

**BOARD OF SELECTMEN
AGENDA
Monday, March 21, 2016**

Regular Meeting – 7:00 p.m.

Selectmen's hearing room, Town Hall

*****NOTE*****

As a result of changes in the Open Meeting Law, the chair must announce at the outset of every meeting that the meeting is being recorded and transmitted via cable television.

7:00 p.m.

Pledge of Allegiance

Request by Finance Committee member for exemption under Massachusetts General Laws Chapter 268A, Section 20 (B), Recreation Commission contract

Request by Finance Committee and Fields Committee member for exemption under Massachusetts General Laws Chapter 268A, Section 20 (B), Veterans Services contract

Capital Facilities Advisory Committee update

Close town meeting warrant

Refer articles to Planning Board

Warrant article recommendations

Vote operating and capital budgets

Approve seasonal liquor licenses

MEMA mutual aid agreement for public works

Resignation of town accountant/asst. director of finance

Public comment period

Request for executive session under Mass. General Laws Chapter 30A, Section 21 (A) (3) to discuss collective bargaining strategy for which an open discussion may adversely affect the Town's negotiating position.

Use of Town facilities:

April 24, girls softball car wash, South Fire
May 15, 22, lacrosse car wash, South Fire
April 1-30, blue lights for autism awareness, common
July 23, Lynnfield Recreation Countryfest, common
July 6, 7, 13, 14, 20, 21, 28, 28 – Lynnfield Rotary concerts on the common

One-day liquor license:

Taste of Market Street to benefit Lynnfield Rotary Club

Minutes:

January 25, February 22

Proclamations:

Letters to Eagle Scouts

Administrative matters:

Signing of warrants



LYNNFIELD RECREATION
COMMISSION



Trudy Reid, Lynnfield Town Clerk
March 8, 2016
55 Summer Street
Lynnfield, MA 01940
781-334-9400

RECEIVED
2016 MAR 11 A 10:24
TOWN CLERKS OFFICE
LYNNFIELD, MA

Dear Ms Reid,

This letter is to notify you that the Lynnfield Recreation Commission has contracted with The Priestleys Fine Art Photography to provide photography and Disc Jockey services for an upcoming Father Daughter Dance. Because an owner of The Priestleys Fine Art Photography, Robert Priestley, is also a member of the Lynnfield Finance Committee and Fields Committee, we felt compelled to provide this disclosure. As the requested services were outlined in a detailed Request For Proposal and as The Priestleys Fine Art Photography met all the technical and price qualifications, the Lynnfield Recreation Commission voted to award this work to The Priestleys Fine Art Photography. Further, this letter serves as notification that no employee of the Lynnfield Recreation Commission performs the services that The Priestleys Fine Art Photography will provide as part of their regular duties for the Lynnfield Recreation Commission.

Respectfully Submitted,

Matt Monkiewitz, Chairman
Lynnfield Recreation Commission

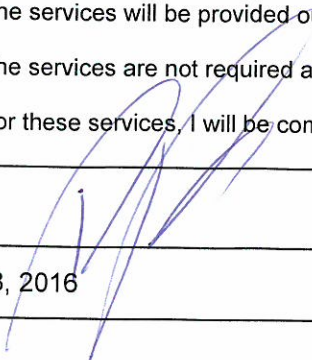
**DISCLOSURE BY MUNICIPAL EMPLOYEE
OF FINANCIAL INTEREST IN A MUNICIPAL CONTRACT
AS REQUIRED BY G. L. c. 268A, § 20(b)**

RECEIVED

2014 MAR 11 A 10:24
CLERKS OFFICE
LYNNFIELD, MA

	MUNICIPAL EMPLOYEE INFORMATION
Name of municipal employee:	Robert Priestley
Title/ Position	Member of Lynnfield, MA Finance Committee and Fields Committee
Fill in this box if it applies to you.	If you are a municipal employee because a municipal agency has contracted with your company or organization, please provide the name and address of the company or organization.
Agency/ Department	Lynnfield, MA Finance Committee and Fields Committee
Agency Address	Town Hall 55 Summer Street Lynnfield, MA 01940
Office phone:	781-334-0001
Office e-mail:	bob@thepriestleys.org
	Check one: <input type="checkbox"/> Elected or <input checked="" type="checkbox"/> Non-elected
Starting date as a municipal employee.	June 2013 Finance Committee, May 2012 Fields Committee
BOX # 1	ELECTED MUNICIPAL EMPLOYEE
Select either STATEMENT #1 or STATEMENT #2.	I am an elected municipal employee.
Write an X beside your financial interest.	<input type="checkbox"/> STATEMENT #1: I had one of the following financial interests in a contract made by a municipal agency before I was elected to my municipal employee position. I will continue to have this financial interest in a municipal contract. OR <input type="checkbox"/> STATEMENT #2: I will have a new financial interest in a contract made by a municipal agency.
	My financial interest in a municipal contract is:
	<input type="checkbox"/> I have a non-elected, compensated municipal employee position. <input type="checkbox"/> A municipal agency has a contract with me. <input type="checkbox"/> I have a financial benefit or obligation because of a contract that a municipal agency has with another person or an entity, such as a company or organization. <input type="checkbox"/> I work for a company or organization that has a contract with a municipal agency, and I am a "key employee" because the contract identifies me by name or it is otherwise clear that the city or town has contracted for my services in particular.
BOX # 2	NON-ELECTED, COMPENSATED MUNICIPAL EMPLOYEE
Select either STATEMENT #1 or STATEMENT #2.	I am a non-elected municipal employee.
Write an X beside your financial interest.	<input type="checkbox"/> STATEMENT # 1: I had one of the following financial interests in a contract made by a municipal agency before I took a position as a non-elected municipal employee. I will continue to have this financial interest in a municipal contract.
	My financial interest in a municipal contract is:
	<input type="checkbox"/> A municipal agency has a contract with me, but not an employment contract. <input type="checkbox"/> I have a financial benefit or obligation because of a contract that a municipal agency has with another person or an entity, such as a company or organization. -- OR -- <input type="checkbox"/> STATEMENT # 2: I will have a new financial interest in a contract made by a municipal agency.

	<p>My financial interest in a municipal contract is:</p> <p><input type="checkbox"/> I have a non-elected, compensated municipal employee position.</p> <p><input type="checkbox"/> A municipal agency has a contract with me.</p> <p><input type="checkbox"/> I have a financial benefit or obligation because of a contract that a municipal agency has with another person or an entity, such as a company or organization.</p> <p><input type="checkbox"/> I work for a company or organization that has a contract with a municipal agency, and I am a "key employee" because the contract identifies me by name or it is otherwise clear that the city or town has contracted for my services in particular.</p>
	FINANCIAL INTEREST IN A MUNICIPAL CONTRACT
Name and address of municipal agency that made the contract	<p>Lynnfield Recreation Commission 55 Summer Street Lynnfield, MA 01940</p>
<p>Please put in an X to confirm these facts.</p>	<p>"My Municipal Agency" is the municipal agency that I serve as a municipal employee.</p> <p>The "contracting agency" is the municipal agency that made the contract.</p> <p><input checked="" type="checkbox"/> My Municipal Agency is not the contracting agency.</p> <p><input checked="" type="checkbox"/> My Municipal Agency does not regulate the activities of the contracting agency.</p> <p><input checked="" type="checkbox"/> In my work for my Municipal Agency, I do not participate in or have official responsibility for any of the activities of the contracting agency.</p> <p><input checked="" type="checkbox"/> The contract was made after public notice or through competitive bidding.</p>
FILL IN THIS BOX OR THE BOX BELOW	<p>ANSWER THE QUESTION IN THIS BOX IF THE CONTRACT IS BETWEEN THE CITY OR TOWN AND YOU.</p> <p>- Please explain what the contract is for. To provide photography and Disc Jockey services for an upcoming Father Daughter Dance sponsored by the Recreation Commission</p>
FILL IN THIS BOX OR THE BOX ABOVE	<p>ANSWER THE QUESTIONS IN THIS BOX IF THE CONTRACT IS BETWEEN THE CITY OR TOWN AND ANOTHER PERSON OR ENTITY.</p> <p>- Please identify the person or entity that has the contract with the municipal agency. - What is your relationship to the person or entity? - What is the contract for?</p>
What is your financial interest in the municipal contract?	<p>- Please explain the financial interest and include the dollar amount if you know it. - About \$1,500 fixed plus \$10.00 per portrait estimated at about \$2,000 for a total of about \$3,500</p>
Date when you acquired a financial interest	March 8, 2016
What is the financial interest of your immediate family?	<p>- Please explain the financial interest and include the dollar amount if you know it. - About \$1,500 fixed plus \$10.00 per portrait estimated at about \$2,000 for a total of about \$3,500. I own the company with my wife Lauri Priestley</p>
Date when your immediate family acquired a financial interest	March 8, 2016
Write an X to confirm each	<p>FOR A CONTRACT FOR PERSONAL SERVICES –</p> <p>Answer the questions in this box ONLY if you will have a contract for personal services with a municipal agency (i.e., you will do work directly for the contracting agency).</p>

statement.	I will have a contract with a municipal agency to provide personal services. <input checked="" type="checkbox"/> The services will be provided outside my normal working hours as a municipal employee. <input checked="" type="checkbox"/> The services are not required as part of my regular duties as a municipal employee. <input checked="" type="checkbox"/> For these services, I will be compensated for not more than 500 hours during a calendar year.
Employee signature:	
Date:	March 8, 2016

Attach additional pages if necessary.

