

TOWN OF LYNNFIELD

MASSACHUSETTS

FISCAL YEAR 2017

**ANNUAL TOWN WARRANT AND
SELECTMEN'S BUDGET WITH
RECOMMENDATIONS OF THE FINANCE
COMMITTEE**



LYNNFIELD FINANCE COMMITTEE REPORT

**ANNUAL TOWN MEETING
MONDAY, APRIL 25, 2016 – 7:30 P.M.
LYNNFIELD MIDDLE SCHOOL**

LYNNFIELD TOWN WARRANT

LYNNFIELD PARLIAMENTARY PROCEDURE REFRESHER

Lynnfield Charter requires that Town Meeting be conducted in accordance with Robert's Rules of Order; see the newly revised 11th Edition for complete information

1. Authority Precedence: State Law, Town Charter, By-Laws, Parliamentary Rules, Custom.
2. The State permits Towns to choose the form of Government (Open Town Meeting – Selectmen form in our case) and the type of rules with which to conduct Town Meeting. Our Lynnfield Town Charter mandates Robert's Rules of Order, latest revision (11th Edition). Town Meeting is a legislative assembly.
3. The purpose of Town Meeting, using rules of order, is for members to freely make decisions concerning their local government. Decorum and respect for neighbors and opposing views are essential to a fair and orderly meeting. All members, with respect to Warrant Articles, have the equal right to bring up ideas, discuss them and come to a conclusion.
4. The majority rules, but the rights of the minority are protected by assuring them the right to freely speak and vote.
5. The Moderator has control of the floor, facilitates and directs the discussion, keeps order.
6. All debate/questions go to, and through, the Moderator.
7. Speakers must be recognized by the Moderator before speaking. Speakers must stand, identify themselves by name, provide their address and remain standing while speaking.
8. “Speakers must address their remarks to the chair, maintain a courteous tone, and—especially in reference to any divergence of opinion—should avoid injecting a personal note into debate.”
9. Complex motions have to be in writing and submitted to the Moderator. You may submit your motion during Town Meeting in writing to the Clerk or by e-mail addressed to: lynnfieldTM@gmail.com
10. Questions do not constitute a position and may be asked at any time after being recognized.
11. Parties answering questions (including town officials) do not forego their right to debate because they have spoken to the question.
12. Only one issue at a time – only one Speaker at a time.
13. Amendments must be germane to the main motion. Amendments to amendments cannot be amended.
14. Debate must be germane to the pending motion.
15. Each Speaker can speak twice on the same day on a debatable pending motion for up to 10 minutes each time; however that Speaker cannot speak for the second time until all those wishing to speak for the first time have done so.
16. Debate rules can be altered by 2/3 vote of the assembly.
17. Question and mandatory reporting (FinCom, Planning Board, etc.) are not debate. Questions cannot be used as debate in disguise.
18. Dilatory motions are out of order.
19. Use of the third person/title is proper form; use of names is not (i.e., “the previous speaker”, the “Selectman”, etc., not “Joe Jones”).
20. A “majority” motion fails when there is a tie vote – the vote must be more than 1/2. In a “super-majority” vote, where there is exactly a 2/3 to 1/3 split the 2/3 vote prevails.
21. Reconsideration: used when later substantive information affects a prior voted motion. Must be on prevailing side. Reconsideration cannot be reconsidered.
22. The Moderator cannot stop debate while members wish to speak on a pending motion. Only the members, by a 2/3 vote, can stop debate.
23. While presiding, the Moderator does not vote unless there is a tie vote and the Moderator wants to affect the result.
24. Absence or loss of a Quorum forces adjournment of the meeting.
25. Visitors/Guests can only be admitted and can only speak with the approval of Town Meeting Members.

