropriate or unlawful conduct will not be tolerated and may subject you to disciplinary action up to and including termination.

### Be Respectful

Always be fair and courteous to fellow employees, residents, vendors, or people who work or volunteer on behalf of the Town of Millis. Also, keep in mind that you are more likely to resolve work related complaints by speaking directly with your co-workers than by posting complaints to a social media outlet. Nevertheless, if you decide to post complaints or criticism, avoid using statements, photographs, video or audio that

reasonably could be viewed as malicious, obscene, threatening or intimidating, that disparage others, or that might constitute harassment or bullying. Examples of such conduct might include offensive posts meant to intentionally harm someone's reputation or posts that could contribute to a hostile work environment on the basis of race, sex, disability, religion or any other status protected by law or town policy.

### Be Honest and Accurate

Make sure you are always honest and accurate when posting information or news, and if you make a mistake, correct it quickly. Be open about any previous posts you have altered. Remember that the Internet archives almost everything; therefore, even deleted postings can be searched. Never post any information or rumors that you know to be false about the Town of Millis, fellow employees, residents, vendors, or people who work or volunteer on behalf of the Town of Millis.

### Post Only Appropriate and Respectful Content

- Maintain the confidentiality of The Town of Millis' private or confidential information. Do not post internal reports, policies, procedures or other internal confidential information.
- Do not create a link from your blog, website or other social networking site to the Town of Millis website without identifying yourself as an employee of the Town of Millis.
- Express only your personal opinions. Never represent yourself as a spokesperson for the Town of Millis. If the Town of Millis is a subject in the content you are creating, be clear and open about the fact that you are an employee and make it clear that your views do not represent those of the Town of Millis, fellow employees, residents, or companies working on behalf of the town. If you do publish a blog or post online related to the work you do or subjects associated with the Town of Millis, make it clear that you are not speaking on behalf of the Town of Millis. It is best to include a disclaimer such as "The postings on this site are my own and do not necessarily reflect the views of the Town of Millis".

### Using Social Media at Work

Social media may not be used while on work time or on equipment we provide unless it is work-related as authorized by your department head and is consistent with the *Town Telecommunications Systems Policy*. Do not use the Town of Millis email to register on social networks, blogs or other online tools utilized for personal use.

### Retaliation is Prohibited

The Town of Millis prohibits taking negative action against any employee for reporting a possible deviation from this policy or for cooperating in an investigation. Any employee who retaliates against another employee for reporting a possible deviation from this policy or for cooperating in an investigation will be subject to disciplinary action, up to and including termination.

### Media Contacts

Employees should not speak to the media on the Town of Millis' behalf without first contacting your department head.



**JUNE 8, 2015**

**ANNUAL  
TOWN MEETING**

**TOWN OF MILLIS**

**COMMONWEALTH OF MASSACHUSETTS**

**NORFOLK, SS.**

**GREETING:**

To either of the constables of the Town of Millis in said county, in the name of the Commonwealth of Massachusetts, you are hereby directed to notify and warn the inhabitants of the Town of Millis qualified to vote in elections and in town affairs, to meet on Monday, the eighth day of June, AD 2015 at 7:30 p.m. in the Middle-Senior High School Auditorium 245 Plain St., in said Millis:

**FOR THE BUSINESS MEETING, THEN AND THERE,  
TO ACT ON THE FOLLOWING ARTICLES, VIZ**

**ANNUAL TOWN MEETING WARRANT ARTICLE LIST**  
**June 8, 2015**

1. UNPAID BILLS
2. CURRENT FISCAL YEAR UNDERFUNDED BUDGETS
3. ADDITIONAL WAGES OR EXPENSES FOR CURRENT YEAR WATER FUND
4. ADDITIONAL WAGES OR EXPENSES FOR CURRENT YEAR SEWER FUND
5. PERSONNEL PLAN AMENDMENTS
6. NON-UNION WAGE INCREASES
7. SEIU CONTRACT
8. FIREFIGHTERS CONTRACT
9. FY16 OPERATING BUDGET
10. FY16 WATER ENTERPRISE FUND
11. FY16 SEWER ENTERPRISE FUND
12. VETERANS MONUMENT IMPROVEMENTS
13. ANNUAL AUDIT
14. UNEMPLOYMENT BENEFITS
15. FIRE DEPARTMENT ADVANCED LIFE SUPPORT TRAINING INITIATIVE
16. TOWN BUILDING IMPROVEMENTS
17. STREETLIGHT PURCHASE
18. CHAPTER 90 ROAD IMPROVEMENTS
19. STORMWATER (MS4) IMPROVEMENTS
20. SEWER SYSTEM IMPROVEMENTS
21. WELL BUILDING IMPROVEMENTS
22. WATER SYSTEM IMPROVEMENTS
23. ROSS AVE. WATER MAIN
24. REGIONAL ENERGY MANAGER GRANT MATCH
25. VOTING MACHINES
26. SCHOOL BUSES
27. SCHOOL DATA PROCESSING EQUIPMENT
28. MEDICAID REIMBURSEMENT SERVICES
29. SCHOOL LIBRARY CARPETING
30. SPECIAL NEEDS VAN
31. SCHOOL FURNITURE
32. SCIENCE, FITNESS, AND COMPUTER EQUIPMENT
33. HIGH SCHOOL/MIDDLE SCHOOL MEDIA CENTER IMPROVEMENTS
34. UPDATE OF SCHOOL WEBSITE
35. HIGH SCHOOL/MIDDLE SCHOOL AUDITORIUM LIGHTS
36. BOARD OF HEALTH APPOINTING AUTHORITY
37. COMMUNITY PRESERVATION FUND BUDGET AND RESERVATIONS
38. COMMUNITY PRESERVATION TOWN QUILT GLAZING PROJECT
39. ACCEPT DRAINAGE OR RECREATION EASEMENT
40. RESCIND BORROWING AUTHORITY
41. REVOLVING FUND AUTHORIZATION
42. LARGE SCALE GROUND MOUNTED SOLAR INSTALLATIONS ZONING BYLAW
43. DOMESTICATED FOWL OR RABBIT GENERAL BYLAW AMENDMENT
44. LIVESTOCK, HORSE OR POULTRY PENS ZONING BYLAW AMENDMENT
45. NON-COMMERCIAL KEEPING OF POULTRY ZONING BYLAW AMENDMENT