NOT A PERSONAL SERVICES CONTRACT -- File disclosure with the city or town clerk.

SEE CERTIFICATION AND APPROVAL REQUIRED FOR PERSONAL SERVICES CONTRACTS, BELOW.

FOR CONTRACTS FOR PERSONAL SERVICES ONLY:

If you are disclosing a financial interest in a contract for personal services with a municipal agency, you must file the Certification below signed by the head of the contracting agency, and you must get approval of the exemption from the city council, board of aldermen, board of selectmen or town council.

CERTIFICATION BY HEAD OF CONTRACTING AGENCY

	INFORMATION ABOUT HEAD OF CONTRACTING AGENCY
Name:	Matt Monkiewicz
Title/ Position	Chairman
Municipal Agency:	Lynnfield Recreation Commission
Agency Address:	Town Hall 55 Summer Street Lynnfield, MA 01940
Office Phone:	617-889-1600 ext 245
	CERTIFICATION
	I have received a disclosure under G.L. c. 268A, § 20(b) from a municipal employee who seeks to provide personal services to my municipal agency, identified above. I certify that no employee of my agency is available to perform the services described above as part of his or her regular duties.
Signature:	
Date:	

**APPROVAL BY CITY COUNCIL, BOARD OF ALDERMEN,
BOARD OF SELECTMEN OR TOWN COUNCIL**

	INFORMATION ABOUT APPROVING BODY
Name:	Phil Crawford
Title/ Position	Chairman, Board of Selectman
Agency Address:	Town Hall 55 Summer Street Lynnfield, MA 01940
Office Phone:	781-334-9410
	APPROVAL
	I have received a disclosure under G.L. c. 268A, § 20(b) from a municipal employee who seeks to provide personal services to a municipal agency, identified above. The exemption under § 20(b) is approved.
Signature:	On behalf of the Council or Board, I sign this approval.
Date:	3/10/16

Attach additional pages if necessary.
File disclosure, Certification and Approval with the city or town clerk.

LYNNFIELD TOWN WARRANT

THE COMMONWEALTH OF MASSACHUSETTS

ANNUAL TOWN ELECTION - APRIL 11, 2016

ANNUAL TOWN MEETING - APRIL 25, 2016

Essex, ss.

To the Constable of the Town of Lynnfield in the County of Essex, GREETINGS:

In the name of the Commonwealth of Massachusetts, you are hereby directed to notify and warn the inhabitants of said Town, qualified to vote in elections and in Town affairs, to meet in their respective polling places in said Lynnfield, on Monday, April 11, 2016 at 7:00 a.m., then and there to bring in their votes on one ballot for the choice of all necessary Town Officers for the ensuing year, chosen in this manner, viz.: one Board of Selectmen member for three years; one Town Moderator for one year; one Board of Assessors member for three years; two Board of Library Trustee member for three years; two School Committee members for three years; one Planning Board member for five years; one Planning Board member for one year to fill an unexpired term; and one Housing Authority member for two years to fill an unexpired term.

The Polls in each precinct will open at 7:00 a.m., and will be closed at 8:00 p.m., on said April 11, 2016. The polling places for voters in Precincts 1, 2, 3 and 4 will be at Lynnfield High School, Essex Street, all in said Lynnfield.

And you are further directed to notify and warn the inhabitants of the Town of Lynnfield qualified to vote in elections and Town affairs, to meet in the Middle School Auditorium, Cafeteria, and the Gymnasium, if necessary, on Monday, April 25, 2016 at 7:30 p.m., then and there to act on the following articles:

ARTICLE 9. To see if the Town will vote to raise and appropriate and/or appropriate by transfer from available funds a sum of money for the town's Stabilization Fund, or what action the Town will take thereon.

Submitted by BOARD OF SELECTMEN

ARTICLE 10. To see if the Town will vote to raise and appropriate and/or appropriate by transfer from available funds a sum of money for the town's Capital Facilities Fund, or what action it will take thereon.

Submitted by BOARD OF SELECTMEN

ARTICLE 11. To see if the Town will vote to raise and appropriate or transfer from available funds a sum of money to be deposited into the Other Post Employment Benefits Liability Trust Fund; or what action it will take thereon.

Submitted by BOARD OF SELECTMEN

ARTICLE 12. To see if the Town will vote to reauthorize the establishment of a Revolving Fund under the provisions of Chapter 44, Section 53 E-1/2, to be spent by the Council on Aging, limited to a certain amount, without further appropriation during Fiscal Year 2017, to pay expenses and contractual services required to operate Senior Center Activities and field trips; said fund to be credited with all fees and charges received during Fiscal Year 2017 from persons taking part in said activities and field trips; or what action it will take thereon.

Submitted by BOARD OF SELECTMEN

ARTICLE 13. To see if the Town will vote to reauthorize the establishment of a Revolving Fund under the provisions of Chapter 44, Section 53 E-1/2, to be spent by the Board of Health, limited to a certain amount, without further appropriation during Fiscal Year 2017, to pay expenses and contractual services required to operate the Flu Clinic; said fund to be credited with all fees and charges received, and with recovery through third party billing received, during Fiscal Year 2017 from or in connection with persons taking part in said activities; or what action it will take thereon.

Submitted by BOARD OF HEALTH

ARTICLE 14. To see if the Town will vote to reauthorize the establishment of a Revolving Fund under the provisions of Chapter 44, Section 53 E-1/2, to be spent by the Board of Library Trustees, limited to a certain amount, without further appropriation during Fiscal Year 2017, to pay expenses related to book replacement and new book acquisitions, said fund to be credited with all fines collected for the loss of library books received during Fiscal Year 2017 from persons paying such fines; or what action it will take thereon.

Submitted by BOARD OF LIBRARY TRUSTEES

ARTICLE 15. To see if the Town will vote to reauthorize the establishment of a Revolving Fund under the provisions of Chapter 44, Section 53 E-1/2, to be spent by the Recreation Commission, limited to a certain amount, without further appropriation during Fiscal Year 2017, to pay part time salaries, expenses and contractual services required to

operate Recreation Activities, field administration and field trips; said fund to be credited with all fees and charges received during Fiscal Year 2017 from persons taking part in said activities and field trips; or what action it will take thereon.

Submitted by BOARD OF SELECTMEN

ARTICLE 16. To see if the Town will vote to reauthorize the establishment of a Revolving Fund, pursuant to Massachusetts General Laws Chapter 44, Section 53 E-1/2, to be spent by the Department of Public Works, limited to a certain amount, without further appropriation during Fiscal Year 2017, to pay expenses related to maintenance and upkeep of athletics fields for the fiscal year commencing July 1, 2016; said fund to be credited with all field maintenance fees and charges received during FY 2017 for field use, or what action it will take thereon.

Submitted by BOARD OF SELECTMEN

ARTICLE 17. To see if the Town will vote to authorize the establishment of a Revolving Fund, pursuant to Massachusetts General Laws Chapter 44, Section 53 E-1/2, to be spent by the Department of Public Works, limited to a certain amount, without further appropriation during Fiscal Year 2017, to pay expenses related to the scheduling, maintenance and upkeep of the Al Merritt Cultural Center for the fiscal year commencing July 1, 2016; said fund to be credited with all fees and charges received during FY 2017 for the use of the said facility, or what action it will take thereon.

Submitted by BOARD OF SELECTMEN

ARTICLE 18. To see if the Town will vote to appropriate a sum of money from Emergency Medical Service Enterprise receipts to pay expenses and contractual services required to operate the emergency medical service in the Town of Lynnfield, said Enterprise Fund to be credited with all fees and charges received during Fiscal Year 2017 from persons using said service; or what action it will take thereon.

Submitted by BOARD OF SELECTMEN

ARTICLE 19. To see if the Town will vote to appropriate a sum of money from Golf Enterprise receipts and/or Golf Enterprise Retained Earnings to pay expenses and contractual services required to operate the Reedy Meadow Golf Course and King Rail Golf Course, said Enterprise Fund to be credited with all fees and charges received during Fiscal Year 2017 from persons using the golf courses; or what action it will take thereon.

Submitted by BOARD OF SELECTMEN

ARTICLE 20. To see if the Town will vote to authorize the Board of Library Trustees to apply for, accept and expend without further appropriation any state funds which may be available to defray all or part of the cost of the design, construction and equipping of a new library building, and to approve the schematic design for such a project that are shown on a set of plans entitled "Preliminary site plan and schematic layout for new Lynnfield Public Library," dated March 25, 2016, which are on file with the Town Clerk, or to take any other action in relation thereto.

Submitted by the BOARD OF LIBRARY TRUSTEES

ARTICLE 21. To see if the Town will vote, pursuant to G.L. c. 40, § 15A and any other applicable authority, to transfer to the Board of Selectmen for the purpose of sale or lease the real property known and numbered as 567 Main Street, Lynnfield, Massachusetts, including the structures and fixtures thereon erected, being the same property conveyed to the Town by deed dated October 2, 2014 and recorded with the Essex South District Registry of Deeds at Book 33587, Page 278 from Denault M. Donovan, Charles S. Donovan and Alice Kiernan, Trustees of the Centre Farm Nominee Realty Trust II, under declaration of trust dated December 28, 2007 and recorded with said Deeds at Book 27459, Page 234, consisting of seven (7) acres, more or less; and pursuant to G.L. c. 40, § 3; c. 30B, § 16, and any other applicable authority, to authorize the Selectmen to sell, lease, transfer and convey the said real property subject to an Historic Preservation Restriction under G.L. c. 184, §§ 31-33, pertaining to the said property and the exterior of the structures and fixtures thereon, such sale or lease otherwise to be on such terms and subject to such conditions as the Selectmen may deem prudent; or what action it will take thereon.