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:

Town Meeting Vocabulary

- ❑ **To Raise and Appropriate:** Unless otherwise specified in the motion, money appropriated is raised through taxes.
- ❑ **Override:** A vote by a community at an election to permanently increase the levy limit. The override question on the election ballot must state a purpose for the override and the dollar amount.
- ❑ **Reserve Fund:** The amount voted by Town Meeting to provide for extraordinary or unforeseen expenditures that may come up during the year. It is controlled by the Finance Committee.
- ❑ **Capital Maintenance Fund:** A Town fund established in October 2002 to save funds to be used for major maintenance of Town buildings.
- ❑ **Overlay:** The amount raised by the Assessors in excess of appropriations and other charges to cover abatements granted. Any balance for a given year not collected or abated is transferred to the Overlay Reserve.
- ❑ **Overlay Reserve:** Overlay funds not used or required to be held in the Overlay Account may be used for extraordinary or unforeseen purposes by vote at Town Meeting. At the end of the fiscal year, Overlay Reserve reverts to free cash.
- ❑ **Free Cash:** The amount of Surplus revenues over and above uncollected taxes of prior years as certified by the state Director of Accounts.
- ❑ **Reserved for Appropriation:** Certain Town receipts set aside for a purpose as specified by Massachusetts General Laws.
- ❑ **Stabilization Fund:** A general reserve. Money from the Stabilization Fund may be appropriated by a two-thirds vote of Town Meeting for any legal purpose.
- ❑ **Cherry Sheet:** A summary of state and county charges and reimbursements to the Town as certified by the state Director of Accounts. It charges the Town for its share of the costs of running various state agencies and the county government. It credits the Town with its share of the distribution from various state funds.
- ❑ **Fiscal Year:** Fiscal Year 2017 runs from July 1, 2016 through June 30, 2017.

What is the Finance Committee?

The Finance Committee consists of eleven appointed members. Five members are appointed by the Selectmen, and six are appointed by the Town Moderator. The members serve without compensation for overlapping terms of three years. They cannot be Town employees or paid officials. The primary duty of the Finance Committee is to analyze annual expenditure requests and make budget recommendations to the Town Meeting. Other duties include recommendations on any other matters having an impact on the Town's finances and supervision of the Reserve Fund. In making its recommendations, the Finance Committee tries to develop objective verification that expenditure requests meet the needs of the Town's residents.

Finance Committee Members

<u>Member</u>	<u>Appointment</u>	<u>Term Expires</u>
Jack Dahlstedt, Chairman	Selectmen	Jun-18
Chris Mattia, Vice Chairman	Moderator	Jun-17
Bob Priestley	Moderator	Jun-16
AJ Qualtieri	Moderator	Jun-17
Gene Covino	Moderator	Jun-18
Jason Caggiano	Moderator	Jun-16
Kevin Sullivan	Moderator	Jun-18
Robert Look	Selectmen	Jun-16
Stephen Riley	Selectmen	Jun-16
Thomas Kayola	Selectmen	Jun-18
Thomas Kennedy	Selectmen	Jun-17
Debbi Mallett-Secretary		

Introduction

The Fiscal Year 2017 budget process was again characterized by slight improvements in fundamental economic conditions similar to that of Fiscal Year 2016. National, State and Local economic challenges improved slightly. The Finance Committee approached this year's budget process with an eye toward addressing issues that may have been neglected in the past few budgets. Good Fiscal policy and the addition of Market Street have allowed us to navigate through recent economic difficulties, placing the town in a good position to take advantage of improvements in revenue to plan for capital requirements, improve our roads and infrastructure and replenish our reserve funds. All in an effort to uphold the wonderful standard of living we enjoy in our town.

Revenue growth will allow many town departments to marginally increase their spending. This increase will result in improved services to our citizens. Among other things, the Finance Committee was pleased to recommend the continuation of a direct expenditure for road repair, a new Fire Engine and the funding of our Other Post-Employment benefits Trust. With the additional Chapter 90 funds the DPW should have over \$900k to spend repairing our roads.

The town continues to show its support for the education of our children with a recommended increase and change to the way we look at Kindergarten. The past reliance on savings in Special Education has proven difficult again this year. Those costs continue to be volatile even while the school department has effectively managed the process through the insourcing of certain curriculum and services, requiring fewer children to go out of district. In addition the committee recommended the inclusion of full day funded Kindergarten. This will create a revenue hole of over \$250k and was deliberated extensively.

