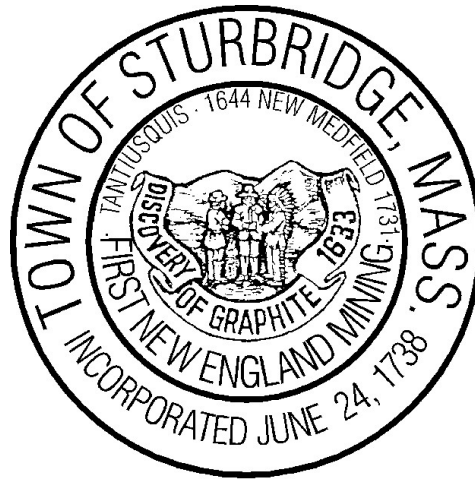


Town of Sturbridge



Two Hundred Eighty-Fourth Annual Town Meeting

Finance Committee Report Fiscal Year 2023

7:00 P.M.

June 6, 2022

Tantasqua Regional High School

For Your Convenience

Ambulance, 346 Main Street

Emergency Only

911

Police Department, 346 Main Street

Emergency Only

911

Business Only

508-347-2525

Alternate Emergency Number

508-347-1950

Public Safety Complex, 346 Main Street

508-347-2525

Fire Department, 346 Main Street

To Report a Fire

911

Business Only

508-347-2525

Board of Selectmen, Town Hall, 308 Main Street

508-347-2500

Town Administrator, 308 Main Street

508-347-2500

Accountant, 308 Main Street

508-347-2502

Animal Control Officer, 346 Main Street

508-347-2525

Assessors, 308 Main Street

508-347-2503

Board of Health, 301 Main Street

508-347-2504

Building Inspector, 301 Main Street

508-347-2505

Civil Defense, 346 Main Street

508-347-2525

Conservation Commission, 301 Main Street

508-347-2506

Council on Aging, 408 Main Street

Senior Center

508-347-7575

Nutrition Site

508-347-5063

DPW Director, 69 Rt. 84, New Boston Rd Ext

508-347-2516

Finance Department, 308 Main Street

508-347-2509

Joshua Hyde Public Library, 306 Main Street

508-347-2512

Parks & Recreation Committee, 301 Main Street

508-347-2041

Planning Board, 301 Main Street

508-347-2508

School Department

Burgess Elementary School, 45 Burgess Schl. Rd

508-347-7041

Sewerage Treatment Plant, 375 Main Street

508-347-2514

Town Clerk, 308 Main Street

508-347-2510

Town Garage, 69 Rt. 84, New Boston Rd Ext

508-347-2515

Water Department, 375 Main Street

508-347-2513

Town Website: www.sturbridge.gov

**TOWN OF STURBRIDGE
FINANCE COMMITTEE REPORT
FISCAL YEAR 2023**

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**Report of the Finance Committee
Fiscal Year 2023
July 1, 2022 – June 30, 2023**

Welcome

The Finance Committee is pleased to present its recommendations for the Annual Budget and Town Meeting Articles. Many Town employees assisted in the development of this report and the Committee is grateful for the support of the Finance Director, Acting Town Administrator, Department Heads, Tantasqua Associate Superintendent of Business and Finance, and Superintendent of Schools. The Committee members also thank the various town and school committees that have given input for our deliberations.

The members of the Finance Committee hope you find this report informative and useful for the Town Meeting as you decide how to cast your votes on the budget and various warrant articles. Your votes can have a lasting effect on our community.

Role and Responsibility of the Finance Committee

The Charter and General Bylaws of the Town direct the Finance Committee to give recommendations on all department budgets, transfer requests, warrant articles, zoning articles and general bylaw articles. The Finance Committee studies all articles and gives recommendations that it deems in the best interest of the Town and its citizens. Each Town Department is assigned a liaison from the Finance Committee who studies the department in depth to enable the Finance Committee to have as much information as possible to make a recommendation. The goal of the Finance Committee is to give the voters of the Town an objective viewpoint on all matters considered at the Annual and Special Town Meetings. The Finance Committee bases its recommendations not only on current needs but on the future needs of the Town as well. Since the Finance Committee is appointed by the elected Town Moderator, it functions as a check and balance to the Town's elected and appointed boards and committees.

Budget Highlights

Although we have weathered the financial impacts imposed upon the Town by the COVID-19 pandemic well, we still face uncertainty in the face of its continued evolution. While its impact on costs is quantifiable, the impacts upon revenue are less so. During the pandemic, local revenues in some categories are much higher than their historical averages. These anomalous levels of local revenue cannot be counted on in future years at these levels but accounted for in the context of their historical values. This approach for approximating local revenue is consistent with the Town's conservative viewpoint on estimating revenues.

When the Finance Committee began its review of the budget and warrant articles in earnest, we were presented with a balanced budget that only had \$3,325 of excess tax levy capacity;

essentially our projected revenues are just enough to match our expected expenses. At the same time, the Town found itself in an enviable position with a free cash balance of \$6.2 million.

As noted by the Acting Town Administrator in his budget message to the Finance Committee and Board of Selectmen, “Sturbridge has been able to place itself in a comparatively stable fiscal position with its reserves and ability to balance its budget without tapping into those reserves. However, it must be cognizant of the signs that this may not continue...Numerous and substantial capital needs are also on the horizon and the Town may soon not have the luxury of being able to pay for capital out of free cash...Reserves must be protected in order to maintain financial stability and a favorable bond rating which will be important for the inevitable borrowing.” In addition to an already approved Senior Center renovation, some of substantial capital needs referred to include the replacement of the HVAC system at the library (see Article 36 with a cost of \$1.1 million), replacement of the Town’s radio system (projected at \$5.5 million), and possible sewer system expansion (estimated at \$4.3 million). Further, these potential capital outlays are accompanied by a continuing and growing need for personnel to provide the current level of services plus some additional increases necessitated by the continued growth of the Town.

Reasons for Budget Increase

The Finance Committee recommends a line-item budget of \$38,127,729.00. This represents an increase over FY22 of \$1,604,018.00, or 4.4%. The General Government budget increased by 7.6%. The school budgets, Burgess Elementary and Sturbridge’s share of the Tantasqua Regional School District budget, have increased 2.1% and 1.4%, respectively, and combined comprise 53.9% of the amount to raise and appropriate for FY23.

The budget includes the addition of several positions to make our current level of services more efficient without necessarily adding new levels of service. For instance, the Public Safety budgets include a full-time detective, full-time Fire Inspector and a full-time firefighter/paramedic totaling \$241,444, or about half of the general government salaries increase.

Warrant Articles

In addition to the operating budget, the Finance Committee supports “raise and appropriate” warrant articles totaling \$538,000.00. The Finance Committee also supports the expenditure of \$2,199,256.44 from Free Cash.

	USE OF FREE CASH		
	<u>Certified</u>	<u>Appropriated</u>	<u>Balance</u>
Certified 7/01/2021	\$6,221,006.00		
October 28, 2021 Special Town Meeting:			
Article 53 - Funding for Police Union Contract		\$112,500.00	
Balance Remaining After 10/28/2021 STM:			\$6,108,506.00
June 6, 2022 Annual Town Meeting:			
Article 17 - Capital Improvement Plan		\$522,902.00	
Article 29 - Modular Trailer for School Bus Transportation Operations		\$200,000.00	
Article 36 - Parking Lot 501 Main Street		\$230,000.00	
Article 37 - Library HVAC Project		\$1,100,000.00	
Balance Remaining After 6/6/2022 ATM:			\$4,055,604.00
June 6, 2022 Special Town Meeting:			
Article 47 - Snow & Ice Deficit		\$142,754.00	
Article 49 - Transfer of Funds to Bond Account		\$3,000.00	
Article 50 - Fund expenses not covered by grant (fire body armor)		\$600.44	
Balance Remaining After 6/6/2022 STM:			\$3,909,249.56

As we await the determination of actual costs associated with the aforementioned planned capital projects along with several known lesser cost projects, the risk to our free cash position is real. As evidenced by the free cash balance, we started the fiscal year with free cash at 17.03% of our accepted budget and will end the year with it at 10.25% of the expected FY23 budget. However, we project the use of \$2,311,757.00 of free cash in total, or 37% of the balance with which we started the current fiscal year.

Projected Revenues

The Town's total budgeted FY23 revenue is projected to be \$39,760,460.00 versus budgeted expenses of \$39,444,079.00, the result being an excess levy limit of \$3,325.00.

Strong Credit Rating

The credit rating for the Town from Standard and Poor remains at AA+/Stable. This reflects Sturbridge's conservative financial management policies and practices, balanced budget, strong debt position and the prudent conduct of operations.

A strong credit rating enables the Town to borrow money at lower interest rates.

Issues for Your Consideration

Eye to the Future

Growth brings a wider tax base and the need for increased Town services. Work has begun on a 70-home neighborhood which, by itself, will, in the next couple of years, bring more taxpayers who expect services. Other development is in the pipeline. But right now there are not enough firefighters to drive all of the apparatus in a major fire. The Police Department, which, according to the FBI guidelines, should double today's number of officers, has added two school resource officers and no one else to its roster in the last 15 years. The Board of Health and the Plumbing and Electrical Inspectors will face stepped up demands owing to both additional housing and the expanded commercial businesses soon inevitably to respond to the larger population. Then will come more Library patrons and Senior Center participants. More houses and supporting businesses will also mean more wastewater treatment, more roads to be plowed and maintained. Burgess Elementary School, today among the largest pre-K through Grade 6 schools in Massachusetts (all told, on any given school day, there are nearly 1,000 people in the building), will enroll still more youngsters, riding more school buses and playing on already fully scheduled fields. Traffic on at least Rts. 20 and 131 certainly won't lessen. Each future project must be evaluated on its own proposed merits at the same time that it is examined for the Town-wide interplay of factors it would produce. Because of the multiple challenges the Town is facing, the Finance Committee recommends (for the same reasons that the Town retains legal counsel) the establishment of a permanent, retained group of practitioners. Their specialties must cover the entire range of municipal growth issues. With the practical clarity that outside professionals possess, the practitioners must, in detail, frequently advise the Selectmen and all the relevant boards, committees and commissions on the foreseeable and publicized interlocking consequences of their decisions, before those decisions are made.

Warrant Articles

All recommendations and explanatory comments concerning the Warrant Articles for both the Annual and Special Town Meetings are contained in this report under the respective Warrant headings, along with the Finance Committee and Board of Selectmen votes on each article.

Accounting System

Consistent with the prior fiscal years, the FY2023 budget summary is formatted under the Uniform Massachusetts Accounting System (UMAS) standard.

Meeting Schedule

The Town Meeting agenda includes the review and voting of the FY2023 line-item budget (July 1, 2022 – June 30, 2023), 39 Annual Meeting Warrant Articles and 5 Special Town Meeting Warrant Articles. The Annual Town Meeting will be held at the Tantasqua Regional High School Auditorium on Monday, June 6, 2022, at 7:00 P.M.

Respectfully submitted,

Sturbridge Finance Committee

Kevin Smith, Chair
James Waddick, Vice Chair
Bruce Boyson
Leigh Darrin
Joseph Freitas
Michael Hager
Laurance Morrison
Kathleen Neal
Ken Talentino

Town of Sturbridge -- Budget FY23

<u>ACCOUNT NUMBER</u>	<u>DEPARTMENT</u>	<u>ACTUAL EXPENDED FY21</u>	<u>ACCEPTED BUDGET FY22</u>	<u>ADMINISTRATOR RECOMMEND FY23</u>	<u>SELECTMEN RECOMMEND FY23</u>	<u>FINCOM RECOMMEND FY23</u>	<u>VARIANCE FINCOM VS FY22</u> \$ %	<u>ADOPTED TOWN MEETING</u>	<u>LINE NUMBER</u>
Board of Selectmen									
11222-52000	Purchase of Services	625	2,200	2,200	2,200	2,200	0 0.0%		
11222-57000	Other Charges	60	1,400	1,400	1,400	1,400	0 0.0%		
	Total Expenses	685	3,600	3,600	3,600	3,600	0 0.0%		1
	Board of Selectmen Total	685	3,600	3,600	3,600	3,600	0 0.0%		
<hr/>									
Town Administrator									
	Department Head Salaries	150,000	153,000	175,000	175,000	175,000	22,000 14.4%		
	Merit Based Pay Incentive	23,099	27,211	29,910	29,910	29,910	2,699 9.9%		
	Salaries/ Wages	38,942	42,574	43,862	43,862	43,862	1,288 3.0%		
11231	Personnel Costs	212,041	222,785	248,772	248,772	248,772	25,987 11.7%		2
11232-52000	Purchase of Services	16,487	19,000	19,000	19,000	19,000	0 0.0%		
11232-54000	Supplies	2,338	3,150	3,150	3,150	3,150	0 0.0%		
11232-57000	Other Charges	3,162	6,500	10,700	10,700	10,700	4,200 64.6%		
11232-58000	Matching Grant Funds	0	5,000	5,000	5,000	5,000	0 0.0%		
	Total Expenses	21,987	33,650	37,850	37,850	37,850	4,200 12.5%		3
	Town Administrator Total	234,028	256,435	286,622	286,622	286,622	30,187 11.8%		
<hr/>									
Finance Committee									
11311	Personnel Costs*	966	3,873	4,108	4,108	4,108	235 6.1%		4
11312-52000	Purchase of Services	665	3,200	3,200	3,200	3,200	0 0.0%		
11312-57000	Other Charges	180	200	200	200	200	0 0.0%		
	Total Expenses	845	3,400	3,400	3,400	3,400	0 0.0%		5
	Finance Committee Total	1,811	7,273	7,508	7,508	7,508	235 3.2%		

* This salary is for the Recording Secretary not any Finance Committee members.

