

# **FINANCE COMMITTEE REPORT**

**FISCAL PERIOD JULY 1, 2016 THROUGH JUNE 30, 2017 ANNUAL SPRING MEETING**  
Containing the Recommendations of the Finance Committee

PLEASE BRING THIS REPORT WITH YOU TO TOWN MEETING



**ANNUAL SPRING TOWN MEETING – MONDAY, MAY 9, 2016 AT 7:30 PM**  
**MIDDLE/HIGH SCHOOL AUDITORIUM**

**PRE-TOWN MEETING – MAY 4, 2016 AT 7:30 PM**  
**VETERANS MEMORIAL BUILDING – ROOM 229**

## Introduction:

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. There 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 few years. Enrollment in the schools has declined slightly in the recent year. The population of residents over the age of 65 has increased slightly. Because the commercial and industrial tax base is small, paying for town services 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 to 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 in the town budget for all line items.

## Overview:

This year we're facing an increasing number of financial challenges and opportunities. As such, the decision making for all of us is more difficult. However, we on the Millis Finance Committee have tried to do a number of things to try to make all of these financial issues a little more comprehensible. This includes changing the format of how we will be presenting each Article and an introduction, which I'm now reading, that will attempt to give context to our Town's overall financial condition as it relates to the decisions that will be made here tonight.

The following three charts are intended to provide a quick overview of the Town's budget this year. The first chart shows our revenue sources as a percent of total contribution.

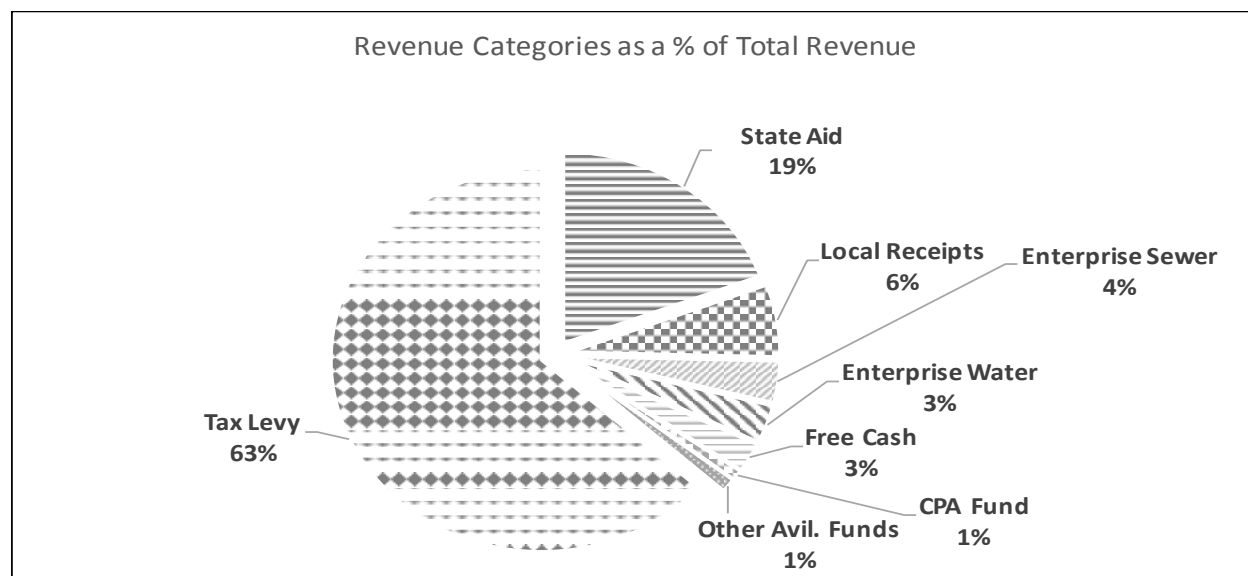


Chart 1 – Revenue Contribution Categories

The second chart shows the distribution of this revenue between the various Town departments.

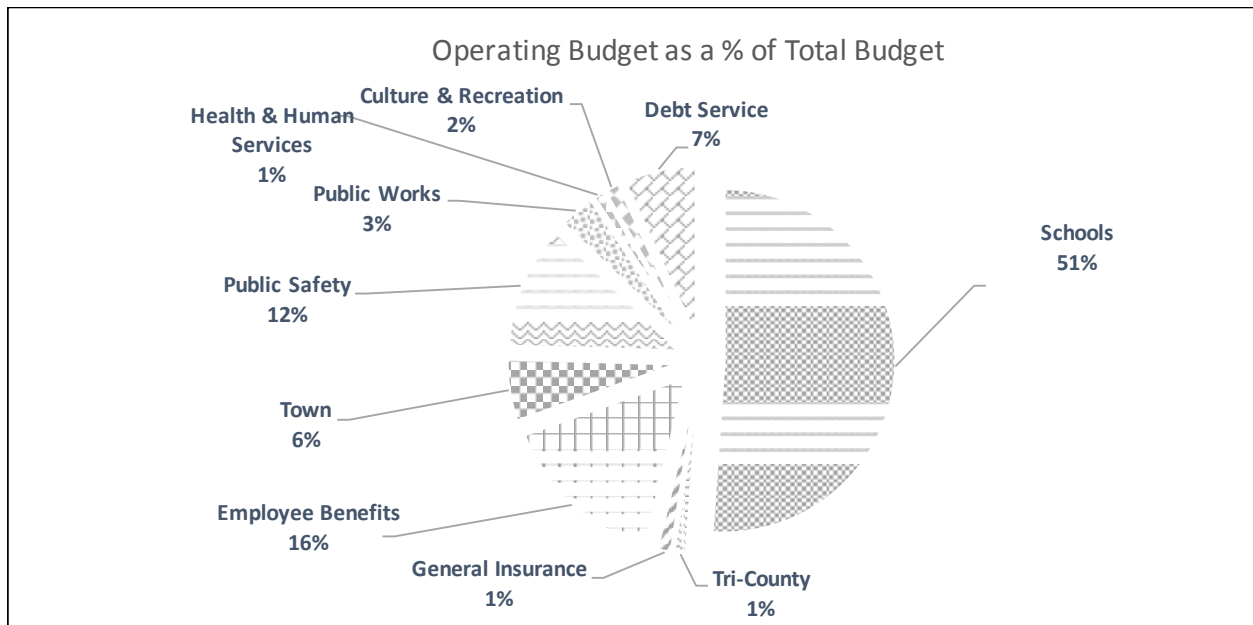


Chart 2 – Operating Budget General Categories

The last of the three charts shows the operating budget vs. revenue for the last three years. The important point to note here is that there is no discretionary revenue available once funding requirements have been met. What isn't shown is that for the last few years there were a number of critical items that were not funded as a result of insufficient budget to cover those needs.

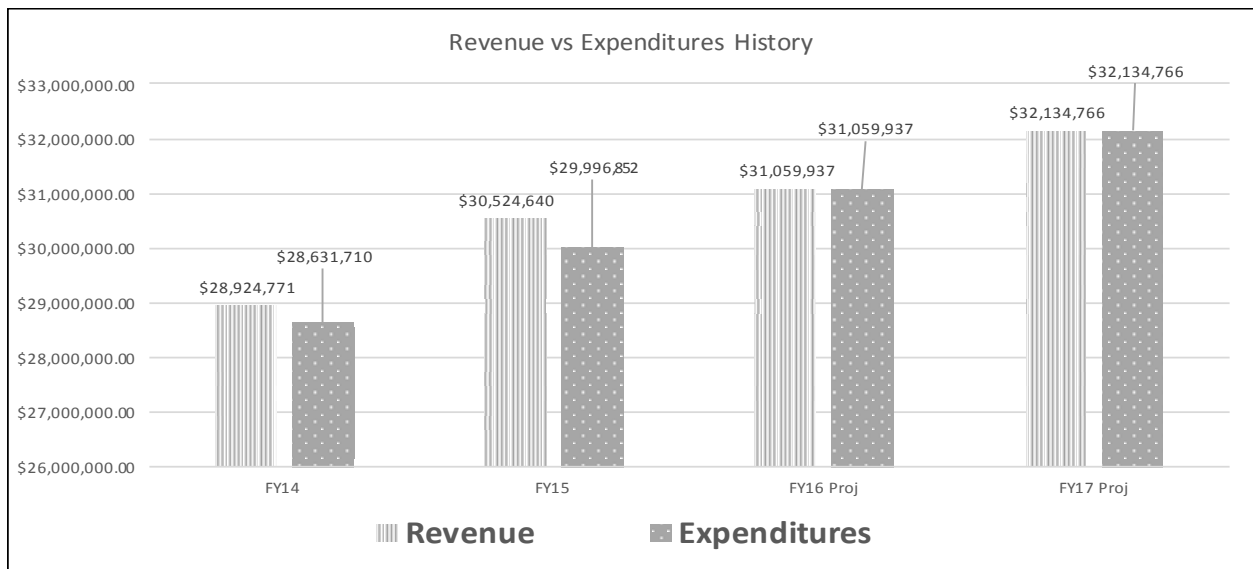


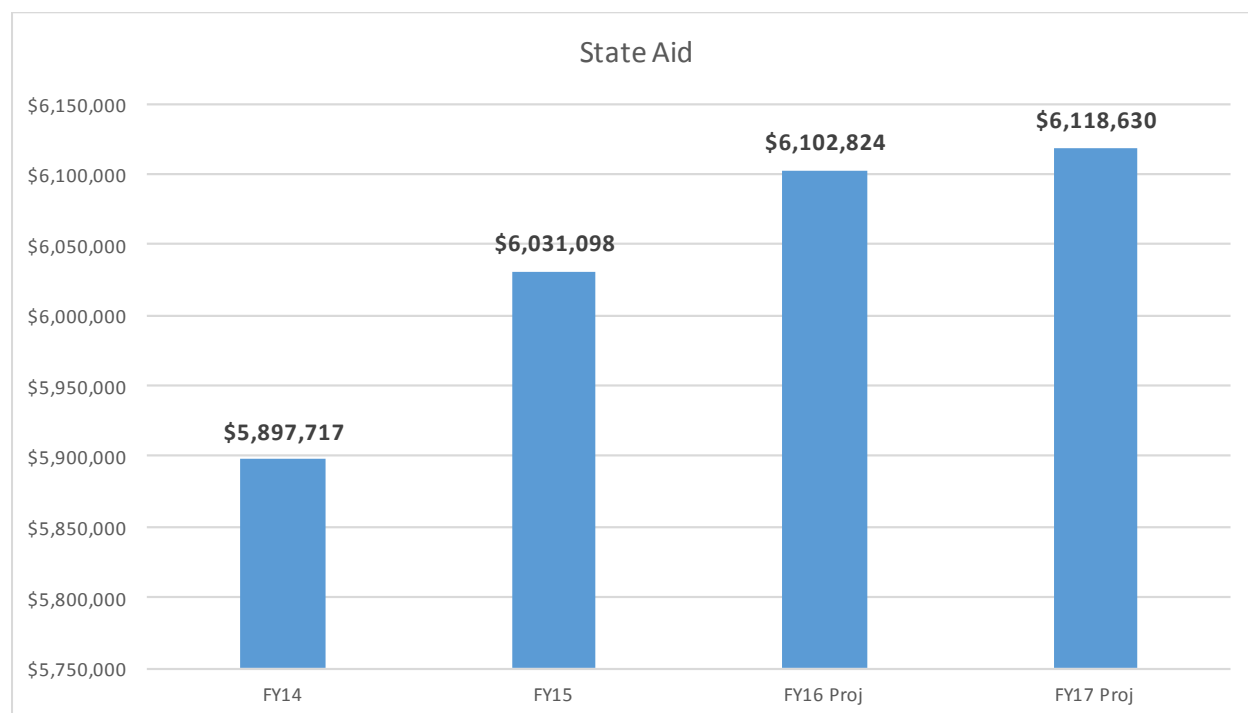
Chart 3 – Revenue vs. Expenditure History

## Present Situation:

Let me start by listing a few of the challenges we in the Town of Millis are confronting. None of this is new, but we thought that perhaps a brief overview would be useful. Tonight and within the next year, the Town will be making financial decisions regarding:

- Road maintenance
- Equipment repairs and replacement (DPW, Fire, EMT, Police, etc.)
- Facilities maintenance (DPW roof, VMB, etc.)
- The implementation of new State EPA mandates (storm water management)
- Additional compliance regulations
- Refurbishment or replacement of the Clyde Brown School
- Fields maintenance
- Staffing increases
- Funding legal matters

To compound the Town's financial predicament, the State's percentage of contribution to the Town's revenues has been decreasing over the last several years. (See chart below)



And in the case of many mandates, there are no State funds accompanying the implementation of the new laws. Let me give you two examples of these specific issues. New laws regarding the Charles River beautification and cleanup will require the construction of new purification and other containment systems at an estimated annual cost to Millis of over \$100K annually. New regulations for building

codes have become so complex that they will require at least one additional half-time person or else the building inspector will not be able to complete his inspections in a timely fashion.

### Implications:

Perhaps we can put this in perspective. Each of these items will entail some significant expenditures. That means both using our limited discretionary funds, which are already over-committed (and thus resulting in our need to curtail some projects and to defer hiring needed personnel) and raising new funds through tax levies. Although none of us likes to consider increased taxes, we need to examine our present situation. Let us use two examples, one an average home in the \$350K valuation range (the actual average is \$357,000) and a second in the \$650K range. At the present time, the taxes on these homes are costing the owners approximately \$6K and \$13K annually respectively. However, this is only a part of the story.

There are a number of items that are going to contribute to increased taxes for all residents of Millis over the next year or so. Let me briefly list them below:

- The new library, which cost the Town in excess of \$5.5M after remediation and cost overruns, is just hitting the books and is adding approximately \$250-\$500 to our two homeowners mentioned above.
- We purchased a new fire engine a couple of years ago for approximately \$800K, which is still being paid for and is costing the homeowners respectively in the example between \$50-\$100 annually.
- In the next few years we may have to replace an additional fire engine at an approximate cost of \$500K to \$1M, resulting in a further \$20 to \$50 tax increase for our sample homeowners.
- We purchased a new ambulance a few years ago at a price of approximately \$200k (another \$20-\$40).
- However, due to high utilization and thus high mileage, this ambulance, too, will have to be supplemented by a new unit at a cost of approximately \$260K, resulting in yet another \$20-\$40 annually to be added to their property taxes. You will note that the Finance Committee is recommending the purchase of this additional ambulance at this Town Meeting, but the cost analysis presented to us indicates that the revenue raised by this new ambulance will be more than offset by fees.
- The new police and fire stations, which will cost the town in excess of \$10M, haven't even hit the books yet. Once that capital budget item is fully on the books, the cost to our two sample homeowners will be an additional \$500-\$1,000 annually.

All told, the totals of the increases noted above add between \$1,000 to \$2,500 to the property taxes of the homeowners in the above examples. These are summarized in the following chart.

## Key Debt Items

Debt	Date	Debt Amount	Impact to Property Taxes / year
Library	July 2015	\$5.5M	\$250 - \$500
Fire Engine	July 2013	\$800K	\$50 - \$100
Ambulance	July 2013	\$200K	\$20 - \$40
Upcoming			
New Fire Engine	July 2018	\$1M	\$20 - \$50
New Ambulance	July 2016	\$260 - \$300	\$20 - \$40
New Police Station	---	>\$10M	\$500 - \$1,000
			\$1,000 - \$2,500
Sub Total		\$18.76M - \$18.8M	\$1,860 - \$4,230
Replacement of Clyde Brown School	Near future	\$40M with a potential reimbursement of up to %50%	\$1,000 - \$3,000

Chart 4 – Debt Costs

We know that the Clyde Brown School needs to be refurbished or replaced. Although there are no exact numbers at this time, it doesn't take a financial genius to estimate these costs. Refurbishment could cost between \$10M and \$20M, which the Town will have to fund itself, without any State aid. Replacement could cost around \$40M. The Town will perhaps be reimbursed by as much as 50% of this cost, but it is incumbent upon the Town fund the entire project. Then State funds will help to defer these costs, over time. In either case, the Town and thus the taxpayers are on the hook for an additional \$10M to \$20M. This will cost the homeowners in our previous example between \$1,000 and \$3,000 in annual increased taxes.