We enjoy a position unlike many of the communities around us, but have a responsibility to look to the future as well. Retiree pension and healthcare costs continue to represent a rising financial liability. We are funding the retirement pension liabilities and the current plan calls for full funding by the year 2035. Healthcare liabilities currently are funded on a year to year basis; as a result the town is exposed to increasing unfunded liabilities. In recognition of this issue last year we have recommended the addition of \$200k to the OPEB Trust we created two years ago. We will look to continue this effort in the future and will also encourage the Town to examine alternative ways to finance our OPEB obligations.

Budget notes:

- \$500k was moved from the Operating Budget to capital budget for road repair
- \$200k was added to the Operating Budget for OPEB
- The execution of the plan to maintain the fields

Lynnfield continues to be served by the extraordinary efforts of its many capable and responsible employees and volunteers. We thank them all for the contributions and look forward to our continued success. Please join us if you would like to learn more and thanks to those who made our meetings better by attending.

ARTICLE 1. To act on reports of town officers and special committees as published.
Submitted by BOARD OF SELECTMEN

Finance Committee Recommends Article 1

ARTICLE 2. To choose all Town officers not required to be chosen by ballot: viz.; three field drivers, one pound keeper and three wood measurers.
Submitted by BOARD OF SELECTMEN

Finance Committee Recommends Article 2

ARTICLE 3. To see if the Town will vote to FIX THE COMPENSATION of each of the Elective Officers of the Town as required by General Laws, Chapter 41, Section 108, as amended.

Submitted by BOARD OF SELECTMEN

Finance Committee Recommends Article 3 as follows:

Board of Selectmen: Chairman \$850
Member \$700
Board of Assessors: Chairman \$4,100
Member \$3,550

ARTICLE 4. To see if the Town will vote to raise and appropriate or transfer from available funds, sums of money to supplement certain accounts in the current 2016 Fiscal Year where balances are below projected expenditures for various reasons; or what action it will take thereon.

Submitted by BOARD OF SELECTMEN

Finance Committee Recommendation Deferred Until Town Meeting

ARTICLE 5. To see if the Town will vote to transfer a sum of money from Emergency Medical Services Retained Earnings to pay expenses and contractual services required to operate the emergency medical service in the Town of Lynnfield in the current 2016 Fiscal Year; or what action it will take thereon.

Submitted by BOARD OF SELECTMEN

Finance Committee Recommendation Deferred Until Town Meeting

ARTICLE 6. To see if the Town will vote to raise and appropriate or appropriate by transfer from available funds, sums of money to pay overdue bills of a prior fiscal year, or what action it will take thereon.

Submitted by BOARD OF SELECTMEN

Finance Committee Recommendation Deferred Until Town Meeting

Recommendations of the Finance Committee

ARTICLE 7. To see if the Town will vote to raise and appropriate, or appropriate by transfer from available funds, or otherwise, a sum of money for the necessary Town charges and expenses; or what action it will take thereon.

Submitted by **BOARD OF SELECTMEN**

Finance Committee Recommendations on the Following Pages

	Projected balance at June 30, 2016	FY2016 Additional (USE)	FinCom/BOS Projected FY17 Beg. balance
Stabilization Fund	\$ 1,329,000	\$ 200,000	\$ 1,529,000
Capital Maintenance Fund	920,000	200,000	1,120,000
OPEB Trust Fund	401,500	200,000	601,500
Sale of Real Estate	2,480,000		2,480,000
Free Cash	2,984,998	(1,440,000)	1,544,998
Cemetery Funds			
Lot Sales Principal	55,000	(20,000)	35,000
Golf Enterprise Retained Earnings	(35,887)	-	(35,887)
Ambulance Enterprise Retained Earnings	7,939	-	7,939
Totals	\$ 8,142,550	\$ (860,000)	\$ 7,282,550

RESERVE FUND TRANSFERS - fiscal year to date through March 31, 2015

Fiscal Year 2015 Town Meeting Appropriation	\$ 45,000
<i>Less Transfers:</i>	-
Reserve Fund balance as of March 31, 2015	\$ 45,000