Town of Sturbridge -- Budget FY23

<u>ACCOUNT NUMBER</u>	<u>DEPARTMENT</u>	<u>ACTUAL EXPENDED FY21</u>	<u>ACCEPTED BUDGET FY22</u>	<u>ADMINISTRATOR RECOMMEND FY23</u>	<u>SELECTMEN RECOMMEND FY23</u>	<u>FINCOM RECOMMEND FY23</u>	<u>VARIANCE FINCOM VS FY22 \$ %</u>	<u>ADOPTED TOWN MEETING</u>	<u>LINE NUMBER</u>
Town Accountant									
	Department Head Salaries	81,695	86,724	91,559	91,559	91,559	4,835 5.6%		
	Salaries/ Wages	15,884	16,758	17,688	17,688	17,688	930 5.5%		
	Longevity	150	150	0	0	0	-150 -100.0%		
11351	Personnel Costs	97,729	103,632	109,247	109,247	109,247	5,615 5.4%		6
11352-52000	Purchase of Services	2,575	2,900	400	400	400	-2,500 -86.2%		
11352-54000	Supplies	601	700	700	700	700	0 0.0%		
11352-57000	Other Charges	50	50	550	550	550	500 1000.0%		
	Total Expenses	3,226	3,650	1,650	1,650	1,650	-2,000 -54.8%		7
	Town Accountant Total	100,955	107,282	110,897	110,897	110,897	3,615 3.4%		
Board of Assessors									
	Department Head Salaries	85,169	91,114	96,194	96,194	96,194	5,080 5.6%		
	Salaries/ Wages	30,081	32,621	34,424	34,424	34,424	1,803 5.5%		
	Longevity	250	250	250	250	250	0 0.0%		
11411	Personnel Costs	115,500	123,985	130,868	130,868	130,868	6,883 5.6%		8
11412-52000	Purchase of Services	25,776	30,751	29,531	29,531	29,531	-1,220 -4.0%		
11412-54000	Supplies	939	1,700	1,700	1,700	1,700	0 0.0%		
11412-57000	Other Charges	272	1,340	1,253	1,253	1,253	-87 -6.5%		
	Total Expenses	26,987	33,791	32,484	32,484	32,484	-1,307 -3.9%		9
	Board of Assessors Total	142,487	157,776	163,352	163,352	163,352	5,576 3.5%		
Finance Director									
	Department Head Salaries	112,139	117,813	121,347	121,347	121,347	3,534 3.0%		
	Salaries/ Wages	116,631	125,823	173,170	173,170	173,170	47,347 37.6%		
	Certification Stipend	1,000	1,000	1,000	1,000	1,000	0 0.0%		
	Longevity	950	1,100	1,100	1,100	1,100	0 0.0%		
11451	Personnel Costs	230,720	245,736	296,617	296,617	296,617	50,881 20.7%		10
11452-52000	Purchase of Services	12,796	27,150	27,750	27,750	27,750	600 2.2%		
11452-54000	Supplies	5,136	4,775	4,100	4,100	4,100	-675 -14.1%		
11452-57000	Other Charges	185	1,575	2,275	2,275	2,275	700 44.4%		
	Total Expenses	18,117	33,500	34,125	34,125	34,125	625 1.9%		11
	Finance Director Total	248,837	279,236	330,742	330,742	330,742	51,506 18.4%		

Town of Sturbridge -- Budget FY23

<u>ACCOUNT NUMBER</u>	<u>DEPARTMENT</u>	<u>ACTUAL EXPENDED FY21</u>	<u>ACCEPTED BUDGET FY22</u>	<u>ADMINISTRATOR RECOMMEND FY23</u>	<u>SELECTMEN RECOMMEND FY23</u>	<u>FINCOM RECOMMEND FY23</u>	<u>VARIANCE FINCOM VS FY22</u>		<u>ADOPTED TOWN MEETING</u>	<u>LINE NUMBER</u>
							<u>\$</u>	<u>%</u>		
Town Counsel										
11512-52000	Purchase of Services	89,777	110,000	110,000	110,000	110,000	0	0.0%		
	Total Expense	89,777	110,000	110,000	110,000	110,000	0	0.0%		12
	Town Counsel Total	89,777	110,000	110,000	110,000	110,000	0	0.0%		
<hr/>										
Information Technology										
11551	Department Head Salaries	66,303	71,236	75,574	75,574	75,574	4,338	6.1%		
	Personnel Costs	66,303	71,236	75,574	75,574	75,574	4,338	6.1%		13
11552-52000	Purchase of Services	63,819	111,524	168,760	168,760	168,760	57,236	51.3%		
11552-54000	Supplies	3,470	5,000	5,000	5,000	5,000	0	0.0%		
11552-58050	Capital Outlay	29,018	16,700	45,400	45,400	45,400	28,700	171.9%		
	Total Expense	96,307	133,224	219,160	219,160	219,160	85,936	64.5%		14
	Information Technology Total	162,610	204,460	294,734	294,734	294,734	90,274	44.2%		
<hr/>										
Town Clerk										
	Department Head Salaries	70,000	75,540	80,141	80,141	80,141	4,601	6.1%		
	Salaries/ Wages	37,801	40,414	42,880	42,880	42,880	2,466	6.1%		
	Certification Stipend	0	1,000	1,000	1,000	1,000	0	0.0%		
	Longevity	0	0	150	150	150	150	NEW		
11611	Personnel Costs	107,801	116,954	124,171	124,171	124,171	7,217	6.2%		15
11612-52000	Purchase of Services	1,036	1,580	1,680	1,680	1,680	100	6.3%		
11612-54000	Supplies	1,321	1,400	2,650	2,650	2,650	1,250	89.3%		
11612-57000	Other Charges	739	1,500	2,550	2,550	2,550	1,050	70.0%		
	Total Expenses	3,096	4,480	6,880	6,880	6,880	2,400	53.6%		16
	Town Clerk Total	110,897	121,434	131,051	131,051	131,051	9,617	7.9%		
<hr/>										
Elections & Registration										
	Board Salaries	300	350	500	500	500	0	42.9%		
	Salaries/ Wages	12,991	9,220	19,962	19,962	19,962	10,742	116.5%		
11621	Personnel Costs	13,291	9,570	20,462	20,462	20,462	10,892	113.8%		17
11622-52000	Purchase of Services	10,970	10,375	12,725	12,725	12,725	2,350	22.7%		
11622-54000	Supplies	2,708	2,342	3,725	3,725	3,725	1,383	59.1%		
	Total Expenses	13,678	12,717	16,450	16,450	16,450	3,733	29.4%		18
	Elections & Registration Total	26,969	22,287	36,912	36,912	36,912	14,625	65.6%		
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Town of Sturbridge -- Budget FY23

<u>ACCOUNT NUMBER</u>	<u>DEPARTMENT</u>	<u>ACTUAL EXPENDED FY21</u>	<u>ACCEPTED BUDGET FY22</u>	<u>ADMINISTRATOR RECOMMEND FY23</u>	<u>SELECTMEN RECOMMEND FY23</u>	<u>FINCOM RECOMMEND FY23</u>	<u>VARIANCE FINCOM VS FY22 \$ %</u>	<u>ADOPTED TOWN MEETING</u>	<u>LINE NUMBER</u>
Conservation Commission									
	Department Head Salaries	64,349	73,341	77,807	77,807	77,807	4,466 6.1%		
	Salaries/ Wages	21,868	29,465	31,261	31,261	31,261	1,796 6.1%		
	Longevity	0	0	300	300	300	300 NEW		
11711	Personnel Costs	86,217	102,806	109,368	109,368	109,368	6,562 6.4%		19
11712-52000	Purchase of Services	4,302	6,068	7,600	7,600	7,600	1,532 25.2%		
11712-54000	Supplies	1,375	1,650	3,600	3,600	3,600	1,950 118.2%		
11712-57000	Other Charges	453	667	550	550	550	-117 -17.5%		
	Total Expenses	6,130	8,385	11,750	11,750	11,750	3,365 40.1%		20
Conservation Commission Total		92,347	111,191	121,118	121,118	121,118	9,927 8.9%		
<hr/>									
Town Planner									
	Department Head Salaries	99,226	104,247	107,374	107,374	107,374	3,127 3.0%		
	Salaries/ Wages	36,632	38,952	41,327	41,327	41,327	2,375 6.1%		
	Longevity	300	450	450	450	450	0 0.0%		
11751	Personnel Costs	136,158	143,649	149,151	149,151	149,151	5,502 3.8%		21
11752-52000	Purchase of Services	36,226	40,340	49,090	49,090	49,090	8,750 21.7%		
11752-54000	Supplies	2,258	3,750	5,169	5,169	5,169	1,419 37.8%		
11752-56000	Intergovernmental	2,721	2,789	2,859	2,859	2,859	70 2.5%		
11752-57000	Other Charges	696	1,270	1,270	1,270	1,270	0 0.0%		
	Total Expenses	41,901	48,149	58,388	58,388	58,388	10,239 21.3%		22
Planning Department Total		178,059	191,798	207,539	207,539	207,539	15,741 8.2%		
<hr/>									
Zoning Board of Appeals									
11762-52000	Purchase of Services	393	500	500	500	500	0 0.0%		
11762-54000	Supplies	0	0	0	0	0	0 0.0%		
11762-57000	Other Charges	0	90	90	90	90	0 0.0%		
	Total Expenses	393	590	590	590	590	0 0.0%		23
Zoning Board of Appeals Total		393	590	590	590	590	0 0.0%		

Town of Sturbridge -- Budget FY23

ACCOUNT NUMBER	DEPARTMENT	ACTUAL EXPENDED FY21	ACCEPTED BUDGET FY22	ADMINISTRATOR RECOMMEND FY23	SELECTMEN RECOMMEND FY23	FINCOM RECOMMEND FY23	VARIANCE FINCOM VS FY22 \$ %	ADOPTED TOWN MEETING	LINE NUMBER
Economic Development									
11771	Salaries/ Wages*	17,898	29,665	31,472	31,472	31,472	1,807	6.1%	24
	Personnel Costs	17,898	29,665	31,472	31,472	31,472	1,807	6.1%	
11772-52000	Purchase of Services	0	150	1,500	1,500	1,500	1,350	900.0%	25
11772-54000	Supplies	127	1,700	2,700	2,700	2,700	1,000	58.8%	
11772-57000	Other Charges	0	900	895	895	895	-5	-0.6%	
	Total Expenses	127	2,750	5,095	5,095	5,095	2,345	85.3%	
Economic Development Total		18,025	32,415	36,567	36,567	36,567	4,152	12.8%	
* Economic Development's salary is augmented by funds contained in Warrant Article 15 - Sturbridge Tourist Association totaling an additional \$31,471.00; for a combinrd annual salary of \$62,943.00									
Facilities									
11911	Department Head Salaries	67,762	71,204	75,540	75,540	75,540	4,336	6.1%	26
	Salaries/ Wages	37,588	57,875	60,795	60,795	60,795	2,920	5.0%	
	Personnel Costs	105,350	129,079	136,335	136,335	136,335	7,256	5.6%	
11912-52000	Purchase of Services	566	5,160	8,600	8,600	8,600	3,440	66.7%	27
11912-54000	Supplies	3,607	6,400	10,400	10,400	10,400	4,000	62.5%	
11912-57000	Other Charges	930	990	990	990	990	0	0.0%	
	Total Expenses	5,103	12,550	19,990	19,990	19,990	7,440	59.3%	
Facilities Total		110,453	141,629	156,325	156,325	156,325	14,696	10.4%	
Town Hall									
11932-52000	Purchase of Services	36,639	37,970	36,836	36,836	36,836	-1,134	-3.0%	28
11932-54000	Supplies	1,832	0	0	0	0	0	0.0%	
	Total Expenses	38,471	37,970	36,836	36,836	36,836	-1,134	-3.0%	
Town Hall Total		38,471	37,970	36,836	36,836	36,836	-1,134	-3.0%	
Center Office Building									
11942-52000	Purchase of Services	30,635	32,980	33,446	33,446	33,446	466	1.4%	29
11942-54000	Supplies	5,516	0	0	0	0	0	0.0%	
	Total Expenses	36,151	32,980	33,446	33,446	33,446	466	1.4%	
Center Office Building Total		36,151	32,980	33,446	33,446	33,446	466	1.4%	

Town of Sturbridge -- Budget FY23

<u>ACCOUNT NUMBER</u>	<u>DEPARTMENT</u>	<u>ACTUAL EXPENDED FY21</u>	<u>ACCEPTED BUDGET FY22</u>	<u>ADMINISTRATOR RECOMMEND FY23</u>	<u>SELECTMEN RECOMMEND FY23</u>	<u>FINCOM RECOMMEND FY23</u>	<u>VARIANCE FINCOM VS FY22</u>		<u>ADOPTED TOWN MEETING</u>	<u>LINE NUMBER</u>
							<u>\$</u>	<u>%</u>		
Senior Center Building										
11952-52000	Purchase of Services	20,154	24,910	30,296	30,296	30,296	5,386	21.6%		
11952-54000	Supplies	2,372	0	0	0	0	0	0.0%		
	Total Expenses	22,526	24,910	30,296	30,296	30,296	5,386	21.6%		30
	Senior Center Building Total	22,526	24,910	30,296	30,296	30,296	5,386	21.6%		
<hr/>										
Joshua Hyde Library Building										
11962-52000	Purchase of Services	18,884	23,270	33,190	33,190	33,190	9,920	42.6%		
11962-54000	Supplies	1,125	1,650	1,700	1,700	1,700	50	3.0%		
	Total Expenses	20,009	24,920	34,890	34,890	34,890	9,970	40.0%		31
	Joshua Hyde Library Building Total	20,009	24,920	34,890	34,890	34,890	9,970	40.0%		
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Safety Complex										
11972-52000	Purchase of Services	51,652	74,853	93,473	93,473	93,473	18,620	24.9%		
11972-54000	Supplies	7,061	14,000	13,300	13,300	13,300	-700	-5.0%		
	Total Expenses	58,713	88,853	106,773	106,773	106,773	17,920	20.2%		32
	Safety Complex Total	58,713	88,853	106,773	106,773	106,773	17,920	20.2%		
<hr/>										
Nursery School										
11982-52000	Purchase of Services	3,360	3,580	5,525	5,525	5,525	1,945	54.3%		
11982-54000	Supplies	0	0	0	0	0	0	0.0%		
	Total Expenses	3,360	3,580	5,525	5,525	5,525	1,945	54.3%		33
	Nursery School Total	3,360	3,580	5,525	5,525	5,525	1,945	54.3%		
<hr/>										
8 Brookfield Road										
11985-52000	Purchase of Services	0	0	0	0	0	0	0.0%		
	Total Expenses	0	0	0	0	0	0	0.0%		34
	8 Brookfield Road	0	0	0	0	0	0	0.0%		
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Town of Sturbridge -- Budget FY23

<u>ACCOUNT NUMBER</u>	<u>DEPARTMENT</u>	<u>ACTUAL EXPENDED FY21</u>	<u>ACCEPTED BUDGET FY22</u>	<u>ADMINISTRATOR RECOMMEND FY23</u>	<u>SELECTMEN RECOMMEND FY23</u>	<u>FINCOM RECOMMEND FY23</u>	<u>VARIANCE FINCOM VS FY22</u> \$ %	<u>ADOPTED TOWN MEETING</u>	<u>LINE NUMBER</u>
Police Department									
	Department Head Salaries	75,008	149,940	154,527	154,527	154,527	4,587 3.1%		
	Salaries/ Wages	2,034,253	2,439,539	2,557,497	2,557,497	2,557,497	117,958 4.8%		
	Longevity	6,400	7,500	7,700	7,700	7,700	200 2.7%		
	Stipend Emergency Mgmt	0	6,000	6,000	6,000	6,000	0 0.0%		
	Overtime	364,759	463,281	494,025	494,025	494,025	30,744 6.6%		
12101	Personnel Costs	2,480,420	3,066,260	3,219,749	3,219,749	3,219,749	153,489 5.0%		35
12102-52000	Purchase of Services	81,526	96,060	98,108	98,108	98,108	2,048 2.1%		
12102-54000	Supplies	59,036	65,850	83,834	83,834	83,834	17,984 27.3%		
12102-57000	Other Charges	4,544	10,257	10,047	10,047	10,047	-210 -2.0%		
12102-58050	Capital Outlay	53,514	121,700	132,000	132,000	132,000	10,300 8.5%		
	Total Expenses	198,620	293,867	323,989	323,989	323,989	30,122 10.3%		36
	Police Department Total	2,679,040	3,360,127	3,543,738	3,543,738	3,543,738	183,611 5.5%		
Fire Department									
	Department Head Salaries	114,483	120,276	123,884	123,884	123,884	3,608 3.0%		
	Salaries/ Wages	1,053,546	1,220,960	1,336,862	1,336,862	1,336,862	115,902 9.5%		
	Overtime	222,243	242,274	262,764	262,764	262,764	20,490 8.5%		
	Longevity	1,650	2,250	1,900	1,900	1,900	-350 -15.6%		
12201	Personnel Costs	1,391,922	1,585,760	1,725,410	1,725,410	1,725,410	139,650 8.8%		37
12202-52000	Purchase of Services	108,803	106,562	133,116	133,116	133,116	26,554 24.9%		
12202-54000	Supplies	77,579	76,500	88,700	88,700	88,700	12,200 15.9%		
12202-57000	Other Charges	2,657	4,600	4,280	4,280	4,280	-320 -7.0%		
	Total Expenses	189,039	187,662	226,096	226,096	226,096	38,434 20.5%		38
	Fire Department Total	1,580,961	1,773,422	1,951,506	1,951,506	1,951,506	178,084 10.0%		
Building Inspector									
	Department Head Salaries	85,643	91,114	93,848	93,848	93,848	2,734 3.0%		
	Salaries/ Wages	40,323	43,115	45,742	45,742	45,742	2,627 6.1%		
	Longevity	300	300	300	300	300	0 0.0%		
12411	Personnel Costs	126,266	134,529	139,890	139,890	139,890	5,361 4.0%		39
12412-52000	Purchase of Services	0	1,620	1,620	1,620	1,620	0 0.0%		
12412-54000	Supplies	1,879	3,039	3,039	3,039	3,039	0 0.0%		
12412-57000	Other Charges	1,400	700	700	700	700	0 0.0%		
	Total Expenses	3,279	5,359	5,359	5,359	5,359	0 0.0%		40
	Building Inspector Total	129,545	139,888	145,249	145,249	145,249	5,361 3.8%		