Of course none of this includes new police cars, road and facilities maintenance, etc. So where does this leave the home owners. It's a difficult picture. In our two examples, the average home owner could incur tax increases in the range of \$1K to \$2.5K per year; the more expensive home owner's taxes could increase by more than double this amount. So now the home owners will be paying between \$8k - \$10K per year for the average home and \$17K - \$19K for the more expensive home. This is not intended as passing judgment on the efficacy of indirectly raising taxes through increased expenditures on new projects, but it is a sobering thought none the less.

Of course the counter balance to this is the fact that we're maintaining our infrastructure, continuing to enhance our already high quality schools and preparing for the future. And this enhances both desirability of our town and increases our property values. So there are significant positive benefits for all of this investment.

When weighing these alternatives, the Finance Committee tries to take many parameters into account. These include not just available funding, but State contributions and other funding sources. However, as

a community we also have to be cognizant that there are many older families in Town on fixed incomes. And the economy though relatively solid has not been kind to most middle income wage earners. Wages have barely kept pace with inflation, especially when removing such items as the cost of fuel for cars and home heating. In fact, the purchasing power of most middle income wage earners has declined over the years relative to the earning power of previous generations. So we find ourselves in the common financial dilemma for most families today with increasing costs and decreasing discretionary income. It's a tough bind to be in, and as a largely middle income community, it is a concern which we must take into consideration when deciding the projects for which we should recommend funding. But it is critical to keep in mind that our investments today represent an investment in our future and increased property values.

### Articles Overview:

Let me give you a brief overview of the 45 articles that we will be presenting to you this evening:

- Zoning and bylaw changes.
- Proposed capital expenditures for a variety of things including building repairs, new equipment, sewer work, etc.
- Personnel Plan amendments and contract settlements
- Partial replenishment of the stabilization fund
- Road maintenance
- Lease funding and various and approval of revolving funds
- The purchase of an additional ambulance and a street sweeper
- Other Articles dealing with refurbishment or replacement of the Clyde Brown School, budget approval, property revaluation and state water mandates.

The Finance Committee will present an overview of each article and our recommendations. However, the final responsibility rests with you to approve, or not, each of the articles. In arriving at our recommendations, the Finance Committee has considered many factors, including the immediacy of the need for a project, the cost of the project, available funds and the impact on future requirements. Regardless, the residents who attend the Town Meeting are the final decision makers.

### Role of the Finance Committee:

The function of the Finance Committee is to act as an advisor to the voters of the Town of Millis, with whom the ultimate appropriating authority rests. The key management groups in town are the Town Administrator, who reports to the elected Board of Selectmen and administers municipal functions, and the Superintendent of Schools, who reports to the elected School Committee and is responsible for the administration of school operations. The Finance Committee is a body of volunteers who are residents of the community and are appointed by the Town Moderator. The Finance Committee functions as an advisory group but does not set policy. The purpose of the Finance Committee is to study the budget and each warrant article in detail and to make recommendations on each article at the Town Meeting. Our recommendations are just that, recommendations. It is the vote of those who attend the Town Meeting that results in actions being taken.

In closing, let me also note that the full Finance Committee should consist of 9 members. However, we are two members short of that number at this time. Please see me or any of the members of the Finance Committee or Paul Jacobsen, the Town Moderator, at the end of this meeting if you have any interest in serving on the Finance Committee. We represent you but we need your support.

Thank you

**Respectfully Submitted,**

Peter Jurmain, Chair  
Craig Schultze  
Jerry Nunnaley

Susan Vecchi, Vice Chair  
Doug Riley

Richard Molloy, Clerk  
Jodie Garzon



OPERATING BUDGET		FY11	FY12	FY13	FY14	FY15	FY16	FY17	FY17
SUMMARY - TABLE 2		ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL	APPR	REQ	FC REC
GENERAL GOVERNMENT									
SELECTMEN/TA									
	SALARIES	\$194,969.68	\$189,565.15	\$222,360.61	\$249,470.55	\$238,066.32	\$251,613.98	\$251,841.21	\$251,841.21
	EXPENSES	\$56,980.82	\$57,889.15	\$54,649.32	\$60,007.60	\$7,448.96	\$57,990.00	\$55,865.00	\$55,865.00
	TOTAL	\$251,950.50	\$247,454.30	\$277,009.93	\$309,478.15	\$245,515.28	\$309,603.98	\$307,706.21	\$307,706.21
FINANCE COMMITTEE									
	SALARIES	\$2,744.07	\$3,934.41	\$3,472.15	\$3,783.80	\$3,597.26	\$3,446.65	\$3,674.60	\$3,674.60
	EXPENSES	\$5,942.82	\$7,398.15	\$6,586.81	\$7,580.79	\$9,723.61	\$6,529.00	\$8,436.00	\$8,436.00
	TOTAL	\$8,686.89	\$11,332.56	\$10,058.96	\$11,364.59	\$13,320.87	\$9,975.65	\$12,110.60	\$12,110.60
RESERVE FUND									
	EXPENSES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$67,700.00	\$75,000.00	\$75,000.00
	TOTAL	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$67,700.00	\$75,000.00	\$75,000.00
ACCOUNTANT/FD									
	SALARIES	\$174,931.71	\$184,166.47	\$189,616.33	\$194,616.67	\$198,192.94	\$198,685.72	\$196,856.00	\$196,856.00
	EXPENSES	\$2,836.02	\$3,167.82	\$3,262.39	\$4,186.62	\$5,199.86	\$5,188.00	\$5,188.00	\$5,188.00
	TOTAL	\$177,767.73	\$187,334.29	\$192,878.72	\$198,803.29	\$203,392.80	\$203,873.72	\$202,044.00	\$202,044.00
ASSESSORS									
	SALARIES	\$103,874.11	\$100,986.08	\$101,420.01	\$106,881.84	\$111,562.09	\$117,498.50	\$117,312.62	\$117,312.62
	EXPENSES	\$7,527.91	\$5,498.48	\$5,482.29	\$6,366.24	\$6,391.33	\$7,060.00	\$6,396.00	\$6,396.00
	TOTAL	\$111,402.02	\$106,484.56	\$106,902.30	\$113,248.08	\$117,953.42	\$124,558.50	\$123,708.62	\$123,708.62
TREASURER/COLLECTOR									
	SALARIES	\$149,540.49	\$145,671.65	\$173,099.30	\$189,351.73	\$182,247.31	\$185,873.00	\$188,553.00	\$179,666.60
	EXPENSES	\$20,903.39	\$22,930.77	\$20,435.12	\$22,615.34	\$25,785.78	\$27,475.00	\$26,845.00	\$26,845.00
	TOTAL	\$170,443.88	\$168,602.42	\$193,534.42	\$211,967.07	\$208,033.09	\$213,348.00	\$215,398.00	\$206,510.60
TOWN COUNSEL									
	EXPENSES	\$78,753.53	\$87,961.02	\$122,344.06	\$97,790.33	\$109,484.27	\$100,000.00	\$100,000.00	\$100,000.00
	TOTAL	\$78,753.53	\$87,961.02	\$122,344.06	\$97,790.33	\$109,484.27	\$100,000.00	\$100,000.00	\$100,000.00
DATA PROCESSING									
	SALARIES	\$13,744.00	\$14,392.76	\$14,870.10	\$15,168.96	\$15,472.00	\$15,472.00	\$15,472.00	\$15,472.00

OPERATING BUDGET SUMMARY - TABLE 2		FY11 ACTUAL	FY12 ACTUAL	FY13 ACTUAL	FY14 ACTUAL	FY15 ACTUAL	FY16 APPR	FY17 REQ	FY17 FC REC
EXPENSES		\$79,894.00	\$89,607.86	\$93,455.35	\$91,956.39	\$108,172.18	\$116,008.00	\$124,673.00	\$124,673.00
TOTAL		\$93,638.00	\$104,000.62	\$108,325.45	\$107,125.35	\$123,644.18	\$131,480.00	\$140,145.00	\$140,145.00
TOWN CLERK									
SALARIES		\$64,697.59	\$64,863.91	\$71,688.88	\$77,463.94	\$81,334.56	\$84,969.00	\$96,202.55	\$84,282.66
EXPENSES		\$4,192.81	\$4,300.00	\$3,595.21	\$4,399.84	\$4,400.00	\$4,400.00	\$5,775.00	\$5,575.00
TOTAL		\$68,890.40	\$69,163.91	\$75,284.09	\$81,863.78	\$85,734.56	\$89,369.00	\$101,977.55	\$89,857.66
ELECTIONS									
SALARIES		\$8,806.38	\$7,585.66	\$19,011.37	\$5,217.40	\$13,016.72	\$9,682.54	\$16,316.00	\$16,316.00
EXPENSES		\$8,650.00	\$7,530.99	\$13,435.08	\$6,360.00	\$8,945.04	\$9,560.00	\$10,630.00	\$10,630.00
TOTAL		\$17,456.38	\$15,116.65	\$32,446.45	\$11,577.40	\$21,961.76	\$19,242.54	\$26,946.00	\$26,946.00
REGISTRARS									
SALARIES		\$573.00	\$631.92	\$608.07	\$608.07	\$625.00	\$638.00	\$651.00	\$651.00
EXPENSES		\$3,100.00	\$2,741.98	\$3,275.73	\$3,385.00	\$3,484.43	\$3,585.00	\$3,825.00	\$3,825.00
TOTAL		\$3,673.00	\$3,241.71	\$3,883.80	\$3,993.07	\$4,109.43	\$4,223.00	\$4,476.00	\$4,476.00
CONSERVATION									
SALARIES		\$10,496.67	\$11,490.48	\$11,564.80	\$12,344.78	\$12,469.20	\$12,272.00	\$12,422.00	\$12,422.00
EXPENSES		\$2,760.84	\$3,889.14	\$4,766.53	\$2,899.34	\$1,694.85	\$4,777.00	\$4,777.00	\$4,777.00
TOTAL		\$13,257.51	\$15,379.62	\$16,331.33	\$15,244.12	\$14,164.05	\$17,049.00	\$17,199.00	\$17,199.00
PLANNING BOARD									
SALARIES		\$14,139.36	\$15,130.72	\$16,190.72	\$17,065.34	\$17,330.80	\$17,180.80	\$17,330.80	\$17,330.80
EXPENSES		\$5,667.03	\$5,487.73	\$3,839.25	\$9,456.51	\$4,686.46	\$9,425.00	\$9,425.00	\$9,425.00
TOTAL		\$19,806.39	\$20,618.45	\$20,029.97	\$17,065.34	\$22,017.26	\$26,605.80	\$26,755.80	\$26,755.80
BOARD OF APPEAL									
SALARIES		\$6,853.99	\$5,640.83	\$4,768.17	\$3,520.75	\$3,084.01	\$4,927.45	\$7,724.40	\$7,724.40
EXPENSES		\$2,388.76	\$1,338.64	\$1,938.09	\$981.00	\$872.46	\$1,500.00	\$1,500.00	\$1,500.00
TOTAL		\$9,242.75	\$6,979.47	\$6,706.26	\$4,501.75	\$3,956.47	\$6,427.45	\$9,224.40	\$9,224.40
GENERAL INSURANCE									
EXPENSES		\$192,476.15	\$250,693.95	\$253,280.54	\$273,340.87	\$320,038.00	\$381,583.00	\$397,158.00	\$397,158.00
TOTAL		\$192,476.15	\$250,693.95	\$253,280.54	\$273,340.87	\$320,038.00	\$381,583.00	\$397,158.00	\$397,158.00

OPERATING BUDGET SUMMARY - TABLE 2										FY17 FC REC
TOWN REPORTS										
EXPENSES	\$921.00	\$1,220.90	\$1,200.00	\$1,119.11	\$1,194.17	\$0.00				\$0.00
TOTAL	\$921.00	\$1,220.90	\$1,200.00	\$1,119.11	\$1,194.17	\$0.00				\$0.00
TOWN BUILDINGS										
SALARIES	\$35,143.96	\$39,284.16	\$44,430.18	\$43,158.75	\$44,846.59	\$45,008.80				\$80,031.80
EXPENSES	\$211,241.58	\$198,348.16	\$179,859.72	\$206,814.38	\$202,223.05	\$217,765.00				\$230,666.24
TOTAL	\$246,385.54	\$237,632.32	\$224,289.90	\$249,973.13	\$247,069.64	\$262,773.80				\$310,698.04
EMPLOYEE BENEFITS										
EXPENSES	\$3,213,291.04	\$3,365,345.41	\$3,463,394.78	\$3,626,322.22	\$3,848,016.78	\$4,194,166.00				\$4,432,624.00
TOTAL	\$3,213,291.04	\$3,365,345.41	\$3,463,394.78	\$3,626,322.22	\$3,848,016.78	\$4,194,166.00				\$4,432,624.00
LINE 1 - GENERAL GOVT	\$4,678,042.71	\$4,898,628.26	\$5,107,900.96	\$5,339,505.91	\$5,589,606.03	\$6,161,979.44	\$6,502,593.98			\$6,482,163.93
PUBLIC SAFETY										
POLICE DEPARTMENT										
SALARIES	\$1,322,863.24	\$1,367,955.11	\$1,471,259.76	\$1,522,614.65	\$1,568,199.76	\$1,551,700.00	\$1,546,546.51			\$1,546,546.51
EXPENSES	\$127,896.85	\$121,968.37	\$137,825.59	\$137,026.48	\$143,970.40	\$140,126.48	\$163,275.00			\$131,275.00
TOTAL	\$1,450,760.09	\$1,489,923.48	\$1,609,085.35	\$1,659,641.13	\$1,712,170.16	\$1,691,826.48	\$1,709,821.51			\$1,677,821.51
FIRE/RESCUE DEPARTMENT										
SALARIES	\$642,881.65	\$714,460.52	\$772,273.62	\$830,283.42	\$870,794.00	\$906,555.55	\$984,183.50			\$1,005,478.50
EXPENSES	\$98,302.17	\$98,788.41	\$111,317.23	\$100,527.18	\$98,949.18	\$102,565.00	\$109,337.15			\$107,337.15
TOTAL	\$741,183.82	\$813,248.93	\$883,590.85	\$930,810.60	\$969,743.18	\$1,009,120.55	\$1,093,520.65			\$1,112,815.65
DISPATCH										
SALARIES	\$202,540.81	\$196,204.64	\$204,511.34	\$217,135.39	\$216,694.69	\$241,386.00	\$236,387.15			\$236,387.15
EXPENSES	\$4,966.18	\$3,808.58	\$152.00	\$1,570.79	\$2,952.02	\$8,300.00	\$7,300.00			\$7,300.00
TOTAL	\$207,506.99	\$200,013.22	\$204,663.34	\$218,706.18	\$219,646.71	\$249,686.00	\$243,687.15			\$243,687.15
BUILDING DEPT.										
SALARIES	\$107,766.06	\$116,478.72	\$119,325.72	\$122,651.42	\$139,141.91	\$131,699.78	\$137,473.96			\$158,827.00
EXPENSES	\$6,080.93	\$6,987.06	\$6,507.18	\$6,577.14	\$6,950.92	\$7,390.00	\$8,740.00			\$8,740.00
TOTAL	\$113,846.99	\$123,465.78	\$125,832.90	\$129,228.56	\$146,092.83	\$139,089.78	\$146,213.96			\$167,567.00
SEALER W&M										