Recommendations of the Finance Committee

Revenue	Final FY 2016	Recommended 2017	FY	Yr/Yr Change \$	Change %
Prior year levy limit	\$ 36,175,368	\$ 38,199,521	\$ 2,024,153	5.60%	
2 1/2 % increase	904,384	954,988	50,604	5.60%	
New growth	1,119,769	500,000	(619,769)	-55.35%	
Total property taxes	38,199,521	39,654,509	1,454,988	3.81%	
Override		-			
State provided funds	5,207,806	5,268,653	60,847	1.17%	
Debt exclusions & tax offsets	2,722,688	2,704,702	(17,986)	-0.66%	
Projected local receipts	4,272,870	4,450,000	177,130	4.15%	
Colonial revenue		-			
Free cash	70,000	1,240,000	1,170,000	1671.43%	
Overlay surplus	150,000	-	(150,000)	-100.00%	
Building reserve fund	250,000	-	(250,000)	-100.00%	
Cemetery & funds	20,000	20,000	-	0.00%	
Reserve for approp (septic)	32,626	32,641	15	0.05%	
American Legion fund	990	990			
Borrowing	-	849,000			
Capital facilities fund	-	-			
Stabilization fund	-	-			
Ambulance enterprise	-	-			
Telecommunications fund	-	-			
Total Revenue	\$ 50,926,501	\$ 54,220,495	\$ 3,293,994	6.47%	

Expenses

Operating budget					
General government	2,201,308	2,654,769	453,461	20.60%	
Public safety	4,256,582	4,549,728	293,146	6.89%	
Public works	6,780,999	6,555,786	(225,213)	-3.32%	
Human services	433,466	438,946	5,480	1.26%	
Culture & recreation	846,101	862,261	16,160	1.91%	
Education (incl. Health & Vocational)	24,577,724	25,741,596	1,163,872	4.74%	
Debt & interest	3,280,045	3,298,159	18,114	0.55%	
Employee benefits	5,678,822	6,303,960	625,138	11.01%	
Total Operating Budget	48,055,047	50,405,205	2,350,158	4.89%	

Other Expenditures

Allow for abate/exemptions	\$778,964	\$200,000	(578,964)	(0.74)	
Deficit accounts	243,981	275,000	31,019	0.13	
Building reserve fund payment	-				
Capital budget	741,653	2,528,908	1,787,255	240.98%	
Transfer to OPEB	100,000				
Transfer to capital maintenance fund	150,000	200,000	50,000	33.33%	
Appropriation to stabilization fund	150,000	200,000	50,000	33.33%	
Offset for direct expenditures	23,438	15,622	(7,816)	-33.35%	
Other expenditures total	2,188,036	3,419,530	1,231,494	56.28%	

Cherry sheet charges	374,204	377,255	3,051	0.82%	
Total Expenditures	\$ 50,617,287	\$ 54,201,990	\$ 3,584,703	7.08%	

Surplus/(Deficit)	\$ 309,214	\$ 18,505			
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FY 2016 Operating Budget