Submitted by BOARD OF SELECTMEN

ARTICLE 22. To see if the Town will vote to appropriate from free cash a sum of money to pay certain outstanding medical bills, and to empower the Town Administrator to pay any and all other bills associated with the August 12, 2010 line of duty injury suffered by Firefighter Keith Gauvreau, or what action it will take thereon.

Submitted by BOARD OF SELECTMEN

ARTICLE 23. To see if the Town will vote to raise and appropriate, or appropriate by transfer from available funds or by borrowing, or from any or all such sources, a sum of money for the design, construction, furnishing and equipping of a clubhouse at the King Rail Reserve Golf Course, or what action it will take thereon.

Submitted by BOARD OF SELECTMEN

ARTICLE 24. To see if the Town will vote to appropriate a sum of money for the construction of municipal outdoor recreational facilities, including the development of land and the construction and reconstruction of facilities at Glen Meadow Park and to determine whether to raise this appropriation by borrowing or otherwise, or to take any action related thereto.

Submitted by PETITION

ARTICLE 25. To see if the Town will vote to amend the Zoning Bylaws by adding, at the end of § 4.2.1 “Uses Authorized by Board of Appeals” within the Limited Business District, the following:

“4. Business or professional office, or bank, wherein more than five (5) persons are regularly employed.”

or to take any other action in relation thereto.

Submitted by BOARD OF SELECTMEN

ARTICLE 26. To see if the Town will vote to amend Section 7.4.a entitled “Additional Requirements for PWSF” of the Zoning Bylaws by:

- a. deleting therefrom the following:
“, in addition to the requirements of 7.4 ‘Site Plan Approval’”; and
- b. renumbering the said section from “7.4.a.” to “7.4.1”; entitled “Additional Requirements for PWSF”

or what action it will take thereon.

Submitted by PLANNING BOARD

ARTICLE 27. To see if the Town will vote to amend the Zoning Bylaws by revising Section 8.7, entitled “Siting of Radio Telecommunications Facilities,” such that whenever any section, subsection or sub-subsection number includes “8.7” the same is changed to “8.8”,

or what action it will take thereon.

Submitted by PLANNING BOARD

ARTICLE 28. To see if the Town will vote to amend the Zoning Bylaws by deleting embedded section numbers and replacing them with section titles in various places, as follows:

- a. in Section 4.8, by deleting “8. Any uses allowed in Section 9.4 Wireless Communication District” and replacing it with “8. Any uses allowed in the section entitled ‘Siting of Radio Telecommunications Facilities’”;
- b. in Section 8.4.8, by deleting “15”;
- c. in Section 8.5.3.4, by deleting “Section 6, Sign Regulations,” and replacing it with “Sign Regulations”;
- d. in Section 9.5.6, by deleting Section 9.5.6.15 and Section 9.5.6.16 and replacing them with the following:

“15. Adult uses as enumerated under the “Adult Uses”
Section of the Zoning Bylaws.

“16. Medical Marijuana uses as enumerated under
the “Medical Marijuana” Section of the Zoning Bylaws.”;

and

- e. in Section 13.6, by deleting “Section II Chapter 6 of the Bylaws of the Town of Lynnfield (as amended)” and replacing it with “these Zoning Bylaws”;

or what action it will take thereon.

Submitted by PLANNING BOARD

ARTICLE 29. To see if the Town will vote to amend the Zoning Bylaws definitions, as follows:

- a. in Section 2, deleting the line reading “2.16, Standards Applicable to All Definitions”; renumbering subsections 2.16.1, 2.16.2, 2.16.3 and 2.16.4 as 2.1, 2.2, 2.3 and 2.4, respectively; deleting all subsection numbers associated with particular definitions; adding a new subsection 2.5 entitled “Individual Meanings” which shall list all those particular definitions in alphabetical order.
- b. deleting subsection 7.7.2 and moving the text thereof to subsection 2.5, placing it in alphabetical order with all other definitions located therein;
- c. moving the text of all definitions in subsection 8.5.2 to subsection 2.5, placing them in alphabetical order with all other definitions located therein, excepting only the definition of “Substantial or Significant Portion,” which shall remain in subsection 8.5.2;
- d. moving the text of all definitions in subsection 8.6.2 to subsection 2.5, placing them in alphabetical order with all other definitions located therein, excepting only the definition of “Assisted Living” and “An Assisted Living Residence” which shall remain in subsection 8.6.2;
- e. moving the text of all definitions in subsection 8.7.3 to subsection 2.5, placing them in alphabetical order with all other definitions located therein and eliminating the sub-subsection numbers thereof, excepting only the definition of “Special Permit,” which shall remain in subsection 8.7.3 but without any sub-subsection number; and
- f. moving the text of all definitions in subsection 9.3.3 to subsection 2.5, placing them in alphabetical order with all other definitions located therein and eliminating the sub-subsection numbers thereof, excepting only the definition of “Acre,” which shall remain in subsection 9.3.3 but without any sub-subsection number;

or what action it will take thereon.

Submitted by PLANNING BOARD

ARTICLE 30. To see if the Town will vote to amend the Zoning Bylaws by deleting Section 7.7 entitled “Temporary Moratorium Medical Treatment Centers”,

or what action it will take thereon.

Submitted by PLANNING BOARD

ARTICLE 31. To see if the Town will vote to amend the Zoning Bylaws by adding the following definitions to subsection 2.5, placing them in alphabetical order with all other definitions located therein:

- a. “Movement or Moving – As applied to signs, any visual elements that either change or alter in appearance whatsoever.”;
- b. “A.T.M. or ATM – Annual Town Meeting as called for in the Town Charter, in the spring.”; and
- c. “S.T.M. or STM – Special Town Meeting as called for or permitted in the Town Charter, including but not limited to the regular town meeting scheduled for the fall.”;

or what action it will take thereon.

Submitted by PLANNING BOARD

ARTICLE 32. To see if the Town will vote, pursuant to Article IV, Section 217-39.B of the General Bylaws of the Town, to designate the following ways as “Scenic Roads”:

Chestnut Street
Essex Street
Lowell Street
Main Street
Summer Street;

or what action it will take thereon.

Submitted by CONSERVATION COMMISSION

And you are further directed to serve this warrant, by posting up attested copies thereof, in at least six public places in said Town of Lynnfield, seven days at least before the time of holding said meeting.

HEREOF FAIL NOT, and make due return of this Warrant, with your doings thereon, to the Town Clerk, at the time and place of meeting, or before hand as aforesaid.

Given under our hands this 21st day of March in the year of our Lord two thousand and sixteen.

Philip B. Crawford, Chairman

Thomas Terranova, Jr., Selectman

Christopher J. Barrett, Selectman

A true copy
ATTEST: _____, Constable

Date:

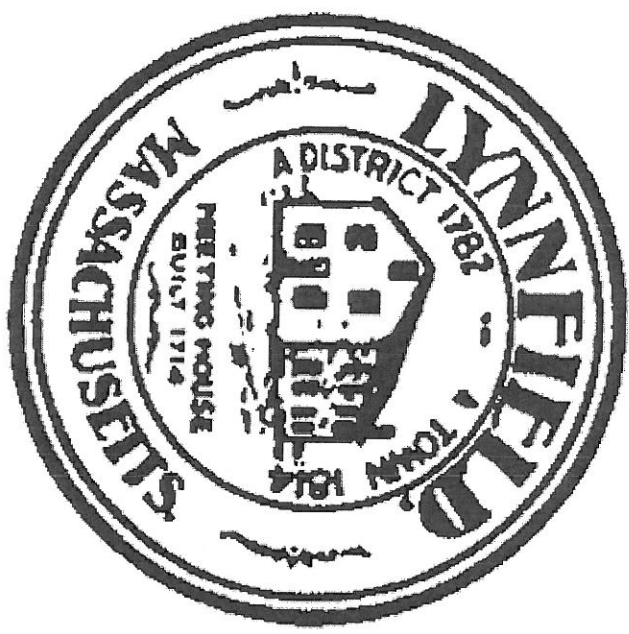
Pursuant to the within Warrant, I have this day notified and warned the inhabitants of the Town of Lynnfield as herein directed by posting nine attested copies of the Warrant in said Lynnfield seven (7) days before the time and calling of said election.