## FOR TOWN MEETING ACTION

**ARTICLE 1.** To see if the Town will vote to transfer from available funds or by transfer from the Stabilization Fund, a sum of money to pay **unpaid bills** incurred by Town departments from previous fiscal years, or act in any manner relating thereto. (Submitted by Board of Selectmen)

**ARTICLE 2.** To see if the Town will vote to transfer from available funds or by transfer from the Stabilization Fund, a sum of money for **additional wages or expenses not sufficiently funded under Article 14, Operating Budget**, of the May 2014 Annual Town Meeting; or act in any manner relating thereto. (Submitted by Board of Selectmen)

**ARTICLE 3.** To see if the Town will vote to transfer from available funds or by transfer from the Water Fund a sum of money for **additional wages or expenses not sufficiently funded under Article 15, Water Enterprise Fund**, of the May 2014 Annual Town Meeting; or act in any manner relating thereto. (Submitted by Board of Selectmen)

**ARTICLE 4.** To see if the Town will vote to transfer from available funds or by transfer from the Sewer Fund a sum of money for **additional wages or expenses not sufficiently funded under Article 16, Sewer Enterprise Fund**, of the May 2014 Annual Town Meeting; or act in any manner relating thereto. (Submitted by Board of Selectmen)

**ARTICLE 5.** To see if the Town will vote to adopt **amendments to Schedule A-Classification Plan, Schedule B-Salary Plan, Schedule C-Employee Benefits, and Schedule D-Policies and Procedures of the Town of Millis Personnel Plan**, effective July 1, 2015, or act in any manner relating thereto. (Submitted by Board of Selectmen)

**ARTICLE 6.** To see if the Town will vote to appropriate and raise by taxation, by transfer from available funds, or by transfer from the Stabilization Fund, a sum of money for **non-union wage increases** in the fiscal year beginning July 1, 2015, or act in any manner relating thereto. (Submitted by Board of Selectmen)

**ARTICLE 7.** To see if the Town will vote to appropriate and raise by taxation, by transfer from available funds, or by transfer from the Stabilization Fund, a sum of money to **fund the first year cost items contained in the contract between the Town of Millis and the Service Employees International Union Local 888 effective July 1, 2015**, or act in any manner relating thereto. (Submitted by Board of Selectmen)

**ARTICLE 8.** To see if the Town will vote to appropriate and raise by taxation, by transfer from available funds, or by transfer from the Stabilization Fund, a sum of money to **fund the first year cost items contained in the contract between the Town of Millis and Professional Firefighters of Millis Local 4704 effective July 1, 2015**, or act in any manner relating thereto. (Submitted by Board of Selectmen)

**ARTICLE 9.** To see if the Town will vote to fix the compensation of elected officers, provide for a reserve fund, and determine what sums of money the Town will raise and appropriate, including appropriations from taxation, by transfer from available funds, and/or the Stabilization Fund **to defray charges and expenses to the Town, including debt and interest**, and a reserve fund for the general fund and sewer and water enterprise funds, for the fiscal year beginning July 1, 2015 and ending June 30, 2016, or act in any manner relating thereto. (Submitted by Board of Selectmen)

**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 enterprise fund for the period beginning July 1, 2015 and ending June 30, 2016**, or act in any manner relating thereto. (Submitted by Board of Selectmen)

**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 sewer enterprise fund for the period beginning July 1, 2015 and ending June 30, 2016**, or act in any manner relating thereto. (Submitted by Board of Selectmen)

**ARTICLE 12.** To see if the Town will vote to appropriate and raise by taxation, by transfer from available funds, or by transfer from the Stabilization Fund, a sum of money to fund **improvements to veterans monuments**, or act in any manner relating thereto. (Submitted by Board of Selectmen)

**ARTICLE 13.** To see if the Town will vote to appropriate and raise by taxation, by transfer from available funds, or by transfer from the Stabilization Fund, a sum of money for an independent **audit** of all accounts of the Town, **GASB 34 fixed asset maintenance, and an audit of school department accounts** as required under the education reform act, or act in any manner relating thereto. (Submitted by Board of Selectmen)

**ARTICLE 14.** To see if the Town will vote to appropriate and raise by taxation, by transfer from available funds, or by transfer from the Stabilization Fund, a sum of money for **unemployment benefits**, or act in any manner relating thereto. (Submitted by Board of Selectmen)

**ARTICLE 15.** To see if the Town will vote to appropriate and raise by taxation, by transfer from available funds, or by transfer from the Stabilization Fund or by borrowing under the provisions of M.G.L. Chapter 44, or any other enabling authority, a sum of money **for a Fire Department advanced life support (paramedic) training initiative**; or act in any manner relating thereto. (Submitted by Board of Selectmen)

**ARTICLE 16.** To see if the Town will vote to appropriate and raise by taxation, or by transfer from available funds, or by transfer from the Stabilization Fund a sum of money for **town building improvements including all costs incidental and relating thereto** or act in any manner relating thereto. (Submitted by Board of Selectmen)