Town of Sturbridge -- Budget FY23

<u>ACCOUNT NUMBER</u>	<u>DEPARTMENT</u>	<u>ACTUAL EXPENDED FY21</u>	<u>ACCEPTED BUDGET FY22</u>	<u>ADMINISTRATOR RECOMMEND FY23</u>	<u>SELECTMEN RECOMMEND FY23</u>	<u>FINCOM RECOMMEND FY23</u>	<u>VARIANCE FINCOM VS FY22</u>		<u>ADOPTED TOWN MEETING</u>	<u>LINE NUMBER</u>
							<u>\$</u>	<u>%</u>		
Scaler of Weights & Measures										
12442-52000	Purchase of Services	5,300	5,350	5,350	5,350	5,350	0	0.0%		
	Total Expenses	5,300	5,350	5,350	5,350	5,350	0	0.0%		41
	Scaler of Weights & Measures Total	5,300	5,350	5,350	5,350	5,350	0	0.0%		
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Inspectors (Electric and Plumbing)										
	Salaries/ Wages	56,950	50,000	50,000	50,000	50,000	0	0.0%		
	Personnel Costs	56,950	50,000	50,000	50,000	50,000	0	0.0%		42
12452-52000	Purchase of Services	0	593	593	593	593	0	0.0%		
12452-54000	Supplies	0	220	220	220	220	0	0.0%		
12452-57000	Other Charges	2,100	2,465	2,465	2,465	2,465	0	0.0%		
	Total Expenses	2,100	3,278	3,278	3,278	3,278	0	0.0%		43
	Inspectors Total	59,050	53,278	53,278	53,278	53,278	0	0.0%		
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Tree Warden										
12941	Salaries/ Wages	8,787	8,963	9,232	9,232	9,232	269	3.0%		
	Personnel Costs	8,787	8,963	9,232	9,232	9,232	269	3.0%		44
12942-52000	Purchase of Services	15,165	16,956	22,500	22,500	22,500	5,544	32.7%		
12942-54000	Supplies	600	675	0	0	0	-675	-100.0%		
12942-57000	Other Charges	600	1,185	960	960	960	-225	-19.0%		
	Total Expenses	16,365	18,816	23,460	23,460	23,460	4,644	24.7%		45
	Tree Warden Total	25,152	27,779	32,692	32,692	32,692	4,913	17.7%		
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Education										
13002-53000	Burgess Elementary School	12,396,224	12,379,567	12,634,439	12,634,439	12,634,439	254,872	2.1%		
	Total Burgess	12,396,224	12,379,567	12,634,439	12,634,439	12,634,439	254,872	2.1%		46
13002-53200	Tantasqua Town Share	7,373,098	7,708,896	7,845,210	7,845,210	7,845,210	136,314	1.8%		
13002-53210	Tant. Transportation Assessment	106,405	116,504	92,691	92,691	92,691	-23,813	-20.4%		
	Total Tantasqua	7,479,503	7,825,400	7,937,901	7,937,901	7,937,901	112,501	1.4%		47
13002-53801	Charter School Transportation	0	6,000	5,000	5,000	5,000	-1,000	-16.7%		
	Total Charter School	0	6,000	5,000	5,000	5,000	-1,000			48
	Education Total	19,875,727	20,210,967	20,577,340	20,577,340	20,577,340	366,373	1.8%		

Town of Sturbridge -- Budget FY23

ACCOUNT NUMBER	DEPARTMENT	ACTUAL EXPENDED FY21	ACCEPTED BUDGET FY22	ADMINISTRATOR RECOMMEND FY23	SELECTMEN RECOMMEND FY23	FINCOM RECOMMEND FY23	VARIANCE FINCOM VS FY22 \$ %		ADOPTED TOWN MEETING	LINE NUMBER
	Department of Public Works									
	Department Head Salaries*	83,275	88,052	90,114	90,114	90,114	2,062	2.3%		
	Salaries/ Wages	777,381	881,913	908,989	908,989	908,989	27,076	3.1%		
	Overtime	12,042	14,000	20,000	20,000	20,000	6,000	42.9%		
	Longevity	1,250	750	1,050	1,050	1,050	300	40.0%		
14101	Personnel Costs	873,948	984,715	1,020,153	1,020,153	1,020,153	35,438	3.6%		49
14102-52000	Purchase of Services	70,141	80,750	110,900	110,900	110,900	30,150	37.3%		
14102-54000	Supplies	94,157	96,000	98,000	98,000	98,000	2,000	2.1%		
14102-57000	Other Charges	2,004	6,800	6,800	6,800	6,800	0	0.0%		
	Total Expenses	166,302	183,550	215,700	215,700	215,700	32,150	17.5%		50
	Department of Public Works Total	1,040,250	1,168,265	1,235,853	1,235,853	1,235,853	67,588	5.8%		
* DPW Director's salary is augmented by funds contained in Warrant Articles 24 & 25 for Water and Sewer Department totaling \$30,038.00; for a combined total of \$120,152.00										
	Town Road Maintenance									
14212-52410	Private Road Maintenance	4,259	6,000	6,000	6,000	6,000	0	0.0%		
	Total Expenses	4,259	6,000	6,000	6,000	6,000	0	0.0%		51
	Town Road Maintenance Total	4,259	6,000	6,000	6,000	6,000	0	0.0%		
	Snow & Ice Removal									
	Overtime	70,391	51,250	52,788	52,788	52,788	1,538	3.0%		
14231	Personnel Costs	70,391	51,250	52,788	52,788	52,788	1,538	3.0%		
	Purchase of Services	74,338	70,000	70,000	70,000	70,000	0	0.0%		
	Supplies	138,468	100,000	100,000	100,000	100,000	0	0.0%		
14232	Total Expenses	212,806	170,000	170,000	170,000	170,000	0	0.0%		
14231/14232	Snow & Ice Control Total	283,197	221,250	222,788	222,788	222,788	1,538	0.7%		52
	Landfill/Recycling Center									
	Salaries/ Wages	108,357	126,340	127,842	127,842	127,842	1,502	1.2%		
	Overtime	397	1,500	1,500	1,500	1,500	0	0.0%		
	Longevity	100	400	400	400	400	0	0.0%		
14301	Personnel Costs	108,854	128,240	129,742	129,742	129,742	1,502	1.2%		53
14302-52000	Purchase of Services	138,264	174,535	188,875	188,875	188,875	14,340	8.2%		
14302-54000	Supplies	2,617	5,000	5,050	5,050	5,050	50	1.0%		
	Total Expenses	140,881	179,535	193,925	193,925	193,925	14,390	8.0%		54
	Landfill/Recycling Center Total	249,735	307,775	323,667	323,667	323,667	15,892	5.2%		

Town of Sturbridge -- Budget FY23

<u>ACCOUNT NUMBER</u>	<u>DEPARTMENT</u>	<u>ACTUAL EXPENDED FY21</u>	<u>ACCEPTED BUDGET FY22</u>	<u>ADMINISTRATOR RECOMMEND FY23</u>	<u>SELECTMEN RECOMMEND FY23</u>	<u>FINCOM RECOMMEND FY23</u>	<u>VARIANCE FINCOM VS FY22</u>		<u>ADOPTED TOWN MEETING</u>	<u>LINE NUMBER</u>
							<u>\$</u>	<u>%</u>		
Board of Health										
	Department Head Salaries	74,757	80,104	82,507	82,507	82,507	2,403	3.0%		
	Salaries/ Wages	21,982	26,258	27,055	27,055	27,055	797	3.0%		
15101	Personnel Costs	96,739	106,362	109,562	109,562	109,562	3,200	3.0%		55
15102-52000	Purchase of Services	555	4,450	8,450	8,450	8,450	4,000	89.9%		
15102-54000	Supplies	2,512	2,350	2,350	2,350	2,350	0	0.0%		
15102-57000	Other Charges	930	1,800	1,800	1,800	1,800	0	0.0%		
	Total Expenses	3,997	8,600	12,600	12,600	12,600	4,000	46.5%		56
	Board of Health Total	100,736	114,962	122,162	122,162	122,162	7,200	6.3%		
Community Health										
15152-53850	Community Health Care Total	4,000	5,000	5,000	5,000	5,000	0	0.0%		
	Total Expenses	4,000	5,000	5,000	5,000	5,000	0	0.0%		57
	Community Health Care Total	4,000	5,000	5,000	5,000	5,000	0	0.0%		
Inspections & Testing										
	Public Health Inspector	47,338	51,047	54,153	54,153	54,153	3,106	6.1%		
15202	Personnel Costs	47,338	51,047	54,153	54,153	54,153	3,106	6.1%		58
	Inspections & Testing Total	47,338	51,047	54,153	54,153	54,153	3,106	6.1%		
Council on Aging										
	Department Head Salaries	60,212	71,204	75,540	75,540	75,540	4,336	6.1%		
	Salaries/ Wages	48,259	70,265	74,136	74,136	74,136	3,871	5.5%		
	Longevity	175	625	700	700	700	75	12.0%		
15411	Personnel Costs	108,646	142,094	150,376	150,376	150,376	8,282	5.8%		59
15412-52000	Purchase of Services	1,238	2,140	2,060	2,060	2,060	-80	-3.7%		
15412-54000	Supplies	702	1,700	1,700	1,700	1,700	0	0.0%		
15412-57000	Other Charges	180	725	725	725	725	0	0.0%		
15412-57110	Transportation	0	4,000	2,000	2,000	2,000	-2,000	-50.0%		
	Total Expenses	2,120	8,565	6,485	6,485	6,485	-2,080	-24.3%		60
	Council on Aging Total	110,766	150,659	156,861	156,861	156,861	6,202	4.1%		

Town of Sturbridge -- Budget FY23

<u>ACCOUNT NUMBER</u>	<u>DEPARTMENT</u>	<u>ACTUAL EXPENDED FY21</u>	<u>ACCEPTED BUDGET FY22</u>	<u>ADMINISTRATOR RECOMMEND FY23</u>	<u>SELECTMEN RECOMMEND FY23</u>	<u>FINCOM RECOMMEND FY23</u>	<u>VARIANCE FINCOM VS FY22 \$ %</u>	<u>ADOPTED TOWN MEETING</u>	<u>LINE NUMBER</u>
	Veterans' Services								
	Salaries/ Wages	9,651	9,844	10,139	10,139	10,139	295 3.0%		
15431	Personnel Costs	9,651	9,844	10,139	10,139	10,139	295 3.0%		61
15432-52000	Purchase of Services	0	250	250	250	250	0 0.0%		
15432-54000	Supplies	354	575	575	575	575	0 0.0%		
15432-54100	American Legion	808	1,600	2,400	2,400	2,400	800 50.0%		
15432-54400	Memorial/Veterans' Day	2,421	3,200	3,200	3,200	3,200	0 0.0%		
15432-57000	Other Charges	85	500	500	500	500	0 0.0%		
15432-57700	Veterans' Benefits	50,866	55,000	58,300	58,300	58,300	3,300 6.0%		
	Total Expenses	54,534	61,125	65,225	65,225	65,225	4,100 6.7%		62
	Veterans' Services Total	64,185	70,969	75,364	75,364	75,364	4,395 6.2%		
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	Joshua Hyde Library Operations								
	Department Head Salaries	84,115	94,000	96,820	96,820	96,820	2,820 3.0%		
	Salaries/ Wages	284,675	313,820	332,616	332,616	332,616	18,796 6.0%		
	Longevity	1,550	1,100	1,100	1,100	1,100	0 0.0%		
16101	Personnel Costs	370,340	408,920	430,536	430,536	430,536	21,616 5.3%		63
16102-52000	Purchase of Services	17,023	19,672	20,045	20,045	20,045	373 1.9%		
16102-54000	Supplies	3,596	3,600	4,060	4,060	4,060	460 12.8%		
16102-55820	Library Materials	100,000	105,000	113,000	113,000	113,000	8,000 7.6%		
16102-57000	Other Charges	385	2,400	2,700	2,700	2,700	300 12.5%		
	Total Expenses	121,004	130,672	139,805	139,805	139,805	9,133 7.0%		64
	Joshua Hyde Library Operations Total	491,344	539,592	570,341	570,341	570,341	30,749 5.7%		
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	Recreation								
	Department Head Salaries	49,055	61,109	64,831	64,831	64,831	3,722 6.1%		
	Salaries/ Wages	24,376	33,114	34,772	34,772	34,772	1,658 5.0%		
	Longevity	0	0	100	100	100	100 NEW		
16301	Personnel Costs	73,431	94,223	99,703	99,703	99,703	5,480 5.8%		65
16302-52000	Purchase of Services	12,039	12,507	24,181	24,181	24,181	11,674 93.3%		
16302-54000	Supplies	2,650	4,205	3,319	3,319	3,319	-886 -21.1%		
16302-56320	Team Sports	4,098	7,500	7,500	7,500	7,500	0 0.0%		
16302-57000	Other Charges	149	210	210	210	210	0 0.0%		
	Total Expenses	18,936	24,422	35,210	35,210	35,210	10,788 44.2%		66
	Recreation Total	92,367	118,645	134,913	134,913	134,913	16,268 13.7%		

Town of Sturbridge -- Budget FY23

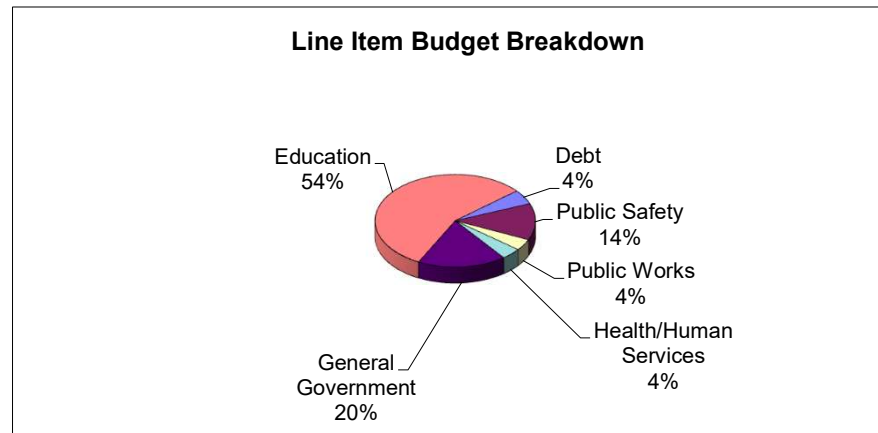
<u>ACCOUNT NUMBER</u>	<u>DEPARTMENT</u>	<u>ACTUAL EXPENDED FY21</u>	<u>ACCEPTED BUDGET FY22</u>	<u>ADMINISTRATOR RECOMMEND FY23</u>	<u>SELECTMEN RECOMMEND FY23</u>	<u>FINCOM RECOMMEND FY23</u>	<u>VARIANCE FINCOM VS FY22</u>		<u>ADOPTED TOWN MEETING</u>	<u>LINE NUMBER</u>
							<u>\$</u>	<u>%</u>		
Trails Committee										
16502-52000	Purchase of Services	0	0	200	200	200	200	100.0%		
16502-57000	Other Charges	0	0	100	100	100	100	100.0%		
	Total Expenses	0	0	300	300	300	300	100.0%		67
	Trails Committee Total	0	0	300	300	300	300	100.0%		
<hr/>										
Historical Commission										
16902-52000	Purchase of Services	0	1,750	1,750	1,750	1,750	0	0.0%		
16902-54000	Supplies	0	100	100	100	100	0	0.0%		
16902-57000	Other Charges	0	200	200	200	200	0	0.0%		
	Total Expenses	0	2,050	2,050	2,050	2,050	0	0.0%		68
	Historical Commission Total	0	2,050	2,050	2,050	2,050	0	0.0%		
<hr/>										
Debt Service Principal										
17102-59193	Burgess Elementary Project	915,000	915,000	914,000	914,000	914,000	-1,000	-0.1%		
17102-59192	Town Hall	170,000	170,000	162,000	162,000	162,000	-8,000	-4.7%		
	Total Expense	1,085,000	1,085,000	1,076,000	1,076,000	1,076,000	-9,000	-0.8%		69
	Debt Service Principal Total	1,085,000	1,085,000	1,076,000	1,076,000	1,076,000	-9,000	-0.8%		
<hr/>										
Debt Service Interest										
17502-59250	Short-Term Interest	0	5,000	10,000	10,000	10,000	5,000	100.0%		
17502-59193	Burgess Elementary School	310,966	279,229	247,124	247,124	247,124	-32,105	-11.5%		
17502-59192	Town Hall	53,303	52,214	41,694	41,694	41,694	-10,520	-20.1%		
	Total Expenses	364,269	336,443	298,818	298,818	298,818	-37,625	-11.2%		70
	Debt Service Interest Total	364,269	336,443	298,818	298,818	298,818	-37,625	-11.2%		
<hr/>										