OPERATING BUDGET		FY11	FY12	FY13	FY14	FY15	FY16	FY17	FY17
SUMMARY - TABLE 2		ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL	APPR	REQ	FC REC
SALARIES		\$3,009.00	\$3,151.60	\$3,256.00	\$3,321.00	\$3,387.00	\$3,387.00	\$3,387.00	\$3,387.00
EXPENSES		\$115.49	\$0.00	\$109.69	\$159.72	\$14.03	\$150.00	\$150.00	\$150.00
TOTAL		\$3,124.49	\$3,151.60	\$3,365.69	\$3,480.72	\$3,401.03	\$3,537.00	\$3,537.00	\$3,537.00
EMERG MGMT COMM									
SALARIES		\$1,232.00	\$1,307.92	\$1,305.92	\$680.00	\$694.00	\$1,388.00	\$1,388.00	\$1,388.00
EXPENSES		\$1,552.58	\$1,618.35	\$1,590.72	\$1,596.23	\$779.49	\$1,619.00	\$1,619.00	\$1,619.00
TOTAL		\$2,784.58	\$2,926.27	\$2,896.64	\$2,276.23	\$1,473.49	\$3,007.00	\$3,007.00	\$3,007.00
ANIMAL CONTROL									
SALARIES		\$53,575.74	\$56,714.13	\$59,756.97	\$62,529.33	\$68,867.33	\$72,300.00	\$72,467.24	\$72,467.24
EXPENSES		\$11,749.31	\$12,129.55	\$12,729.95	\$12,615.45	\$13,417.67	\$12,200.00	\$13,300.00	\$11,300.00
TOTAL		\$65,325.05	\$68,843.68	\$72,486.92	\$75,144.78	\$82,285.00	\$84,500.00	\$85,767.24	\$83,767.24
LINE 2 - PUBLIC SAFETY		\$2,584,532.01	\$2,701,572.96	\$2,901,921.69	\$3,019,288.20	\$3,134,812.40	\$3,180,766.81	\$3,285,554.51	\$3,292,202.55
EDUCATION									
MILLIS SCHOOLS									
SALARY&EXPENSE		\$11,176,538.00	\$11,733,762.26	\$12,269,844.85	\$12,904,982.47	\$13,108,486.32	\$13,820,995.36	\$13,820,995.36	\$14,357,995.36
TOTAL		\$11,176,538.00	\$11,733,762.26	\$12,269,844.85	\$12,904,982.47	\$13,108,486.32	\$13,820,995.36	\$13,820,995.36	\$14,357,995.36
LINE 3 - MILLIS SCHOOLS		\$11,176,538.00	\$11,733,762.26	\$12,269,844.85	\$12,904,982.47	\$13,108,486.32	\$13,820,995.36	\$13,820,995.36	\$14,357,995.36
TRICOUNTY SCHOOL									
EXPENSES		\$496,699.00	\$424,062.00	\$396,954.00	\$291,229.00	\$340,399.00	\$354,847.00	\$349,582.00	\$349,582.00
TOTAL		\$496,699.00	\$424,062.00	\$396,954.00	\$291,229.00	\$340,399.00	\$354,847.00	\$349,582.00	\$349,582.00
LINE 4 - TRI-COUNTY		\$496,699.00	\$424,062.00	\$396,954.00	\$291,229.00	\$340,399.00	\$354,847.00	\$349,582.00	\$349,582.00
PUBLIC WORKS									
DPW HIGHWAY									
SALARIES		\$266,739.12	\$231,158.96	\$304,641.51	\$304,365.83	\$371,760.52	\$332,030.28	\$333,173.80	\$332,163.67
EXPENSES		\$621,773.37	\$493,636.56	\$616,018.27	\$581,166.93	\$669,381.25	\$471,323.07	\$485,073.07	\$474,073.07
TOTAL		\$888,512.49	\$724,795.52	\$920,659.78	\$885,532.76	\$1,041,141.77	\$803,353.35	\$818,246.87	\$806,236.74

OPERATING BUDGET		FY11	FY12	FY13	FY14	FY15	FY16	FY17	FY17
SUMMARY - TABLE 2		ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL	APPR	REQ	FC REC
STREET LIGHTS									
EXPENSES		\$50,688.86	\$58,727.79	\$46,467.20	\$35,844.64	\$41,542.90	\$57,349.56	\$57,349.56	\$55,849.56
TOTAL		\$50,688.86	\$58,727.79	\$46,467.20	\$35,844.64	\$41,542.90	\$57,349.56	\$57,349.56	\$55,849.56
TRANSFER STATION									
SALARIES		\$14,616.65	\$15,732.25	\$16,446.80	\$26,080.92	\$25,183.18	\$28,368.48	\$28,388.48	\$28,388.48
EXPENSES		\$86,724.22	\$93,818.16	\$85,824.46	\$87,432.35	\$71,006.14	\$86,633.18	\$86,633.18	\$84,883.18
TOTAL		\$101,340.87	\$109,550.41	\$102,271.26	\$113,513.27	\$96,189.32	\$115,001.66	\$115,021.66	\$113,271.66
LINE 5 PUBLIC WORKS		\$1,040,542.22	\$893,073.72	\$1,069,398.24	\$1,034,890.67	\$1,178,873.99	\$975,704.57	\$990,618.09	\$975,357.96
HEALTH & HUMAN SERVICES									
BOARD OF HEALTH									
SALARIES		\$96,452.65	\$102,744.77	\$105,286.38	\$111,279.83	\$103,726.09	\$122,354.57	\$121,625.60	\$121,625.60
EXPENSES		\$6,264.04	\$5,082.40	\$5,270.66	\$6,715.15	\$6,447.01	\$6,905.00	\$7,225.00	\$7,225.00
TOTAL		\$102,716.69	\$107,827.17	\$110,557.04	\$117,994.98	\$110,173.10	\$129,259.57	\$128,850.60	\$128,850.60
COUNCIL ON AGING									
SALARIES		\$49,743.10	\$53,151.62	\$56,387.07	\$63,631.29	\$84,512.16	\$92,998.23	\$92,970.47	\$94,442.47
EXPENSES		\$8,428.27	\$8,434.00	\$8,434.00	\$8,434.00	\$8,345.99	\$8,434.00	\$8,434.00	\$8,434.00
TOTAL		\$58,171.37	\$61,585.62	\$64,821.07	\$72,065.29	\$92,858.15	\$101,432.23	\$101,404.47	\$102,876.47
VETERANS									
SALARIES		\$3,344.00	\$3,501.96	\$3,618.41	\$3,691.00	\$3,764.82	\$3,764.82	\$10,400.00	\$10,400.00
EXPENSES		\$8,520.00	\$10,883.49	\$34,117.68	\$48,964.68	\$39,623.16	\$38,500.16	\$32,500.00	\$32,500.00
TOTAL		\$11,864.00	\$14,385.45	\$37,736.09	\$52,655.68	\$43,387.98	\$42,264.98	\$42,900.00	\$42,900.00
LINE 6 ELTHIRUMN SERV		\$172,752.06	\$183,798.24	\$213,114.20	\$242,715.95	\$246,419.23	\$272,956.78	\$273,155.07	\$274,627.07
CULTURE & RECREATION									
MEMORIAL DAY									
EXPENSES		\$1,264.90	\$717.91	\$959.65	\$1,828.00	\$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	\$1,828.00
LEGION									
EXPENSES		\$1,435.00	\$1,435.00	\$3,935.00	\$3,935.00	\$3,935.00	\$3,935.00	\$4,053.00	\$4,053.00

OPERATING BUDGET SUMMARY - TABLE 2		FY11 ACTUAL	FY12 ACTUAL	FY13 ACTUAL	FY14 ACTUAL	FY15 ACTUAL	FY16 APPR	FY17 REQ	FY17 FC REC
LIBRARY		TOTAL	\$1,435.00	\$1,435.00	\$3,935.00	\$3,935.00	\$3,935.00	\$4,053.00	\$4,053.00
		SALARIES	\$186,304.15	\$196,743.94	\$207,958.25	\$214,224.56	\$234,388.58	\$249,300.00	\$239,716.00
		EXPENSES	\$112,867.14	\$113,426.13	\$116,593.02	\$124,495.99	\$121,350.19	\$134,468.00	\$134,468.00
		TOTAL	\$299,171.29	\$310,170.07	\$324,551.27	\$338,720.55	\$355,738.77	\$383,768.00	\$374,184.00
RECREATION		SALARIES	\$18,999.00	\$20,202.38	\$20,202.38	\$20,202.38	\$20,202.00	\$20,202.00	\$30,202.00
		EXPENSES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1.00	\$1.00
		TOTAL	\$18,999.00	\$20,202.38	\$20,202.38	\$20,202.38	\$20,202.00	\$20,203.00	\$30,203.00
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
LINE 7 CULTURE & RECREA		\$327,588.71	\$340,641.51	\$354,910.14	\$372,811.85	\$389,832.77	\$430,866.00	\$417,981.00	\$418,397.00
DEBT SERVICE		TAX RATE EXEMPT		\$630,912.47	\$861,259.50	\$1,122,247.34	\$738,505.09	\$1,687,211.32	\$1,687,211.32
		TAX RATE	\$1,011,706.68				\$274,014.35	\$250,273.75	\$250,273.75
		TOTAL	\$1,011,706.68	\$630,912.47	\$861,259.50	\$1,122,247.34	\$1,012,519.44	\$1,937,485.07	\$1,937,485.07
LINE 8 DEBT SERVICE		\$1,011,706.68	\$630,912.47	\$861,259.50	\$1,122,247.34	\$1,052,261.13	\$1,012,519.44	\$1,937,485.07	\$1,937,485.07
TOTAL BUDGET		\$21,488,401.39	\$21,806,451.42	\$23,175,303.58	\$24,327,671.39	\$25,040,690.87	\$26,210,635.40	\$27,577,965.08	\$28,087,810.94
		\$21,488,401.39	\$21,806,451.42	\$23,175,303.58	\$24,327,671.39	\$25,040,690.87	\$26,210,635.40	\$27,577,965.08	\$28,087,810.94
DISCRETIONARY					\$19,014,531.96	\$19,479,975.96	\$20,267,519.96	\$20,413,769.01	\$20,970,961.87
GEN INSURANCE, BENEFITS, TRICOUNTY, DEBT					\$5,313,139.43	\$5,560,714.91	\$5,943,115.44	\$7,164,196.07	\$7,116,849.07
					\$24,327,671.39	\$25,040,690.87	\$26,210,635.40	\$27,577,965.08	\$28,087,810.94

# WATER ENTERPRISE FUND

	2011	2012	2013	2014	2015	2016	2017
	ACT	ACT	ACT	ACT	ACT	PROJ	PROJ
WATER ENTERPRISE REVENUE							
WATER USER CHARGES	\$ 679,140.78	\$ 670,963.53	\$ 707,968.19	\$ 727,743.08	\$ 720,681.09	\$ 802,336.75	\$ 850,476.96
PRIOR YR USE CHARGES	\$ 50,514.03	\$ 55,887.85	\$ 67,728.61	\$ 58,195.36	\$ 52,866.76	\$ 55,887.00	\$ 59,596.91
CAP ASSESSMENT	\$ 262,724.84	\$ 254,460.80	\$ 245,965.83	\$ 279,114.21	\$ 281,299.88	\$ 271,169.43	\$ 268,793.31
PENALTIES/INTEREST	\$ 9,305.42	\$ 7,924.91	\$ 10,026.30	\$ 10,311.28	\$ 10,152.72	\$ 9,420.83	\$ 10,163.43
LIENS	\$ 52,169.45	\$ 49,371.77	\$ 52,509.53	\$ 53,370.79	\$ 66,530.76	\$ 51,750.70	\$ 57,503.69
ENTRANCE FEES	\$ 16,650.00	\$ 14,800.00	\$ 25,300.00	\$ 37,300.00	\$ 29,300.00	\$ 21,000.00	\$ 28,400.00
METER ON OFF	\$ 1,005.00	\$ 1,110.00	\$ 210.00	\$ 105.00	\$ 140.00	\$ 475.00	\$ 151.67
CROSS CONNECTIONS	\$ 5,050.00	\$ 5,700.00	\$ 7,200.00	\$ 6,300.00	\$ 6,800.00	\$ 6,400.00	\$ 6,766.67
INVESTMENT INCOME	\$ 1,811.02	\$ 1,788.33	\$ 1,858.24	\$ 1,435.15	\$ 702.48	\$ 1,694.24	\$ 702.00
MISC	\$ 7,048.49	\$ 5,932.69	\$ 4,585.25	\$ 8,451.29	\$ 9,587.71	\$ 6,323.08	\$ 7,541.42
SUBTOTAL	\$ 1,065,419.03	\$ 1,067,940.88	\$ 1,123,351.95	\$ 1,182,326.16	\$ 1,178,161.40	\$ 1,226,457.03	\$ 1,288,096.05
SURPLUS	\$ 60,000.00	\$ 238,816.00	\$ 138,506.25	\$ 62,157.67	\$ 296,687.00	\$ 51,306.00	\$ -
WATER REVENUE TOTAL	\$ 1,145,419.03	\$ 1,306,756.88	\$ 1,261,858.20	\$ 1,244,483.83	\$ 1,474,848.40	\$ 1,277,763.03	\$ 1,288,096.05

	2011	2012	2013	2014	2015	2016	2017
	APPR	APPR	ACT	ACT	PROJ	PROJ	PROJ
WATER ENTERPRISE COSTS							
WAGES	\$ 240,137.91	\$ 255,465.77	\$ 261,797.42	\$ 271,484.12	\$ 288,333.89	\$ 294,685.05	\$ 296,285.95
EXPENSES	\$ 342,902.73	\$ 343,837.47	\$ 341,613.00	\$ 341,141.10	\$ 349,153.00	\$ 363,300.93	\$ 372,651.19
DEBT	\$ 271,603.11	\$ 274,464.59	\$ 253,453.59	\$ 296,819.82	\$ 293,388.00	\$ 285,441.51	\$ 358,746.36
WAGE ARTICLE			\$ 1,234.24	\$ 10,004.00			
CAPITAL OUTLAY/misc	\$ -	\$ 238,816.00	\$ 150,949.25	\$ 75,780.67	\$ 296,687.00	\$ 44,433.72	
RESERVE FUND	\$ -	\$ -					
OTHER	\$ 60,000.00	\$ -				\$ 6,872.00	\$ 2,800.00
HEALTH	\$ 14,987.65	\$ 15,737.03	\$ 16,529.88	\$ 17,350.08	\$ 43,443.00	\$ 45,615.15	\$ 47,895.91
PENSION	\$ 14,175.76	\$ 14,884.55	\$ 15,628.78	\$ 16,410.21	\$ 17,231.00	\$ 18,092.55	\$ 18,997.18
SHARED EMPLOYEES	\$ 12,498.76	\$ 13,124.75	\$ 13,780.99	\$ 14,470.03	\$ 30,937.00	\$ 32,483.85	\$ 34,108.04
ADDITIONAL WS CLK HRS			\$ 10,863.00	\$ 11,406.15		\$ 30,000.00	\$ 31,500.00
AUTO LIAB/COMP	\$ 13,969.62	\$ 14,668.10	\$ 15,401.51	\$ 16,171.58	\$ 16,980.00	\$ 17,829.00	\$ 18,720.45
OTHER - ADMIN	\$ 44,970.20	\$ 47,218.71	\$ 48,579.65	\$ 58,839.63	\$ 59,682.00	\$ 62,566.10	\$ 65,799.41
WATER COSTS TOTAL	\$ 1,015,246.74	\$ 1,218,216.97	\$ 1,129,825.31	\$ 1,127,877.39	\$ 1,395,814.89	\$ 1,201,419.86	\$ 1,247,484.48
SURPLUS/DEFICIT				\$ 79,033.51	\$ 76,343.17	\$ 40,611.57	

\$731,397.55

\$1,027,663.50

\$217,020.98

SUB TOTAL TRANSFERS TO GENERAL FUND	\$	\$ 105,633.14	\$ 120,777.82	\$ 132,647.68	\$ 168,273.00	\$ 206,686.65	\$ 217,020.98
NET WATER ENTERPRISE COSTS	\$	\$ 1,112,583.83	\$ 1,009,047.49	\$ 995,229.71	\$ 1,227,541.89	\$ 994,733.21	\$ 1,030,463.50
TOTAL ENTERPRISE COSTS				\$ 1,127,877.39	\$ 1,395,814.89	\$ 1,201,419.86	\$ 1,247,484.48