**ARTICLE 17.** To see if the Town will vote to appropriate and raise by taxation, or by transfer from available funds, or by transfer from the Stabilization Fund a sum of

money to purchase streetlights or act in any manner relating thereto. (Submitted by Board of Selectmen)

**ARTICLE 18.** To see if the Town will vote to appropriate and raise by taxation, or by transfer from available funds, a sum of money for **Chapter 90 funded road resurfacing, reconstruction, drainage improvements, road maintenance, and equipment** and land or easement purchases or takings, including bridge or culvert improvements, or act in any manner relating thereto. (Submitted by Board of Selectmen)

**ARTICLE 19.** To see if the Town will vote to appropriate and raise by taxation, by transfer from available funds, by transfer from the Stabilization Fund, or by borrowing under the provisions of M.G.L. Chapter 44, or any other enabling authority, a sum of money for **municipal separate storm sewer system (MS4 stormwater)** expenses, or act in any manner relating thereto. (Submitted by Board of Selectmen)

**ARTICLE 20.** To see if the Town will vote to appropriate and raise by taxation, by transfer from available funds, or by borrowing under the provisions of M.G.L. Chapter 44, or any other enabling authority, a sum of money for **sewer system improvements and operations and maintenance plans including the payment of all costs incidental and relating thereto**, or act in any manner relating thereto. (Submitted by Board of Selectmen)

**ARTICLE 21.** To see if the Town will vote to appropriate and raise by taxation, by transfer from available funds or by borrowing under the provisions of M.G.L. Chapter 44, or any other enabling authority, a sum of money for **well building improvements including all costs incidental and relating thereto**, , or act in any manner relating thereto. (Submitted by Board of Selectmen)

**ARTICLE 22.** To see if the Town will vote to appropriate and raise by taxation, by transfer from available funds, or by transfer from the Stabilization Fund, or by borrowing under the provisions of M.G.L. Chapter 44, or any other enabling authority, a sum of money for **water system improvements including, but not limited to, a water system valve improvement program**, including the payment of all costs incidental and related thereto, or act in any manner relating thereto. (Submitted by Board of Selectmen)

**ARTICLE 23.** To see if the Town will vote to appropriate and raise by taxation, by transfer from available funds, or by transfer from the Stabilization Fund, or by borrowing under the provisions of M.G.L. Chapter 44, or any other enabling authority, a sum of money for **water system improvements including, but not limited to, replacement of the water main and appurtenances on Ross Ave.**, including the payment of all costs incidental and related thereto, or act in any manner relating thereto. (Submitted by Board of Selectmen)

**ARTICLE 24.** To see if the Town will vote to appropriate and raise by taxation, or by transfer from available funds or by transfer from the Stabilization fund, a sum of money for a **Regional Energy Manager** and to authorize the Board of Selectmen to

apply for and accept grants therefore, or act in any manner relating thereto. (Submitted by Board of Selectmen)

**ARTICLE 25.** To see if the Town will vote to appropriate and raise by taxation, or by transfer from available funds , or by transfer from the Stabilization Fund a sum of money **to purchase new voting machines** or act in any manner relating thereto. (Submitted by the Town Clerk)

**ARTICLE 26.** To see if the Town will vote to authorize the School Committee to enter into a lease of school buses for a period of three or more years, and further to appropriate and raise by taxation, by transfer from available funds, or by transfer from the Stabilization Fund, a sum of money for the annual payment of a **lease for and/or for the purchase of school buses**, or act in any manner relating thereto. (Submitted by School Committee)

**ARTICLE 27.** To see if the Town will vote to authorize the School Committee to enter into a lease of school computers for a period of three or more years, and further to appropriate and raise by taxation, by transfer from available funds, by transfer from the Stabilization Fund, a sum of money to purchase, and/or for the annual payment of a lease purchase agreement for, **school computers**, or act in any manner relating thereto. (Submitted by School Committee)

**ARTICLE 28.** To see if the Town will vote to appropriate and raise by taxation, by transfer from available funds, by transfer from the Stabilization Fund, or by borrowing under the provisions of M.G.L. Chapter 44 or any other enabling authority, a sum of money for **Medicaid/Medicare Reimbursement Services**, or act in any manner relating thereto. (Submitted by School Committee)

**ARTICLE 29.** To see if the Town will vote to appropriate and raise by taxation, or by transfer from available funds , or by transfer from the Stabilization Fund a sum of money **to replace school library carpeting** or act in any manner relating thereto. (Submitted by School Committee)

**ARTICLE 30.** To see if the Town will vote to appropriate and raise by taxation, or by transfer from available funds, or by transfer from the Stabilization Fund, a sum of money **to purchase a school special needs van** or act in any manner relating thereto. (Submitted by School Committee)

**ARTICLE 31.** To see if the Town will vote to appropriate and raise by taxation, or by transfer from available funds , or by transfer from the Stabilization Fund a sum of money **for school furniture** or act in any manner relating thereto. (Submitted by School Committee)

**ARTICLE 32.** To see if the Town will vote to appropriate and raise by taxation, or by transfer from available funds , or by transfer from the Stabilization Fund a sum of money **to replace school science, fitness, and computer equipment** or act in any manner relating thereto. (Submitted by School Committee)

**ARTICLE 33.** To see if the Town will vote to appropriate and raise by taxation, or by transfer from available funds , or by transfer from the Stabilization Fund a sum of money to purchase resources including but not limited to books and materials to improve the Library collection at the Middle/High School, or act in any manner relating thereto. (Submitted by School Committee)