Town of Sturbridge -- Budget FY23

ACCOUNT NUMBER	DEPARTMENT	ACTUAL EXPENDED FY21	ACCEPTED BUDGET FY22	ADMINISTRATOR RECOMMEND FY23	SELECTMEN RECOMMEND FY23	FINCOM RECOMMEND FY23	VARIANCE FINCOM VS FY22 \$ %		ADOPTED TOWN MEETING	LINE NUMBER
Unclassified										
19102-51700	Group Insurance	1,724,992	1,820,000	2,085,000	2,085,000	2,085,000	265,000	14.6%		
19102-51750	Unemployment	19,063	25,000	25,000	25,000	25,000	0	0.0%		
19102-51800	Worcester Retirement System	1,507,644	1,674,824	1,825,683	1,825,683	1,825,683	150,859	9.0%		
19102-51950	Medicare Tax	230,571	255,000	268,000	268,000	268,000	13,000	5.1%		
19102-52110	Street Lights	30,130	60,000	60,000	60,000	60,000	0	0.0%		
19102-52119	Energy Consulting	2,800	4,000	4,000	4,000	4,000	0	0.0%		
19102-52273	Engineering/Professional Services	0	20,000	20,000	20,000	20,000	0	0.0%		
19102-52630	Town Audit	26,000	31,000	31,000	31,000	31,000	0	0.0%		
19102-52640	School Audit	4,000	0	0	0	0	0	0.0%		
19102-52650	OPEB Study	1,750	7,500	1,500	1,500	1,500	-6,000	-80.0%		
19102-53030	Legal Fees	2,393	10,000	10,000	10,000	10,000	0	0.0%		
19102-53070	Tax Title	1,418	5,000	5,000	5,000	5,000	0	0.0%		
19102-53090	Town Report	2,443	3,000	3,000	3,000	3,000	0	0.0%		
19102-57410	Insurance Blanket	371,381	397,000	407,000	407,000	407,000	10,000	2.5%		
19102-57926	Insurance Deductible	5,000	5,000	5,000	5,000	5,000	0	0.0%		
19102-57800	Reserve Fund	28,960	169,000	175,000	175,000	175,000	6,000	3.6%		
19102-58318	Student Activity	0	0	0	0	0	0	0.0%		
19102-58326	Future Wage Obligations	23,974	0	0	0	0	0	0.0%		
	Total Expenses	3,982,519	4,486,324	4,925,183	4,925,183	4,925,183	438,859	9.8%		71
	Total Unclassified	3,982,519	4,486,324	4,925,183	4,925,183	4,925,183	438,859	9.8%		
Central Purchasing										
19152-52310	Telephone	29,883	35,000	29,500	29,500	29,500	-5,500	-15.7%		
19152-52315	Postage	20,892	21,000	21,000	21,000	21,000	0	0.0%		
19152-54800	Gasoline	109,822	150,000	200,000	200,000	200,000	50,000	33.3%		
19152-52320	Water/Sewer	8,530	12,000	13,000	13,000	13,000	1,000	8.3%		
19152-54200	Copiers	4,253	6,100	6,100	6,100	6,100	0	0.0%		
19152-53420	Slate Roof Maint Plan	0	7,000	0	0	0	-7,000	-100.0%		
19152-56553	Fleet Vehicles	563	0	0	0	0	0	0.0%		
19152-56559	Window Cleaning	0	6,000	0	0	0	-6,000	-100.0%		
19152-56561	Exterior Painting TH/COB	0	0	0	0	0	0	0.0%		
19152-57927	E-Z Pass	271	1,200	1,200	1,200	1,200	0	0.0%		
19152-57928	Electricity	80,000	80,000	80,000	80,000	80,000	0	0.0%		
19152-58327	Trash Removal/Recycling	7,659	7,000	7,000	7,000	7,000	0	0.0%		
19152-58328	Fire Extinguishers (Bldgs.)	2,786	3,000	6,000	6,000	6,000	3,000	100.0%		
	Total Expenses	264,659	328,300	363,800	363,800	363,800	35,500	10.8%		72
	Central Purchasing Total	264,659	328,300	363,800	363,800	363,800	35,500	10.8%		
GRAND TOTAL		34,236,962	36,523,711	38,127,729	38,127,729	38,127,729	1,604,018	4.4%		

Town of Sturbridge -- Budget FY23

<u>ACCOUNT NUMBER</u>	<u>DEPARTMENT</u>	<u>ACTUAL EXPENDED FY21</u>	<u>ACCEPTED BUDGET FY22</u>	<u>ADMINISTRATOR RECOMMEND FY23</u>	<u>SELECTMEN RECOMMEND FY23</u>	<u>FINCOM RECOMMEND FY23</u>	<u>VARIANCE FINCOM VS FY22 \$ %</u>	<u>ADOPTED TOWN MEETING</u>	<u>LINE NUMBER</u>
BUDGET SUMMARY (For illustration purposes only)									
	General Government Salaries	7,013,657	8,131,177	8,642,578	8,642,578	8,642,578	511,401 6.3%		
	General Government Expenses	7,347,578	8,187,567	8,912,811	8,912,811	8,912,811	725,244 8.9%		
	Total General Government	14,361,235	16,318,744	17,555,389	17,555,389	17,555,389	1,236,645 7.6%		
	Total Burgess	12,396,224	12,379,567	12,634,439	12,634,439	12,634,439	254,872 2.1%		
	Total Tantasqua	7,479,503	7,825,400	7,937,901	7,937,901	7,937,901	112,501 1.4%		
	Total Charter School	0	6,000	5,000	5,000	5,000	-1,000 -16.7%		
	Grand Total	34,236,962	36,523,711	38,127,729	38,127,729	38,127,729	1,604,018 4.4%		
	General Government % of Total	41.9%	44.7%	46.0%	46.0%	46.0%			
	Burgess % of Total	36.2%	33.9%	33.1%	33.1%	33.1%			
	Tantasqua % of Total	21.8%	21.4%	20.8%	20.8%	20.8%			
	Total	100.0%	100.0%	100.0%	100.0%	100.0%			



TOWN OF STURBRIDGE
ANNUAL TOWN MEETING WARRANT ARTICLES
TANTASQUA REGIONAL HIGH SCHOOL
JUNE 6, 2022
7:00 PM



ARTICLE 1
TOWN REPORTS

To hear the reports of the several Boards and Town Officials and any other Committee that may be ready; or take any action relative thereto.

Sponsor: Board of Selectmen

RECOMMENDATION OF THE FINANCE COMMITTEE:

That the Town vote to approve the article as written. Voted 8-0-0.

RECOMMENDATION OF THE BOARD OF SELECTMEN:

That the Town vote to approve the article as written. Voted 5-0-0.

Summary: This article is the acceptance of all reports as included in the Annual Town Report. The Town Meeting usually defers the actual reading of the reports as they are provided in a printed format.

ARTICLE 2
COMMUNITY PRESERVATION COMMITTEE REPORT

To see if the Town will vote to hear and act on the report of the Community Preservation Committee on the Fiscal Year 2023 Community Preservation budget and to appropriate from the Community Preservation Fund a sum of money to meet the administrative expenses and all other necessary and proper expenses of the Community Preservation Committee for Fiscal Year 2023; and further to reserve for future appropriation amounts as recommended by the Community Preservation Committee: a sum of money for the acquisition, creation and preservation of open space, a sum of money for acquisition and preservation of historic resources, and a sum of a money for the creation, preservation and support of community housing, or take any action relative thereto.

Sponsor: Community Preservation Committee

RECOMMENDATION OF THE FINANCE COMMITTEE:

That the Town vote to approve the article as written. Voted 7-0-0.

RECOMMENDATION OF THE BOARD OF SELECTMEN:

That the Town vote to approve the article as written. Voted 5-0-0.

Summary: The Community Preservation Committee is required to submit a report to Town Meeting on the proposed use of Community Preservation Funds. The Community Preservation Committee Report is an appendix to the Finance Committee Report.

ARTICLE 3
COMMUNITY PRESERVATION ADMINISTRATION FUNDS

To see if the Town will vote to appropriate from the Community Preservation Fund Undesignated Fund Balance the sum of TWENTY THOUSAND AND 00/100 DOLLARS (\$20,000.00) to be allocated for the purpose of operating and administrative expenses in FY2023 for the Community Preservation Committee (CPC); or take any action relative thereto.

Sponsor: Community Preservation Committee

RECOMMENDATION OF THE FINANCE COMMITTEE:

That the Town vote to approve the article as written. Voted 7-0-0.

RECOMMENDATION OF THE BOARD OF SELECTMEN:

That the Town vote to approve the article as written. Voted 5-0-0.

RECOMMENDATION OF THE COMMUNITY PRESERVATION COMMITTEE:

That the Town vote to approve the article as written. Voted 7-0-0.

Summary: These funds would be used to provide for operating and administrative expenses for the Community Preservation Committee, including legal expenses, appraisal reports, general office supplies, CPA Coalition dues, informational brochures and postage relating to locations, features and uses of CPA parcels. Any unused funds appropriated shall revert to the CPA Undesignated Fund Balance at the close of the fiscal year.

ARTICLE 4
COMMUNITY PRESERVATION DEBT SERVICE

To see if the Town will vote to transfer from the Community Preservation Fund – Undesignated Fund Balance, the sums of:

- SIXTY-TWO THOUSAND FOUR HUNDRED TWENTY FIVE AND 00/100 DOLLARS (\$62,425.00) for the purpose of paying the debt service for the OSV land acquisition;
- FORTY-FOUR THOUSAND EIGHT HUNDRED AND 00/100 DOLLARS (\$44,800.00) for the purpose of paying the debt service for the Heins Farm Acquisition;
- NINETY-FIVE THOUSAND SIX HUNDRED FIFTY AND 00/100 DOLLARS (\$95,650.00) for the purpose of paying the debt service for the Town Hall/Center Office renovation project;
- TWENTY-SEVEN THOUSAND ONE HUNDRED FIFTY AND 00/100 DOLLARS (\$27,150.00) for the purpose of paying the debt service for the Recreation Court project;

or take any action relative thereto.

Sponsor: Finance Director

RECOMMENDATION OF THE FINANCE COMMITTEE:

That the Town vote to approve the article as written. Voted 8-0-0.

RECOMMENDATION OF THE BOARD OF SELECTMEN:

That the Town vote to approve the article as written. Voted 5-0-0.

Summary: This article provides the appropriation to pay the costs for previously approved debt issuances for the acquisition of open space known as the Heins Farm, Old Sturbridge Village parcels, the renovation of the Town Hall and Center Office Building and the Recreation Court project.

ARTICLE 5
COMMUNITY PRESERVATION GRAVESTONE RESTORATION

To see if the Town will vote to appropriate from the Community Preservation Fund Historic Fund Balance the sum of NINE THOUSAND FIVE HUNDRED AND 00/100 DOLLARS (\$9,500.00) for the purpose of North Cemetery and/ or Old Burial Ground historic preservation and restoration work, including all costs incidental and related thereto; or take any action relative thereto.

Sponsor: Community Preservation Committee

RECOMMENDATION OF THE FINANCE COMMITTEE:

That the Town vote to approve the article as written. Voted 6-1-0.

RECOMMENDATION OF THE BOARD OF SELECTMEN:

That the Town vote to approve the article as written. Voted 5-0-0.

RECOMMENDATION OF THE COMMUNITY PRESERVATION COMMITTEE:

That the Town vote to approve the article as written. Voted 7-0-0.

Summary: The purpose of this article is to fund the gravestone/monument conservation services for the North Cemetery and Old Burial Ground.

ARTICLE 6
COMMUNITY PRESERVATION TOWN HALL STORM WINDOWS

To see if the Town will vote to appropriate from the Community Preservation Fund Historic Fund Balance the sum of FIFTEEN THOUSAND AND 00/100 DOLLARS (\$15,000.00) for the purpose of funding storm windows at Town Hall to preserve the historic windows, including all costs incidental and related thereto; or take any action relative thereto.

Sponsor: Community Preservation Committee

RECOMMENDATION OF THE FINANCE COMMITTEE:

That the Town vote to approve the article as written. Voted 7-0-0.

RECOMMENDATION OF THE BOARD OF SELECTMEN:

That the Town vote to approve the article as written. Voted 5-0-0.

RECOMMENDATION OF THE COMMUNITY PRESERVATION COMMITTEE:

That the Town vote to approve the article as written. Voted 7-0-0.

Summary: New exterior historically appropriate storm windows will be installed on the Town Hall. The storm windows are to reduce the high cost of heating Town Hall and increase the comfort of the staff and public while in the building, all while protecting the restored historic windows. Town Meeting previously appropriated \$17,600.00 for this effort (Fiscal Year 2021 Annual Town Meeting, Article 6). The cost to install the storm windows has increased, which requires additional funding to proceed.

ARTICLE 7
COMMUNITY PRESERVATION - LAND SURVEY – 9 RIVER ROAD

To see if the Town will vote to appropriate from the Community Preservation Fund Open Space Fund Balance the sum of FIFTEEN THOUSAND AND 00/100 DOLLARS (\$15,000.00) for the purpose of funding a land survey for a Grand Trunk Trail Route easement at 9 River Road including all costs incidental and related thereto; or take any action relative thereto.

Sponsor: Community Preservation Committee

RECOMMENDATION OF THE FINANCE COMMITTEE:

That the Town vote to approve the article as written. Voted 7-0-0.

RECOMMENDATION OF THE BOARD OF SELECTMEN:

That the Town vote to approve the article as written. Voted 5-0-0.

RECOMMENDATION OF THE COMMUNITY PRESERVATION COMMITTEE:

That the Town vote to approve the article as written. Voted 7-0-0.

Summary: This property was identified in the recent Grand Trunk Trail (GTT) Central Section Segment 1 Feasibility Study for the potential trail route in continuation of the GTT through Sturbridge. The granting of this easement will allow the Town to continue the trail construction as envisioned in the several Master Plans related to town improvements.

ARTICLE 8

COMMUNITY PRESERVATION TRAIL AND PARKING LOT CONSTRUCTION

To see if the Town will vote to appropriate from the Community Preservation Fund Open Space Fund Balance the sum of EIGHTY-EIGHT THOUSAND AND 00/100 DOLLARS (\$88,000.00) for the purpose of funding signage, materials and labor for trail and parking lot construction on Community Preservation Act purchased parcels, including all costs incidental and related thereto; or take any action relative thereto.