NOTE: BORROWING AUTHORIZATION

\$ 500,000.00

**SEWER ENTERPRISE FUND**

	2011	2012	2013	2014	2015	2016	2017
SEWER ENTERPRISE REVENUE	ACT	ACT	ACT	ACT	ACT	PROJ	PROJ
SEWER USER CHARGES	\$ 663,462.46	\$ 681,864.74	\$ 759,015.37	\$ 767,294.40	\$ 789,479.29	\$ 930,408.19	\$ 949,016.35
PRIOR YEAR SEWER CHARGES	\$ 64,521.28	\$ 52,514.21	\$ 66,191.39	\$ 65,967.78	\$ 73,313.37	\$ 61,557.79	\$ 68,490.85
INTEREST	\$ 1,106.35	\$ 920.83	\$ 248.88	\$ 744.03	\$ 440.92		
PENALTIES	\$ 6,486.90	\$ 6,818.39	\$ 9,006.33	\$ 8,503.72	\$ 9,595.04	\$ 8,109.48	\$ 9,035.03
LIENS	\$ 37,933.99	\$ 36,634.41	\$ 61,382.18	\$ 48,557.11	\$ 66,502.34	\$ 48,857.90	\$ 58,813.88
ENTRANCE FEES	\$ 36,000.00	\$ 17,500.00	\$ 25,000.00	\$ 34,000.00	\$ 36,000.00	\$ 33,000.00	\$ 19,500.00
OTHER REVENUE	\$ 300.00	\$ 300.00	\$ 150.00	\$ 2,400.00	\$ 600.00	\$ 48,245.00	\$ 1,050.00
<b>SUBTOTAL</b>	<b>\$ 809,810.98</b>	<b>\$ 796,552.58</b>	<b>\$ 920,994.15</b>	<b>\$ 927,467.04</b>	<b>\$ 975,930.96</b>	<b>\$ 1,130,178.36</b>	<b>\$ 1,105,906.11</b>
<b>BETTERMENTS</b>	<b>\$ 340,267.00</b>	<b>\$ 317,807.50</b>	<b>\$ 310,387.50</b>	<b>\$ 299,117.00</b>	<b>\$ 282,997.00</b>	<b>\$ 275,787.50</b>	<b>\$ 283,640.63</b>
<b>SURPLUS</b>	<b>\$ 108,156.00</b>	<b>\$ 184,945.60</b>	<b>\$ 54,300.00</b>	<b>\$ 57,211.99</b>	<b>\$ 228,116.00</b>	<b>\$ 134,350.00</b>	<b>\$ 134,350.00</b>
<b>TOTAL SEWER ENTERPRISE REVENUE</b>	<b>\$ 1,258,233.98</b>	<b>\$ 1,299,305.68</b>	<b>\$ 1,285,681.65</b>	<b>\$ 1,283,796.03</b>	<b>\$ 1,487,043.96</b>	<b>\$ 1,540,315.86</b>	<b>\$ 1,369,546.74</b>

	2011	2012	2013	2014	2015	2016	2017
SEWER ENTERPRISE COSTS	APPR	APPR	APPR	ACT	PROJ	PROJ	PROJ
WAGES	\$ 230,338.31	\$ 203,587.99	\$ 209,418.74	\$ 202,160.38	\$ 217,154.68	\$ 222,834.16	\$ 223,226.38
EXPENSES	\$ 461,664.12	\$ 351,394.42	\$ 453,225.63	\$ 439,909.46	\$ 460,581.77	\$ 579,151.52	\$ 582,301.50
DEBT	\$ 360,239.37	\$ 415,925.00	\$ 330,743.89	\$ 385,197.60	\$ 319,144.84	\$ 365,861.50	\$ 308,702.96
WAGE INC- unpaid bill	\$ 40,576.00	\$ 112,316.00	\$ 995.36	\$ 5,430.00	\$ -	\$ 159,220.00	\$ 21,000.00
CAPITAL OUTLAY	\$ -	\$ -	\$ 67,300.00	\$ 68,137.99	\$ 228,116.00	\$ -	\$ -
RESERVE FUND	\$ -	\$ -	\$ 185.40	\$ -	\$ -	\$ 1,350.00	\$ -
unpaid bill	\$ 12,262.63	\$ 12,875.76	\$ 13,519.55	\$ 14,195.53	\$ 40,321.25	\$ 42,337.31	\$ 44,454.18
HEALTH	\$ 11,598.35	\$ 12,178.27	\$ 12,787.18	\$ 13,426.54	\$ 14,087.87	\$ 14,802.76	\$ 15,542.90
PENSION	\$ 12,499.76	\$ 13,124.75	\$ 13,780.99	\$ 14,470.03	\$ 30,937.13	\$ 32,483.98	\$ 34,108.18
SHARED EMPLOYEES	\$ 11,429.69	\$ 12,001.17	\$ 12,601.23	\$ 13,231.29	\$ 13,892.85	\$ 14,587.50	\$ 15,316.88
OTH - AUTO LIAB/COMP	\$ 36,792.77	\$ 38,632.41	\$ 40,564.03	\$ 48,396.23	\$ 50,816.04	\$ 53,356.84	\$ 56,024.68
OTH - ADMIN	\$ 1,177,401.00	\$ 1,172,035.77	\$ 1,155,122.00	\$ 1,204,555.05	\$ 1,375,062.43	\$ 1,485,985.57	\$ 1,300,677.65
<b>SEWER COSTS TOTAL</b>	<b>\$ 1,177,401.00</b>	<b>\$ 1,172,035.77</b>	<b>\$ 1,155,122.00</b>	<b>\$ 1,204,555.05</b>	<b>\$ 1,375,062.43</b>	<b>\$ 1,485,985.57</b>	<b>\$ 1,300,677.65</b>
<b>SURPLUS produced</b>					\$ 111,981.53	\$ 54,330.29	\$ 68,869.09
<b>SUB TOTAL TRANSFERS TO GENERAL FUND</b>		\$ 88,812.36	\$ 93,252.98	\$ 103,719.62	\$ 150,065.14	\$ 157,568.39	\$ 165,446.81
<b>NET SEWER ENTERPRISE COSTS</b>		\$ 1,083,223.41	\$ 1,061,869.02	\$ 1,100,835.43	\$ 1,224,997.29	\$ 1,328,417.18	\$ 1,135,230.84
<b>TOTAL ENTERPRISE COSTS</b>		\$ 1,172,035.77	\$ 1,155,122.00	\$ 1,204,555.05	\$ 1,375,062.43	\$ 1,485,985.57	\$ 1,300,677.65

\$ 891,004.46 \$ 1,114,230.84

\$ 165,446.81



**MILLIS PERSONNEL PLAN SCHEDULES A B**

**7/1/16 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	\$ 1,595.94	\$ 1,630.73	\$ 1,667.36	\$ 1,704.93	\$ 1,743.89	\$ 1,783.31	\$ 1,823.20	\$ 1,863.55	\$ 1,905.29	\$ 1,949.82
15 VACANT	\$ 1,504.10	\$ 1,538.43	\$ 1,572.75	\$ 1,608.46	\$ 1,644.64	\$ 1,681.75	\$ 1,719.78	\$ 1,757.81	\$ 1,797.69	\$ 1,838.50
12 OPERATIONS SUPPORT MANAGE	\$ 1,228.60	\$ 1,256.43	\$ 1,283.80	\$ 1,313.95	\$ 1,342.24	\$ 1,372.85	\$ 1,403.92	\$ 1,435.93	\$ 1,467.47	\$ 1,500.40
11 UNFILLED	\$ 1,137.24	\$ 1,164.13	\$ 1,189.65	\$ 1,217.01	\$ 1,242.98	\$ 1,272.67	\$ 1,299.57	\$ 1,330.64	\$ 1,358.93	\$ 1,390.47
11A* COA DIRECTOR*	\$ 710.77	\$ 727.58	\$ 743.53	\$ 760.63	\$ 776.87	\$ 795.42	\$ 812.23	\$ 831.65	\$ 849.34	\$ 869.05
9C* PLUMBING&GAS INSPECTOR WIRING INSPECTOR	Stipend of \$4671/year plus 1/2 permit fees, not to exceed \$30,000/year Stipend of \$4671/year plus 1/2 permit fees, not to exceed \$30,000/year									
8A* DEP. BUILDING INSPECTOR DEP. PLUMB/GAS INSPECTOR DEP. WIRING INSPECTOR	Stipend of \$1632/year plus 1/2 permit fees, when acting as inspector, not to exceed \$30,000/year Stipend of \$1121/year plus 1/2 permit fees, when acting as inspector, not to exceed \$30,000/year Stipend of \$1121/year plus 1/2 permit fees, when acting as inspector, not to exceed \$30,000/year									

\* = Part time

**HOURLY  
GRADE POSITION**

4 DISPATCHER/PART TIME	\$ 17.04	\$ 17.44	\$ 17.85	\$ 18.25	\$ 18.65	\$ 19.07	\$ 19.50	\$ 19.94	\$ 20.40	\$ 20.86
PUBLIC SAFETY GRADE POSITION PS9 DEPUTY FIRE CHIEF/EMT*	\$ 1	\$ 2	\$ 3	\$ 4	\$ 5	\$ 6	\$ 7	\$ 8	\$ 9	\$ 10
FF STIPEND/YEAR	\$ 29.38	\$ 30.04	\$ 30.72	\$ 31.39	\$ 32.11	\$ 32.82	\$ 33.57	\$ 34.33	\$ 35.11	\$ 35.88
PS8 VACANT	\$ 1,383.29									
PS6 FIRE CAPTAIN/EMT	\$ 27.21	\$ 27.81	\$ 28.43	\$ 29.08	\$ 29.72	\$ 30.40	\$ 31.08	\$ 31.78	\$ 32.50	\$ 33.22
FF STIPEND/YEAR	\$ 24.24	\$ 24.78	\$ 25.34	\$ 25.90	\$ 26.48	\$ 27.08	\$ 27.69	\$ 28.32	\$ 28.94	\$ 29.61
PS4 FIRE LIEUTENANT/EMT	\$ 881.68									
FF STIPEND/YEAR	\$ 21.37	\$ 21.85	\$ 22.34	\$ 22.83	\$ 23.37	\$ 23.87	\$ 24.42	\$ 24.96	\$ 25.52	\$ 26.10
PS2 FIREFIGHTER/EMT	\$ 703.49									
FF STIPEND/YEAR	\$ 19.02	\$ 19.45	\$ 19.75	\$ 20.34	\$ 20.79	\$ 21.25	\$ 21.74	\$ 22.21	\$ 22.71	\$ 23.23
PS2 PERM. INTER. POLICE OFFICER LOCKUP KEEPER	\$ 526.33									
EMT stipend: \$1040.00/year	\$ 18.46	\$ 18.88	\$ 19.17	\$ 19.74	\$ 20.18	\$ 20.63	\$ 21.10	\$ 21.57	\$ 22.05	\$ 22.55

## APPOINTED SPECIALS

	\$	700	PER	YEAR	CLASS A MOTOR VEHICLE OPERATOR	\$	988.80	PER	YEAR
EMERG. MGMT DIR.	\$	700	PER	YEAR	DIR. VETERANS SERVICES	\$	10,400.00	PER	YEAR
EMERG. MGMT CLERICAL	\$	3,090	PER	YEAR	ELECTION WORKER-CENSUS TAKER	\$	11.01	PER	HOUR
SEALER WEIGHTS MEASURE	\$	13,293	PER	YEAR	PERMANENT INTRMTNT, SPECIAL, RESERVE				
DATA PROCESSING MANAGER	\$	2,331	PER	YEAR	POLICE DETAIL RATE	\$	49.63	PER	HOUR
ASST. DATA PROC. MANAGER	\$	1,317	PER	YEAR	DPW SEASONAL WORKER	\$	\$12	PER	HOUR
CERTIFIED WATER OPERATOR I	\$	1,647	PER	YEAR	LIBRARY PAGE				
CERTIFIED WATER OPERATOR II	\$	153	PER	YEAR	BOARD OF REGISTRARS				
ZONING BOARD OF APPEAL MEMBER	\$	18.22	PER	HOUR	SNOW CONTRACTOR 7AM-6PM	\$	20.97	PER	HOUR
RESPIRE CARE PROGRAM MANAGER	\$	10.71	PER	HOUR	SNOW CONTRACTOR NIGHTS, WEEKEND	\$	31.47	PER	HOUR
RESPIRE CARE ACTIVITIES COORDINATO	\$	12.36	PER	HOUR	SNOW MANAGEMENT STIPEND AFTER 8 STORMS	\$	2,142.40	EARNED ONCE/YEAR	
COA VAN DRIVER	\$	14.00	PER	HOUR	SNOW MANAGEMENT STIPEND AFTER 12 STORMS	\$	1,071.20	EARNED ONCE/YEAR	
COA DISPATCHER	\$				BOARD OF ASSESSORS MEMBER	\$	312.00	PER	YEAR
					DEPUTY ANIMAL CONTROL WEEKEND COVERAGE	\$	86.54	PER	DAY
					DEPUTY ANIMAL CONTROL WEEKNIGHT COVERAGE	\$	21.01	PER	NIGHT