**ARTICLE 34.** To see if the Town will vote to appropriate and raise by taxation, or by transfer from available funds , or by transfer from the Stabilization Fund a sum of money **to revise and update the Public School Website** or act in any manner relating thereto. (Submitted by School Committee)

**ARTICLE 35.** To see if the Town will vote to appropriate and raise by taxation, or by transfer from available funds , or by transfer from the Stabilization Fund a sum of money **to make repairs or replace the Middle School/High School auditorium lights including all costs incidental and relating thereto**, or act in any manner relating thereto. (Submitted by School Committee)

**ARTICLE 36.** To see if the Town will vote in accordance with M.G.L. Chapter 41, section 4A, and Chapter 268A section 21A, **to authorize the Board of Health to appoint any of its members to another town office or position for which it has appointing authority**, for the term provided by law, if any, otherwise for a term not exceeding one year, and to authorize the Town to fix the salary of such appointee, notwithstanding the provisions of MGL Chapter 43, section one hundred and eight, or act in any manner relating thereto. (Submitted by Board of Health)

**ARTICLE 37.** To see if the Town will vote to appropriate a sum of money, or reserve a sum of money from the **Community Preservation Fund**, for the Historic Resources Reserve, the Community Housing Reserve, the Open Space Reserve, or the Budgeted Reserve, from annual revenues in the amounts recommended by the Community Preservation Committee, for committee administrative expenses, community preservation projects and/or other expenses in fiscal year 2016, with each item to be considered a separate appropriation; or act in any manner relating thereto. (Submitted by Community Preservation Committee)

**ARTICLE 38.** To see if the Town will vote to appropriate a sum of money from the Community Preservation Historic Resource Reserve Fund and/or the Community Preservation Fund Budgeted Reserve and/or the Undesignated Fund for the **town quilt glazing project**, or act in any manner relating thereto. (Submitted by Community Preservation Committee)

**ARTICLE 39.** To see if the Town will vote to authorize the Board of Selectmen to acquire by gift a permanent easement to use for general municipal purposes, including but not limited to recreation or drainage purposes, a portion of a parcel of land located on Spring St., shown on Assessor's Map #23, Parcel #22, said portion adjacent to the Clyde Brown School field and further to authorize the Board of Selectmen to enter into any and all agreements and execute any and all instruments as may be necessary on behalf of the town to effectuate the purposes of this Article, or act in any manner relating thereto. (Submitted by Board of Selectmen)

**ARTICLE 40.** To see if the town will vote to rescind all or a portion of the borrowing authority originally voted under the following:

Article 3 of the November 3, 2013 Fall Annual Town Meeting - Cedar St. sewer project  
Article 32 of the May 12, 2014 Annual Town meeting – Village St. Sewer project  
Article 24 of the May 13, 2013 Annual Town Meeting – purchase of Quint Fire Truck;

or act in any manner relating thereto. (Submitted by Board of Selectmen)

**ARTICLE 41.** To see if the Town will vote to authorize or **reauthorize**, pursuant to M.G.L. Chapter 44 Section 53E 1/2, the following **revolving funds**:

- A. Oak Grove Farm Revolving Fund, said fund to be credited with the receipts from user fees, and the sale of bricks, under the authority of the Oak Grove Farm Commissioners, proceeds to be used for Oak Grove Farm Maintenance, such expenditures not to exceed \$35,000;
- B. Animal Control Shelter Revolving Fund, said fund to be credited with the receipts from the operation of the shelter, under the authority of the Board of Selectmen, proceeds to be used for kennel maintenance and construction costs, such expenditures not to exceed \$3000;
- C. Fire Alarm Revolving Fund, said fund to be credited with the fees and fines relative to fire alarms, under the authority and direction of the Board of Selectmen, proceeds to be used for the costs of labor, equipment and services, to maintain the fire alarm system, such expenditures not to exceed \$10,000;
- D. Historical Commission Revolving Fund, said fund to be credited with the fees generated by user fees or appropriations, under the authority and direction of the Historical Commission, proceeds to be used for the maintenance of historical buildings and grounds, such expenditures not to exceed \$12,000;
- E. Ambulance Department Revolving Fund, said fund to be credited with the fees generated by user fees, under the authority and direction of the Board of Selectmen, proceeds to be used to pay for ambulance expenses and billing collections, such expenses not to exceed \$20,000;
- F. Council on Aging Transportation Revolving Fund, said fund to be credited with the fees generated by user fees or appropriations, under the authority and direction of the Board of Selectmen, proceeds to be used for COA transportation programs, such expenditures not to exceed \$5,000;
- G. Veterans Memorial Building Custodial and Maintenance Revolving Fund, said fund to be credited with the fees generated by user fees or appropriations, under the authority and direction of the Board of Selectmen, proceeds to be used for custodial expenses, such expenditures not to exceed \$6,000;
- H. Food Service Revolving Fund, said fund to be credited with the fees generated by user and/or inspection fees or appropriations, under the authority and discretion of the

Board of Health, proceeds to be used for food service inspections, such expenditures not to exceed \$4500;