Sponsor: Community Preservation Committee

RECOMMENDATION OF THE FINANCE COMMITTEE:

That the Town vote to approve the article as written. Voted 6-1-0.

RECOMMENDATION OF THE BOARD OF SELECTMEN:

That the Town vote to approve the article as written. Voted 5-0-0.

RECOMMENDATION OF THE COMMUNITY PRESERVATION COMMITTEE:

That the Town vote to approve the article as written. Voted 7-0-0.

Summary: The purpose of this article is to fund (i) the continuation of the Student Conservation Association student trail building program on the more remote sections of the Leadmine Property, (ii) begin improvements to the Long Pond Property including parking access and construction of the first three trails, (iii) continue the improvement of trails on the Riverlands Property, including adding needed signs, sign posts, trail gravel, and equipment rental and labor to continue improvements to three trails, (iv) make initial improvements to the recently acquired Fiske Hill property including constructing a 12-15 car parking lot, signs, sign posts, trail gravel and equipment rental, and (v) general trail improvement funds for the Heins Farm, Leadmine and Plimpton properties.

ARTICLE 9
COMMUNITY PRESERVATION TOWN LIBRARY RESTORATION OF TRIM AND
CORNICE MOLDING

To see if the Town will vote to appropriate from the Community Preservation Fund Historic Fund Balance the sum of SIXTY-FIVE THOUSAND AND 00/100 DOLLARS (\$65,000.00) for the purpose of funding the restoration of Town Library trim and cornice molding, including all costs incidental and related thereto; or take any action relative thereto.

Sponsor: Community Preservation Committee

RECOMMENDATION OF THE FINANCE COMMITTEE:

That the Town vote to approve the article as written. Voted 7-0-0.

RECOMMENDATION OF THE BOARD OF SELECTMEN:

That the Town vote to approve the article as written. Voted 5-0-0.

RECOMMENDATION OF THE COMMUNITY PRESERVATION COMMITTEE:

That the Town vote to approve the article as written. Voted 7-0-0.

Summary: The purpose of this project is to restore areas of the exterior structure of the Town Library. The interior attic area is completely exposed to outside elements due to deteriorating wood trim and cornice moldings.

ARTICLE 10
COMMUNITY PRESERVATION COMMUNITY WIDE HISTORIC PRESERVATION
PLAN

To see if the Town will vote to appropriate from the Community Preservation Fund Historic Fund Balance the sum of TWENTY THOUSAND AND 00/100 DOLLARS (\$20,000.00) for the purpose of funding a Community Wide Historic Preservation Plan; including all costs incidental and related thereto; or take any action relative thereto.

Sponsor: Community Preservation Committee

RECOMMENDATION OF THE FINANCE COMMITTEE:

That the Town vote to approve the article as written. Voted 6-1-0.

RECOMMENDATION OF THE BOARD OF SELECTMEN:

That the Town vote to approve the article as written. Voted 5-0-0.

RECOMMENDATION OF THE COMMUNITY PRESERVATION COMMITTEE:

That the Town vote to approve the article as written. Voted 7-0-0.

Summary: The purpose of the plan is for emphasizing and preserving the more than four hundred historical resources which were identified by the 2016 survey. This request is to proceed with the project, even if the matching Mass Historical Commission grant is no longer available.

ARTICLE 11
COMMUNITY PRESERVATION HOUSING CONSULTANT

To see if the Town will vote to appropriate from the Community Preservation Fund Community Housing Fund Balance the sum of TWENTY-FIVE THOUSAND AND 00/100 (\$25,000.00) DOLLARS for the purpose of hiring a consultant as described in the Housing Production Plan; or take any action relative thereto.

Sponsor: Community Preservation Committee

RECOMMENDATION OF THE FINANCE COMMITTEE:

That the Town vote to approve the article as written. Voted 6-1-0.

RECOMMENDATION OF THE BOARD OF SELECTMEN:

That the Town vote to approve the article as written. Voted 5-0-0.

RECOMMENDATION OF THE COMMUNITY PRESERVATION COMMITTEE:

That the Town vote to approve the article as written. Voted 5-3-0.

Summary: The purpose of this article is to fund a qualified housing professional to assist with the goals outlined in the Affordable Housing Trust.

ARTICLE 12
TOWN BUDGET

To see if the Town will vote to raise and appropriate a sum of money as may be necessary to pay the Town charges for the fiscal year beginning July 1, 2022 and vote to fix salary and compensation of all elected officials of the Town in accordance with the provisions of Massachusetts General Laws, Chapter 41, Section 108, effective July 1, 2022; or take any action relative thereto.

Sponsor: Board of Selectmen

RECOMMENDATION OF THE FINANCE COMMITTEE:

That the Town vote to approve the article as written. Voted 9-0-0.

RECOMMENDATION OF THE BOARD OF SELECTMEN:

That the Town vote to approve the article as written. Voted 5-0-0.

Summary: This article is for the approval of the Town and School operating budgets for Fiscal Year 2023.

ARTICLE 13
ROAD CONSTRUCTION, REPAIRS AND MAINTENANCE

To see if the Town will vote to raise and appropriate to the Road Construction, Repairs and Maintenance account the sum of ONE HUNDRED FIFTY THOUSAND AND 00/100 DOLLARS (\$150,000.00) in order to fund the road construction, repairs and maintenance of town roads as determined by the DPW Director; or take any action relative thereto.

Sponsor: Board of Selectmen

RECOMMENDATION OF THE FINANCE COMMITTEE:

That the Town vote to approve the article as written. Voted 9-0-0.

RECOMMENDATION OF THE BOARD OF SELECTMEN:

That the Town vote to approve the article as written. Voted 4-1-0.

Summary: The Town funds road repair and maintenance through an annual warrant article which does not expire at the end of the Fiscal Year to provide the Department of Public Works with greater flexibility in meeting the needs of the community.

ARTICLE 14
PUBLIC ACCESS DEPARTMENT

To see if the Town will vote to appropriate from the PEG Access and Cable Related Fund the sum of ONE HUNDRED THIRTY FIVE THOUSAND SEVEN HUNDRED TWENTY THREE AND 00/100 (\$135,723.00) DOLLARS; or take any action relative thereto.

Estimated budget for FY23 is:

Salaries/Wages	\$ 85,723.00
Longevity	\$ 300.00
Employee Benefits	\$ 25,000.00

Operating Expenses	\$ 19,200.00
Capital	\$ 5,500.00
Total	<u>\$ 135,723.00</u>

Sponsor: Board of Selectmen

RECOMMENDATION OF THE FINANCE COMMITTEE:

That the Town vote to approve the article as written. Voted 8-0-0.

RECOMMENDATION OF THE BOARD OF SELECTMEN:

That the Town vote to approve the article as written. Voted 5-0-0.

Summary: This proposed budget provides for the operations of the Town's cable access service for public, educational and government (PEG) purposes. Funds for this article are provided via a surcharge on each cable bill.

ARTICLE 15
STURBRIDGE TOURIST ASSOCIATION

To see if the Town will vote to transfer and appropriate from the Hotel/Motel Special Account to the Sturbridge Tourist Association Account the sum of ONE HUNDRED EIGHTY ONE THOUSAND SEVEN HUNDRED FORTY-NINE AND 00/100 DOLLARS (\$181,749.00); or take any action relative thereto.

Estimated budget for FY23 is:

Community Support	\$ 29,000.00
Marketing	\$ 112,978.00
Salaries/Wages	\$ 31,471.00
Employee Benefits	\$ 8,300.00
Total	<u>\$ 181,749.00</u>

Sponsor: Board of Selectmen

RECOMMENDATION OF THE FINANCE COMMITTEE:

That the Town vote to approve the article as written. Voted 7-1-0.

RECOMMENDATION OF THE BOARD OF SELECTMEN:

That the Town vote to approve the article as written. Voted 5-0-0.

Summary: The revenues come from a 6% hotel/motel tax which is split with 67.5% going to the General Fund, 16.25% used for funding the Sturbridge Tourist Association and 16.25% used for the Betterment Committee. This budget is available for marketing the community for tourism, as well as partial funding for the Economic Development/Tourism Coordinator position.

ARTICLE 16

BETTERMENT COMMITTEE

To see if the Town will vote to transfer and appropriate from the Hotel/Motel Special Account to the Betterment Account the sum of ONE HUNDRED EIGHTY ONE THOUSAND SEVEN HUNDRED FORTY-NINE AND 00/100 DOLLARS (\$181,749.00) for the following items, or take any action relative thereto.

Requested By	Item	Amount
Polly Currier	Flower Barrels	\$ 2,200.00
Recreation	Plantings (Bloom Committee)	\$ 575.00
Library	Beautification Joshua Hyde Library	\$ 4,300.00
Town Planner	Wayfinding Streetscape Improvements	\$ 15,229.00
Finance Director	Beautification at Town Hall and Center Office Building	\$ 2,500.00
Tree Warden	Tree Planting - Arbor Day Program	\$ 1,500.00
Recreation	Town Offices & Library Decorations	\$ 4,000.00
DPW	Lawn Care- Town Common and Town Buildings	\$ 5,000.00
DPW	Sidewalk Maintenance	\$ 10,000.00
DPW	Sidewalk Salt Spreader	\$ 3,500.00
Tree Warden	Tree Maintenance (town-wide)	\$ 10,000.00
Tree Warden	Town Common Tree Maintenance	\$ 5,000.00
Tree Warden	Main Street Tree and Park Maint. (Street Landscaping)	\$ 2,000.00
Police Department	Special Event Overtime (Police)	\$ 10,000.00
Police Department	ATV for Access to Trails	\$ 12,965.00
Police Department	Bolo Wrap	\$ 3,338.00
Fire Department	Protective Firefighting Gear	\$ 13,500.00
Fire Department	Special Events Overtime (Fire)	\$ 8,330.00
Fire Department	Blitzfire Monitor	\$ 4,853.00
Recreation	Cedar Lake (Town Beach) Water Treatment	\$ 1,795.00
Recreation	Town Common Summer Concert Series	\$ 4,000.00
Recreation	Decorations for Town Common	\$ 4,445.00
Recreation	Dugouts- Turner's Field	\$ 11,440.00
Recreation	Recreation Shed	\$ 5,235.00
Recreation	Bleachers – Town Barn Field	\$ 16,364.00
Recreation	Pet Waste Eliminator/Waste Stations (8)	\$ 2,500.00
SLAC	SLAC / Great Ponds Weed & Safety Program	\$ 6,000.00
Recreation	Town Bonfire Funding	\$ 2,000.00

Special Event Comm.	Funding for Special Events in the Community	\$	6,000.00
Trail Committee	Shed Construction, (Riverlands)	\$	1,900.00
Trail Committee	Trafx IR Counters (2)	\$	1,280.00
Total:		\$	181,749.00

Sponsor: Board of Selectmen

RECOMMENDATION OF THE FINANCE COMMITTEE:

That the Town vote to approve the article as written. Voted 7-0-0.

RECOMMENDATION OF THE BOARD OF SELECTMEN:

That the Town vote to approve the article as written. Voted 5-0-0.

Summary: The revenues come from a 6% hotel/motel tax which is split with 67.5% going to the General Fund, 16.25% used for funding the Sturbridge Tourist Association and 16.25% used for the Betterment Committee. Betterment Committee funds are utilized for public safety, recreation and the beautification of the community.

ARTICLE 17
CAPITAL IMPROVEMENT PLAN
(2/3 Vote Required)

To see if the Town will vote to transfer from Free Cash and appropriate the sum of FIVE HUNDRED TWENTY TWO THOUSAND NINE HUNDRED TWO AND 00/100 DOLLARS (\$522,902.00) and to transfer from the Ambulance Stabilization Account and appropriate the sum of TWO HUNDRED TWENTY THREE THOUSAND AND 00/100 DOLLARS (\$223,000.00) for the purpose of funding the following items, including the payment of all costs incidental and related thereto, from the Capital Improvement Plan to be undertaken for the Fiscal Year beginning July 1, 2022;

Department	Item	Amount
Fire Department	Ambulance	\$ 375,000.00
Planning/IT	Plottter	\$ 13,522.00
IT	Cisco Switches	\$ 38,621.00
Fire Department	Fire Hose	\$ 74,000.00
Public Safety Complex	Plymovent Exhaust System Addition	\$ 19,580.00
Public Safety Complex	Turnout Gear/Hose Storage	\$ 11,005.00
DPW	Backhoe with attachments	\$ 200,000.00
Police	Six (6) Rifles and Magazines	\$ 6,150.00
IT	Security Cameras	\$ 8,024.00
Total		\$745,902.00

or take any action relative thereto.

Sponsor: Board of Selectmen

RECOMMENDATION OF THE FINANCE COMMITTEE:

That the Town vote to approve the article as written. Voted 7-0-0.

RECOMMENDATION OF THE BOARD OF SELECTMEN:

That the Town vote to approve the article as written. Voted 5-0-0.

Summary: This article funds a portion of the highest rated capital needs of the Town. Under the Comprehensive Fiscal Policies approved by the Board of Selectmen the Town targets 1.5% of its budgeted annual expenditures. \$546,159.00 for FY 2023, for its annual capital budget. Under this policy, capital expenditures rated as high priorities but costing under \$5,000.00 are included in department budgets while capital expenditures over \$5,000.00 are funded from either available revenues, such as free cash, or borrowing. For FY 2023, these items are recommended to be funded from free cash and the Ambulance Stabilization Fund.

The Ambulance Stabilization Fund balance prior to any action being taken on this Article is approximately \$223,920.00. Should this Article be approved, the remaining balance in the fund would be approximately \$920.00.

ARTICLE 18
AMBULANCE STABILIZATION FUND

To see if the Town will vote to raise and appropriate the sum of THIRTY THOUSAND AND 00/100 DOLLARS (\$30,000.00) to the Ambulance Stabilization Fund for the purpose of reserving funds for the future purchase of an ambulance including the payment of all costs incidental and related thereto; or take any action relative thereto.

Sponsor: Board of Selectmen

RECOMMENDATION OF THE FINANCE COMMITTEE:

That the Town vote to approve the article as written. Voted 7-0-0.

RECOMMENDATION OF THE BOARD OF SELECTMEN:

That the Town vote to approve the article as written. Voted 5-0-0.

Summary: Each year, the Town sets aside a sum of money to assist the Town in replacing its ambulances on a seven-year schedule. Article 17 seeks approval to purchase a new ambulance in FY 2023 in the amount of \$375,000.00. If Article 17 and this Article are approved, the approximate balance in the Ambulance Stabilization Fund will be \$30,920.00. If the purchase of the new ambulance is not approved under Article 17 and this Article is approved, the approximate balance in the Ambulance Stabilization Fund would be \$253,920.00.

ARTICLE 19

CAPITAL STABILIZATION FUND

To see if the Town will vote to raise and appropriate the sum of ONE HUNDRED EIGHTY EIGHT THOUSAND AND 00/100 DOLLARS (\$188,000.00) to the Capital Stabilization Fund, or take any action relative thereto.

Sponsor: Board of Selectmen

RECOMMENDATION OF THE FINANCE COMMITTEE:

That the Town vote to approve the article as written. Voted 7-0-0.

RECOMMENDATION OF THE BOARD OF SELECTMEN:

That the Town vote to approve the article as written. Voted 5-0-0.

Summary: The purpose of this fund is to maintain an equipment replacement and facilities maintenance schedule. The Town's Comprehensive Fiscal Management Policies provide for annual funding of a minimum of 0.5% of the General Fund Operating Budget. If approved the approximate balance in this fund will be \$1,036,512.00.