## LONG TERM TAX RATE DEBT

4/25/2016

1

EXEMPT LTD TAX RATE DEBT	6/30/2015 BAL	2016 PRIN	2016 INT	FY 2016 TOTAL	6/30/2016 BAL	FY 2017 PRIN	2017 INT	FY 2017 TOTAL	6/30/2017 BAL
MEMORIAL BUILDING	\$110,000.00	\$110,000.00	\$1,650.00	\$111,650.00	\$0.00	\$45,000.00	\$1,650.00	\$46,650.00	\$40,000.00
LANDFILL	\$130,000.00	\$45,000.00	\$2,775.00	\$47,775.00	\$85,000.00	\$50,000.00	\$3,050.00	\$53,050.00	\$75,000.00
CASSIDY/STANTON COMBINED	\$175,000.00	\$50,000.00	\$4,300.00	\$54,300.00	\$125,000.00	\$55,666.00	\$18,848.22	\$74,514.22	\$68,002.00
QUINT					\$723,668.00	\$250,000.00	\$134,375.00	\$384,375.00	\$4,000,000.00
LIBRARY PROJECT	\$4,500,000.00	\$250,000.00	\$141,875.00	\$391,875.00	\$4,250,000.00	\$500,000.00	\$327,250.26	\$827,250.26	\$9,461,088.00
POLICE STATION SECOND BORROW					\$7,461,000.00	\$0.00	\$20,024.31	\$20,024.31	\$0.00
POLICE STATION FIRST BORROW					\$2,500,000.00	\$64,209.00	\$7,138.53	\$71,347.53	\$177,519.00
PAINE WELL LAND - REFUNDING	\$305,937.00	\$64,209.00	\$8,743.75	\$72,952.75	\$241,728.00	\$954,875.00	\$512,336.32	\$1,477,211.32	\$14,421,609.00
<b>Net Exempt General Debt</b>	<b>\$5,220,937.00</b>	<b>\$519,209.00</b>	<b>\$159,343.75</b>	<b>\$678,552.75</b>	<b>\$15,386,396.00</b>				
<b>NONEXEMPT LTD</b>									
<b>TAX RATE DEBT</b>									
PAINE WELL LAND	\$12,594.00	\$2,644.00	\$359.99	\$3,003.99	\$9,950.00	\$2,644.00	\$293.89	\$2,937.89	\$7,306.00
LIBRARY ADDITIONAL BORROW					\$67,717.00	\$10,717.00	\$1,470.12	\$12,187.12	\$57,000.00
DPW GARAGE	\$80,000.00	\$20,000.00	\$3,045.00	\$23,045.00	\$60,000.00	\$20,000.00	\$2,200.00	\$22,200.00	\$40,000.00
POLICE STATION ADDTL BORROWING					see 6-30-17 bal		\$23,660.00	\$23,660.00	\$1,183,000.00
ACORN ST. RECONSTRUCTION ROAD	\$55,000.00	\$55,000.00	\$1,375.00	\$56,375.00	\$0.00	\$25,000.00	\$9,453.13	\$34,453.13	\$225,000.00
ACORN ST. RECONSTRUCTION DRAIN	\$280,000.00	\$30,000.00	\$10,687.50	\$40,687.50	\$220,000.00	\$25,000.00	\$7,650.00	\$32,650.00	\$195,000.00
CRESTVIEW/KLIFFORD	\$245,000.00	\$25,000.00	\$8,400.00	\$33,400.00	\$220,000.00	\$10,224.00	\$2,161.10	\$12,385.10	\$81,792.00
TOWN HALL BOILER					\$92,016.00	\$15,000.00	\$2,800.00	\$17,800.00	\$65,000.00
MAIN ST CULVERT	\$95,000.00	\$15,000.00	\$3,250.00	\$18,250.00	\$80,000.00	\$19,000.00	\$4,296.50	\$23,296.50	\$168,000.00
DPW TRUCK					\$188,000.00				
BUILDING ADD. AMBULANCE	\$5,000.00	\$5,000.00	\$75.00	\$5,075.00	\$0.00				
subtotal gen tax debt	\$772,594.00	\$152,644.00	\$27,192.49	\$179,836.49	\$967,683.00	\$127,585.00	\$53,984.74	\$181,569.74	\$2,023,098.00
<b>TOTAL TAX RATE LTD</b>	<b>\$5,993,531.00</b>	<b>\$671,853.00</b>	<b>\$186,536.24</b>	<b>\$858,389.24</b>	<b>\$16,354,079.00</b>	<b>\$1,092,460.00</b>	<b>\$566,321.06</b>	<b>\$1,658,781.06</b>	<b>\$16,444,707.00</b>
<b>SHORT TERM DEBT</b>									
<b>EXEMPT STD</b>									
POLICE-FIRE STATION	\$2,500,000.00			\$0.00		\$200,000.00	\$10,000.00	\$210,000.00	\$800,000.00
CBS FEASIBILITY					\$1,000,000.00				
QUINT	\$779,334.00	\$55,666.00	\$4,286.34	\$59,952.34		\$200,000.00	\$10,000.00	\$210,000.00	\$800,000.00
<b>Total Exempt STD</b>	<b>\$3,279,334.00</b>	<b>\$55,666.00</b>	<b>\$4,286.34</b>	<b>\$59,952.34</b>	<b>\$1,000,000.00</b>	<b>\$200,000.00</b>	<b>\$10,000.00</b>	<b>\$210,000.00</b>	<b>\$800,000.00</b>
<b>NONEXEMPT STD</b>									
<b>GENERAL DEBT</b>									
TANS/OTHER FEES			\$10,000.00	\$10,000.00			\$10,000.00	\$10,000.00	
LIBRARY SECOND BORROW	SEE LTD								
DPW TRUCK	SEE LTD								
TRANSFER STATION	\$14,738.00	\$14,738.00	\$110.54	\$14,848.54					
POLICE STATION SECOND BORROW									
TOWN HALL BOILER	\$102,240.00	\$10,224.00	\$562.32	\$10,786.32	\$48,000.00	\$12,000.00	\$477.33	\$12,477.33	\$36,000.00
CAUSEWAY ST. CULVERT	\$60,000.00	\$12,000.00	\$388.92	\$12,388.92	\$120,000.00	\$30,000.00	\$900.00	\$30,900.00	\$90,000.00
FIELDS	\$150,000.00	\$30,000.00	\$825.00	\$30,825.00	\$45,000.00	\$15,000.00	\$326.68	\$15,326.68	\$30,000.00
AMBULANCE	\$60,000.00	\$15,000.00	\$329.08	\$15,329.08	\$45,000.00	\$57,000.00	\$11,704.01	\$68,704.01	\$156,000.00
<b>TOTAL NON EXEMPT STD</b>	<b>\$386,978.00</b>	<b>\$81,962.00</b>	<b>\$12,215.86</b>	<b>\$94,177.86</b>	<b>\$213,000.00</b>	<b>\$257,000.00</b>	<b>\$21,704.01</b>	<b>\$278,704.01</b>	<b>\$956,000.00</b>
<b>TOTAL SHORT TERM DEBT</b>	<b>\$3,666,312.00</b>	<b>\$137,628.00</b>	<b>\$16,502.20</b>	<b>\$154,130.20</b>	<b>\$1,213,000.00</b>	<b>\$257,000.00</b>	<b>\$21,704.01</b>	<b>\$278,704.01</b>	<b>\$956,000.00</b>
<b>TOTAL TAX RATE DEBT</b>	<b>\$9,659,843.00</b>	<b>\$809,481.00</b>	<b>\$203,038.44</b>	<b>\$1,012,519.44</b>	<b>\$17,567,079.00</b>	<b>\$1,349,460.00</b>	<b>\$588,025.07</b>	<b>\$1,937,485.07</b>	<b>\$17,400,707.00</b>
	<b>\$9,659,843.00</b>	<b>\$809,481.00</b>	<b>\$203,038.44</b>	<b>\$1,012,519.44</b>	<b>\$17,567,079.00</b>	<b>\$1,349,460.00</b>	<b>\$588,025.07</b>	<b>\$1,937,485.07</b>	<b>\$17,400,707.00</b>
	<b>\$9,659,843.00</b>	<b>\$809,481.00</b>	<b>\$203,038.44</b>	<b>\$1,012,519.44</b>	<b>\$17,567,079.00</b>	<b>\$1,349,460.00</b>	<b>\$588,025.07</b>	<b>\$1,937,485.07</b>	<b>\$17,400,707.00</b>
<b>TOTAL DEBT</b>	<b>\$9,659,843</b>	<b>\$17,567,079</b>	<b>\$17,400,707</b>	<b>\$16,015,905</b>	<b>\$14,700,985</b>	<b>\$13,460,000</b>	<b>\$12,325,000</b>	<b>\$11,390,000</b>	<b>\$10,455,000</b>
<b>TOTAL DEBT SERVICE</b>	<b>\$1,062,262</b>	<b>\$1,012,519</b>	<b>\$1,937,485</b>	<b>\$2,023,144</b>	<b>\$1,911,049</b>	<b>\$1,796,921</b>	<b>\$1,650,452</b>	<b>\$1,411,692</b>	<b>\$1,374,932</b>

# WATER DEBT

	6/30/2015 BAL	2016 PRIN	INT	FY 2016 TOTAL	6/30/2016 BAL	FY 2017 PRIN	INT	FY 2017 TOTAL
<b>WATER LTD</b>								
IRVING ST. WM	\$113,000.00	\$15,000.00	\$3,920.00	\$18,920.00	\$98,000.00	\$15,000.00	\$3,470.00	\$18,470.00
ROSS AVE WM					\$230,000.00		\$5,721.25	\$5,721.25
FOREST WM	\$612,000.00	\$35,000.00	\$19,400.00	\$54,400.00	\$577,000.00	\$35,000.00	\$18,350.00	\$53,350.00
ADD'TL WELL COSTS	\$121,500.00	\$13,500.00	\$5,221.12	\$18,721.12	\$108,000.00	\$13,500.00	\$4,650.75	\$18,150.75
ORCHARD ST. WM	\$20,000.00	\$10,000.00	\$637.50	\$10,637.50	\$10,000.00	\$10,000.00	\$193.75	\$10,193.75
PAINT FARM ST. WATER TANK					\$638,000.00	\$42,535.00	\$15,843.63	\$58,378.63
WATER MAIN LOOPS CCL					\$222,400.00	\$27,800.00	\$4,800.13	\$32,600.13
WATER MAIN LOOPS CA					\$126,000.00	\$20,000.00	\$3,155.00	\$23,155.00
PAINE WELL ENGINEERING	\$96,467.00	\$18,148.00	\$2,871.27	\$21,019.27	\$78,319.00	\$18,148.00	\$2,417.57	\$20,565.57
PAINE WELL CONSTRUCTIO	\$733,500.00	\$81,500.00	\$31,520.12	\$113,020.12	\$652,000.00	\$81,500.00	\$28,076.75	\$109,576.75
subtotal wtr RATE debt	\$1,696,467.00	\$173,148.00	\$63,570.01	\$236,718.01	\$2,739,719.00	\$263,483.00	\$86,678.83	\$350,161.83
<b>WATER SHORT TERM DEBT</b>								
PLEASANT ST. BRIDGE WM	\$9,233.13	\$9,233.13	\$69.25	\$9,302.38	\$0.00			
IRVING ST. WM		\$0.00	\$0.00	\$0.00				
PAINT FARM ST. WATER TANK								
WATER MAIN LOOPS CCL	\$250,200.00	\$27,800.00	\$1,501.20	\$29,301.20				
WELL 3 IMPROVEMENTS	\$18,500.00	\$10,000.00	\$119.92	\$10,119.92	\$8,500.00	\$8,500.00	\$84.53	\$8,584.53
subtotal RATE ST wtr debt	\$277,933.13	\$47,033.13	\$1,690.37	\$48,723.50	\$8,500.00	\$8,500.00	\$84.53	\$8,584.53
<b>TOTAL WATER DEBT</b>	\$1,974,400.13	\$220,181.13	\$65,260.38	\$285,441.51	\$2,748,219.00	\$271,983.00	\$86,763.36	\$358,746.36
	\$1,974,400.13	\$220,181.13	\$65,260.38	\$285,441.51	\$2,748,219.00	\$271,983.00	\$86,763.36	\$358,746.36
<b>6/30/2015 6/30/2016 6/30/2017 6/30/2018 6/30/2019 6/30/2020 6/30/2021 6/30/2022</b>								
TOTAL WATER DEBT	\$2,612,400.13	\$2,748,219.00	\$2,476,236.00	\$2,194,091.00	\$1,917,011.00	\$1,651,001.00	\$1,396,000.00	\$1,151,000.00
TOTAL WATER DEBT SERVIC	\$ 293,368.23	\$ 285,441.51	\$ 358,746.36	\$ 374,776.14	\$ 358,837.10	\$ 336,930.25	\$ 314,966.62	\$ 294,336.26

# SEWER DEBT

SEWER DEBT	FY 2016		FY 2017		FY 2017
	6/30/2015	2016	6/30/2016	2017	
	BAL	PRIN	INT	TOTAL	TOTAL
FLINT/BOW ST. - REFUNDED					
FLINT/BOW ST. - REFUNDING	\$ 160,000.00	\$ 55,000.00	\$ 3,425.00	\$ 58,425.00	\$ 57,050.00
AREA E SEWER EXTENSION	\$ 1,025,000.00	\$ 90,000.00	\$ 39,437.50	\$ 129,437.50	\$ 120,540.63
WATER ST. SEWER PUMP					\$ 13,444.17
CEDAR ST/FARM ST.	rescinded				
INCREASE CAPACITY	\$ 120,000.00	\$ 15,000.00	\$ 4,200.00	\$ 19,200.00	\$ 18,750.00
AREA A & B SEWER EXTENTION - REFUNDING	\$ 425,000.00	\$ 75,000.00	\$ 12,925.00	\$ 87,925.00	\$ 86,050.00
subtotal swr nex debt	\$ 1,730,000.00	\$ 235,000.00	\$ 59,987.50	\$ 294,987.50	\$ 295,834.80
SEWER SHORT TERM DEBT					
INCREASE CAPACITY					
FLOOD PROOF SEWER STATION					
WATER ST. SEWER PUMP	\$ 620,500.00		\$ 3,723.00	\$ 3,723.00	
VILLAGE ST. DESIGN	\$ 92,000.00	\$ 66,645.00	\$ 506.00	\$ 67,151.00	\$ 12,868.16
CEDAR ST/FARM ST.					
INFILTRATION/INFLOW					
SCADA SYSTEM					
subtotal ST RATE SWR debt	\$ 712,500.00	\$ 66,645.00	\$ 4,229.00	\$ 70,874.00	\$ 12,868.16
TOTAL SEWER DEBT	\$ 2,442,500.00	\$ 301,645.00	\$ 64,216.50	\$ 365,861.50	\$ 308,702.96
TOTAL SEWER DEBT	\$ 2,442,500.00	\$ 301,645.00	\$ 64,216.50	\$ 365,861.50	\$ 308,702.96

TOTAL DEBT	2022	2023	2024	2025	2026	2027
TOTAL DEBT SERVICE	885,000	750,000	630,000	510,000	390,000	270,000
	173,400	168,000	147,600	142,800	138,000	133,200

**COMMUNITY PRESERVATION ACT DEBT**

CPA LONG TERM DEBT	6/30/2014 BAL	FY 2015			6/30/2015 BAL	FY 2016			6/30/2016 BAL	FY 2017		FY 2017 TOTAL
		2015 PRIN	2015 INT	2015 TOTAL		2016 PRIN	2016 INT	2016 TOTAL		2017 PRIN	2017 INT	
VMB REPAIRS									\$403,750.00	\$21,250.00	\$10,712.00	\$31,962.00
<b>subtotal CPA LT debt</b>	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$403,750.00	\$21,250.00	\$10,712.00	\$31,962.00
<b>CPA SHORT TERM DEBT</b>												
DEWEY LAND	\$180,000.00	\$60,000.00	\$1,166.75	\$61,166.75	\$120,000.00	\$60,000.00	\$658.17	\$60,658.17	\$60,000.00	\$60,000.00	\$435.57	\$60,435.57
VMB REPAIRS					\$425,000.00	\$21,250.00	\$2,337.50	\$23,587.50				
<b>subtotal CPA ST debt</b>	\$180,000.00	\$60,000.00	\$1,166.75	\$61,166.75	\$545,000.00	\$81,250.00	\$2,995.67	\$84,245.67	\$60,000.00	\$60,000.00	\$435.57	\$60,435.57
<b>TOTAL CPA DEBT</b>	\$180,000.00	\$60,000.00	\$1,166.75	\$61,166.75	\$545,000.00	\$81,250.00	\$2,995.67	\$84,245.67	\$463,750.00	\$81,250.00	\$11,147.57	\$92,397.57
	\$180,000.00	\$60,000.00	\$1,166.75	\$61,166.75	\$545,000.00	\$81,250.00	\$2,995.67	\$84,245.67	\$463,750.00	\$81,250.00	\$11,147.57	\$92,397.57
<b>TOTAL CPA DEBT</b>												
TOTAL CPA DEBT	\$180,000.00	\$545,000.00	\$463,750.00	\$382,500.00	\$355,000.00	\$330,000.00	\$305,000.00	\$280,000.00	\$260,000.00	\$240,000.00	\$220,000.00	\$200,000.00
TOTAL CPA DEBT SERVICE		\$61,166.75	\$84,245.67	\$92,397.57	\$42,250.00	\$38,700.00	\$37,700.00	\$36,700.00	\$30,800.00	\$30,000.00	\$29,200.00	\$28,400.00



**MAY 9, 2016**

**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 in the Veterans Memorial Building gymnasium, 900 Main St., Millis, MA 02054 on the 2<sup>nd</sup> day of May, AD 2016, for the election of officers, the polls to open at 7:00 a.m. and close at 8:00 p.m. Also, on Monday, the ninth day of May, AD 2016 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**