- I. Stormwater Management Revolving Fund, said fund to be credited with the fees generated by municipal stormwater connection and inspection fees or appropriations, under the authority and discretion of the Board of Selectmen, proceeds to be used for stormwater related inspections, tests, and engineering reviews, such expenditures not to exceed \$10,000;
- J. Board of Health Medical Services and Vaccination Fund, said fund to be credited with the receipts from vaccination reimbursements obtained from federal, state and private agencies, under the authority of the Board of Health, proceeds to be used for any necessary medical services, vaccinations, or supplies, such expenditures not to exceed \$6,000;
- K. Board of Health Rabies Clinic/Program, said fund to be credited with the receipts from vaccinations obtained from owners of animals under the authority of the Board of Health, proceeds to be used for any necessary medical services, vaccinations, or supplies, such expenditures not to exceed \$2,500;
- L. Continuing Education Revolving Fund, said fund to be credited with the receipts from users fees from continuing education classes such as drivers' education, under the authority of the School Committee, proceeds to be used for providing continuing education for students, such expenditures not to exceed \$50,000;
- M. Millis Public School Athletic Fields Revolving Fund, said fund to be credited with the receipts from fundraising for construction, renewal, and improvement of athletic fields, including but not limited to structures, equipment such as scoreboards and maintenance of the fields, under the authority of the School Committee, proceeds to be used for improvement of the Millis Public Schools athletic fields, such expenditures not to exceed \$35,000;
- N. Millis Public School Extracurricular Revolving fund, said fund to be credited with the receipts and donations from school-based extracurricular activities such as, but not limited to Dance, Drama, and Arts Performances. Funds will be used for expenses incurred by the extracurricular activities such as, but not limited to, rental of equipment, materials or costumes, purchase of items needed for performances and stipends for extracurricular instructors, such expenditures not to exceed \$8,000;
- O. Millis Public Library Special Use Fund, said fund to be credited with the fees generated by use of the public meeting rooms in the library or appropriations, under the authority and direction of the Trustees of the Library, proceeds to be used to pay staff salary for afterhours work, custodial expenses and other such expenses, not to exceed \$10,000;

or act in any manner relating thereto. (Submitted by Board of Selectmen).

**ARTICLE 42.** To see if the town will vote to amend the Zoning Bylaws, as most recently amended, by amending the various sections identified herein as follows, or to take any other action related thereto:

By amending Section V, Use Regulations, Table 1, Use Regulations, by inserting a new Principal Use #20 for “Large-Scale Ground-Mounted Solar Photovoltaic Installations with Rated Nameplate Capacity of 250 Kw DC or more” under the heading “Wholesale, Transportation & Industrial” and by inserting in the columns for the various Zoning Districts that such use is allowed by right, by special permit or prohibited as follows:

	R-T	R-S	R-V	R-V-C	C-V	C-V-2	V-B	I-P	I-
<b>P-2</b> 20. Large-Scale Ground-Mounted Solar Photovoltaic Installations with Rated Nameplate Capacity of 250 Kw DC or more.	N	N	N	N	N	N	N	P	P

And by adding a new Section XXI - Large-Scale Ground-Mounted Solar Photovoltaic Installations as follows:

**Section XXI - Large-Scale Ground-Mounted Solar Photovoltaic Installations**

**1. Purpose:**

The purpose of this Bylaw is to promote the creation of new Large-Scale Ground-Mounted Solar Photovoltaic Installations by providing standards for the placement, design, construction, operation, monitoring, modification and removal of such installations that address public safety, minimize impacts on scenic, natural and historic resources and to provide adequate financial assurance for the eventual decommissioning of such installations.

The provisions set forth in this section shall apply to the construction, operation, and/or repair of Large-Scale Ground-Mounted Solar Photovoltaic Installations.

**2. Applicability:**

This section applies to Large-Scale Ground-Mounted Solar Photovoltaic Installations (LGSPI) proposed to be constructed after the effective date of this section. This section also pertains to physical modifications that materially alter the type, configuration, or size of these installations or related equipment.

The provisions set forth in this Section shall apply to the construction, operation and/or repair of Large-Scale Ground-Mounted Solar Photovoltaic Installations with a Rated Nameplate Capacity of from 250 kW DC or more.

### 3. Definitions:

The following definitions shall apply:

***As-of-Right Siting:*** As-of-Right Siting shall mean that development may proceed without the need for a special permit, variance, amendment, waiver, or other discretionary approval. As-of-right development may be subject to site plan review to determine conformance with local zoning bylaws. Projects cannot be prohibited, but can be reasonably regulated by the Building Inspector and the Planning Board.

***Building Permit:*** A construction permit issued by an authorized building inspector; the building permit evidences that the project is consistent with the state and federal building codes as well as local zoning bylaws, including those governing ground-mounted large-scale solar photovoltaic installations.

***Designated Location:*** The location(s) designated herein where Large-Scale Ground-Mounted Solar Photovoltaic Installations with a Rated Nameplate Capacity of 250kW or more may be sited As-of-Right in the I-P and I-P-2 Districts as shown on the Town of Millis zoning maps.

***Large-Scale Ground-Mounted Solar Photovoltaic Installation (LGSPI):*** A solar photovoltaic system that is structurally mounted on the ground and is not roof-mounted, and has a Rated Nameplate Capacity of 250 kW DC or more.

***Rated Nameplate Capacity:*** The maximum rated output of electric power production of the photovoltaic system in Direct Current (DC).

***Site Plan Review:*** Review by the Site Plan Review Authority Planning Board to determine conformance with local zoning bylaws.

***Solar Photovoltaic Array:*** An arrangement of solar photovoltaic panels.

***Zoning Enforcement Authority:*** The Building Inspector.

### 4. General Requirements for all Large-Scale Ground-Mounted Solar Power Generation Installations:

The following requirements are common to all LGSPI to be sited in designated locations in Millis.

**Compliance with Laws, By-Laws and Regulations:** The construction and operation of all LGSPI shall be consistent with all applicable local, state and federal requirements including, but not limited to, all applicable safety, construction, electrical, and communications requirements. All buildings and fixtures forming part of a LGSPI shall be constructed in accordance with the State Building Code.

**Building Permit and Building Inspection:** No LGSPI shall be constructed, installed or modified as provided in this section without first obtaining a building permit.