Line #		Final FY 2015	Voted FY 2016	Transfers	Revised FY 2016	Recommended FinCom/BOS FY 2017	FY16 vs FY17 Variance	FY16 vs FY17 %
General Government								
1	Selectmen's Salaries	\$ 2,250	\$ 2,250	-	\$ 2,250	\$ 2,250	-	0.00%
2	Town Administrator's Salary	202,310	178,500	-	178,500	178,500	-	0.00%
3	Administrative Salary	65,752	64,666	0	64,666	64,666	-	0.00%
4	Professional Services	68,550	72,000	20,000	92,000	82,000	(10,000)	-10.87%
5	Pay Rate Increase Fund	505	50,000	(6,594)	43,406	400,000	356,594	821.53%
6	Town Report	-	-	-	-	-	-	
7	Prop & Liab. Insurance	473,571	512,150	25,000	537,150	632,297	95,147	17.71%
8	Other Expenses	17,500	18,000	-	18,000	21,000	3,000	16.67%
	Selectmen	830,438	897,566	38,406	935,972	1,380,713	444,741	47.52%
9	Accountant's Salary	105,000	102,000	18,000	120,000	99,000	(21,000)	-17.50%
10	Clerical Salary	49,933	52,165	2,500	54,665	55,660	995	1.82%
11	Expenses	4,125	4,255	-	4,255	4,605	350	8.23%
	Town Accountant	159,058	158,420	20,500	178,920	159,265	(19,655)	-10.99%
12	Counsel's salary	-	-	-	-	-	-	
13	Professional Services	73,092	75,000	-	75,000	75,000	-	0.00%
14	Expenses Law Books	2,200	2,200	-	2,200	2,200	-	0.00%
	Town Counsel	75,292	77,200	-	77,200	77,200	-	0.00%
15	Finance Director	-	-	-	-	-	-	
	<i>Operations Support</i>							
16	Salaries	83,755	72,300	-	72,300	72,300	-	0.00%
17	Expenses	41,400	42,900	-	42,900	45,400	2,500	5.83%
	<i>Information Systems</i>							
18	Salary	-	-	-	-	-	-	
19	Expenses	126,515	149,700	-	149,700	160,700	11,000	7.35%
	<i>Tax Collector</i>							
20	Collector Salary	-	-	-	-	-	-	
21	Collector Expenses	20,400	20,450	-	20,450	20,450	-	0.00%
21A	Senior Tax Work-Off Program	4,700	9,000	-	9,000	9,000	-	
	<i>Treasurer</i>							
22	Treasurer's Salaries	147,751	169,594	-	169,594	170,994	1,400	0.83%
23	Treasurer's Expenses	21,190	21,240	-	21,240	21,240	-	
	<i>Town Clerk</i>							
24	Town Clerk Salaries	104,376	108,944	-	108,944	110,480	1,536	1.41%
25	Clerk Expenses	32,832	29,100	-	29,100	40,740	11,640	40.00%
26	Registrar's Expenses	-	-	-	-	-	-	
27	Tax Title Proceedings	-	-	-	-	-	-	
28	Elections	-	-	-	-	-	-	
	Division of Finance & Operations	\$ 582,919	\$ 623,228	\$ -	\$ 623,228	\$ 651,304	\$ 28,076	4.50%

- Line 1. Board annual compensation – Chairman, \$850; Members, two at \$700 each.
Line 2. Total salary for Town Administrator
Line 3. Assistant to Town Administrator salary.
- Line 4. Annual town audit, actuarial valuation, engineering, external legal, other professional services.
Line 5. **Total FY17 pay rate increases for departmental positions under collective bargaining and non-union positions excluding school department.**
Line 7. Includes insurance for property and casualty, general liability, and fidelity bonds. FY 17 Property Casualty Insurance increased because of fire in the DPW Complex
- Line 8. Expenses relate to office supplies, dues and seminars, subscriptions, and misc. other expenses.
- Line 9. Town Accountant Salary.
Line 10. Town Accountant clerical salary, longevity and overtime
Line 11. Expenses relate to office supplies, printing supplies, dues and seminars, forms, travel and misc. other expenses.
- Line 13. Town Counsel services and expenses in connection with legal matters concerning Town of Lynnfield.
- Line 14. Expenses related to law book updates.
- Line 16. Clerical support to Treasurer’s office 1FT, 1PT personnel.
- Line 17. Includes postage for Town Hall departments; postage machine supplies and maintenance; miscellaneous other.
- Line 18. Position consolidated with School Information Systems.
- Line 19. Expenses related computer hardware, accessories, supplies; software licensing; financial software support contract; computer consultant; dues/seminars; internet access; misc. other.
- Line 21. Expenses relate to office supplies, dues and seminars, tax title, legal, land court fees and other miscellaneous expenses.
Line 21A. Senior tax Work-off Program.
- Line 22. Treasurer and clerical salaries, overtime and longevity.
- Line 23. Expenses related to office supplies, dues and seminars, bank charges, legal and misc. other. Increase due to additional legal fees for tax title accounts and additional shredding costs.
- Line 24. Town Clerk and Assistant Town Clerk salaries
Line 25. Expenses related to office supplies, dues, seminars, election and registration. Election expenses decreased in FY 17 due to the number of regular elections occurring.