ARTICLE 20

FIRE VEHICLE STABILIZATION FUND

To see if the Town will vote to raise and appropriate FIFTY THOUSAND AND 00/100 DOLLARS (\$50,000.00) to the Fire Vehicle Stabilization Fund for the purpose of reserving funds for the future purpose of major fire apparatus including the payment of all costs incidental and related thereto, or take any action relative thereto.

Sponsor: Board of Selectmen

RECOMMENDATION OF THE FINANCE COMMITTEE:

That the Town vote to approve the article as written. Voted 7-0-0.

RECOMMENDATION OF THE BOARD OF SELECTMEN:

That the Town vote to approve the article as written. Voted 5-0-0.

Summary: Each year, the Town sets aside a sum of money to assist the Town in replacing its expensive fire apparatus. These funds will be set aside until needed. If approved, the approximate balance in this fund will be \$57,350.00. The Town's five-year capital plan anticipates the need to purchase a new piece of apparatus to replace the current Rescue 1 apparatus (a 1997 Freightliner) at an estimated cost of \$750,000.00 in FY2024.

ARTICLE 21
OPEB TRUST FUND

To see if the Town will vote to raise and appropriate the sum of ONE HUNDRED THOUSAND AND 00/100 DOLLARS (\$100,000.00) to the Other Post-Employment Benefits Liability Trust Fund Account; or take any action relative thereto.

Sponsor: Board of Selectmen

RECOMMENDATION OF THE FINANCE COMMITTEE:

That the Town vote to approve the article as written. Voted 7-0-0.

RECOMMENDATION OF THE BOARD OF SELECTMEN:

That the Town vote to approve the article as written. Voted 5-0-0.

Summary: The Government Accounting Standards Board (GASB) has determined that Other Post-Employment Benefits (OPEB) are part of the compensation that employees earn each year notwithstanding that such benefits are not tendered until after employment has ended. These benefits include health insurance, prescription or other related benefits provided to eligible retirees. GASB-45 mandates that municipalities account for and, eventually, fund these benefits. The fund was established and capitalized with \$100,000.00 at the 2011 Annual Town Meeting. In accordance with the Town's financial policies, an annual contribution of not less than \$50,000.00 should be allocated to the fund until such time as the actuarially calculated OPEB liability of \$18.9 million is realized. If approved Sturbridge will have approximately \$1,437,495.00 in the fund.

ARTICLE 22
REVALUATION/INTERIM ADJUSTMENTS

To see if the Town will vote to raise and appropriate TWENTY THOUSAND AND 00/100 DOLLARS (\$20,000.00) to the Revaluation/Interim Adjustments Account; or take any action relative thereto.

Sponsor: Board of Selectmen

RECOMMENDATION OF THE FINANCE COMMITTEE:

That the Town vote to approve the article as written. Voted 7-0-0.

RECOMMENDATION OF THE BOARD OF SELECTMEN:

That the Town vote to approve the article as written. Voted 5-0-0.

Summary: This article provides annual funding for property revaluations and interim adjustments that the Town is required to perform in accordance with Massachusetts General Law.

ARTICLE 23
REVOLVING FUNDS – SPENDING LIMITS FY23

To see if the Town will vote pursuant to the provisions of Chapter 44, Section 53 E ½, to set the FY23 spending limits for certain revolving funds as following, or take any action relative thereto.

<u>Revolving Fund:</u>	<u>Maximum Expenditure:</u>
Recreation	\$ 30,000.00
HazMat Cleanup	\$ 20,000.00
Board of Health	\$ 20,000.00
BOH: Pay-As-You-Throw Program	\$ 20,000.00
Senior Center	\$ 10,000.00
Planning Department	\$ 10,000.00
Public Lands	\$ 20,000.00
Sturbridge Tourist Association	\$ 20,000.00
CPR	\$ 5,000.00
House Numbering	\$ 5,000.00

Sponsor: Board of Selectmen

RECOMMENDATION OF THE FINANCE COMMITTEE:

That the Town vote to approve the article as written. Voted 7-0-0.

RECOMMENDATION OF THE BOARD OF SELECTMEN:

That the Town vote to approve the article as written. Voted 5-0-0.

Summary: The departmental revolving fund statute, G.L. c. 44, 53E 1/2, was amended by the Municipal Modernization Act in 2016 which eliminated the caps on the amount that could be spent from the revolving funds. At the Special Town Meeting in February 26, 2018, the revolving fund bylaw was adopted per the Municipal Modernization Act, however Town Meeting must continue to vote annually on or before July 1 on the amount that may be spent from each fund during the upcoming fiscal year.

ARTICLE 24 **WATER DEPARTMENT**

To see if the Town will vote to raise and appropriate, through the fixing and collection of just and equitable prices and rates set by the Board of Selectmen (acting as Water Commissioners), a sum of ONE MILLION THREE HUNDRED NINETY-ONE THOUSAND FORTY ONE AND 00/100 DOLLARS (\$1,391,041.00) for the expenses of the Water Department; or take any action relative thereto.

Estimated budget for FY23 is:

Contract Operations	\$ 739,081.00
Electricity	\$ 80,000.00
Perchlorate Testing	\$ 10,000.00
DPW Director	\$ 15,019.00
Meter Maintenance	\$ 10,000.00
Billing Expense	\$ 6,500.00
Debt Service	\$ 392,841.00
Miscellaneous	\$ 35,100.00
Capital Replacement	\$ 52,500.00
Reserve Account	\$ 50,000.00
Total:	<u>\$1,391,041.00</u>

Sponsor: Board of Selectmen

RECOMMENDATION OF THE FINANCE COMMITTEE:

That the Town vote to approve the article as written. Voted 7-0-0.

RECOMMENDATION OF THE BOARD OF SELECTMEN:

That the Town vote to approve the article as written. Voted 5-0-0.

Summary: This budget covers the operating expenses for providing public water in Sturbridge. On April 19, 2022 the Board of Selectmen, acting as Water and Sewer Commissioners, voted an increase in the water rate for the quarter ending June 30, 2022 at \$7.18 per 100 cubic feet, an increase of \$0.25 per 100 cubic feet (3.6%). This increase will result in a minimum bill of \$71.80 per quarter. The last increase in water rates was for the quarter ending June 30, 2015.

ARTICLE 25
SEWER DEPARTMENT

To see if the Town will vote to raise and appropriate, through fixing and collection of just and equitable prices and rates set by the Board of Selectmen (acting as Sewer Commissioners) a sum of TWO MILLION SEVEN HUNDRED EIGHTY THOUSAND NINE HUNDRED SIX AND 00/100 DOLLARS (\$2,780,906.00) for the expenses of the Sewer Department; or take any action relative thereto.

Estimated budget for FY23 is:

Contract Operations	\$ 958,056.00
Electricity	\$ 210,000.00
Chemicals	\$ 25,000.00
DPW Director	\$ 15,019.00
Billing Expense	\$ 5,000.00
Debt Service	\$ 831,181.00
Southbridge Fees	\$ 215,000.00
Liquid Sludge Handling	\$ 200,000.00
Miscellaneous	\$ 196,650.00
Capital Replacement	\$ 95,000.00
Reserve Account	\$ 50,000.00
Total:	<u>\$2,780,906.00</u>

Sponsor: Board of Selectmen

RECOMMENDATION OF THE FINANCE COMMITTEE:

That the Town vote to approve the article as written. Voted 7-0-0.

RECOMMENDATION OF THE BOARD OF SELECTMEN:

That the Town vote to approve the article as written. Voted 5-0-0.

Summary: This budget covers the operating expenses for providing public sewer in Sturbridge. On April 19, 2022 the Board of Selectmen, acting as Water and Sewer Commissioners, voted an increase in the sewer rate for the quarter ending June 30, 2022 at \$12.45 per 100 cubic feet, an increase of \$2.63 per 100 cubic feet (26.7%). This increase will result in a minimum bill of \$124.50 per quarter. The last increase in sewer rates was for the quarter ending June 30, 2015.

ARTICLE 26
SEWER PROJECT DEBT - BETTERMENTS

To see if the Town will vote to transfer the sum of:

- ONE HUNDRED THIRTY-ONE THOUSAND ONE HUNDRED AND 00/100 DOLLARS (\$131,100.00) from the F/B Reserved for Sewer Betterments to the Big Alum

Sewer Debt Account #28440-59220; and

- FORTY-SEVEN THOUSAND THREE HUNDRED AND 00/100 DOLLARS (\$47,300.00) from the F/B Reserved for Sewer Betterments to the Woodside/Westwood Sewer Debt Account #28440-59230;

For the purpose of paying debt service due on these sewer projects for FY23; or take any action relative thereto.

Sponsor: Finance Director

RECOMMENDATION OF THE FINANCE COMMITTEE:

That the Town vote to approve the article as written. Voted 7-0-0.

RECOMMENDATION OF THE BOARD OF SELECTMEN:

That the Town vote to approve the article as written. Voted 5-0-0.

Summary: This warrant article appropriates the funds necessary to pay debt service on the sewer projects the Town of Sturbridge has undertaken over the past decade. These debt service payments are repaid through betterment assessments from the property owners within the specific sewer area and are not supported by either general property taxes or other sewer customers through the sewer rate.

ARTICLE 27
MAINTENANCE OF FISKE HILL AND ST. ANNE'S WATER TANKS

To see of the Town will vote to transfer from the Water Tank Maintenance Account #29520 the sum of SIX THOUSAND AND 00/100 DOLLARS (\$6,000.00) to power wash algae growth off of the Fiske Hill and St. Anne's water tanks, including all costs incidental and related thereto; or take any action relative thereto.

Sponsor: Board of Selectmen

RECOMMENDATION OF THE FINANCE COMMITTEE:

That the Town vote to approve the article as written. Voted 7-0-0.

RECOMMENDATION OF THE BOARD OF SELECTMEN:

That the Town vote to approve the article as written. Voted 5-0-0.

Summary: This article provides funding for maintenance of the Fiske Hill and St. Anne's Water Tanks.

ARTICLE 28
INFLOW AND INFILTRATION STUDY AND REPAIRS

To see if the Town will vote to transfer from the Sewer Reserve Fund Balance the sum of NINETY THOUSAND AND 00/100 DOLLARS (\$90,000.00) for an Inflow and Infiltration Study and necessary repairs identified from the study for the municipal sewer system; or take any action relative thereto.

Sponsor: Board of Selectmen

RECOMMENDATION OF THE FINANCE COMMITTEE:

That the Town vote to approve the article as written. Voted 7-0-0.

RECOMMENDATION OF THE BOARD OF SELECTMEN:

That the Town vote to approve the article as written. Voted 5-0-0.

Summary: This study is a mandatory program of the Department of Environmental Protection (DEP) involving every wastewater collection system in Massachusetts. This program requires that all of our collection systems be examined to identify necessary repairs. This is year three (3) of a recurring annual cost for ten (10) years and will keep the Town in compliance with the DEP regulations.

ARTICLE 29
MODULAR TRAILER FOR SCHOOL BUS TRANSPORTATION OPERATIONS

To see if the Town will vote to transfer from Free Cash the sum of TWO HUNDRED THOUSAND AND 00/100 DOLLARS (\$200,000.00) for the purchase and installation of a modular trailer for school bus transportation operations, including all costs incidental and related thereto; or take any action relative thereto.

Sponsor: Burgess Elementary School Committee

RECOMMENDATION OF THE FINANCE COMMITTEE:

That the Town vote to approve the article as written. Voted 7-0-0.

RECOMMENDATION OF THE BOARD OF SELECTMEN:

That the Town vote to approve the article as written. Voted 5-0-0.

Summary: For the past two years Town has been leasing a unit to provide office and meeting space to the twenty-five (25) school bus staff members (located by the DPW building). Previously, operations were run out of a very small office in the DPW building and full staff meetings and training was done at the Public Safety Complex. This trailer increases staff safety for bus drivers and DPW staff by separating them, decreases interruption for each department, and allows the DPW to utilize the old office area.

ARTICLE 30
ACCEPTANCE OF EXTENSION OF HILLSIDE DRIVE
(2/3 Vote Required)

To see if the Town will vote to accept as a public way an extension of the roadway known as Hillside Drive, as such extension has been heretofore laid out by the Board of Selectmen in the location shown on the plan entitled "Town Street Acceptance Plan of Hillside Drive as Laid Out by the Selectmen – Town of Sturbridge-Worcester County – Commonwealth of Massachusetts", plan prepared by Levesque Geomatics Inc., 43 Glendale Road, Sturbridge, MA 01518 – Plan date March 17, 2022 and revised through April 14, 2022, a copy of which has been placed on file with the Town Clerk, and to authorize the Board of Selectmen to acquire, by purchase, gift, eminent domain or otherwise, interests in land sufficient to provide for the use and maintenance of said way for all purposes for which public ways are used in the Town of Sturbridge, or take any action relative thereto.

Sponsor: Board of Selectmen

RECOMMENDATION OF THE FINANCE COMMITTEE:

That the Town vote to approve the article as written. Voted 6-0-1.

RECOMMENDATION OF THE BOARD OF SELECTMEN:

That the Town vote to approve the article as written. Voted 5-0-0.

Summary: The owner has completed the necessary improvements to the road for acceptance by the Town as a public way.

ARTICLE 31
TAX INCREMENT FINANCING AGREEMENT AND PROJECT CERTIFICATION;
NOBLE ENERGY

To see if the Town will vote to approve and certify the Local Incentive Application submitted for a 15,803 square foot building located at 201 Charlton Road, as shown on the Project Certification Application, which building will include a 6,846 square foot Electric Voltage Learning Center, a 3,031 square foot restaurant, 2,798 square feet for shared offices for Noble Energy and Nichols College to support student employment and training and 3,128 square feet for common areas, and to authorize the Board of Selectman to enter into a Tax Increment Financing Agreement (TIF) pursuant to the provisions of G.L. Chapter 40, section 59, with Noble Energy or its acceptable

designee, all in substantially the form submitted to this Town Meeting, a copy of which has been placed on file with the Town Clerk, such approval serving to confirm the information contained in the Project Certification Application that: (1) the project as proposed is consistent with the Town's economic development objectives and can reasonably be expected to benefit significantly from the Tax Increment Financing Agreement; (2) the project will not overburden the Town's infrastructure and utilities servicing the Economic Opportunity Area; and (3) the project, as described in the Project Certification Application, will have a reasonable chance of increasing employment opportunities; and to authorize designation of the project as a certified project for a term of ten (10) years and a tax increment financing plan of not more than ten (10) years providing for real estate tax exemptions at the following exemption rate on the added value resulting from the project:

Year	Percentage
Year 1	100%
Year 2	90%
Year 3	90%
Year 4	80%
Year 5	70%
Year 6	60%
Year 7	50%
Year 8	40%
Year 9	30%
Year 10	20%

or take any action relative thereto:

Sponsor: Board of Selectman

RECOMMENDATION OF THE FINANCE COMMITTEE:

That the Town vote to approve the article as written. Voted 7-0-0.

RECOMMENDATION OF THE BOARD OF SELECTMAN:

That the Town vote to approve the article as written. Voted 4-0-0.

Summary: This article will authorize the Board of Selectmen to offer a Tax Increment Financing agreement to Noble Energy or acceptable designee, for purposes of facilitating the construction of a 15,803 square foot facility including an electric voltage education center, a restaurant and offices for Noble Energy and Nichols College for student workforce and management training.

ARTICLE 32
AFFORDABLE HOUSING TRUST BY-LAW

To see if the Town will vote to insert the following Sturbridge Municipal Affordable Housing Trust Bylaw in the following location within the General Bylaw of the Town of Sturbridge -

Division 1: Bylaws, Part 1 Administrative Legislation, Chapter 7 Boards, Commissions and Committees, Article X – Sturbridge Municipal Affordable Housing Trust or take any other action relative thereto:

§ 7-29 Authorization

- A. Pursuant to the vote of the June 3, 2019 Annual Town Meeting to accept the provisions of MGL, Chapter 44, Section 55C to establish a Municipal Affordable Housing Trust Fund, there is hereby established in the Town of Sturbridge a Municipal Affordable Housing Trust (the “Trust”), having seven Trustees (the “Trustees”), to be appointed by the Board of Selectmen upon nomination by the Town Administrator.