**Fees:** The applications for a Site Plan Review, a Building Permit, and any other permits related to a LGSPI must be accompanied by the required fees.

## 5. Site Plan Review:

LSGPI shall undergo site plan review prior to construction, installation or modification as provided in this section.

General: All plans and maps shall be prepared, stamped and signed by a Professional Engineer licensed to practice in Massachusetts.

### Required Documents:

An application for LSGPI site plan shall include the following documents:

- (a) A site plan showing:
  - i. Property lines and physical features, including roads, for the project site;
  - ii. Proposed changes to the landscape of the site, grading, vegetation clearing and planting, exterior lighting, screening vegetation or structures;
  - iii. Blueprints or drawings of the solar photovoltaic installation signed by a Professional Engineer licensed to practice in the Commonwealth of Massachusetts showing the proposed layout of the system and any potential shading from nearby structures; and
  - iv. One or three line electrical diagram detailing the solar photovoltaic installation, associated components, and electrical interconnection methods, with all National Electrical Code compliant disconnects and overcurrent devices;
  - v. Documentation of the major system components to be used, including the PV panels, mounting system, and inverter;
  - vi. Name, address, and contact information for proposed system installer;
  - vii. Name, address, phone number and signature of the project proponent, as well as all co-proponents or property owners, if any; and
  - viii. The name, contact information and signature of any agents representing the project proponent.
  
- (b) Documentation of actual or prospective access and control of the project site (see

also Section entitled “Site Control”);

- (c) An operation and maintenance plan (see also Section entitled “Operation and Maintenance Plan”);
- (d) Zoning district designation for the parcel(s) of land comprising the project site (submission of a copy of a zoning map with the parcel(s) identified is suitable for this purpose);
- (e) Proof of liability insurance;
- (f) A public outreach plan, including a project development timeline, which indicates how the project proponent will meet the required site plan review notification procedures and otherwise inform abutters and the community; and
- (g) Description of financial surety plan.

The Planning Board may waive documentary requirements for good cause.

Upon receipt of an application for site plan approval of a LGSPI, the Planning Board may engage, at the applicant’s cost, professional and technical consultants, including legal counsel, to assist the Board with its review of the application in accordance with the requirements of Section 53G of Chapter 44 of the Massachusetts General Laws. The Planning Board may direct the applicant to deposit funds with the Planning Board for such review at the time the application is accepted, and add additional funds as needed upon notice. Failure to comply with this section shall be good grounds for denying the application. Upon approval of the application, any excess amount in the account attributable to the project, including any interest accrued, shall be repaid to the applicant.

**6. Site Control:**

The applicant shall submit documentation of actual or prospective access and control of the project site sufficient to allow for construction and operation of the proposed solar photovoltaic installation.

**7. Operation & Maintenance Plan:**

The applicant shall submit a plan for the operation and maintenance of the LGSPI, which shall include measures for maintaining safe access to the installation, stormwater controls, vegetation controls, as well as general procedures for operational maintenance of the installation.

**8. Utility Notification:**

No LGSPI shall be constructed until evidence has been given to the Planning Board that the utility

company that operates the electrical grid where the installation is to be located has been informed of the LGSPI's owner or operator's intent to install an interconnected customer-owned generator; as well as documentation from said utility that they can and will connect the proposed customer-owned (owned by an entity other than the utility company) generator into their power grid.

#### **9. Dimension and Density Requirements:**

The following dimensional and density requirements shall apply to all LGSPI.

##### Setbacks:

For large-scale ground-mounted solar photovoltaic installations, front, side and rear setbacks shall be as follows:

- (a) Front yard: The front yard depth shall be at least 40 feet; provided, however, that where the lot abuts a Conservation-Recreation or Residential district, the front yard shall not be less than 50 feet.
- (b) Side yard: Each side yard shall have a depth at least 20 feet; provided, however, that where the lot abuts a Conservation-Recreation or Residential district, the side yard shall not be less than 50 feet.
- (c) Rear yard: The rear yard depth shall be at least 30 feet; provided, however, that where the lot abuts a Conservation-Recreation or Residential district, the rear yard shall not be less than 50 feet.

Appurtenant Structures: All appurtenant structures to LGSPI shall be subject to reasonable regulations concerning the bulk and height of structures, lot area, setbacks, open space, parking and building coverage requirements. All such appurtenant structures including, but not limited to, equipment shelters, storage facilities, transformers, and substations, shall be architecturally compatible with each other. Whenever reasonable, appurtenant structures should be shielded from view and/or joined or clustered to avoid adverse visual impacts.

#### **10. Design Standards:**

The following design standards shall apply to all LGSPI.

Lighting: Lighting of LGSPI shall be consistent with local, state and federal law. Lighting of other parts of the installation, such as appurtenant structures, shall be limited to that required for safety and operational purposes, and shall be reasonably shielded from abutting properties. Where feasible, lighting of the solar photovoltaic installation shall be directed downward and shall incorporate full cut-off fixtures to reduce light pollution

Signage: A sign consistent with the Town's Zoning By-Law Section VII shall be required to identify the owner and operator of the LGSPI and provide a 24-hour emergency contact phone number. Solar photovoltaic installations shall not be used for displaying any advertising except for reasonable identification of the manufacturer or operator of the LGSPI.

Utility Connections: Reasonable efforts, as determined by the Planning Board, shall be made to place all utility connections from the LGSPI underground, depending on appropriate soil conditions, shape, and topography of the site and any requirements of the utility provider. Electrical transformers for utility interconnections may be above ground if required by the utility provider.

Screening: LGSPI and appurtenant structures shall be adequately screened with vegetation or behind other existing structures from view from public ways and neighboring properties.