Recommendations of the Finance Committee

FY 2016 Operating Budget

Line #		Final FY 2015	Voted FY 2016	Transfers	Revised FY 2016	Recommended FinCom/BOS Budget	FY16 vs FY17 Variance	FY16 vs FY17 %
29	Board Salaries	\$ 11,500	\$ 11,500	-	\$ 11,500	\$ 11,500	-	0.00%
30	Other Salaries	131,944	132,711	(5,000)	127,711	127,711	-	0.00%
31	Professional Services	27,100	28,800	5,000	33,800	33,800	-	0.00%
32	Assessment Update	11,700	9,200	-	9,200	9,200	-	0.00%
33	Expenses	8,470	11,970	-	11,970	11,970	-	0.00%
	Board of Assessors	190,714	194,181	-	194,181	194,181	-	0.00%
34	Salary	42,253	44,231	825	45,056	45,355	299	0.66%
35	Expenses	3,286	3,286	-	3,286	3,286	-	0.00%
	Planning Board	45,539	47,517	825	48,342	48,641	299	0.62%
36	Board of Appeal expenses	2,741	2,741	-	2,741	2,741	-	0.00%
37	Salaries	70,814	79,006	-	79,006	79,006	-	0.00%
38	Expenses	2,266	2,334	0	2,334	2,334	-	0.00%
39	Professional Services	1,500	1,545	-	1,545	1,545	-	0.00%
40	Open Space	1,500	1,545	-	1,545	1,545	-	0.00%
	Conservation Commission	76,080	84,430	0	84,430	84,430	-	0.00%
41	Salary	2,874	2,874	-	2,874	2,874	-	0.00%
42	Professional Services	2,870	2,870	-	2,870	2,870	-	0.00%
43	Expenses	330	330	-	330	330	-	0.00%
	Personnel Board	6,074	6,074	-	6,074	6,074	-	0.00%
44	Salary	2,550	3,000	-	3,000	3,000	-	0.00%
45	Expenses	420	420	-	420	420	-	0.00%
46	Finance Committee Report	1,800	1,800	-	1,800	1,800	-	0.00%
47	Reserve Fund	45,000	45,000	-	45,000	45,000	-	0.00%
	Finance Committee	49,770	50,220	-	50,220	50,220	-	0.00%
Total General Government		\$ 2,018,626	\$ 2,141,577	\$ 59,731	\$ 2,201,308	\$ 2,654,769	\$ 453,461	20.60%

- Line 29. Board annual compensation: Chairman - \$4,100; 2 Members at \$3,550 each; CMA certification.
- Line 30. Clerical support and full time assessing manager salaries for Assessors.
- Line 31. Primarily commercial appraisals and assistance in preparation of state reports. Increase in Assessor's software maintenance costs.
- Line 32. Professional services for periodic reevaluations. Completion of phase two personal property revaluation that requires fewer hours to complete.
- Line 33. Expenses related to office supplies, dues and seminars, travel, subscriptions, and misc. other.
- Line 34. One clerical staff salary.
- Line 35. Expenses relate to office supplies, dues and seminars, travel, and miscellaneous other expenses.
- Line 36. Expenses relate to office supplies, dues and seminars, and advertising.
- Line 37. Conservation Commission administrator and part-time clerical assistant salary –
- Line 38. Expenses related to office supplies, dues and seminars, travel, and misc. other.
- Line 39. Engineering assistance for environmental surveys, primarily wetlands.
- Line 40. Open Space expenses.
- Line 41. One clerical support salary.
- Line 42. Legal services for negotiations and advice on labor law.
- Line 43. Expenses relate to office supplies, dues and memberships, and misc. other.
- Line 44. Finance Committee support salary.
- Line 45. Expenses relate to dues and seminars, advertising, and misc. other.
- Line 46. Annual Town Warrant report printing.
- Line 47. For qualified transfers to any Town department for unforeseen needs.