Paul Minsky
Constable

Posted at:
Center Post Office
Center Market
Lynnfield Water District
Library
Pump 'n Pantry
Senior Center
South Post Office
South Fire Station
Town Hall

c:\Lynnfield\2016ATMWarrant3.16.16

***FY 17 Town Administrator's Budget
For public hearing on March 23, 2016***



FY 17 Preliminary Appropriation Targets

	FY 15	FY 16 Preliminary	FY17 Preliminary	Diff	% Inc
GENERAL GOVERNMENT	\$ 2,013,967.22	\$ 2,201,308.00	\$ 2,654,769.00	\$ 453,461.00	20.60%
PUBLIC SAFETY	\$ 3,991,517.88	\$ 4,256,582.00	\$ 4,549,728.00	\$ 293,146.00	6.89%
PUBLIC WORKS	\$ 6,161,611.00	\$ 6,780,999.00	\$ 6,555,786.00	\$ (225,213.00)	-3.32%
HUMAN SERVICES	\$ 421,347.94	\$ 433,466.00	\$ 438,946.00	\$ 5,480.00	1.26%
CULTURE & RECREATION	\$ 805,494.00	\$ 846,101.00	\$ 862,261.00	\$ 16,160.00	1.91%
EDUCATION	\$ 23,636,871.00	\$ 24,577,724.00	\$ 25,741,596.00	\$ 1,163,872.00	4.74%
DEBT & INTEREST	\$ 3,173,100.00	\$ 3,280,045.00	\$ 3,298,159.00	\$ 18,114.00	0.55%
EMPLOYEE BENEFITS	\$ 5,285,561.00	\$ 5,678,822.00	\$ 6,303,959.52	\$ 625,137.52	11.01%
Other Expenditure Total	\$1,425,123.00	\$2,155,439.22	\$2,430,530.00	\$ 275,090.78	12.76%
CHERRY SHEET CHARGES	\$ 322,301.00	\$ 416,301.00	\$ 377,255.00	\$ (39,046.00)	-9.38%
TOTAL EXPENDITURES	\$ 47,236,894.04	\$ 50,626,787.22	\$ 53,212,989.52	\$ 2,586,202.30	5.11%
TOTAL REVENUE	\$ 48,894,678.56	\$ 50,926,501.46	\$ 53,231,495.49		0.00%
TOTAL EXPENDITURES	\$ 47,236,894.04	\$ 50,626,787.22	\$ 53,212,989.52		0.00%
SURPLUS / (DEFICIT)	\$ 1,657,784.52	\$ 299,714.24	\$ 18,505.97		0

FY 17 Other Expenditures Target

	FY 14	FY 15	FY 16	FY17
Allow for abate/exemptions	\$200,000	\$200,000	\$200,000	\$200,000
Deficit Accounts		\$275,000	\$265,432	\$275,000
Building Reserve Fund Payment				
Capital Budget	\$511,257	\$629,750.00	\$ 1,314,820	\$1,539,908
Special Articles				
Transfer to Capital Maintenance Fund		\$150,000	\$180,000	\$200,000
Appropriation to Stabilization Fund		\$150,000	\$180,000	\$200,000
Offset for Direct Expenditures	\$20,270	\$20,373	\$15,187	\$15,622
Other Expenditures Total	\$731,527	\$1,425,123	\$2,155,439	\$2,430,530

FY 2017 Operating Budget

Line No.		FY 16 Final	FY 16 Munis	FY 17 Departmental Request	FY 17 Munis	Variance	Variance FY16 vs FY17	% Increase
GENERAL GOVERNMENT								
<i>Selectmen</i>								
1	Selectmen Salaries	\$ 2,250.00	\$ 2,250.00	\$ 2,250.00	\$ 2,250.00	\$ -	\$ -	0.0%
2	Town Administrator's Salary	\$ 178,500.00	\$ 178,500.00	\$ 178,500.00	\$ 178,500.00	\$ -	\$ -	0.0%
3	Administrative Salary	\$ 64,665.96	\$ 64,666.00	\$ 64,666.00	\$ 64,666.00	\$ -	\$ -	0.0%
4	Professional Services	\$ 92,000.00	\$ 92,000.00	\$ 92,000.00	\$ 92,000.00	\$ -	\$ -	0.0%
5	Pay Rate Increase Fund	\$ 43,406.00	\$ 43,406.00	\$ 400,000.00	\$ 400,000.00	\$ 10,000.00	\$ (10,000.00)	-10.9%
6	Town Report	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
7	Prop. & Liab. Insurance	\$ 537,150.00	\$ 537,150.00	\$ 632,297.00	\$ 632,297.00	\$ -	\$ 95,147.00	17.7%
8	Other Expenses	\$ 18,000.00	\$ 18,000.00	\$ 21,000.00	\$ 21,000.00	\$ -	\$ 3,000.00	16.7%
	Sub-Total Selectmen	\$ 935,971.96	\$ 935,972.00	\$ 1,390,713.00	\$ 1,380,713.00	\$ 10,000.00	\$ 444,741.00	47.5%
<i>Town Accountant</i>								
9	Accountant's Salary	\$ 120,000.00	\$ 120,000.00	\$ 99,000.00	\$ 99,000.00	\$ -	\$ -	-
10	Clerical Salary	\$ 54,665.00	\$ 54,665.00	\$ 55,660.00	\$ 55,660.00	\$ -	\$ (21,000.00)	-17.5%
11	Expenses	\$ 4,255.00	\$ 4,255.00	\$ 4,605.00	\$ 4,605.00	\$ -	\$ 995.00	1.8%
	Sub-Total Town Acct.	\$ 178,920.00	\$ 178,920.00	\$ 159,265.00	\$ 159,265.00	\$ -	\$ 350.00	8.2%
<i>Town Counsel</i>								
12	Counsel's salary	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
13	Professional Services	\$ 75,000.00	\$ 75,000.00	\$ 75,000.00	\$ 75,000.00	\$ -	\$ -	-
14	Expenses Law Books	\$ 2,200.00	\$ 2,200.00	\$ 2,200.00	\$ 2,200.00	\$ -	\$ -	-
	Sub-Total Town Counsel	\$ 77,200.00	\$ 77,200.00	\$ 77,200.00	\$ 77,200.00	\$ -	\$ -	-
<i>Div. Finance & Admin.</i>								
15	Finance Director	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
<i>Operators Support</i>								
16	Salaries	\$ 72,300.00	\$ 72,300.00	\$ 72,300.00	\$ 72,300.00	\$ -	\$ -	-
17	Expenses	\$ 42,900.00	\$ 42,900.00	\$ 45,400.00	\$ 45,400.00	\$ -	\$ 2,500.00	5.8%
<i>Information Systems</i>								
18	Salary	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
19	Expenses	\$ 149,700.00	\$ 149,700.00	\$ 160,700.00	\$ 160,700.00	\$ -	\$ 11,000.00	7.3%
<i>Tax Collector</i>								
20	Collector Salary	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
21	Collector Expenses	\$ 20,450.00	\$ 20,450.00	\$ 20,450.00	\$ 20,450.00	\$ -	\$ -	-
21A	Senior Tax Work-Off Program	\$ 9,000.00	\$ 9,000.00	\$ 9,000.00	\$ 9,000.00	\$ -	\$ -	-
22	Treasurer's Salaries	\$ 169,594.00	\$ 169,594.00	\$ 170,994.00	\$ 170,994.00	\$ -	\$ 1,400.00	0.8%
23	Treasurer's Expenses	\$ 21,240.00	\$ 21,240.00	\$ 21,240.00	\$ 21,240.00	\$ -	\$ -	-
24	Town Clerk Salaries	\$ 108,944.00	\$ 108,944.00	\$ 110,480.00	\$ 110,480.00	\$ -	\$ 1,536.00	1.4%
25	Clerk Expenses	\$ 29,100.00	\$ 29,100.00	\$ 40,740.00	\$ 40,740.00	\$ -	\$ 11,640.00	40.0%

FY 2017 Operating Budget

Line No.	FY 16 Final	FY 16 Munis	FY 17 Departmental Request	FY 17 Munis	Variance	Variance FY16 vs FY17	% Increase
26	Registrar's Expenses						
27	Tex Title Proceedings						
28	Elections						
	Sub-Total Div. Fin. & Admin.	\$ 623,228.00	\$ 623,228.00	\$ 651,304.00	\$ 28,076.00	4.5%	
	Board of Assessors						
29	Board Salaries	\$ 11,500.00	\$ 11,500.00	\$ 11,500.00	\$ -	0.0%	
30	Other Salaries	\$ 127,711.00	\$ 127,711.00	\$ 127,711.00	\$ -	0.0%	
31	Professional Services	\$ 33,800.00	\$ 33,800.00	\$ 33,800.00	\$ -	0.0%	
32	Assessment Update	\$ 9,200.00	\$ 9,200.00	\$ 9,200.00	\$ -	0.0%	
33	Expenses	\$ 11,970.00	\$ 11,970.00	\$ 11,970.00	\$ -	0.0%	
	Sub-Total Bd. Of Assessors	\$ 194,181.00	\$ 194,181.00	\$ 194,181.00	\$ -	0.0%	
	Planning Board						
34	Salary	\$ 45,056.00	\$ 45,056.00	\$ 45,305.00	\$ 249.00	0.7%	
35	Expenses	\$ 3,286.00	\$ 3,286.00	\$ 43,286.00	\$ 40,000.00	0.0%	
	Sub-Total Planning Board	\$ 48,342.00	\$ 48,342.00	\$ 88,591.00	\$ 40,249.00	0.6%	
	Board of Appeals						
36	Expenses	\$ 2,741.00	\$ 2,741.00	\$ 2,741.00	\$ -	0.0%	
	Sub-Total Board of Appeals	\$ 2,741.00	\$ 2,741.00	\$ 2,741.00	\$ -	0.0%	
	Conservation Commission						
37	Salaries	\$ 79,006.00	\$ 79,006.00	\$ 79,006.00	\$ -	0.0%	
38	Expenses	\$ 2,334.00	\$ 2,334.00	\$ 2,334.00	\$ -	0.0%	
39	Professional Services	\$ 1,545.00	\$ 1,545.00	\$ 1,545.00	\$ -	0.0%	
40	Open Space	\$ 1,545.00	\$ 1,545.00	\$ 1,545.00	\$ -	0.0%	
	Sub-Total Conservation Comm.	\$ 84,430.00	\$ 84,430.00	\$ 84,430.00	\$ -	0.0%	
	Personal Board						
41	Salary	\$ 2,874.00	\$ 2,874.00	\$ 2,874.00	\$ -	0.0%	
42	Professional Services	\$ 2,870.00	\$ 2,870.00	\$ 2,870.00	\$ -	0.0%	
43	Expenses	\$ 330.00	\$ 330.00	\$ 330.00	\$ -	0.0%	
	Sub-Total Personal Board	\$ 6,074.00	\$ 6,074.00	\$ 6,074.00	\$ -	0.0%	
	Finance Committee						
44	Salary	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ -	0.0%	
45	Expenses	\$ 420.00	\$ 420.00	\$ 420.00	\$ -	0.0%	
46	Finance Committee Report	\$ 1,800.00	\$ 1,800.00	\$ 1,800.00	\$ -	0.0%	
47	Reserve Fund	\$ 45,000.00	\$ 45,000.00	\$ 45,000.00	\$ -	0.0%	