§ 7-30 Purpose

- A. The purpose of the Sturbridge Municipal Affordable Housing Trust (Trust) shall be to provide for the creation and preservation of affordable housing in the Town of Sturbridge for the benefit of low and moderate income households, and to support the goals of the Town of Sturbridge Housing Production Plan (2021) as may be further amended.

§ 7-31 Trustees

- A. There shall be a Board of Trustees (the “Board”) of the Trust, composed of two non-voting members and seven voting members, the voting members hereinafter also referred to as “Trustees”. The Town Administrator and Town Planner shall serve as the non-voting members. The voting members shall include:
- (1) One member of the Board of Selectmen selected by the Board of Selectmen to serve for a term of two years;
 - (2) One member of the Finance Committee nominated by the Finance Committee to serve for an initial term of one year, and thereafter for a term of two years;
 - (3) One member of the Planning Board nominated by the Planning Board to serve for an initial term of one year, and thereafter for a term of two years;
 - (4) One member of the CPC nominated by the CPC to serve for a term of two years;
 - (5) Three members at large that shall be Town residents; one shall serve an initial term of two years and thereafter for a term of two years; two shall serve for an initial term of one year and thereafter for a term of two years;
 - (6) The Town Administrator shall be a non-voting member to serve a term of two years;
 - (7) The Town Planner shall be a non-voting member to serve a term of two years.
- A. Trustees shall serve without compensation.

- B. The Trust shall annually elect one of its members to serve as Chairperson and may elect such other officers, adopt procedural rules and regulations and establish any subcommittees as it deems appropriate.
- C. The Trustees shall consider the state of housing needs in Sturbridge and shall make recommendations to the Board of Selectmen on the options available to the Town to create new affordable housing to address those needs and to maintain existing affordable housing stock. Additionally, the Trust shall work to accomplish goals set forth in the Housing Production Plan of the Town as may from time to time be amended.
- D. The Trustees shall meet on a regular basis as needed to enact the duties of the Trustees.
- E. The Trustees shall establish an application process for projects requesting Affordable Housing Trust Funds and develop clear review requirements and procedures for all projects based on the Town's affordable housing goals.

§ 7-32 Legal Status

- A. The Trust is a public employer and Trustees are public employees for the purposes of Chapter 258 of the Massachusetts General Laws.
- B. The Trust shall be deemed a municipal agency and the Trustees shall be deemed as Special Municipal employees for the purposes of Chapter 268A of the Massachusetts General Laws.
- C. The Trust is exempt from G.L. Chapter 59 and 62, and from any other provisions concerning payment of taxes based upon or measured by property or income imposed by the Commonwealth or any subdivision thereto.
- D. The Trust is a governmental body for the purposes of Sections 23A, 23B and 23C of Chapter 39 of the Massachusetts General Laws.
- E. The Trust is a Board of the Town for the purposes of Massachusetts General Laws Chapter 30B and MGL c. 40, § 15A; but agreements and conveyances between the Trust and agencies, boards, commissions, authorities, departments and public instrumentalities of the Town shall be exempt from said Chapter 30B of the Massachusetts General Laws.

§ 7-33 Powers of the Trustees

- A. Powers of the Trustees – The Trustees shall have the following powers and duties:
 - (1) To accept and receive real property, personal property or money, by gift, grant, contribution, devise or transfer from any person, firm, corporation or other public or private entity, including but not limited to money, grants of funds or other property tendered to the trust in connection with any ordinance or by-law or any general or special law or any other source, including money from chapter 44B; provided, however, that any such money received from chapter 44B shall be used exclusively for community housing and shall remain subject to all the rules, regulations and limitations of that chapter when expended by the trust, and such funds shall be accounted for separately by the trust; and provided further, that at the end of each fiscal year, the trust shall

ensure that all expenditures of funds received from said chapter 44B are reported to the community preservation committee of the city or town for inclusion in the community preservation initiatives report, form CP-3, to the department of revenue;

- (2) To purchase and retain real or personal property, including without restriction investments that yield a high rate of income or no income;
- (3) To sell, lease, exchange, transfer or convey any personal, mixed, or real property at public auction or by private contract for such consideration and on such terms as to credit or otherwise, and to make such contracts and enter into such undertaking relative to trust property as the board deems advisable notwithstanding the length of any such lease or contract;
- (4) To execute, acknowledge and deliver deeds, assignments, transfers, pledges, leases, covenants, contracts, promissory notes, releases, grant agreements and other instruments sealed or unsealed, necessary, proper or incident to any transaction in which the board engages for the accomplishment of the purposes of the trust;
- (5) To employ advisors and agents, such as accountants, appraisers and lawyers as the board deems necessary;
- (6) To pay reasonable compensation and expenses to all advisors and agents and to apportion such compensation between income and principal as the board deems advisable;
- (7) To apportion receipts and charges between incomes and principal as the board deems advisable, to amortize premiums and establish sinking funds for such purpose, and to create reserves for depreciation depletion or otherwise;
- (8) To participate in any reorganization, recapitalization, merger or similar transactions; and to give proxies or powers of attorney with or without power of substitution to vote any securities or certificates of interest; and to consent to any contract, lease, mortgage, purchase or sale of property, by or between any corporation and any other corporation or person;
- (9) To deposit any security with any protective reorganization committee, and to delegate to such committee such powers and authority with relation thereto as the board may deem proper and to pay, out of trust property, such portion of expenses and compensation of such committee as the board may deem necessary and appropriate;
- (10) To carry property for accounting purposes other than acquisition date values;
- (11) To borrow money on such terms and conditions and from such sources as the board deems advisable, to mortgage and pledge trust assets as collateral;
- (12) To make distributions or divisions of principal in kind;
- (13) To comprise, attribute, defend, enforce, release, settle or otherwise adjust claims in favor or against the trust, including claims for taxes, and to accept any property, either in total or partial satisfaction of any indebtedness or other obligation, and subject to the provisions of this act, to continue to hold the same for such period of time as the board may deem appropriate;

- (14) To manage or improve real property; and to abandon any property which the board determined not to be worth retaining;
- (15) To hold all or part of the trust property un-invested for such purposes and for such time as the board may deem appropriate; and
- (16) To extend the time for payment of any obligation to the trust.
- (17) To provide grants or loans to assist low or moderate income homeowners or homebuyers to purchase or rehabilitate a dwelling unit in the Town of Sturbridge.
- (18) The powers and duties enumerated above may be modified or amended by by-law approved by Town Meeting.

§ 7-34 Funds Paid to the Trust

- A. Notwithstanding any general or special law to the contrary, all moneys paid to the trust in accordance with any zoning ordinance or by-law, exaction fee, or private contributions shall be paid directly into the trust and need not be appropriated or accepted and approved into the trust. General revenues appropriated into the trust become trust property and to be expended these funds need not be further appropriated. All moneys remaining in the trust at the end of any fiscal year, whether or not expended by the board within 1 year of the date they were appropriated into the trust, remain trust property.

§ 7-35 Custodian of Funds

- A. The Town Finance Director shall be the custodian of the funds of the Trust, and shall have signature authority to expend funds. The books and records of the Trust shall be audited annually by an independent auditor in accordance with accepted accounting practices for municipalities.

§ 7-36 Acts of Trustees

- A. A majority of Trustees may exercise any or all of the powers of the Trustees hereunder and may execute on behalf of the Trustees any and all instruments with the same effect as though executed by all the Trustees. No Trustee shall be required to give bond. No license of court shall be required to confirm the validity of any transaction entered into by the Trustees with respect to the Trust Estate.

§ 7-37 Liability

- A. Neither of the Trustees nor any agent or officer of the Trust shall have the authority to bind the Town of Sturbridge, except in the manner specifically authorized herein.

To see if the Town will vote to amend the General Bylaw of the Town of Sturbridge in the following manner or take any action in relation thereto:

Amend § 7-15 Establishment; membership; appointment; terms by deleting Housing Partnership Committee and replacing that with Sturbridge Municipal Affordable Housing Trust.

Sponsor: Planning Board

RECOMMENDATION OF THE FINANCE COMMITTEE:

That the Town vote to approve the article as written. Voted 7-0-0.

RECOMMENDATION OF THE BOARD OF SELECTMEN:

To place the article. Voted 3-1-0.

Summary: The establishment of an affordable housing trust fund is an opportunity for Sturbridge to have accessible funds available to respond efficiently and effectively to housing opportunities as they arise.

In 2019, Town Meeting voted to accept the provisions of M.G.L. Chapter 44, Section 55C establishing a Municipal Affordable Housing Trust Fund, but one has not yet been formed. A general bylaw is not required, but many towns adopt such a bylaw to codify the make-up and operations of the Trust. The members of the Trust will be appointed by the Board of Selectmen and all projects proposed by the Trust will need approval of the Board of Selectmen prior to moving forward.

ARTICLE 33
PURCHASE OF PROPERTY AT 7 MAIN STREET

To see if the Town will vote to authorize the Board of Selectmen to acquire by purchase, gift, eminent domain or otherwise, for sewer purposes, the fee or lesser interest in all or a portion of a parcel of land located at 7 Main St. Sturbridge, containing 0.96 acres and described in a deed recorded with the Worcester South District Registry of Deeds in Book 60426, Page 222; upon such terms and conditions as the Selectmen may determine and to transfer a sum of SEVENTY THOUSAND AND 00/100 DOLLARS (\$70,000.00) from the Sewer Fund Balance to carry out such acquisition and to pay all costs incidental and related thereto, or take any action relative thereto.

Sponsor: Board of Selectmen

RECOMMENDATION OF THE FINANCE COMMITTEE:

That the Town vote to approve the article as written. Voted 7-0-0.

RECOMMENDATION OF THE BOARD OF SELECTMEN:

That the Town vote to approve the article as written. Voted 4-1-0.

Summary: At the Annual Town Meeting of June 7, 2021, the Town Meeting approved \$200,000.00 for the study of the design and permitting of a new sewer pump station and force main to provide sewer service to the Fiske Hill area of Town. Presently that area is serviced through a contract with the Town of Southbridge. This property presents a unique opportunity for the Town to purchase the necessary site for the pump station.

ARTICLE 34
TRANSFER OF LAND ON CEDAR STREET

To see if the Town will vote to transfer the care and custody of a parcel of land known as 70 Cedar Street and described in a deed with the Worcester South Registry of Deeds in Book 25558, Page 0037, from the Board of Selectmen for general municipal purposes, to the Conservation Commission for resource protection, open space and passive recreation, and to dedicate such land forever to the protection of Article 97 of the Amendments to the Massachusetts Constitution, or take any action relative thereto.

Sponsor: Open Space Committee

RECOMMENDATION OF THE FINANCE COMMITTEE:

That the Town vote to take no action on this article. Voted 6-0-1.

The Finance Committee does not believe this article is in the best interest of the Town. If this article should pass, the Town will forever be restricted from using this parcel for certain purposes that may be of benefit for the Town. For instance, the Town Meeting has been presented several opportunities to use this area for recreational fields, expansion to the Town's recreation area, or potential location of a Senior Center. In each case, a portion, if not all, of 70 Cedar Street was needed or requested. The passage of this article will not allow the Town to consider using this parcel for any purpose that may benefit the Town except those purposes specifically related to resource protection, open space and passive recreation.

RECOMMENDATION OF THE BOARD OF SELECTMEN:

That the Town vote to approve the article as written. Voted 4-1-0.

Summary: The purpose of this article is to turn over control of this 14-acre parcel, which was gifted to the inhabitants of the Town of Sturbridge without restrictions, to the Conservation Commission for the purpose of allowing the Conservation Commission to convey a conservation restriction to a third party restricting the use of the parcel to open space and natural resources.

ARTICLE 35
FUNDING FOR THE CONSTRUCTION OF A PUBLIC PARKING LOT AT 501 MAIN STREET

To see if the Town will vote to transfer from Free Cash the sum of TWO HUNDRED AND THIRTY THOUSAND AND 00/100 DOLLARS (\$230,000.00) for the construction of a public parking lot and accessory improvements located at 501 Main Street in Sturbridge, or take any action relative thereto.

Sponsor: Board of Selectmen

RECOMMENDATION OF THE FINANCE COMMITTEE:

That the Town vote to approve the article as written. Voted 5-2-0.

RECOMMENDATION OF THE BOARD OF SELECTMEN:

That the Town vote to approve the article as written. Voted 4-0-0.

Summary: The Commercial Tourist District Plan adopted by the Town in 2014 identified the need for additional parking along the Route 20 corridor. On January 27, 2020, Special Town Meeting voted to acquire the land at 501 Main St. for use as a public parking lot (Article 45, \$244,000.00) and to prepare the design plans and permitting for the project (Article 46, \$15,000.00). The parking lot as designed will contain 25 parking spaces and will provide much needed parking in the Commercial Tourist District as well as access to the trail system along the river. Planning Board and Conservation Commission approvals have been obtained and this project is shovel ready. The funds will be used to construct the parking lot and install a stormwater management system, lighting and crosswalks. In addition to the funds from this article, the Town will be using \$244,000.00 of American Rescue Plan Act (ARPA) funds which were approved by the Board of Selectmen and a \$50,000.00 earmark made available from State Senator Gobi's office to complete this project.

ARTICLE 36
REPAIR AND REPLACEMENT OF LIBRARY HVAC SYSTEM

To see if the town will vote to transfer from Free Cash the sum of ONE MILLION ONE HUNDRED THOUSAND AND 00/100 DOLLARS (\$1,100,000.00) for the repair and replacement of the Heating, Ventilation and Air Conditioning system at the Joshua Hyde Library including the payment of all costs incidental and related thereto, or take any action relative thereto.

Sponsor: Board of Selectmen

RECOMMENDATION OF THE FINANCE COMMITTEE:

That the town vote to transfer from Free Cash the sum of ONE MILLION ONE HUNDRED THOUSAND AND 00/100 DOLLARS (\$1,100,000.00) for the repair and replacement of the heating, ventilation and air conditioning system at the Joshua Hyde Library including the payment of all costs incidental and related thereto, which costs may include, but are not limited to, the costs of installing building sprinklers. Voted 7-0-0.

RECOMMENDATION OF THE BOARD OF SELECTMEN:

That the town vote to approve the article as written. Voted 5-0-0.

Summary: The heating, ventilation and air conditioning system at the Joshua Hyde Library, which was installed as part of the renovations made to the library in 1987, has suffered multiple failures, is in constant need of repair, and is now well past its useful life. This article will fund the replacement of the HVAC system. The approximate cost of the replacement includes \$100,000.00 for design plans of the new system and related upgrades, \$670,000.00 for the new system, \$100,000.00 in ADA building upgrades triggered by state codes due to the cost of the new system, and \$230,000.00 for installing a sprinkler system should such a system be required under state codes. \$50,000.00 in ARPA funds are also being used for this project.

ARTICLE 37
REMOVE AND REPLACE PLANT MEDIA AT WATER PLANT
(2/3 Vote Required)

To see if the Town will vote to appropriate FOUR HUNDRED EIGHTY-ONE THOUSAND AND 00/100 (\$481,000.00) to pay costs of removing, inspecting and replacing iron removal plant media for the Water Department, including the payment of all costs incidental and related thereto, to determine whether this amount shall be raised by borrowing or otherwise, or take any action relative thereto.

Sponsor: Board of Selectmen

RECOMMENDATION OF THE FINANCE COMMITTEE:

That the Town appropriates FOUR HUNDRED EIGHTY-ONE THOUSAND AND 00/100 DOLLARS (\$481,000.00) to pay costs of removing, inspecting and replacing iron removal plant media, including the payment of all costs incidental and related thereto, and that to meet this appropriation, the Town Treasurer, with the approval of the Board of Selectmen, is authorized to borrow said amount under and pursuant to G.L. c. 44, §8(7A) or any other enabling authority, and to issue bonds or notes of the Town therefor. Voted: 7-0-0.