## WARRANT ARTICLE LIST

- 1 ELECTION BALLOT-TOWN OFFICERS
- 2 ELECTION BALLOT- OVERRIDE FOR ROAD REPAIR
- 3 UNPAID BILLS TAXATION  
UNPAID BILLS WATER RECEIPTS
- 4 CURRENT YEAR ADDITIONAL EXPENSES/WAGES  
POLICE  
SNOW & ICE  
SCHOOL LSP SERVICES  
BUILDING WAGES FROM FEES  
RECREATION  
RESERVE FUND
- 5 BUDGET
- 6 WATER ENTERPRISE FUND-BUDGET
- 7 SEWER ENTERPRISE FUND-BUDGET
- 8 AMENDMENTS TO PERSONNEL PLAN
- 9 NON-UNION WAGE INCREASES
- 10 POLICE CONTRACT SETTLEMENT
- 11 DISPATCH CONTRACT SETTLEMENT
- 12 SEIU CONTRACT SETTLEMENT
- 13 SCHOOL TRAFFIC CONTRACT SETTLEMENT
- 14 DPW CONTRACT SETTLEMENT
- 15 PROPERTY REVALUATION
- 16 PERSONAL PROPERTY REVALUATION
- 17 PURCHASE OF PERSONAL PROPERTY SOFTWARE
- 18 AUDIT
- 19 ADD TO STABILIZATION FUND
- 20 VMB CARPET
- 21 BUCKET TRUCK
- 22 AMBULANCE
- 23 FIRE DEPT. ALS INITIATIVE
- 24 LOCAL ROAD IMPROVEMENTS
- 25 SWEEPER
- 26 SEWER EXPANSION STUDY
- 27 DOVER RD. WATER MAIN PHASE 1
- 28 D'ANGELIS TREATMENT PLANT REPAIRS
- 29 STORMWATER MANAGEMENT IMPROVEMENTS
- 30 DPW GARAGE ROOF
- 31 CPC BUDGET & RESERVATIONS
- 32 VMB DOORS
- 33 BOARD OF HEALTH APPOINTING AUTHORITY
- 34 FY17 SCHOOL AIR TESTING COSTS
- 35 SCHOOL BUS LEASES
- 36 SCHOOL COMPUTER LEASES



- 37 MEDICAID REIMBURSEMENT
- 38 HOUSEHOLD HAZARDOUS WASTE DAY
- 39 COMMUNITY ENERGY AGGREGATION
- 40 CONSTRUCTION HOURS GENERAL BYLAW
- 41 ASSISTED LIVING ZONING
- 42 SIGN BYLAW
- 43 REVOLVING FUNDS
  - OAK GROVE FARM
  - ANIMAL CONTROL SHELTER
  - FIRE ALARM
  - HISTORICAL COMMISSION
  - AMBULANCE
  - COA TRANSPORTATION
  - VETERANS MEMORIAL BUILDING
  - FOOD SERVICE
  - STORMWATER MANAGEMENT
  - BOARD OF HEALTH MEDICAL SERVICES
  - BOARD OF HEALTH RABIES CLINIC/PROGRAM
  - CONTINUING EDUCATION
  - MILLIS SCHOOLS ATHLETIC FIELDS
  - MILLIS SCHOOL EXTRACURRICULAR
  - MILLIS PUBLIC LIBRARY SPECIAL USE FUND
- 44 RETURN PARK LAND TO SCHOOL STATUS-ARTICLE 97

FOR THE ELECTION BALLOT

**ARTICLE 1.** To choose a Moderator for one year, a Selectman for three years, a member of the School Committee for three years, a member of the Library Trustees for three years, a member of the Library Trustees for one year, a member of the Planning Board for five years, a member of the Board of Health for three years, and a member of the Housing Authority for five years.

**ARTICLE 2.** Question #1.

"Shall the Town of Millis be allowed to assess an additional \$300,000.00 in real estate and personal property taxes for the purposes of road repairs for the fiscal year beginning July 1, 2016?"

\_\_\_\_\_ Yes \_\_\_\_\_ No"

FOR TOWN MEETING ACTION

**ARTICLE 3.** 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)

*This is an annual article to fund bills incurred in previous fiscal years. The bills for this town meeting total \$8,435.72. Recommendation for this article will be at Town Meeting.*

**ARTICLE 4.** To see if the Town will vote to appropriate and raise by transfer from available funds or by transfer from the Stabilization Fund, a sum of money to meet **additional expenses** from the current fiscal year not sufficiently funded under Article 9 of the June 8, 2015 Annual Town Meeting, or act in any manner relating thereto. (Submitted by Board of Selectmen)

*This article is to provide for the additional expenses incurred during the current fiscal year for the Police, DPW Snow removal, School Department – Air Quality Testing, Building Department and Recreation Department. The amount of this deficit is \$282,208.02. The Finance Committee recommends approval of this article.*

**ARTICLE 5.** 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, 2016 and ending June 30, 2017, or act in any manner relating thereto. (Submitted by Board of Selectmen)

*This article appropriates the funding for the Operating budget for the Town of Millis for Fiscal Year 2017 in the amount of \$28,087,810.94. Refer to Charts 1 – 6 in Addendum A of the Finance Committee Report. The Finance Committee recommends approval of this article.*

**ARTICLE 6.** 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**, or act in any manner relating thereto. (Submitted by Board of Selectmen)

*This article funds the Millis Water Department for personnel, operating expenses and debt service for the fiscal year 2017 in the amount of \$1,027,663.50. The Finance Committee recommends approval of this*

article.

**ARTICLE 7.** 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**, or act in any manner relating thereto. (Submitted by Board of Selectmen)

*This article funds the Millis Sewer Department for personnel, operating expenses and debt services for the fiscal year 2017 in the amount of \$1,114,230.84. The Finance Committee recommends approval of this article.*

**ARTICLE 8.** 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, 2016 or act in any manner relating thereto. (Submitted by Board of Selectmen)

*This amends the current wage schedule by 3%. There was no wage increase granted in the current year FY16. Recommendation for this article will be at Town Meeting.*

**ARTICLE 9.** 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, 2016, or act in any manner relating thereto. (Submitted by Board of Selectmen)

*This appropriates funds for wage increases for employees covered by the Personnel Plan and for those who have individual contracts. Recommendation for this article will be at Town Meeting.*

**ARTICLE 10.** 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 Massachusetts Coalition of Police Local 171** effective July 1, 2016, or act in any manner relating thereto. (Submitted by Board of Selectmen)

*Recommendation for this article will be at Town Meeting.*

**ARTICLE 11.** 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 Millis Police Association Dispatchers**, effective July 1, 2016, or act in any manner relating thereto. (Submitted by Board of Selectmen)

*Recommendation for this article will be at Town Meeting.*

**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 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)

*Recommendation for this article will be at Town Meeting.*

**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 to **fund the first year cost items contained in the contract between the Town of Millis and the Millis School Traffic Supervisors Association** effective July 1, 2016, or act in any manner relating thereto. (Submitted by Board of Selectmen)

*Recommendation for this article will be at Town Meeting.*

**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 to **fund the first year cost items contained in the contract between the Town of Millis and AFSCME Council 93 Local 1301** effective July 1, 2016, or act in any manner relating thereto. (Submitted by Board of Selectmen)

*Recommendation for this article will be at Town Meeting.*

**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, a sum of money for **revaluing properties and data collection** to allow the Town to maintain compliance with the requirements of MGL Chapter 40, section 56, or act in any manner relating thereto. (Submitted by Board of Assessors)

*The Department of Revenue requires all towns in the Commonwealth to revalue all properties yearly and to undergo a state recertification audit once every three years. The next recertification audit in Millis will be for FY2018, and the process should start in FY2017. The Finance Committee recommends approval of this article in the amount of \$51,000.00.*

**ARTICLE 16.** 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 the **valuation of personal property** or act in any manner relating thereto. (Submitted by Board of Assessors)

*Similar to the property value audit in Article 15, every three years personal property valuations require a state recertification audit. The next recertification audit will be for FY2018, and the process should start in FY2017. The Finance Committee recommends approval of this article in the amount of \$5,000.00.*

**ARTICLE 17.** 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 the **purchase of personal property valuation software**, or act in any manner relating thereto. (Submitted by Board of Assessors)

*The purchase of new software for the Assessor's Department will allow more efficient updating of address and ownership information directly into their databases. This will reduce staff time for this task and lessen opportunities for human error by eliminating multiple points of data entry for recordkeeping. The Finance Committee recommends approval of this article in the amount of \$1,000.00.*

**ARTICLE 18.** 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)

*This article funds the annual audit of town finances as required by law in the amount of \$40,000.00. The Finance Committee recommends approval of this article.*

**ARTICLE 19.** To see if the Town will vote to appropriate and raise by taxation, or by transfer from available funds, a sum of money for the **Stabilization Fund** or act in any manner relating thereto. (Submitted by Board of Selectmen)

*The Town of Millis has adopted a policy to maintain a stabilization fund equal to 5% of its annual General Fund Budget Expenditures to be used for unforeseen and emergency purposes. The fund is currently below its 5% target, and this transfer will help build up the fund's balance to the 5% level. Please refer to graphics in Addendum B of the Finance Committee Report. The Finance Committee recommends approval of this article in the amount of \$50,000.00.*

**ARTICLE 20.** 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 **purchase and installation of replacement carpet at the Veterans Memorial Building**, or act in any manner relating thereto. (Submitted by Board of Selectmen)

*The carpet outside the Council on Aging has endured 16 years of high traffic and is in poor condition. The carpet needs to be replaced, but the Town is able to use funds from FY2016 to replace the carpet as soon as possible. This article is not necessary to accomplish the carpet replacement, so the Finance Committee recommends dismissal of this article.*

**ARTICLE 21.** 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 **used bucket truck**; or act in any manner relating thereto. (Submitted by Board of Selectmen)

*Recommendation for this article will be at Town Meeting.*

**ARTICLE 22.** 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 to purchase and equip **a new ambulance**, including the payment of all costs incidental and related thereto, and to meet such appropriation by authorizing the Treasurer, with the approval of the Board of Selectmen, to borrow such sum under G.L. Chapter 44 or any other enabling authority, and to authorize the Board of Selectmen to apply for any grants or loans in connection thereto and to take all actions necessary to carry out this project, or act in any manner relating thereto. (Submitted by Board of Selectmen)

*The Finance Committee recommends approval of this article in the amount of \$260,000.00.*

**ARTICLE 23.** To see if the Town of Millis will vote to appropriate and raise by taxation, by transfer from available funds, by transfer from the Stabilization Fund, a sum of money for wages and expenses for the **Fire Department Advanced Life Support initiative**, and authorize the Board of Selectmen to dispose of the old equipment by trading against the purchase price of the new equipment, by outright sale, auction, or otherwise, or act in any manner relating thereto. (Submitted by Board of Selectmen)

*The Finance Committee recommends approval of this article in the amount of \$20,000.00.*

**ARTICLE 24.** 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 **local road improvements**, or act in any manner relating thereto. (Submitted by Board of Selectmen)

*The Finance Committee recommends approval of this article in the amount of \$300,000.00.*

**ARTICLE 25.** 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 to purchase a new **street sweeper**, including the payment of all costs incidental and related thereto, and to meet such appropriation by authorizing the Treasurer, with the approval of the Board of Selectmen, to borrow such sum under G.L. Chapter 44 or any other enabling authority, and to authorize the Board of Selectmen to apply for any grants or loans in connection thereto and to take all actions necessary to carry out this project, or act in any manner relating thereto. (Submitted by Board of Selectmen)

*This is for the purchase of a new street sweeper. A cost analysis of the price of purchasing a street sweeper, versus the cost of contracting for street sweeping, revealed that it makes more sense over time to purchase a street sweeper. The current sweeper is 19 years old. The finance committee recommends approval of this article in the amount of \$216,800.00.*

**ARTICLE 26.** 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 **sewer system expansion study** including the payment of all costs incidental and related thereto, or act in any manner relating thereto. (Submitted by Board of Selectmen)

*The purpose of this article is to fund a study for the continued expansion of the town sewer system. The cost is \$21,000.00 for the study, and will be funded through Sewer rates. The Finance Committee recommends approval of this article.*

**ARTICLE 27.** 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, a sum of money for water system improvements, including replacement of the **Dover Rd. water main**, including the payment of all costs incidental and related thereto, and to meet such appropriation by authorizing the Treasurer, with the approval of the Board of Selectmen, to borrow such sum under G.L. Chapter 44 or any other enabling authority, to and to authorize the Board of Selectmen to apply for any grants or loans in connection thereto and to take all actions necessary to carry out this project, or act in any manner relating thereto. (Submitted by Board of Selectmen)

*The purpose of this article is to fund water system improvements on Dover Road, including the replacement of the water main. The water main remediation will also include road improvements. The cost of the article is \$1,659,630.00, and will come from borrowing. The Finance Committee recommends approval of this article.*

**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, a sum of money for water system improvements, **including repairs to Wells 1 and 2 and**

to the **George D'Angelis Water Treatment Facility**, including the payment of all costs incidental and related thereto, and to meet such appropriation by authorizing the Treasurer, with the approval of the Board of Selectmen, to borrow such sum under G.L. Chapter 44 or any other enabling authority, to and to authorize the Board of Selectmen to apply for any grants or loans in connection thereto and to take all actions necessary to carry out this project, or act in any manner relating thereto. (Submitted by Board of Selectmen)

The purpose of this article is to fund water system improvements at the D'Angelis Water Treatment Facility. The cost of the article is \$189,200.00. The Finance Committee recommends approval of this article.

**ARTICLE 29.** To see if the Town will vote to appropriate and raise by taxation, by transfer from available funds, by transfer from the Stabilization Fund, a sum of money for engineering, construction, training and inspection costs necessary to comply with and implement **EPA mandated stormwater management improvements**, or act in any manner relating thereto. (Submitted by Board of Selectmen)

*Recommendation for this article will be at Town Meeting.*

**ARTICLE 30.** 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, a sum of money for **repairs to the DPW Garage**, including the payment of all costs incidental and related thereto, and to meet such appropriation by authorizing the Treasurer, with the approval of the Board of Selectmen, to borrow such sum under G.L. Chapter 44 or any other enabling authority, to and to authorize the Board of Selectmen to apply for any grants or loans in connection thereto and to take all actions necessary to carry out this project, or act in any manner relating thereto. Submitted by Board of Selectmen)

*Recommendation for this article will be at Town Meeting.*

**ARTICLE 31.** 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 2017, with each item to be considered a separate appropriation; or act in any manner relating thereto. (Submitted by Community Preservation Committee)

*This is the annual article appropriating Community Preservation funds and allocating the funds into the various reserves as required in the Community Preservation Act. The Finance Committee recommends approval in the amount of \$211,660.57.*

**ARTICLE 32.** To see if the Town will vote to appropriate a sum of money by borrowing under the provisions of M.G.L. Chapter 44 and MGL 44B Section 11, or any other enabling authority; or from the Community Preservation Historic Resource Reserve Fund and/or the Community Preservation Fund Budgeted Reserve and/or the Undesignated Fund or to transfer from funds remaining under Article 49 of the May 12, 2014 Annual Town Meeting, for the **Veterans Memorial Building Historic Door Replacement and Refurbishment Project**, and to meet such appropriation by authorizing the Treasurer, with the approval of the Board of Selectmen, to borrow such sum under G.L. Chapter 44 or Chapter 44B or any other enabling authority, to and to authorize the Board of Selectmen

to apply for any grants or loans in connection thereto and to take all actions necessary to carry out this project, or act in any manner relating thereto. Submitted by Board of Selectmen)

*This article funds replacement of doors at the Veteran's Memorial Building using CPC Historical funds. The Finance Committee recommends approval of this article in the amount of \$46,232.00.*

**ARTICLE 33.** 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 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)

*This is an annual article granting appointing authority to the Board of Health. The Finance Committee recommends approval of this article.*

**ARTICLE 34.** 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 **air testing costs** at the **Clyde Brown School** including all costs incidental and relating thereto, or act in any manner relating thereto. (Submitted by School Committee)

*The Finance Committee recommends approval of this article in the amount of \$38,580.00.*

**ARTICLE 35.** 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 first 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)

*This article funds the fourth year of a five year lease for six full size school buses and one mini bus. The Finance Committee recommends approval of this article in the amount of \$79,000.00.*

**ARTICLE 36.** 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, or by borrowing under the provisions of M.G.L. Chapter 44 or any other enabling authority, a sum of money to purchase, and/or for the first annual payment of a lease purchase agreement for, **school computers**, or act in any manner relating thereto. (Submitted by School Committee)

*This is an annual article funding a three year cycle of computer leases for use in the schools. The Finance Committee recommends approval of this article in the amount of \$70,000.00.*

**ARTICLE 37.** 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 **Medicaid/Medicare Reimbursement Services**, or act in any manner relating thereto. (Submitted by School Committee)



*This is an annual article funding payment to a service to file for Medicaid reimbursement for services rendered by the schools. Reimbursed funds are returned to the Town's general fund. The Finance Committee recommends approval of this article in the amount of \$5,000.00.*

**ARTICLE 38.** To see if the Town will vote to appropriate and raise by taxation, by transfer from available funds, by transfer from the Stabilization Fund, a sum of money **for a Household Hazardous Waste Collection Day**, or act in any manner relating thereto. (Submitted by Board of Health)

*This article would approve \$15,000.00 for the town to pay part of the cost of operating a drop-off and collection station for household hazardous waste, which includes such items as old paint, solvents, pesticides, etc. Recommendation for this article will be at Town Meeting.*

**ARTICLE 39.** To see if the Town will vote to grant the Board of Selectmen authority to initiate a municipal aggregation program to **aggregate the electrical load of interested residents and businesses within the Town** independently, or in joint action with other municipalities, retaining the right of individual residents and businesses to opt-out of the aggregation pursuant to M.G.L. c. 164, § 134; and to authorize the Board of Selectmen to (i) enter into one or more agreements with one or more consultants to assist the Town with the development, implementation and administration of such aggregation program for a term of more than three years, and (ii) take any actions and execute any other documents and ancillary agreements necessary, convenient, or appropriate to accomplish the foregoing and to implement and administer the aggregation program and consultant agreements, which agreements and documents shall be on such terms and conditions and for such consideration as the Board of Selectmen deems in the best interests of the Town; or take any other action relative thereto. (Submitted by the Energy Committee)

*This article authorizes the Board of Selectmen to enter into an agreement for the bulk purchase of Energy on behalf of Millis residents who currently purchase their power from EverSource, if such an agreement is favorable relative to current rates. The Finance Committee recommends approval of this article.*

**ARTICLE 40.** To see if the Town will vote to **amend its General Bylaws** by amending Article VIII. Police Regulations, by inserting a new Section 48, entitled **Construction Noise**, as stated below, or take any other action relative thereto.