FY 2017 Operating Budget

Line No.	FY 16 Final	FY 16 Maxis	FY 17 Departmental Request	FY 17 Maxis	Variance	Variance FY16 vs FY17	% Increase
Sub-Total Finance Committee							
	\$ 50,220.00	\$ 50,220.00	\$ 50,220.00	\$ 50,220.00	\$ -	\$ -	0.0%
TOTAL GEN. GOVERNMENT							
	\$ 2,201,307.96	\$ 2,201,308.00	\$ 2,704,719.00	\$ 2,654,769.00	\$ 453,461.00	\$ -	20.6%
Public Safety							
Police							
48	Chief's Salary (incl. holidays)	\$ 169,087.00	\$ 169,087.00	\$ 169,087.00	\$ -	\$ -	0.0%
49	Other Salaries (incl. holidays)	\$ 1,957,107.00	\$ 1,957,107.00	\$ 2,013,293.00	\$ 56,186.00	\$ -	2.9%
50	Officer's Overtime	\$ 400,383.00	\$ 400,383.00	\$ 375,000.00	\$ (25,383.00)	\$ -	-6.3%
51	Officers Training	\$ 96,000.00	\$ 96,000.00	\$ 154,952.00	\$ 58,952.00	\$ 29,000.00	30.2%
52	Other Expenses	\$ 197,330.00	\$ 197,330.00	\$ 208,414.00	\$ 11,084.00	\$ 6,670.00	3.4%
	Sub-Total Police	\$ 2,819,907.00	\$ 2,819,907.00	\$ 2,920,746.00	\$ 100,839.00	\$ 66,473.00	2.4%
Fire							
53	Chief's Salary (incl. holidays)	\$ 114,444.00	\$ 114,444.00	\$ 114,444.00	\$ -	\$ -	0.0%
54	Full-time Salaries (incl. holidays)	\$ 640,784.00	\$ 640,784.00	\$ 744,373.00	\$ 103,589.00	\$ -	16.2%
55	Call Dept. Salaries	\$ 319,494.00	\$ 319,494.00	\$ 441,078.00	\$ 121,584.00	\$ -	38.1%
56	Fire Alarm Salaries	\$ 13,267.00	\$ 13,267.00	\$ 13,267.00	\$ -	\$ -	0.0%
57	Fire Dept. Expenses	\$ 107,033.00	\$ 107,033.00	\$ 111,738.00	\$ 4,705.00	\$ -	0.0%
58	A.L.S.	\$ -	\$ -	\$ -	\$ -	\$ -	-
59	Fire Alarm Expenses	\$ 8,128.00	\$ 8,128.00	\$ 8,185.00	\$ 57.00	\$ -	0.0%
60	Hydrant Rental	\$ -	\$ -	\$ -	\$ -	\$ -	-
	Sub-Total Fire	\$ 1,203,150.00	\$ 1,203,150.00	\$ 1,433,085.00	\$ 229,935.00	\$ 225,173.00	18.7%
Div of Zoning & Inspection							
61	Other Salaries	\$ 68,662.00	\$ 68,662.00	\$ 70,162.00	\$ 1,500.00	\$ -	2.2%
62	Professional Services	\$ 125,195.00	\$ 125,195.00	\$ 125,195.00	\$ -	\$ -	0.0%
63	Expenses	\$ 11,211.00	\$ 11,211.00	\$ 11,211.00	\$ -	\$ -	0.0%
	Sub-Total Zoning & Inspection	\$ 205,068.00	\$ 205,068.00	\$ 206,568.00	\$ 1,500.00	\$ -	0.7%
Civil Defense							
64	Director's Salary	\$ 250.00	\$ 250.00	\$ 250.00	\$ -	\$ -	0.0%
65	Expenses	\$ 1.00	\$ 1.00	\$ 1.00	\$ -	\$ -	0.0%
	Sub-Total Civil Defense	\$ 251.00	\$ 251.00	\$ 251.00	\$ -	\$ -	0.0%
Dog Officer							
66	Dog Officer's Salary	\$ 26,352.00	\$ 26,352.00	\$ 26,352.00	\$ -	\$ -	0.0%
67	Expenses	\$ 1,854.00	\$ 1,854.00	\$ 1,854.00	\$ -	\$ -	0.0%
	Sub-Total Dog Officer	\$ 28,206.00	\$ 28,206.00	\$ 28,206.00	\$ -	\$ -	0.0%
	Total Public Safety	\$ 4,256,582.00	\$ 4,256,582.00	\$ 4,588,856.00	\$ 332,274.00	\$ 293,146.00	6.9%
Public Works							

FY 2017 Operating Budget

Line No.	FY 16 Final	FY 16 Munis	Departmental Request	FY 17 Munis	Variance	Variance FY16 vs FY17	% Increase
Administration							
68	Director Salary	\$ 105,463.00	\$ 105,463.00	\$ 105,463.00	\$ -	\$ -	0.0%
69	Other Salaries	\$ 373,087.00	\$ 373,087.00	\$ 376,170.00	\$ -	\$ -	0.8%
70	Motor Fuel/Oil	\$ 195,000.00	\$ 195,000.00	\$ 134,000.00	\$ (61,000.00)	\$ (61,000.00)	-31.3%
71	Other Expenses	\$ 9,500.00	\$ 9,500.00	\$ 9,500.00	\$ -	\$ -	0.0%
	Sub-Total Administration	\$ 683,050.00	\$ 683,050.00	\$ 625,133.00	\$ (57,917.00)	\$ (57,917.00)	-8.5%
Highway							
72	Salaries	\$ 883,012.00	\$ 883,012.00	\$ 912,750.00	\$ -	\$ -	3.4%
73	Expenses	\$ 643,720.00	\$ 893,720.00	\$ 918,620.00	\$ -	\$ -	-53.2%
73a	Road Repairs	\$ 250,000.00	\$ -	\$ -	\$ -	\$ -	-
	Sub-Total Highway	\$ 1,776,732.00	\$ 1,776,732.00	\$ 1,831,370.00	\$ (445,362.00)	\$ (445,362.00)	-25.1%
Sidewalk/Construction & Maint							
74	Salaries	\$ -	\$ -	\$ -	\$ -	\$ -	-
75	Expenses	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	\$ -	\$ -	0.0%
	Sub-Total Sidewalk Const. & Maint	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	\$ -	\$ -	0.0%
Snow & Ice Removal							
76	Salaries and Expenses	\$ 120,000.00	\$ 120,000.00	\$ 120,000.00	\$ -	\$ -	0.0%
	Sub-Total Snow & Ice Removal	\$ 120,000.00	\$ 120,000.00	\$ 120,000.00	\$ -	\$ -	0.0%
Street Lighting							
77	Expenses	\$ 180,000.00	\$ 180,000.00	\$ 180,000.00	\$ -	\$ -	0.0%
	Sub-Total Street Lighting	\$ 180,000.00	\$ 180,000.00	\$ 180,000.00	\$ -	\$ -	0.0%
Rubbish Collection							
78	Expenses	\$ 791,800.00	\$ 791,800.00	\$ 844,200.00	\$ -	\$ -	6.6%
	Sub-Total Rubbish Collection	\$ 791,800.00	\$ 791,800.00	\$ 844,200.00	\$ 52,400.00	\$ 52,400.00	6.6%
School Maintenance & Buses							
79	Salaries	\$ 984,963.00	\$ 984,963.00	\$ 1,049,188.00	\$ -	\$ -	-0.4%
80	Energy Supply	\$ 699,000.00	\$ 699,000.00	\$ 724,000.00	\$ -	\$ -	3.6%
81	Expenses	\$ 964,490.00	\$ 964,490.00	\$ 1,166,490.00	\$ -	\$ -	20.9%
	Sub-Total School Maint. & Buses	\$ 2,648,453.00	\$ 2,648,453.00	\$ 2,939,678.00	\$ 2,871,678.00	\$ 223,225.00	8.4%
Town Building Maintenance							