RECOMMENDATION OF THE BOARD OF SELECTMEN:

That the Town appropriates \$481,000.00 to pay costs of removing, inspecting and replacing iron removal plant media, including the payment of all costs incidental and related thereto, and that to meet this appropriation, the Town Treasurer, with the approval of the Board of Selectmen, is authorized to borrow said amount under and pursuant to G.L. c. 44, §8(7A) or any other enabling authority, and to issue bonds or notes of the Town therefor. Voted 5-0-0.

Summary: The Green Sand media at the three filtration vessels at the water plant is well beyond its useful life. In addition, the underlying layers of anthracite and gravel should also be replaced. Tank vessels and underdrains may also require repair. Design, engineering and construction administration is also included in the cost.

ARTICLE 38 **SEWER DEPARTMENT GENERATOR** **(2/3 Vote Required)**

To see if the Town will vote to appropriate TWO HUNDRED TWENTY THOUSAND AND 00/100 (\$220,000.00) to pay the costs of replacing a Sewer Department generator, including all costs incidental and related thereto, and to determine whether this amount shall be raised by borrowing or otherwise, or take any action relative thereto.

Sponsor: Board of Selectmen

RECOMMENDATION OF THE FINANCE COMMITTEE:

That the Town appropriates TWO HUNDRED TWENTY THOUSAND AND 00/100 DOLLARS (\$220,000.00) to pay costs of replacing a Sewer Department generator, including the payment of all costs incidental and related thereto, and that to meet this appropriation, the Town Treasurer, with the approval of the Board of Selectmen, is authorized to borrow said amount under and pursuant to G.L. c. 44, §7(1) or any other enabling authority, and to issue bonds or notes of the Town therefor. Voted 6-0-0.

RECOMMENDATION OF THE BOARD OF SELECTMEN:

That the Town appropriates \$220,000.00 to pay costs of replacing a Sewer Department generator, including the payment of all costs incidental and related thereto, and that to meet this appropriation, the Town Treasurer, with the approval of the Board of Selectmen, is authorized to borrow said amount under and pursuant to G.L. c. 44, §7(1) or any other enabling authority, and to issue bonds or notes of the Town therefor. Voted 5-0-0.

Summary: The generator at the Sewer plant is over 50 years old and well beyond its useful life. The Town will be pursuing a grant for this purchase and if successful the funds appropriated through this article will not be expended.

ARTICLE 39
PETITIONED ARTICLE

To see if the Town of Sturbridge will adopt a resolution in support of the work of the Special Commission Relative to the Seal and Motto of the Commonwealth, established by a resolve of the General Court in 2020 and appointed by Governor Baker to recommend changes to the current flag and seal of Massachusetts, and in support of a new seal and motto for the Commonwealth that may better reflect our aspirations for harmonious and respectful relations between all people who now call Massachusetts home; or take any action relative thereto.

Sponsor: By Petition

RECOMMENDATION OF THE FINANCE COMMITTEE:

That the town vote to approve the article as written. Voted 6-0-1.

RECOMMENDATION OF THE BOARD OF SELECTMEN:

To place the article. Voted 5-0-0.

<i>Summary: This article was submitted by petition to be placed on the Annual Town Meeting Warrant.</i>

**TOWN OF STURBRIDGE
SPECIAL TOWN MEETING WARRANT
TANTASQUA REGIONAL HIGH SCHOOL
JUNE 6, 2022
7:00 P.M.**



**ARTICLE 55
BETTERMENT PAYOFF – DISSOLVING OF BETTERMENT**

To see if the Town will vote to transfer the sum of ELEVEN THOUSAND THREE HUNDRED FORTY AND 00/100 DOLLARS (\$11,340.00) from the F/B Reserved for Sewer Betterments for the purpose of paying recording fees to the Registry of Deeds; or take any action relative thereto.

Sponsor: Finance Director

RECOMMENDATION OF THE FINANCE COMMITTEE:

That the Town vote to approve the article as written. Voted 7-0-0.

RECOMMENDATION OF THE BOARD OF SELECTMEN:

That the Town vote to approve the article as written. Voted 5-0-0.

This article will provide funding to dissolve betterment liens by paying associated fees to the Worcester District Registry of Deeds. There are one hundred eight (108) betterment liens that need to be released (dissolved).

**ARTICLE 56
SNOW AND ICE REMOVAL DEFICIT**

To see if the Town will vote to transfer a sum of money from Free Cash to fund the Snow and Ice Removal account for FY 2022, or take any other action relative thereto.

Sponsor: Board of Selectmen

RECOMMENDATION OF THE FINANCE COMMITTEE:

That the Town vote to transfer ONE HUNDRED FORTY-TWO THOUSAND SEVEN HUNDRED FIFTY-FOUR AND 00/100 DOLLARS (\$142,754.00) from Free Cash to fund the fiscal 2022 snow and ice deficit. Voted: 7-0-0.

RECOMMENDATION OF THE BOARD OF SELECTMEN:

That the Town vote to approve the article as written. Voted 5-0-0.

Summary: This article will fund the snow and ice removal deficit in fiscal year 2022. The Town can deficit spend each year for all costs related to snow and ice removal

ARTICLE 57
UNPAID BILLS OF A PREVIOUS YEAR
(9/10 vote required)

To see if the Town will vote to transfer from a sum of money from Free Cash for the purpose of paying unpaid bills of a prior fiscal year; or take any action relative thereto.

Sponsor: Board of Selectmen

RECOMMENDATION OF THE FINANCE COMMITTEE:

That the Town vote to take no action on this article. Voted 7-0-0.

At the time this article was presented for Finance Committee consideration, there were no outstanding unpaid bills. If any should present themselves prior to the Special Town Meeting, a substitute motion for the appropriate amount will be presented to the Town Meeting.

RECOMMENDATION OF THE BOARD OF SELECTMEN:

That the Town vote to approve the article as written. Voted 5-0-0.

Summary: This article seeks to fund any bills of a previous fiscal year received after the close of the fiscal year. At the time the Finance Committee reviewed and voted on this article there were no outstanding bills from prior fiscal years that were unpaid.

ARTICLE 58
TRANSFER OF FUNDS TO BOND ACCOUNT

To see if the Town will vote to transfer from Free Cash the sum of THREE THOUSAND AND 00/100 DOLLARS (\$3,000.00) to Account #99860 (GSPP OSV Bond), or take any action relative thereto.

Sponsor: Board of Selectmen

RECOMMENDATION OF THE FINANCE COMMITTEE:

That the Town vote to approve the article as written. Voted 7-0-0.

RECOMMENDATION OF THE BOARD OF SELECTMEN:

That the Town vote to approve the article as written. Voted 5-0-0.

Summary: This article will reallocate funds for revenue received in a prior fiscal year that closed out to Free Cash.

ARTICLE 59
TRANSFER OF FUNDS TO LAST CALL FOUNDATION GRANT

To see if the Town will vote to transfer from Free Cash the sum of SIX HUNDRED AND 44/100 DOLLARS (\$600.44) to Account #22010 to fund expenses not covered under a Last Call Foundation Grant, or take any action relative thereto.

Sponsor: Board of Selectmen

RECOMMENDATION OF THE FINANCE COMMITTEE:

That the Town vote to approve the article as written. Voted 7-0-0.

RECOMMENDATION OF THE BOARD OF SELECTMEN:

That the Town vote to approve the article as written. Voted 4-0-0

Summary: This article will fund expenses not covered by a Last Call Foundation Grant and EMPG Grant for body armor for the Fire Department. The Fire Department applied for and received funds from two grant sources to purchase body armor for the Fire Department, a Last Call Foundation Grant (\$15,000.00) and an Emergency Management Performance Grant (\$2,899.13). The cost of the equipment purchased that was not covered by the grants is \$600.44.

APPENDIX A

COMMUNITY PRESERVATION COMMITTEE REPORT TO THE FINANCE COMMITTEE FY2023 ANNUAL TOWN MEETING

The Community Preservation Committee looks forward to presenting the following articles to the voters at the FY2023 Annual Town Meeting.

- \$20,000.00 Administrative Funds - Undesignated Fund Balance
- \$230,025.00 FY23 Debt Payments - Undesignated Fund Balance
- \$9,500.00 Gravestone Restoration Old Burial Ground, North Cemetery - Historic Fund Balance
- \$15,000.00 Town Hall Storm Window Project - Historic Fund Balance
- \$15,000.00 Land Survey for a Grand Trunk Trail Route Easement at 9 River Road – Open Space Fund Balance
- \$88,000.00 Funding signage, materials and labor for trail and parking lot construction on Community Preservation Act purchased parcels – Open Space Fund Balance
- \$65,000.00 Town Library Restoration of Trim and Cornice Molding – Historic Fund Balance
- \$20,000.00 Community-wide Historic Preservation Plan - Historic Fund Balance
- \$25,000.00 To hire a Housing Consultant as described in the Housing Production Plan - Community Housing Fund Balance

CPA Revenue for FY22 and FY23:

FY22

State Revenue FY22	\$ 438,058.00
FY22 Surcharge Committed	\$ 582,215.00
Estimated Interest Income	\$ <u>85,000.00</u>
Total Estimated FY22 Revenues	\$1,105,273.00

FY23

Anticipated State Revenue FY23	\$ 214,000.00
Anticipated FY23 Surcharge	\$ 612,000.00
Anticipated Interest Income	\$ <u>85,000.00</u>
Total Anticipated FY23 Revenues	\$ 911,000.00

Community Preservation Fund Balances	Undesignated Fund Balance	Open Space	Historic Resources	Community Housing	Total All Funds
Estimated Fund Balance 7/1/2022:	\$1,619,660.00	\$537,901.00	\$397,918.00	\$1,144,527.00	\$3,700,006.00
Proposed Warrant Articles:					
Administrative Fund	\$20,000.00				\$20,000.00
FY23 Debt Payments	\$230,025.00				\$230,025.00
Gravestone Restoration			\$9,500.00		\$9,500.00
Land Survey Grand Trunk Trail Easement 9 River Road		\$15,000.00			\$15,000.00
Signage, Trail and Parking Lot CPA Purchased Parcels		\$88,000.00			\$88,000.00
Town Hall Storm Windows			\$15,000.00		\$15,000.00
Town Library Trim and Cornice Molding Restoration			\$65,000.00		\$65,000.00
Community-Wide Historic Preservation Plan			\$20,000.00		\$20,000.00
Hire Housing Consultant				\$25,000.00	\$25,000.00
Estimated Fund Balance after FY23 ATM	\$1,369,635.00	\$434,901.00	\$288,418.00	\$1,119,527.00	\$3,212,481.00

Thank you to Barbara Barry, Finance Director, for being instrumental in preparing this report to the Finance Committee.

Respectfully Submitted,

Penny Dumas, Chair

ANNUAL ACCOUNTING OF REVOLVING FUNDS

July 1, 2020- June 30, 2021

RECREATION REVOLVING FUND

Starting Balance	\$	35,809.71
Revenue	\$	15,565.36
Expenditures	\$	20,253.66
Ending Balance	\$	31,121.41

PLANNING DEPARTMENT REVOLVING FUND

Starting Balance	\$	815.00
Revenue	\$	-
Expenditures	\$	-
Ending Balance	\$	815.00

FIRE DEPARTMENT HAZMAT REVOLVING FUND

Starting Balance	\$	6,618.10
Revenue	\$	-
Expenditures	\$	672.90
Ending Balance	\$	5,945.20

CONSERVATION COMMISSION REVOLVING FUND (PUBLIC LANDS)

Starting Balance	\$	800.00
Revenue	\$	-
Expenditures	\$	-
Ending Balance	\$	800.00

SENIOR CENTER REVOLVING FUND

Starting Balance	\$	1,303.85
Revenue	\$	11,878.00
Expenditures	\$	10,000.00
Ending Balance	\$	3,181.85

STURBRIDGE TOURIST ASSOCIATION REVOLVING FUND

Starting Balance	\$	254.98
Revenues	\$	-
Expenditures		
Ending Balance	\$	254.98

BOARD OF HEALTH REVOLVING FUND

Starting Balance	\$	56,317.50
Revenues	\$	645.00
Expenditures	\$	5,024.50
Ending Balance	\$	51,938.00

PAY AS YOU THROW PROGRAM

Starting Balance	\$	132,237.51
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Revenues	\$	31,499.00
Expenditures	\$	18,471.25
Ending Balance	\$	145,265.26

CPR

Starting Balance	\$	34.00
Revenues	\$	-
Expenditures	\$	-
Ending Balance	\$	34.00

HOUSE NUMBERING

Starting Balance	\$	458.44
Revenues	\$	699.00
Expenditures	\$	1,112.23
Ending Balance	\$	45.21

FY2023 Outstanding Debt

Sources of Funding - Amounts Outstanding

Property Taxes	\$ -
Property Taxes - Debt Exclusion	\$ 11,288,054.25
Betterment Assessment	\$ 814,400.00
Water Fees	\$ 4,997,750.75
Sewer Fees	\$ 8,990,047.00
CPA Funds	\$ 1,289,475.00

Long Term Debt

[illegible]

SOME COMMON TOWN FINANCE TERMS

APPROPRIATION

An amount of money voted to be spent for specific purposes.

ARTICLES

Each of the numbered items of business in the Warrant is called an Article. Articles for a town meeting are submitted to the selectmen by boards, departments, and by citizens of Shrewsbury. All Articles must be voted upon; none can be withdrawn from the Warrant.

CHERRY SHEET

The cherry colored form received each year from the state listing the town's State Aid and county and state charge against the town.

FISCAL YEAR

July 1st through June 30th and normally designated by the year in which it ends.

FREE CASH - AVAILABLE FUNDS

Surplus revenue less all uncollected taxes from prior years. A source for funds at special town meetings, special projects or lowering the tax rate. Actual amount is determined at the close of each fiscal year. Free Cash should be thought of as being the town's "Savings Account"

GENERAL FUND

The fund into which the general (not-earmarked) revenues of the town are deposited and from which money is appropriated to pay the general expenses of the municipality.

LOCAL RECEIPTS

Money collected by the town departments for Automobile Excise taxes, licenses issued by the clerk's office, Parks and Recreation activities, etc.

OVERLAY

The amount raised by the Assessors in excess of appropriations and other charges to cover abatements granted and avoiding fractions.

OVERLAY SURPLUS

The accumulated amount of the not used overlay for various years which may be used for extraordinary or unforeseen purposes or voted into the Reserve Fund.

OVERRIDE

A referendum question on the ballot in a general election which allows a town to assess taxes in excess of the allowable 2 ½ % yearly increased allowed by law. Override questions must specify the purpose of the override and require a majority vote for approval.

RESERVE FUND

A fund to provide for extraordinary or unforeseen expenditures. A sum may be appropriated at the Annual Town Meeting not to exceed 5% of the tax levy of the preceding year.

SPECIAL EDUCATION (SPED)

Special Education is a program that serves students who have disabilities that impair learning. The town is partially reimbursed through Chapter 70 based on availability of funds and through recently enacted circuit breaker legislation.

SURPLUS REVENUE

The amount by which cash, accounts receivable and other assets exceed liabilities and reserve (a bookkeeping item not be confused with Available Funds.) Actual amount is determined at the close of each fiscal year.

TAX LEVY

The revenue a community can raise through real estate and personal taxes. This is limited by Proposition 2 ½ but can be increased by an override.

TRANSFER

The authorization to use an appropriation for a different purpose or from the Reserve Fund for extraordinary or unforeseen expenditures.

WARRANT

The list of items, known as Articles, to be considered at the town meeting is called the Town Warrant. The only business that may be considered is that listed in the Town Warrant.