Where LGSPI abut residential uses, there must be increased consideration for mitigating visual impact to the residential use. For example, the Planning Board may require items such as increased setbacks, visual screening or sound buffering in the Site Plan Review.

Where installation panels could pose sun glare to abutting properties or roadways, additional screening or other public safety measures may be considered

When vegetation is used, where possible, a diversity of plant species shall be used, with a preference for species native to New England and this region. Use of plants listed in the most recent version of the "Massachusetts Prohibited Plant List" maintained by the Massachusetts Department of Agricultural Resources (or the then equivalent document) is prohibited.

Fencing: Where deemed necessary, fencing may be required as part of the Site Plan Review process.

## **11. Safety and Environmental Standards:**

The following safety and environmental standards shall apply to all LGSPI.

Emergency Services: The LGSPI owner or operator shall provide a copy of the project summary, electrical schematic, and site plan to the Millis Fire Chief. Upon request the owner or operator shall cooperate with Millis emergency services in developing an emergency response plan. All means of shutting down the solar photovoltaic installation shall be clearly marked. The owner or operator shall provide the Town with the contact information for a responsible person for public inquiries throughout the life of the installation.

Land Clearing, Soil Erosion and Habitat Impacts: Clearing of natural vegetation shall be limited to what is necessary for the construction, operation and maintenance of the LGSPI or otherwise prescribed by applicable laws, regulations, and bylaws.

## **12. Monitoring and Maintenance:**

Solar Photovoltaic Installation Conditions: The LGSPI's owner or operator shall maintain the facility and access road(s) in good condition. Maintenance shall include, but not be limited to, painting, structural

repairs, and integrity of security measures. Site access shall be maintained to a level acceptable to the Millis Fire Chief.

Modifications: All material modifications to an LGSPI made after issuance of the required building permit shall require approval by the Planning Board. In determining whether a modification is material, the Planning Board shall consider the scope of the proposed modification in relation to the approved LGSPI.

### **13. Abandonment or Decommissioning:**

Removal Requirements: Any LGSPI, which has reached the end of its useful life or has been abandoned, shall be removed by the owner or operator no more than 150 days after the date of discontinued operations. The owner or operator shall notify the Planning Board by certified mail of the proposed date of discontinued operations and plans for removal. Decommissioning shall consist of:

- (a) Physical removal of all LGSPI structures, equipment, security barriers and transmission lines from the site;
- (b) Disposal of all solid and hazardous waste in accordance with local, state, and federal waste disposal regulations.; and
- (c) Stabilization and re-vegetation of the site as necessary to minimize erosion. The Planning Board may allow the owner or operator to leave landscaping or designated below-grade foundations in order to minimize erosion and disruption to vegetation.

Abandonment: Absent notice of a proposed date of decommissioning or written notice of extenuating circumstances, the LGSPI shall be considered abandoned when it fails to operate for more than one year without the written consent of the Planning Board. If the owner or operator of the LGSPI fails to remove the installation in accordance with the requirements of this section within 150 days of abandonment or the proposed date of decommissioning, the Town may, to the extent it is otherwise duly authorized by law, enter the property and physically remove the installation.

Financial Surety: Proponents of LGSPI projects shall provide a form of surety, either through escrow account, bond or otherwise, to cover the cost of removal in the event the Town must remove the installation and remediate the landscape, in an amount and form determined to be reasonable by the Planning Board, but in no event to exceed more than 125 percent of the cost of removal and compliance with the additional requirements set forth herein. Such surety will not be required for municipally- or state-owned facilities. The project proponent shall submit a fully inclusive estimate of the costs associated with removal, in conformance with the removal requirements (a) (b) and (c) of this section, prepared by a qualified engineer. The amount shall include a mechanism for calculating increased removal costs due to inflation.

### **14. Liability Insurance:**

The owner or operator of an LGSPI shall provide the Town Clerk with a certificate of insurance showing that the property has a minimum of one million dollars in liability coverage, and that the Town of Millis is an additional named insured thereon. Such a certificate shall be supplied on an annual basis upon the renewal of said insurance policy;

or act in any manner relating thereto. (Submitted by Planning Board)

**ARTICLE 43.** To see if the town will vote to amend its General Bylaws, as most recently amended, by amending Article XXII, Domesticated Fowl or Rabbit Regulations, as noted below,

- a) By amending Section 4, Registration & Inspections, by deleting the following paragraph, as it current appears, in its entirety:

“Except as provided for below, as part of every application made under these regulations, an applicant shall provide a copy of a certified abutter’s list obtained from the Assessors and written notice of his/her intent to raise or keep domesticated fowl or rabbits, to be sent by the Health Director to parties in interest in the manner set forth in M.G.L. Ch. 40A, Section 11. The notice shall fully and accurately describe the location and the proposed number and type of animals, as well as all associated structures and facilities. This notices hall also indicate that abutters have the right to file with the Health Director written comments in support of or objecting to the application, and shall indicate the deadlines, as set forth below, for submission of comments.”

- b) By amending Section 4, Registration & Inspections, by inserting the following new language after the second paragraph:

“Applicants shall provide, at their own expense, a copy of a certified abutter’s list obtained from the Assessors identifying each direct abutter to the property for which the application is filed, along with the applicant’s written notice of his/her intent to raise or keep domesticated fowl or rabbits. At the applicant’s expense, the Health Director shall send, by certified mail, written notice of the application to the abutters identified by the Assessors, which notice shall fully and accurately describe the location and the proposed number and type of animals, as well as all associated structures and facilities. This notice shall also indicate that direct abutters have the right to file with the Health Director written comments in support of or objecting to the application, and shall indicate the deadlines, as set forth below, for submission of comments.”