FY 2017 Operating Budget

Line No.	FY 16 Final	FY 16 Munis	FY 17 Departmental Request	FY 17 Munis	Variance	Variance FY16 vs FY17	% Increase
82	Salaries \$ 229,964.00	\$ 229,964.00	\$ 232,405.00	\$ 232,405.00	\$ -	\$ -	1.1%
83	Expenses \$ 326,000.00	\$ 326,000.00	\$ 326,000.00	\$ 326,000.00	\$ -	\$ -	0.0%
	Town Building Maintenance	\$ 555,964.00	\$ 558,405.00	\$ 558,405.00	\$ -	\$ -	0.4%
	<i>Cemetery, Parks & Tree</i>						
84	Salaries						
85	Expenses						
	Sub-Total Cemetery, Parks & Tree						
	<i>Cemetery Renov. & Upgrades</i>						
86	Salaries						
87	Expenses						
	Cemetery Renov. & Upgrades						
	<i>After School/Youth Center</i>						
88	Salaries						
89	Expenses						
	After School/Youth Center						
	Total Public Works	\$ 6,780,999.00	\$ 6,780,999.00	\$ 7,123,786.00	\$ 6,555,786.00	\$ (225,213.00)	-3.3%
	<i>Human Services</i>						
	<i>Board of Health</i>						
90	Other Salaries	\$ 84,072.00	\$ 84,072.00	\$ 84,072.00	\$ -	\$ -	0.0%
91	Expenses	\$ 32,604.00	\$ 32,604.00	\$ 32,604.00	\$ -	\$ -	0.0%
	Sub-Total Board of Health	\$ 116,676.00	\$ 116,676.00	\$ 116,676.00	\$ -	\$ -	0.0%
	<i>Council on Aging</i>						
92	Salary	\$ 266,037.00	\$ 266,037.00	\$ 266,017.00	\$ 20.00	\$ (20.00)	0.0%
93	Expenses	\$ 26,949.00	\$ 26,949.00	\$ 26,949.00	\$ -	\$ -	0.0%
	Sub-Total Council on Aging	\$ 292,986.00	\$ 292,986.00	\$ 292,966.00	\$ 20.00	\$ (20.00)	0.0%
	<i>Veteran's Services</i>						
94	Director's Salary	\$ 10,404.00	\$ 10,404.00	\$ 10,404.00	\$ -	\$ -	0.0%
95	Expenses	\$ 900.00	\$ 900.00	\$ 900.00	\$ -	\$ -	0.0%
96	Veterans Benefits	\$ 12,500.00	\$ 12,500.00	\$ 18,000.00	\$ 5,500.00	\$ -	44.0%

FY 2017 Operating Budget

Line No.	FY 16		FY 16		FY 17		FY 17		Variance	Variance FY16 vs FY17	% Increase
	Final	Munis	Departmental Request	Munis	Munis	Munis					
Sub-Total Veteran's Services	\$ 23,804.00	\$ 23,804.00	\$ 29,304.00	\$ 29,304.00	\$ 5,500.00	\$ 5,500.00	23.1%				
Total Human Services	\$ 433,466.00	\$ 433,466.00	\$ 438,946.00	\$ 438,946.00	\$ 5,480.00	\$ 5,480.00	1.3%				
Culture & Recreation											
<i>Library</i>											
97 Director's Salary	\$ 93,064.00	\$ 93,064.00	\$ 85,000.00	\$ 85,000.00	\$ (8,064.00)	\$ (8,064.00)	-8.7%				
98 Other Salaries	\$ 497,385.00	\$ 497,385.00	\$ 502,563.00	\$ 502,563.00	\$ 5,178.00	\$ 5,178.00	1.0%				
99 Expenses	\$ 194,620.00	\$ 194,620.00	\$ 195,816.00	\$ 195,816.00	\$ 1,196.00	\$ 1,196.00	0.6%				
Sub-Total Library	\$ 785,069.00	\$ 785,069.00	\$ 783,379.00	\$ 783,379.00	\$ (1,690.00)	\$ (1,690.00)	-0.2%				
<i>Recreation Commission</i>											
100 Salaries	\$ 44,880.00	\$ 44,880.00	\$ 54,300.00	\$ 54,300.00	\$ 9,420.00	\$ 9,420.00	21.0%				
101 Expenses	\$ 3,872.00	\$ 3,872.00	\$ 4,172.00	\$ 4,172.00	\$ 300.00	\$ 300.00	7.7%				
Sub-Total Recreation Commission	\$ 48,752.00	\$ 48,752.00	\$ 58,472.00	\$ 58,472.00	\$ 9,720.00	\$ 9,720.00	19.9%				
<i>Historical Commission</i>											
102 Expenses	\$ 8,280.00	\$ 8,280.00	\$ 15,910.00	\$ 15,910.00	\$ 7,630.00	\$ 7,630.00	92.1%				
Sub-Total Historical Commission	\$ 8,280.00	\$ 8,280.00	\$ 15,910.00	\$ 15,910.00	\$ 7,630.00	\$ 7,630.00	92.1%				
<i>Memorial Day Observance</i>											
103 Expenses	\$ 4,000.00	\$ 4,000.00	\$ 4,500.00	\$ 4,500.00	\$ 500.00	\$ 500.00	12.5%				
Sub-Total Memorial Day Observ.	\$ 4,000.00	\$ 4,000.00	\$ 4,500.00	\$ 4,500.00	\$ 500.00	\$ 500.00	12.5%				
Total Culture and Recreation	\$ 846,101.00	\$ 846,101.00	\$ 862,261.00	\$ 862,261.00	\$ 16,160.00	\$ 16,160.00	1.9%				
Education											
104 Net Salaries and Expenses	\$ 21,880,787.00	\$ 21,880,787.00	\$ 22,865,421.00	\$ 22,865,421.00	\$ 984,634.00	\$ 984,634.00	4.5%				
104A School Health Insurance	\$ 2,332,000.00	\$ 2,332,000.00	\$ 2,518,560.00	\$ 2,518,560.00	\$ 186,560.00	\$ 186,560.00	8.0%				
105 N.S. Technical High School	\$ 364,937.00	\$ 364,937.00	\$ 383,84.00	\$ 357,615.00	\$ (7,322.00)	\$ (7,322.00)	-2.0%				
Total Education	\$ 24,577,724.00	\$ 24,577,724.00	\$ 25,767,165.00	\$ 25,741,596.00	\$ 1,163,872.00	\$ 1,163,872.00	4.7%				
Debt & Interest											
106 Short Term Interest Debt Exclusion	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-				
107 Short Term Interest	\$ 17,500.00	\$ 17,500.00	\$ 17,500.00	\$ 22,280.00	\$ 4,780.00	\$ 4,780.00	27.3%				
108 Long Term Principal Payment	\$ 353,000.00	\$ 353,000.00	\$ 348,068.00	\$ 348,068.00	\$ (4,932.00)	\$ (4,932.00)	-1.4%				
109 Long Term Interest	\$ 154,232.00	\$ 154,232.00	\$ 190,468.00	\$ 190,468.00	\$ 36,237.00	\$ 36,237.00	23.5%				
110 Long Term Principal Debt Exclusion	\$ 2,009,000.00	\$ 2,009,000.00	\$ 2,056,641.00	\$ 2,056,641.00	\$ 47,641.00	\$ 47,641.00	2.4%				
111 Long Term Interest Debt Exclusion	\$ 713,688.00	\$ 713,688.00	\$ 648,061.00	\$ 648,061.00	\$ (65,627.00)	\$ (65,627.00)	-9.2%				
112 Septic Loan Program	\$ 32,626.00	\$ 32,626.00	\$ 32,641.00	\$ 32,641.00	\$ 15.00	\$ 15.00	0.0%				

FY 2017 Operating Budget

Line No.	FY 16 Final	FY 16 Munis	FY 17 Departmental Request	FY 17 Munis	Variance	Variance FY16 vs FY17	% Increase	
Total Debt & Interest	\$ 3,280,046.00	\$ 3,280,045.00	\$ 3,293,379.00	\$ 3,298,159.00	\$ -	\$ 18,114.00	0.6%	
Employee Benefits								
113 Pension Contributions	\$ 2,308,330.00	\$ 2,308,330.00	\$ 2,451,114.00	\$ 2,451,114.00	\$ -	\$ 142,784.00	6.2%	4764000
114 Town Health/Life/Disability Insurance	\$ 372,360.00	\$ 2,721,319.00	\$ 2,939,024.52	\$ 2,939,024.52	\$ -	\$ 217,705.52	8.0%	964000
114A Public Safety Health Insurance	\$ 247,510.00							
114B DPW Health Insurance	\$ 333,900.00							
114C Literary Health Insurance	\$ 56,710.00							1126346
114D Council on Aging Health Insurance	\$ 14,840.00							
114E Retiree Health Insurance	\$ 1,696,000.00							
115 Medicare - F.I.C.A.	\$ 429,075.00	\$ 429,075.00	\$ 500,000.00	\$ 485,000.00	\$ -	\$ 55,925.00	13.0%	
116 Workers' Compensation Insurance	\$ 174,451.00	\$ 174,451.00	\$ 183,174.00	\$ 183,174.00	\$ -	\$ 8,723.00	5.0%	
117 Other	\$ 4,047.00	\$ 4,047.00	\$ 4,047.00	\$ 4,047.00	\$ -	\$ -	0.0%	
118 Unemployment Compensation	\$ 41,600.00	\$ 41,600.00	\$ 41,600.00	\$ 41,600.00	\$ -	\$ -	0.0%	
119 OPEB	\$ -	\$ -	\$ 200,000.00	\$ 200,000.00	\$ -	\$ 200,000.00		
Total Employee Benefits	\$ 5,678,823.00	\$ 5,678,822.00	\$ 6,318,959.52	\$ 6,303,959.52	\$ -	\$ 625,137.52	11.0%	
TOTAL OPERATING BUDGET	\$ 48,055,048.96	\$ 48,055,047.00	\$ 51,098,071.52	\$ 50,405,204.52	\$ -	\$ 2,350,157.52	4.9%	
State Assessments	\$ 374,204.00	\$ 374,204.00		\$ 377,255.00	\$ -	\$ 3,051.00	0.8%	
Total General Fund Budget	\$ 48,429,252.96	\$ 48,429,251.00	\$ 51,098,071.52	\$ 50,782,459.52	\$ -	\$ 2,353,208.52	4.9%	
Munis Check	\$ 48,054,958.00	\$ 49,054,384.00		\$ 51,370,468				
		\$ 605,133.00						
Manually Updated: School Health Insurance								