Recommendations of the Finance Committee

FY 2016 Operating Budget

Line #		Final FY 2015	Voted FY 2016	Transfers	Revised FY 2016	Recommended FinCom/BOS Budget	FY16 vs FY17 Variance	FY16 vs FY17 %
PUBLIC SAFETY								
48	Chief's Salary (incl. holidays)	\$ 165,708	\$ 169,087	\$ -	\$ 169,087	\$ 169,087	\$ -	0.00%
49	Other Salaries (incl. holidays)	1,853,384	1,981,108	(24,001)	1,957,107	2,013,293	56,186	2.87%
50	Officer's Overtime	438,383	358,383	42,000	400,383	375,000	(25,383)	-6.34%
51	Officers Training	63,592	96,000	-	96,000	125,000	29,000	30.21%
52	Other Expenses	191,582	197,330	0	197,330	204,000	6,670	3.38%
	Police	2,712,649	2,801,908	17,999	2,819,907	2,886,380	66,473	2.36%
53	Chief's Salary (incl. holidays)	116,200	114,444	-	114,444	114,444	-	0.00%
54	Full time Salaries (incl. holidays)	621,038	610,776	30,008	640,784	744,373	103,589	16.17%
55	Call Dept. Salaries	313,229	319,494	0	319,494	441,078	121,584	38.06%
56	Fire Alarm Salaries	14,240	13,267	(0)	13,267	13,267	-	0.00%
57	Fire Dept. Expenses	105,369	107,033	-	107,033	107,033	-	0.00%
58	ALS	-	-	-	-	-	-	-
59	Fire Alarm Expenses	8,000	8,128	-	8,128	8,128	-	0.00%
60	Hydrant Rental	-	-	-	-	-	-	-
	Fire	1,178,076	1,173,142	30,008	1,203,150	1,428,323	225,173	18.72%
61	Other Salaries	62,918	68,662	-	68,662	70,162	1,500	2.18%
62	Professional Services	133,695	125,195	-	125,195	125,195	-	0.00%
63	Expenses	11,211	11,211	-	11,211	11,211	-	0.00%
	Div of Zoning & Inspection	207,824	205,068	-	205,068	206,568	1,500	0.73%
64	Director's Salary	250	250	-	250	250	-	0.00%
65	Expenses	1	1	-	1	1	-	0.00%
	Civil Defense	251	251	-	251	251	-	0.00%
66	Dog Officer's Salary	25,835	26,352	-	26,352	26,352	-	0.00%
67	Expenses	1,854	1,854	-	1,854	1,854	-	0.00%
	Dog Officer	27,689	28,206	-	28,206	28,206	-	0.00%
Total Public Safety		\$ 4,126,489	\$ 4,208,574	\$ 48,008	\$ 4,256,582	\$ 4,549,728	\$ 293,146	6.89%

Police Department

- Line 48. Base salary; Quinn incentive pay, EMT stipend, holidays, longevity.
Line 49. Includes salaries for 1 Captain, 5 sergeants, patrolmen, dispatchers, traffic supervisors, 2 clerical, and 1 matron; Also includes; longevity pay, holiday pay, & Quinn Incentive pay.
- Line 50. Overtime for vacation and illness coverage, investigations, court appearances.
Line 51. Overtime charges for training or for training-caused coverage. Increase in FY 17 training costs to meet mandatory in-service training and training of new officers.
Line 52. Expense lines include uniforms, vehicle maintenance including dog officer's car, telephone equipment, service, and data processing, office supplies, training, radio maintenance, dues and subscriptions, medical support for cruisers, public safety/software maintenance, equipment, photo ID, other.

Fire Department

- Line 53. Fire Chief Salary.
Line 54. Includes salaries for full-time firefighters, overtime pay for firefighting and training, holidays, longevity, and school credits. In FY 17 includes the equivalent of 2 FT staff to cover the new staffing plan.
Line 55. Includes salaries for call firefighters in response to fires and other calls, standbys during storms, training, vacation/sick coverage etc. Moved all EMS salaries to the Emergency Medical Services Enterprise Fund.
Line 57. Expenses related to maintenance and repair of aging vehicles, needed parts, firefighting tools and equipment, clothing, telephone, radio maintenance and miscellaneous other.
- Line 61. Includes salaries for electrical, gas, and plumbing inspectors, clerical support and sealer of weights and measures.
Line 62. Salary reimbursement to Town of Wakefield for shared inspector, regional building inspection activities.
Line 63. Expenses relate to office supplies, dues and seminars, subscriptions, travel and misc. other.
Line 65. To keep account open as required by law.
- Line 66. Salaries for Dog Officer and assistant.
Line 67. Veterinarian, telephone, other.