"48. Construction Noise

It shall be unlawful for any person or persons to create, assist in creating, continue, or allow to continue any loud noise related to non-public construction activities as outlined below prior to 7:00 am and after 8:00 pm on weekdays, Saturdays, or any state or federal holiday which either annoys, disturbs, injures, or endangers the reasonable quiet, comfort, repose or the health and safety of others within the Town. Additionally, it shall be unlawful for any person or persons to create, assist in creating, continue or allow to continue any excessive, unnecessary, or unusually loud noise related to non-public construction activities as outlined below on Sundays and the following holidays: New Year's, Memorial Day, Fourth of July, Labor Day, Thanksgiving and Christmas.

Construction shall mean those activities requiring a building permit, and shall also include any site preparation, earth removal, grading, assembly, erection, substantial repair, alteration, or similar action, including demolition, for or of private streets, structures, utilities, or similar non-

public property. Construction noise shall be that noise generated by manual or mechanical activities associated with construction. This bylaw shall not be construed to prevent or restrict in any way public construction activities carried out by, or on behalf of, the Department of Public Works.

Noise associated with Emergency Work or Emergency Vehicles is exempt from the provisions of this Bylaw. Emergency Work shall mean any work performed in an effort to protect, provide, or restore public safety, or work by private or public utilities when restoring utility service. Emergency Vehicles shall mean any vehicle operated in an effort to protect, provide, or restore public safety including, but not limited to, ambulances, police vehicles and fire vehicles.

Noise associated with construction activities during the restricted hours described in this section may occur only with prior written authorization of the Police Chief when necessary to continue or complete a project, and shall be exempt from the provision of this Bylaw. The Police Chief shall grant such prior written authorization only upon a showing of good cause.

The restrictions set forth in this bylaw shall not apply to construction activity where there is no evidence of such activity audible at the property line of the property where construction is taking place.

Notwithstanding the foregoing, nothing in this section shall limit the authority of a Special Permit Granting Authority, where applicable, to set or limit construction hours as part of the issuance of a special permit."  
(Submitted by Board of Selectmen)

*This article would, with few exceptions, limit the generation of noise related to private construction activity to non-holiday days between the hours of 7am and 8pm Monday through Saturday. The Finance Committee recommends approval of this article.*

**ARTICLE 41:** To see if the Town will vote to **amend the Millis Zoning By-law** as follows:

"

1. By amending Zoning By-law Section II. Definitions by inserting the following new definitions, alphabetically:

Assisted Living: A combination of housing, ancillary support services and personalized care that is designed to respond in a homelike setting to the individual needs of adults requiring assistance with Activities of Daily Living and Self-administered Medication Management, but who do not require the skilled medical care provided in a nursing facility.

Assistance with Activities of Daily Living (ADL): As defined by in Section 1 of Chapter 19D of the Massachusetts General Laws, which includes the physical support, aid or assistance with bathing, dressing, grooming, ambulation, eating, toileting or other similar tasks.

Assisted Living Residence or Residence (ALR): As defined in Section 1 of Chapter 19D of the Massachusetts General Laws, which shall include any entity, however organized, whether conducted for profit or not for profit, which meets all of the following criteria:

1. Provides room and board;

2. Provides, directly by employees of the entity or through arrangements with another organization which the entity may or may not control or own, assistance with activities of daily living for three or more adult residents who are not related by consanguinity of affinity to their care provider; and
3. Collects payment or third party reimbursements from or on behalf of residents to pay for the provisions of assistance with activities of daily living or arranges for the same.

Dwelling Unit for Assisted Living Residences: A portion of an Assisted Living Residence designed for and occupied by one or two individuals as the private living quarters of such individuals.

Self-administered Medication Management (SAMM): As defined in Section 1 of Chapter 19D of the Massachusetts General Laws, which includes reminding residents to take medication, opening containers for residents, opening pre-packaged medication for residents, reading the medication label to residents and observing residents while they take the medication, checking the self-administered dosage against the label of the container, and reassuring residents that they have obtained and are taking the dosage as prescribed.

2. **By amending Zoning By-law Section V. Use Regulations. Table 1. Use Regulations. Principal Uses. Community Facilities, by adding the following new use:**

	<u>R-T</u>	<u>R-S</u>	<u>R-V</u>	<u>R-V-C</u>	<u>C-V</u>	<u>C-V-2</u>	<u>V-B</u>	<u>I-P</u>	<u>I-P-2</u>
19. Assisted Living Residence	SPB	SPB	SPB	SPB	N	SPB	N	N	SPB

3. **By Amending Zoning By-law Section XIII. Special Permit Conditions, by adding the following new subsection:**

**U. Assisted Living Residences**

**1. Purpose:**

The purpose of this section is to provide for the availability of Assisted Living and Residences (ALR) and services in the Town of Millis by Special Permit. Assisted Living is a special combination of housing, ancillary support services and personalized care that is designed to respond in a homelike setting to the individual needs of adults requiring Assistance with Activities of Daily Living and/or Self-administered Medication Management, but who do not require the skilled medical care provided in a nursing facility. Assisted Living Residences may be established singularly or as a part of a more comprehensive life care or continuum of care community.

**2. General Regulations:**

- a. Development of an ALR under this Bylaw may only be authorized by a Special Permit granted by the Planning Board which shall follow the requirements for Special Permits as set forth in MGL Chapter 40A, Section 9 and pursuant to Section XII. Q. Special Permits of this Bylaw.
- b. No Dwelling Unit shall consist of more than two (2) bedrooms.
- c. Dimensional Requirements:

**R-T**

**R-S**

**R-V**

Minimum lot area	5 acres	5 acres	5 acres
Maximum permitted height (ft)	35	35	35
Maximum permitted height (stories)	2 ½	2½	2½
Minimum lot frontage (ft)	200	125	250
Minimum depth (ft)	300	200	400
Minimum front yard (ft)	40	40	50
Minimum side yard (ft)	40	20	50
Minimum rear yard (ft)	40	40	50
	<b>R-V-C</b>	<b>C-V-2</b>	<b>I-P-2</b>
Minimum lot area	5 acres	5 acres	5 acres
Maximum permitted height (ft)	35	35	35
Maximum permitted height (stories)	2 ½	2½	2½
Minimum lot frontage (ft)	250	150	200
Minimum depth (ft)	400	200	250
Minimum front yard (ft)	50	40	40
Minimum side yard (ft)	50	20	20
Minimum rear yard (ft)	50	30	30

### **3. Development Standards:**

Prior to the issuance of a Special Permit under this ARL Bylaw, the applicant shall submit the information necessary to demonstrate to the Special Permit Granting Authority that the following development standards have been met:

- a) The proposed use shall not produce adverse effects on the use or development of the neighboring area because of noise, traffic, lighting or other nuisances.
- b) The site shall not create or generate excessive noise, air pollution and other harmful physical influences.
- c) All utilities on the site shall be installed underground pursuant to approved methods of installation and construction.
- d) The ALR shall have an integrated emergency call, security, telephone and other communication systems to provide monitoring for its residents and direct line connection to the Millis Fire Department. Additionally, each individual Dwelling Unit shall be equipped with an emergency call system linked to a central office within the ALR development, which shall be staffed 24 hours a day.
- e) All roadways, walkways and paths shall be privately maintained with respect to upkeep and snow and ice removal.
- f) Open space shall be used to protect valuable natural environments such as streams, valleys, outstanding vegetation or scenic spots.
- g) The site, when utilized for the purposes of this Section and combined with any other use or uses allowed in the underlying zone district, shall be of sufficient size, shape, topography and location as determined by the Planning Board to be capable of accommodating such multiple uses.

### **4. Technical Quality:**

In considering a special permit application under this section, the Planning Board shall evaluate the technical quality of the site plan to assure the advisability of approval after considering the following matters:

- a) Protection of adjoining premises by provisions to control surface water drainage, to maintain adequate sound and sight buffers and to preserve views, light and air.
- b) Convenience and safety of vehicular and pedestrian movement within the site, the location of driveway openings in relation to traffic or to adjacent street, and compliance with other regulations for the handicapped and the elderly.
- c) Protection and enhancement of existing site features.
- d) Relationship of structures and open spaces to the natural landscape, existing structures and other community assets in the area.
- e) Protection of environmental features, particularly groundwater resources, on the site and in adjacent areas and adequate protection to prevent pollution of surface and groundwater and adequate measures to prevent soil erosion, increased stormwater volume and rate of runoff, changes in groundwater recharge level(s) or elevation(s) and flooding.

#### **5. Landscape Regulations:**

- a) The ALR shall be integrated into the existing terrain and surrounding landscape, shall be designed in harmony with abutting properties and community amenities, and shall be consistent with the neighborhood character.
- b) The side and rear lot lines shall provide a screening of sufficient height, the type of which shall be as approved by the Planning Board. Plant materials, if used, shall be characterized by dense growth which will form an effective year round screen, consisting of natural materials. To the extent practical, existing trees and vegetation shall be retained and used to satisfy the provisions of this section.
- c) All outdoor refuse collection and loading areas shall be screened from adjoining streets and abutting properties, to protect against noise, sound, and odor intrusions upon abutting properties. Such screening shall be of sufficient height, visually impermeable, of either fence or through the use of appropriate landscaping, as per the Planning Board's discretion.
- d) All parking areas shall be adequately screened from abutting properties, to prevent noise, light and odor intrusions upon abutting properties. If landscaping is used, it shall be designed to provide year round protection.
- e) Scenic views from public ways shall be preserved.

#### **6. Parking Requirements:**

- a) One (1) off-street parking space shall be provided for every two (2) Dwelling Units.

- b) Employee/staff parking shall be segregated from residential and visitor parking and so designated by signs.
- c) Parking shall not be permitted within the required setback area.

#### **7. Accessory Uses:**

The following accessory uses shall be allowed within the property limits of an ALR;

- a) A garage for common use vehicles owned by the operating entity.
- b) A single-story building to house snow removal, lawn maintenance and recreational equipment.
- c) Outdoor swimming pools, tennis and other recreational courts, playing fields, putting green, bocce courts, gardens, trails/pathways, covered and uncovered sitting areas and residential greenhouses, provided they are for the personal use of ALR residents and not for retail or commercial use.
- d) Passive recreational accessory uses, including but not limited to, gardens, trails/pathways and uncovered sitting areas, may be permitted within the required setback areas, by waiver of the Planning Board.

#### **8. Non-Residential Services:**

The operator of an ALR may also provide optional services on the development site including but not limited to local transportation, barber/beauty services, laundry services, banking, retail sales, library, chapel, health club, infirmary, workshop and other recreational facilities and amenities, provided that:

- a) Such services are for the sole use of the residents and employees of the ALR only, and not open to the general public.
- b) Such services are conducted and accessible only from within a principal building (with the exception service/delivery entries).
- c) There is no exterior signage or other evidence of such uses visible beyond the development site.
- d) The appearance and character of the Non-Residential uses are compatible with the residential development.
- e) Non-Residential Services shall not exceed twenty (20%) percent of the gross floor area allocated for residential use unless approved by the Planning Board.

#### **9. Stormwater Management:**

Each applicant shall have the burden of demonstrating that the project shall comply with both Best Management Guidelines for the management of stormwater and any applicable EPA, DEP, or town stormwater management guidelines and shall provide pre-construction and post-construction drainage calculations, which shall be based upon soil testing which has been witnessed by an appropriate Town Official, either the Health Agent or other agent identified by the Planning Board.

#### **10. Open Space Considerations:**

Each ALR shall give consideration to providing open spaces within the development. Where possible, existing trees and vegetation shall be preserved and integrated into the landscape design plan to ensure visual privacy between structures, abutting properties, and neighborhoods.

#### **11. Lapse through Abandonment or Discontinuance:**

In the event an ALR is utilized pursuant to a Special Permit issued hereunder and the use authorized is abandoned or ceases for one year, the Special Permit shall be deemed to have lapsed and the use shall not resume without issuance of a new Special Permit, unless the owner of the subject land or operator of the subject land returns to the Special Permit Granting Authority and applies for a modification to the Special Permit to allow a greater lapse period before the Special Permit lapses. Once a special permit lapses, the subject property shall only be used for a conforming use or a use authorized by all necessary zoning relief that has taken final effect.",

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

*This article amends the town's Zoning By-Laws to include a section defining and specifying the parameters under which an assisted living facility may be constructed and operated. The Finance Committee recommends approval of this article.*

**ARTICLE 42.** To see if the Town will vote to **amend the Millis Zoning Bylaw** as follows:

To amend Zoning Bylaw Section VII. Signs F. Illumination, by deleting the following language:

"

1. In residential districts signs shall be illuminated only with white light by indirect method.
2. In commercial and industrial districts, signs may be illuminated internally or with white light by indirect method.,

and by substituting therefore the following language:

1. In residential districts signs shall be illuminated only with white light by indirect method.
2. All new or replacement free standing signs located on Route 109 Main Street, between Adams Street and Hammond Lane, shall be illuminated only with white light by indirect method.
3. In all other commercial and industrial districts, signs may be illuminated internally or with white light by indirect method.",

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

*This article amends the town's Zoning By-Laws to require that all free-standing signs, either newly constructed or replaced/renovated, only be illuminated by indirect white light. This new requirement only applies to the downtown area on Main Street between Adams St. and Hammond St. The Finance Committee recommends approval of this article.*

**ARTICLE 43.** 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 au-



thority 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).

*This article authorizes the town's Revolving Funds, as listed, in the amount shown for each account for the fiscal year ending June 30, 2017. The Finance Committee recommends approval of this article.*

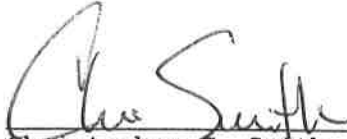
**ARTICLE 44.** To see if the Town will vote to transfer from the Board of Selectmen, acting as the Board of Park Commissioners, for park purposes to the School Committee for school purposes, the care, custody, management and control of all or a portion of the parcels of land identified as Assessor's Map 30 as Lot 18 and Lot 20, and to authorize the Board of Selectmen to submit a petition for special legislation to the General Court under the provisions of Article 97 of the Amendments to the Massachusetts Constitution authorizing the foregoing transfers, said transfers to be become effective upon the enactment of said Article 97 legislation and upon a determination of the Board of Selectmen, acting as the Board of Park Commissioners, that said parcels are no longer required for park purposes; or to act in any manner relating thereto. (Submitted by the Board of Selectmen);


*The Finance Committee recommends approval of this article.*

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 11th day of April in the Year of Our Lord two thousand and sixteen.