FY2017 Capital Request Form Master

Department	SUB-DEPT	Description/Purpose of Item	Quantity	Unit Amount	Total Amount Requested	Subtotal by Dept/Sub Dept	Recommended
City Clerk		ICP Tabulator / Warranty for Election Machines	4	\$6,700	\$26,800	26,800.00	\$26,800
Board of Health		Desk and Review Table	1	\$4,437	\$4,437	4,437.00	\$4,437
Historic Commission		Gravestone conservation materials and repairs at Wi	1	\$8,000	\$8,000		
Historic Commission		Landmark Signs and Support Material for Museum i	1	\$8,850	\$8,850	16,850.00	
Library		Inspection and Engineering to Library Buildings	1	\$100,000	\$100,000	100,000.00	
Library-DPW		Safety Inspection of Library Building	1	\$5,000	\$5,000		
Library-DPW		Fix Emergency Exit - Arthing street side	1	\$1,200	\$1,200		
Library-DPW		Leaks to Library Building	1	\$5,000	\$5,000		
Library-DPW		Floors/Baseboard of Bathroom	1	\$2,500	\$2,500		
Library-DPW		Windows for Library	1	\$10,000	\$10,000		
Library-DPW		Fix Children's room cracks on the wall due to pipe b	1	\$2,500	\$2,500		
Library-DPW		Circulation Desk / Entrance building pipe support-fi	1	\$2,500	\$2,500		
Library-DPW		Electric Panel in Lobby facing circulation	1	\$3,000	\$3,000		
Library-DPW		Flooding of the basement	1	\$2,000	\$2,000		
Library-DPW		Sidewalks-Arthing Street	1	\$15,000	\$15,000		
Library-DPW		Asphalt Roller	1	\$14,500	\$14,500		
DPW		Mobile Message Boards (2)	1	\$32,000	\$32,000		
DPW		Upgrade Equipment, Small	1	\$10,000	\$10,000		
DPW		Culvert Design/Engineering (Fletcher Rd/Midland Rd)	1	\$40,000	\$40,000		
DPW		Ledge Road Drainage Project	1	\$80,000	\$80,000		
DPW		Longbow Circle Drainage Project	1	\$140,000	\$140,000		
DPW		Road Reconstruction	1	\$500,000	\$500,000		
DPW		New Trucks	1	\$360,000	\$360,000	1,176,500.00	\$500,000
DPW		Small Equipment (weed wackers, trimmers, spreaders, etc...)	1	\$1,500	\$1,500		
DPW		Cemetery Records Upgrade	1	\$20,000	\$20,000	21,500.00	
DPW		FORESTRY	1	\$1,500	\$1,500	1,500.00	
DPW		SNOW AND ICE	1	\$10,000	\$10,000		
DPW		SNOW AND ICE	1	\$25,000	\$25,000		
DPW		SNOW AND ICE	1	\$19,000	\$19,000	54,000.00	\$19,000
DPW		RECYCLING CENTER	1	\$2,500	\$2,500	2,500.00	
DPW		PUBLIC ADMIN	1	\$7,000	\$7,000		
DPW		PUBLIC ADMIN	1	\$30,000	\$30,000		
DPW		PUBLIC ADMIN	1	\$15,000	\$15,000	52,000.00	\$30,000

DPW -	MUNI BLDG - TOWN HALL	Flooring/carpeting	1	\$20,000	\$20,000		
DPW -	MUNI BLDG - TOWN HALL	Renovations-Minor	1	\$5,000	\$5,000		
DPW -	MUNI BLDG - TOWN HALL	Ventilation/air conditioning	1	\$20,000	\$20,000		
DPW -	MUNI BLDG - TOWN HALL	Emergency generator replacement Ph1	1	\$25,000	\$25,000		
DPW -	MUNI BLDG - TOWN HALL	Window replacement	1	\$10,000	\$10,000		
DPW -	MUNI BLDG - TOWN HALL	Fuel Tank Compliance-Electrical Upgrade	1	\$14,000	\$14,000		\$14,000
DPW -	MUNI BLDG - TOWN HALL	Compressor Replacement - Fire Dept	1	\$9,000	\$9,000		\$9,000
DPW -	MUNI BLDG - TOWN HALL	Energy Management System	1	\$10,000	\$10,000		\$10,000
DPW -	MUNI BLDG - TOWN HALL	Facility Maintenance Program	1	\$8,000	\$8,000		\$8,000
DPW -	MUNI BLDG LIBRARY	Painting-exterior	1	\$25,000	\$25,000		
DPW -	MUNI BLDG LIBRARY	Septic System replacement	1	\$75,000	\$75,000		100,000.00
DPW -	MUNI BLDG SOUTH FIRE	Electrical upgrades	1	\$7,000	\$7,000		
DPW -	MUNI BLDG SOUTH FIRE	Overhead doors	1	\$15,000	\$15,000		
DPW -	MUNI BLDG SOUTH FIRE	Compressor Replacement	1	\$9,000	\$9,000		31,000.00
DPW -	MUNI BLDG SOUTH SCH/CO	Kitchen Fire Suppression System	1	\$12,000	\$12,000		12,000.00
DPW -	MUNI BLDG DPW GARAGE	Doors, including overhead doors	1	\$15,000	\$15,000		
DPW -	MUNI BLDG DPW GARAGE	Renovations	1	\$15,000	\$15,000		30,000.00
DPW -	SCHOOL BLDG	Flooring/rug replacement	1	\$15,000	\$15,000		
DPW -	SCHOOL BLDG	Painting	1	\$15,000	\$15,000		
DPW -	SCHOOL BLDG	Hand Dryer Replacements	1	\$5,000	\$5,000		
DPW -	SCHOOL BLDG	HS Cafeteria A/C	1	\$140,000	\$140,000		
DPW -	SCHOOL BLDG	Middle School main entry floor drain damage	1	\$15,000	\$15,000		
DPW -	SCHOOL BLDG	Replace Fire Alarm Panel-VIS	1	\$10,000	\$10,000		
DPW -	SCHOOL BLDG	Facility Maintenance Program	1	\$8,000	\$8,000		208,000.00
DPW -	SCHOOL GROUNDS	Lighting High School Parking lot	1	\$18,000	\$18,000		
DPW -	SCHOOL GROUNDS	High School Parking Lot	1	\$9,000	\$9,000		
DPW -	SCHOOL GROUNDS	Wastewater Treatment Plants	1	\$14,000	\$14,000		
DPW -	SCHOOL GROUNDS	School Custodial Equipment (scrubbers, buffers, vac	1	\$29,400	\$29,400		70,400.00
DPW -	OTHER TOWN IMPROV	Electronic Time/Pay System	1	\$15,500	\$15,500		
DPW -	OTHER TOWN IMPROV	Pillings Pond Improvements	1	\$18,000	\$18,000		
DPW -	OTHER TOWN IMPROV	Town Common Electrical Upgrade	1	\$6,000	\$6,000		
DPW -	OTHER TOWN IMPROV	Street Lamp Replacement Program	1	\$8,000	\$8,000		47,500.00
Fire		Hose, Regular replacement of obsolete/damaged fire	1	\$5,000	\$5,000		
Fire		Personal prtective equipment, regulair purchase of ne	1	\$15,000	\$15,000		
Fire		Washer Extractor, to decontaminate Personal Protec	1	\$8,000	\$8,000		
Fire		Radio Repairs and Upgrades and/or required grant n	1	\$18,100	\$19,700		
Fire		Information Technology replacement of obsolete /da	1	\$5,000	\$5,000		
Fire		Dispatch upgrades	1	\$10,000	\$10,000		
Fire		Route 1 radio upgrade FD share (split with Police)	0.5	\$73,000	\$36,500		
Fire		Fire Incident reporting software upgrade, old system	1	\$11,900	\$11,900		
Fire		Fire Apparatus - External Defibrillators	7	\$1,500	\$10,500		