- c) By amending Section 4, Registration & Inspections, by deleting the following paragraph, as it currently appears, in its entirety:

“No certified abutters list, nor any notice to abutters, nor an administrative hearing, shall be required in those instances where a special permit will also be required under the Town’s Zoning Bylaw for the keeping or raising of animals subject to an application under this bylaw.”

- d) By amending Section 6, Administrative Hearing, by deleting the following language as it currently appears in the first sentence:

“Where no special permit will be required under Millis’ zoning for the keeping or raising of animals for which application is also being made under this Article.”

- e) By amending Section 6, Administrative Hearing, by deleting the last sentence as it currently appears and replacing it with the following sentence:

“The Health Director shall give written notice of the time and place of the hearing, not less than seven (7) days prior to the hearing, to the applicant by certified mail, to abutters by certified mail, and by posting with the Town Clerk.”

or take any other action relative thereto. (Submitted by Planning Board)

**ARTICLE 44.** To see if the town will vote to amend the Zoning Bylaws, as most recently amended, by amending the section identified herein as follows:

Table 1 – Use Regulations: by amending Accessory Use #16, by deleting the words “or penned” and inserting the following new language, “Any fenced-in area shall be allowed up to the property line,” such that the bylaw, as amended, shall state “Accessory building for keeping of livestock, horses or poultry (non-commercial). Provided that they are not housed within 40 feet of property line. Any fenced-in area shall be allowed up to the property line,” and appear as follows within the Table:

Principal Uses	Residential				Commercial			Industrial	
	R-T	R-S	R-V	R-V-C	C-V	C-V-2	V-B	I-P	I-P-2
<b>ACCESSORY USES</b>									
16. Accessory building for keeping of livestock, horses or poultry (non-commercial). Provided that they are not housed within 40 feet of property line. Any fenced-in area shall be allowed up to the property line.	SBA	SBA	SBA	N	N	N	N	N	N

or to take any other action related thereto (Submitted by Planning Board)

**ARTICLE 45.** To see if the town will vote to amend the Zoning Bylaws, as most recently amended, by amending the various sections identified herein as follows:

1. Section II – Definitions: by amending the definition of “Agriculture” by inserting after the word “poultry” the phrase “as a commercial enterprise” and by inserting before the word “swine” the phrase “the keeping and raising of”, such that this segment of the definition as amended shall read: “the keeping and raising of poultry as a commercial enterprise, the keeping and raising of swine, cattle and other domesticated animals used for food purposes”;
2. Table 1 - Use Regulations: by amending Agricultural Use #5 by deleting the words "and poultry" and inserting the word “and” before the word “horses”;

3. Table 1 – Use Regulations: by amending Accessory Use #16 by deleting the words “or poultry” and inserting the word “and” before the word “horses”;
4. Table 1 – Use Regulations: by inserting a new Accessory Use #16A, “Non-commercial raising and keeping of poultry”, and by inserting in the columns for the various Zoning Districts that such use is allowed by right, by special permit or prohibited as follows:

Principal Uses	Residential				Commercial			Industrial	
	R-T	R-S	R-V	R-V-C	C-V	C-V-2	V-B	I-P	I-P-2
<b>ACCESSORY USES</b>									
16A. Non-commercial raising and keeping of poultry	P	P	P	N	P	P	P	P	P

5. Table 1 – Use Regulations: by inserting a new Accessory Use #16B, “Accessory building for keeping and raising of non-commercial poultry, provided that they are not housed within 10 feet of a property line. Any fenced-in area shall be allowed up to the property line.” And further, by inserting in the columns for the various Zoning Districts that such use is allowed by right, by special permit or prohibited as follows:

Principal Uses	Residential				Commercial			Industrial	
	R-T	R-S	R-V	R-V-C	C-V	C-V-2	V-B	I-P	I-P-2
<b>ACCESSORY USES</b>									
16B. Accessory building for keeping and raising of non-commercial poultry, provided that they are not housed within 10 feet of a property line. Any fenced-in area shall be allowed up to the property line.	P	P	P	N	P	P	P	P	P

, or to take any other action related thereto. (Submitted by Planning Board);

and, you are hereby directed to serve this Warrant by posting attested copies hereof fourteen days before time of said meeting as directed by the vote of the Town. Hereof fail not and make due return of this Warrant with your doings thereon at the time and place of said meeting. Given under our hands this 18th day of May in the Year of Our Lord two thousand and fifteen.



TOWN OF MILLIS  
BOARD OF SELECTMEN



Christopher J. Smith, Chairman



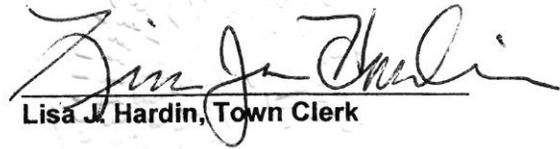
James G. Neville, Vice-Chairman



James J. McCaffrey, Clerk

Date: 5/18/2015

A True Copy, Attest

  
Lisa J. Hardin, Town Clerk

Helen R Kubacki  
Constable  
Town of Millis  
May 20, 2015



ANNUAL SPRING TOWN MEETING

Middle/High School Auditorium  
Monday, June 8, 2015 – 7:30 PM

PRE-TOWN MEETING

Veterans Memorial Building – Room 229  
Wednesday, June 3, 2015 – 7:30 PM

MILLIS BOARD OF SELECTMEN

Christopher J. Smith, Chairman  
James G. Neville, Vice Chairman  
James J. McCaffrey, Clerk

PRESORT - STANDARD

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