**TOWN OF MILLIS  
BOARD OF SELECTMEN**

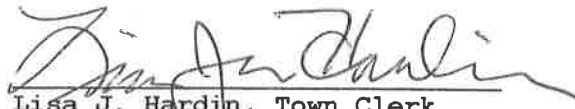
  
Christopher J. Smith, Chairman


  
James G. Neville, Vice-Chairman

  
James J. McCaffrey, Clerk

Date: April 11, 2016

A True Copy, Attest

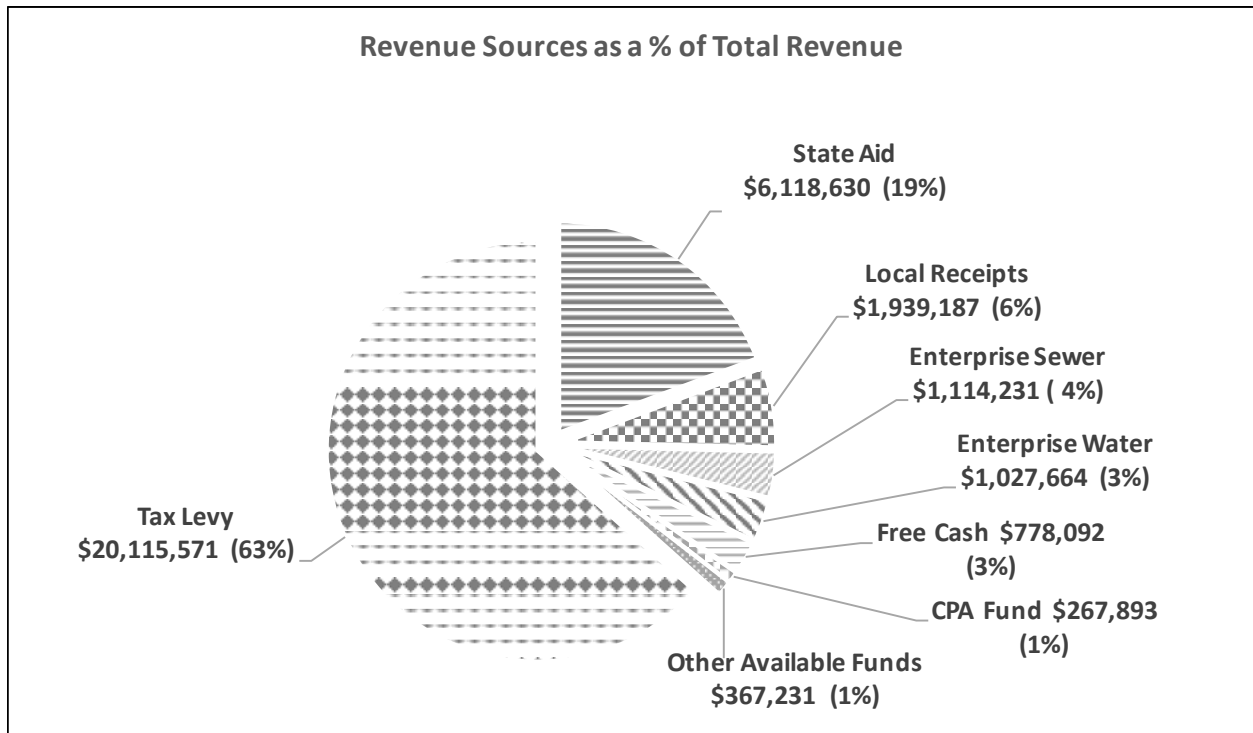
  
Lisa J. Hardin, Town Clerk

  
Helen R. Kubacki, Constable  
Town of Millis

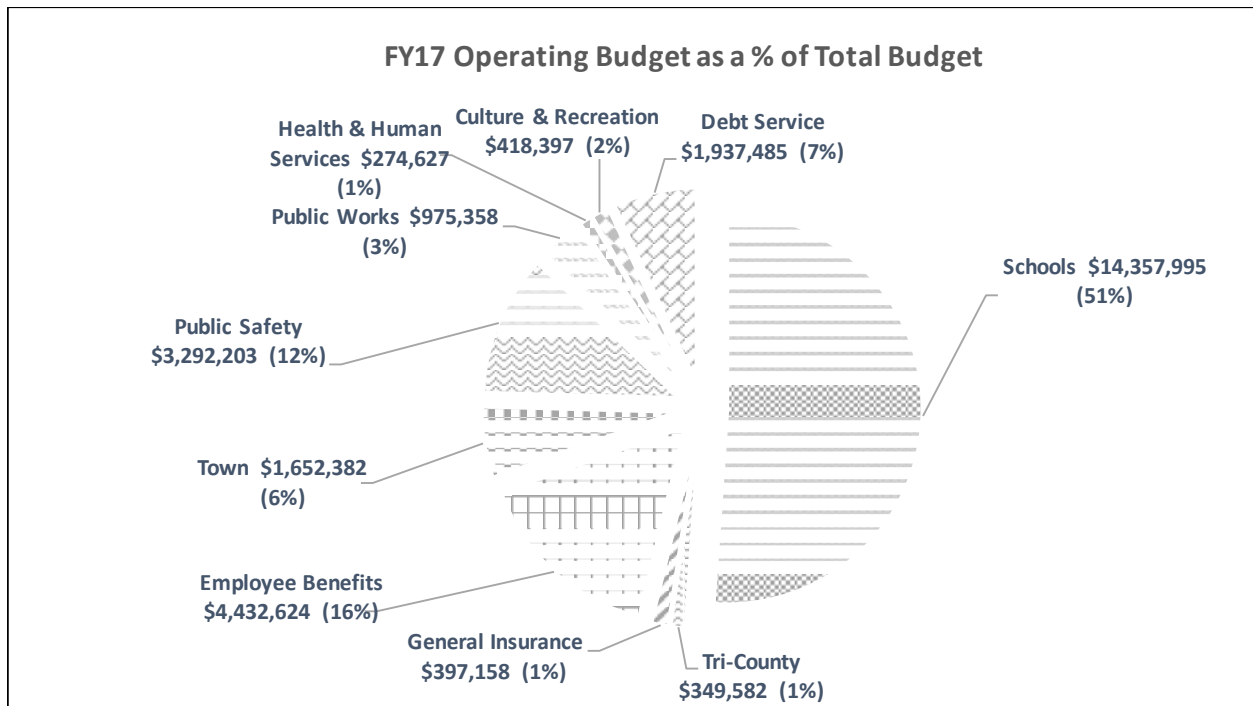
April 13, 2016

# Addendum A – Town of Millis Finance Report for FY17

## Chart 1 – Sources of Revenue

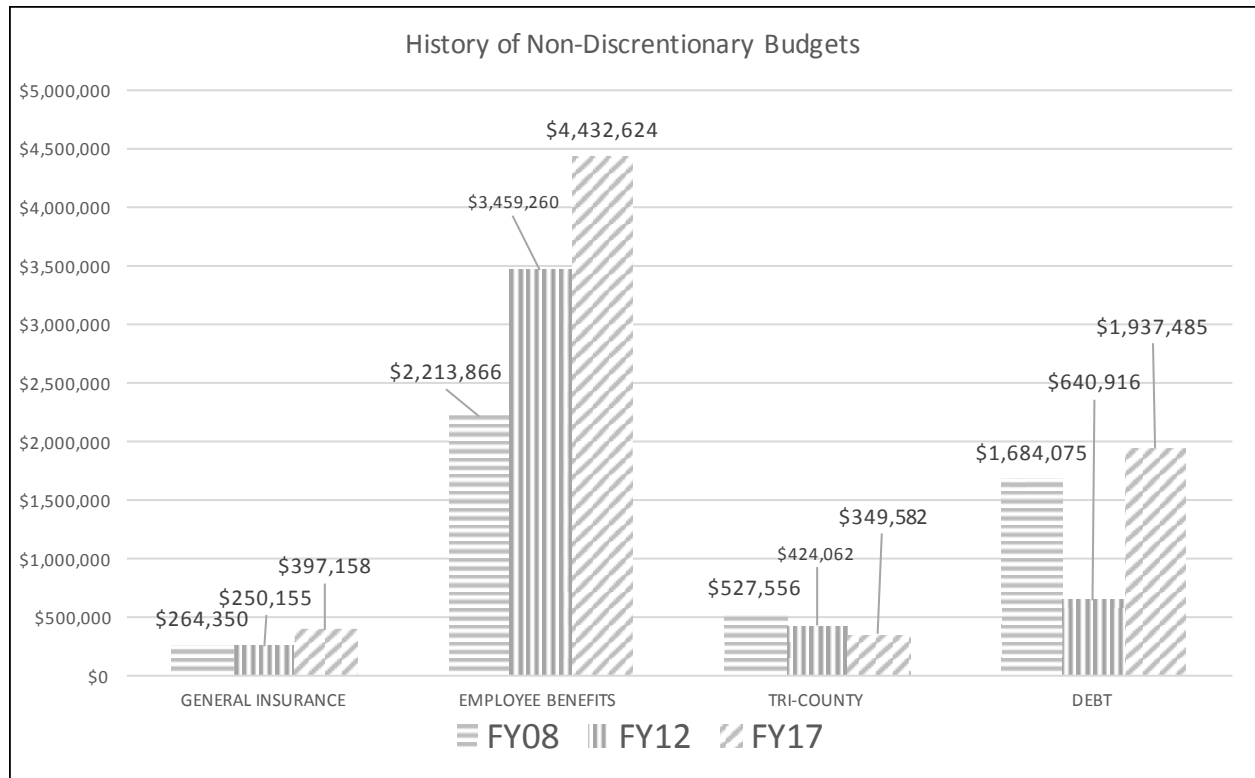


## Chart 2 – FY17 Operating Budget as a % of Total Operating Budget

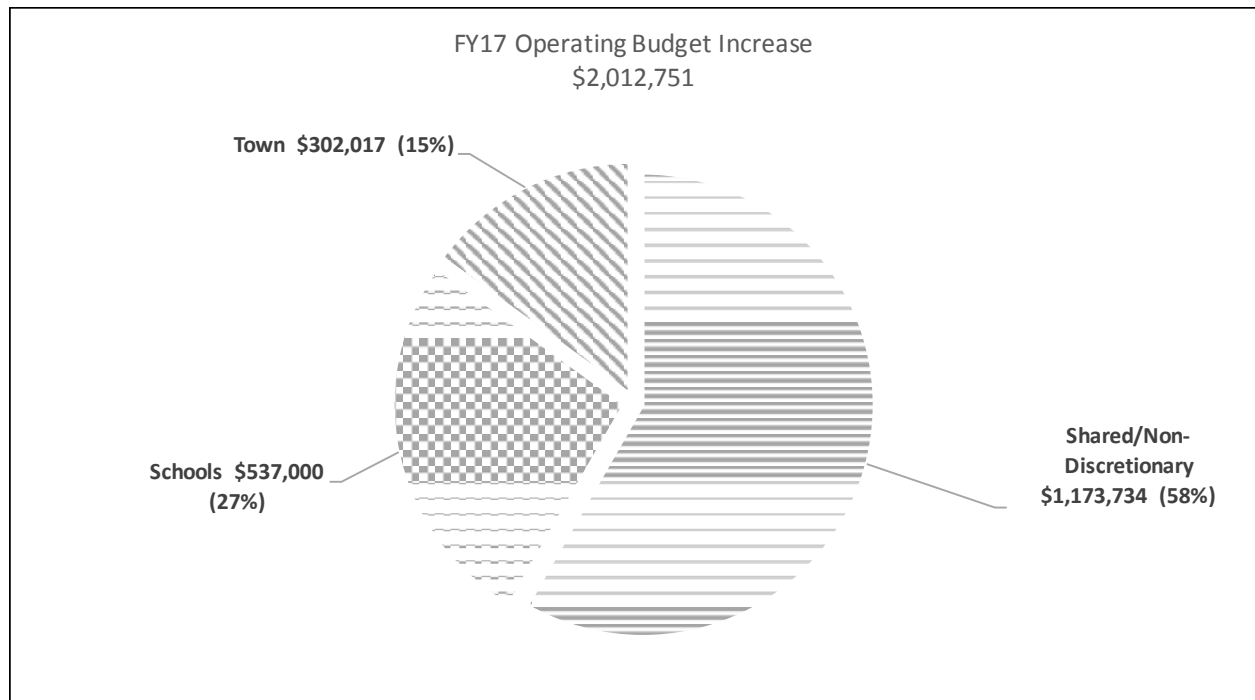


## Addendum A – Town of Millis Finance Report for FY17

### Chart 3 – History of Non-Discretionary Budgets



### Chart 4 – FY17 Operating Budget Increase

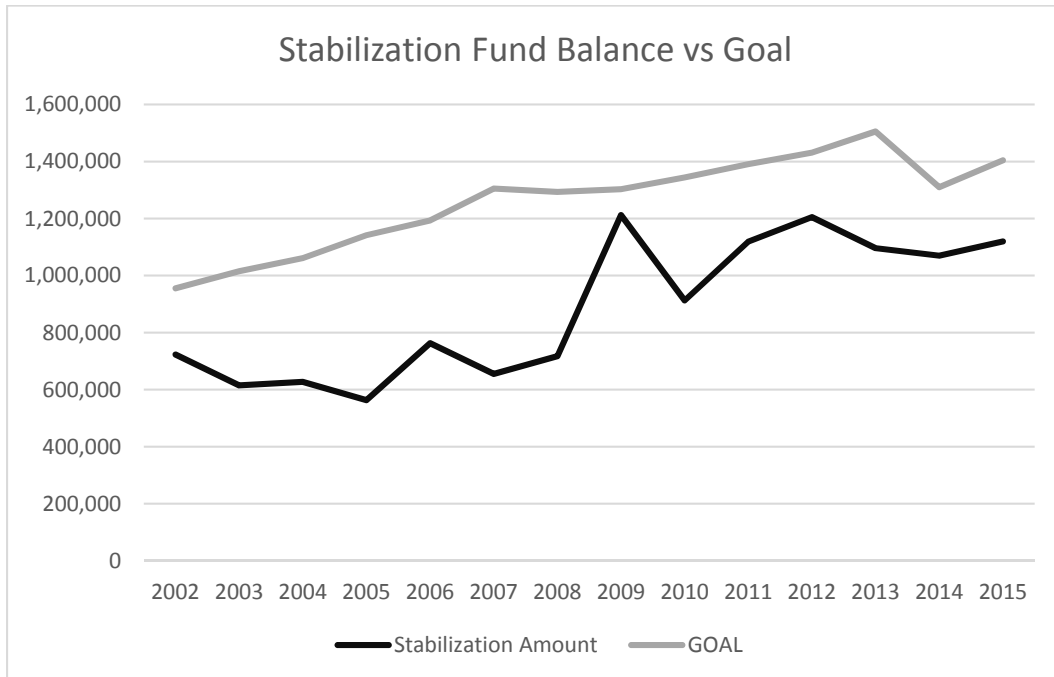


## Addendum B – Town of Millis Finance Report for FY17

Spring Town Meeting 2016

Stabilization Fund Graphics

Proposed FY17 Budget	\$ 28,087,811
5% Fund Goal	\$ 1,404,391
Current Balance	\$ 1,069,919
Difference	\$ (334,472)



ANNUAL SPRING TOWN MEETING

Middle/High School Auditorium

Monday, May 9, 2016 – 7:30 PM

PRE-TOWN MEETING

Veterans Memorial Building – Room 229

Wednesday, May 4, 2016 – 7:30 PM

MILLIS BOARD OF SELECTMEN

Christopher J. Smith, Chairman

James G. Neville, Vice Chairman

James J. McCaffrey, Clerk

PRESORT - STANDARD

U.S. POSTAGE

PAID

MILLIS, MA 02054

PERMIT NUMBER 20

ECRWSS

TO: POSTAL CUSTOMER

MILLIS, MA 02054