\$20,000

\$14,000

\$9,000

\$10,000

\$8,000

\$20,000

\$9,000

\$12,000

\$15,000

\$15,000

\$10,000

\$8,000

\$14,000

\$15,500

\$18,000

\$6,000

\$8,000

\$15,000

\$19,700

\$36,500

\$11,900

\$10,500

Fire	Police Cruisers - External Defibrillators	3	\$1,500	\$4,500		\$489,000
Fire	Fire Engien Replacemnt Replace obsolete 30 year c	1	\$489,000	\$489,000	615,100.00	\$489,000
Information Technology	Tyler Content Manager	1	\$18,100	\$18,100		
Information Technology	Cashier Management	1	\$8,450	\$8,450		\$2,500
Information Technology	Citizen Transparency	1	\$2,500	\$2,500		\$7,500
Information Technology	Website Upgrdae	1	\$7,500	\$7,500		\$10,800
Information Technology	Replace Old Computer Desktop	15	\$720	\$10,800	47,350.00	\$10,800
Police	Police Cruisers 1 Tahoe, 1 Explorer, 1 Taurus	1	\$125,370	\$125,370		\$123,370
Police	Radio Site Replacement	1	\$37,000	\$37,000		\$37,000
Police	Portable Radio Upgrade (split with Fire)	0.5	\$68,314	\$34,157		\$34,157
Police	Taser Units & Equipment	3	\$1,446	\$4,337		
Police	Radar Unit	1	\$2,559	\$2,559		
Police	Mobile Computer Replacement	1	\$6,432	\$6,432		
Police	Portable Breath Test unit	2	\$1,100	\$2,200		
Police	Patrol Rifles & Equipment	4	\$2,000	\$8,000		
Police	Electronic Keypad (Dispatcher Area)	1	\$3,300	\$3,300		
Police	Supervisor Workstation	3	\$1,117	\$3,351	226,706.00	
Conservation	Office Furniture (10 chairs, desks, cabinets, etc.)	1	\$3,244	\$3,244		\$3,244
Conservation	Engineering Design Highland Ave Boat Ramp (Pillit	1	\$12,000	\$12,000	15,244.00	
School	Wifi Expansion	1	\$43,750	\$43,750		
School	Network Upgrade	1	\$138,000	\$138,000		
School	Second EMC project payment	1	\$68,250	\$68,250	250,000.00	\$250,000
Planning	State Requirement updates -Zoning Bylaw and Mast	1	\$40,000	\$40,000	40,000.00	\$40,000

Sub-total \$2,388,908
 Bonded item \$849,000
 FY2017 Total Capital Request 3,319,087.00 \$1,539,908

**LICENSE
ALCOHOLIC BEVERAGES**

THE LICENSING BOARD OF

The TOWN of LYNNFIELD
MASSACHUSETTS

HEREBY GRANTS A
COMMON VICTUALER

License to Expose, Keep for Sale, and to Sell

Wines and Malt Beverages

To Be Drunk On the Premises

TO: Sagamore Golf, Inc. d/b/a Sagamore Spring Golf Club
1287 Main Street Steven Vaughn, Manager

On the following described premises: Clubhouse and adjacent 20' x 24' covered patio at east end of building, walkways leading to and including the waiting area adjacent to the first tee and practice range, an outing area approximately 100' x 120' adjacent to the 9th green, and an outing area in the nursery area measuring approximately 200' x 200', and from a cart on the course and grounds.

This license is granted and accepted upon the express condition that the licensee shall, in all respects, conform to all the provisions of the Liquor Control Act, Chapter 138 of the General Laws, as amended, and any rules or regulations made thereunder by the licensing authorities. This license expires November 30th, 2016, unless earlier suspended, cancelled or revoked.

IN TESTIMONY WHEREOF, the undersigned have hereunto affixed their official signatures this 21st day of March 2016.

The Hours during which Alcoholic Beverages may be sold are from

SEASONAL – April 1st to November 30th
daily from 8 a.m. to one hour beyond sunset.
Sundays noon to one hour beyond sunset.

Board of Selectmen, Licensing Board

THIS LICENSE SHALL BE DISPLAYED ON THE PREMISES IN A CONSPICUOUS POSITION WHERE IT CAN EASILY BE READ

**LICENSE
ALCOHOLIC BEVERAGES**

THE LICENSING BOARD OF

The TOWN of LYNNFIELD
MASSACHUSETTS

HEREBY GRANTS A
COMMON VICTUALER

License to Expose, Keep for Sale, and to Sell

Wines and Malt Beverages

To Be Drunk On the Premises

TO: The Town of Lynnfield, d/b/a Reedy Meadow Golf Course
195 Summer Street Donald Lyons, Manager

On the following described premises: one floor, one room, clubhouse, cellar storage, back deck of clubhouse.

This license is granted and accepted upon the express condition that the licensee shall, in all respects, conform to all the provisions of the Liquor Control Act, Chapter 138 of the General Laws, as amended, and any rules or regulations made thereunder by the licensing authorities. This license expires November 30th, 2016, unless earlier suspended, cancelled or revoked.

IN TESTIMONY WHEREOF, the undersigned have hereunto affixed their official signatures this 23rd day of March 2016.

The Hours during which Alcoholic Beverages may be sold are from

SEASONAL – April 1st to November 30th
daily from 8 a.m. to one hour beyond sunset.
Sundays 1 p.m. to one hour beyond sunset.

Board of Selectmen, Licensing Board

THIS LICENSE SHALL BE DISPLAYED ON THE PREMISES IN A CONSPICUOUS POSITION WHERE IT CAN EASILY BE READ

ATTACHMENT C
MUTUAL AID "OPT-IN" FORM

CITY/TOWN/ DISTRICT OF LYNNFIELD

I hereby certify by my signature(s) below that the city/town/district or other governmental unit has authorized, in accordance with each of the applicable statutes, its participation in each of the mutual aid agreements indicated below (each individual section below must be completed for each agreement authorized).

MGL c. 40, §4J – Statewide Public Safety Mutual Aid Agreement

Date of Vote/Execution: February 7, 2011
Name and Title of Certifying Official: William J. Gustus, Town Administrator
Signature of Certifying Official: William J. Gustus
Telephone #: 781-334-9410 Email Address: william-gustus@town.lynnfield.ma.us

MGL c. 48, §59A – Statewide Fire Mutual Aid Agreement

Date of Vote/Execution: February 7, 2011
Name and Title of Certifying Official: William J. Gustus, Town Administrator
Signature of Certifying Official: William J. Gustus
Telephone #: 781-334-9410 Email Address: william-gustus@town.lynnfield.ma.us

Once each applicable section of this form is completed please return the form to:

Massachusetts Emergency Management Agency
400 Worcester Road
Framingham, MA 01702-5399
Attn: Allen Phillips

**ATTACHMENT B
MUTUAL AID "OPT-IN" INSTRUCTIONS**

The statutory requirements for jurisdictions to opt-in to the mutual aid agreement(s) are set forth below.

MGL c. 40, §§ 4J: Public Safety Mutual Aid Agreement

If a city or town wishes to join the Public Safety agreement, the mayor in the case of a city, the city manager in the case of a Plan D or Plan E city, or the town manager, town administrator or chairman of the board of selectmen with the approval by a majority of the board of selectmen, may act on behalf of the city or town to join the agreement by notifying the director of MEMA in writing.

If a governmental unit that is not a city or town wishes to join the agreement, the chief executive officer of the governmental unit may act on its behalf to join the agreement by notifying the director of MEMA in writing.

MGL c. 48, § 59A – Statewide Fire Mutual Aid Agreement

Cities, towns and fire districts may, by ordinance or by-law, or by vote of the board of aldermen, selectmen or of the prudential committee or board exercising similar powers, authorize their respective fire departments to go to aid another city, town, fire district or area under federal jurisdiction. Any such ordinance, by-law or vote may authorize the head of the fire department to extend such aid, subject to such conditions and restrictions as may be prescribed therein.

Once a jurisdiction has properly authorized joining one or both of the above listed mutual aid agreements, please complete each applicable section of the attached form (See Attachment C). Upon completion, please return the form to:

Massachusetts Emergency Management Agency
400 Worcester Road
Framingham, MA 01702-5399
Attn: Allen Phillips

**ATTACHMENT C
MUTUAL AID "OPT-IN" FORM**

CITY/TOWN/ DISTRICT OF _____

I hereby certify by my signature(s) below that the city/town/district or other governmental unit has authorized, in accordance with each of the applicable statutes, its participation in each of the mutual aid agreements indicated below (each individual section below must be completed for each agreement authorized).

MGL c. 40, §4J – Statewide Public Safety Mutual Aid Agreement

Signature _____ Date of Vote/Execution _____

Title _____

MGL c. 40, §4K – Statewide Public Works Municipal Mutual Aid Agreement

Signature _____ Date of Vote/Execution _____

Title _____

Once each applicable section of this form is completed please return the form to:

Massachusetts Emergency Management Agency
400 Worcester Road
Framingham, MA 01702-5399
Attn: Allen Phillips

To Board of Selectmen,

It is with mixed feelings that I have to submit this letter of resignation. I have been honored that you have all selected me for the Town Accountant/Assistant Finance Director position. Unfortunately, due to unforeseen personal circumstances, I am no longer able to fulfill my commitment to this position. Currently, family issues have arisen and taking care of my family during this critical time is my utmost priority. During this short tenure, I have been lucky to work with many great people. I sincerely would like to thank Jim Boudreau for his patience, understanding, and compassion during this difficult period. I know that this letter is a bit of short notice, but I respectfully request that my last day be March 18th. I feel comforted knowing that Lynnfield will be in good hands with Julie McCarthy and the accounting firm Clifton Larson Allen will be assisting during this transition period while searching for the new Town Accountant.

Sincerely,

A handwritten signature in black ink, appearing to read 'Colleen Tam', with a long, sweeping horizontal stroke extending to the right.

Colleen Tam



March 17, 2016

Mr. Philip Crawford
Chairman
Lynnfield Board of Selectmen
55 Summer Street
Lynnfield, MA 01940

Re: MarketStreet Lynnfield One Day Liquor Permit

Dear Mr. Crawford:

MarketStreet is hosting the Taste of MarketStreet Fundraiser on May 15th, 2016 to Benefit the Lynnfield Rotary Club. This year we would like to have a champagne tasting booth at the event and will require a One-Day Liquor License issued by the Board of Selectman.

We request that the Board approve the application for a one-day liquor permit for this event at its scheduled meeting on March, 21st 2016.

Sincerely,

Nanci Horn

Nanci Horn
General Manager
MarketStreet Lynnfield

Cc: James Boudreau, Town Administrator