EMERGENCY MEDICAL SERVICES ENTERPRISE FUND: Effective FY04, the Town established the Emergency Medical Services Enterprise Fund. Revenues and medical supply expenses related to Town of Lynnfield Ambulance Service are received into and paid directly from this fund.

Recommendations of the Finance Committee

FY 2016 Operating Budget

Line #		Final FY 2015	Voted FY 2016	Transfers	Revised FY 2016	Recommended FinCom/BOS Budget	FY16 vs FY17 Variance	FY16 vs FY17 %
Public Works								
68	Director Salary	\$ 108,275	\$ 105,463	\$ -	\$ 105,463	\$ 105,463	-	0.00%
69	Other Salaries	347,179	373,087	-	373,087	376,170	3,083	0.83%
70	Motor Fuel/oil	141,500	195,000	-	195,000	134,000	(61,000)	-31.28%
71	Other Expenses	6,500	9,500	-	9,500	9,500	-	0.00%
	Administration	603,454	683,050	-	683,050	625,133	(57,917)	-8.48%
72	Salaries	800,222	883,012	-	883,012	912,750	29,738	3.37%
73	Expenses	439,000	893,720	-	893,720	418,620	(475,100)	-53.16%
	Highway	1,239,222	1,776,732	-	1,776,732	1,331,370	(445,362)	-25.07%
74	Salaries	-	-	-	-	-	-	-
75	Expenses	25,000	25,000	-	25,000	25,000	-	0.00%
	Sidewalk Construction & Maint.	25,000	25,000	-	25,000	25,000	-	0.00%
76	Snow & Ice removal salary and expenses	270,000	120,000	-	120,000	120,000	-	0.00%
77	Street lighting expenses	154,070	180,000	-	180,000	180,000	-	0.00%
78	Rubbish Collection expenses	771,779	791,800	-	791,800	844,200	52,400	6.62%
79	Salaries	918,917	984,963	-	984,963	981,188	(3,775)	-0.38%
80	Energy Supply	725,000	699,000	-	699,000	724,000	25,000	3.58%
81	Expenses	1,037,990	964,490	-	964,490	1,166,490	202,000	20.94%
	School Maintenance & Buses	2,681,907	2,648,453	-	2,648,453	2,871,678	223,225	8.43%
82	Salaries	214,389	229,964	-	229,964	232,405	2,441	1.06%
83	Expenses	323,888	326,000	-	326,000	326,000	-	0.00%
	Town Building Maintenance	538,277	555,964	-	555,964	558,405	2,441	0.44%
84	Salaries	-	-	-	-	-	-	-
85	Expenses	-	-	-	-	-	-	-
	Cemetery, Parks & Tree							
86	Salaries	-	-	-	-	-	-	-
87	Expenses	-	-	-	-	-	-	-
	Cemetery Renov. & Upgrades							
88	Salaries	-	-	-	-	-	-	-
89	Expenses	-	-	-	-	-	-	-
	After School/Youth Center							
Total Public Works		\$ 6,283,709	\$ 6,530,999	\$ 250,000	\$ 6,780,999	\$ 6,555,786	\$ (225,213)	-3.32%
					<i>without \$500 to capital</i>	\$ 274,787	4.05%	

- Line 68. Director Salary.
- Line 69. Assistant Director of Facilities, Asst. Director of School Operations, Department Secretary, 1 FT clerical, and Town Engineer. Increase includes an additional intern salary for support on special engineering projects plus additional contractual and step raises.
- Line 70. For all Town-owned vehicles.
- Line 71. Expenses related to office supplies, and copier maintenance contract.
- Line 72. Effective FY05, Cemetery, Parks and Tree department and Cemetery Renovation and Upgrades department (lines 84-87) have been removed and the functions combined with Highway department to allow for maximum flexibility and assignments relative to personnel and tasks. Combined department salaries include: General working foreman, foremen, crew supervisors, equipment operators, and equipment maintenance worker. Combined expenses include clothing allowance, summer help, overtime, and longevity.
- Line 73. Expense Lines include road maintenance, street sweeping, vehicle maintenance, basin and storm drain maintenance, street striping, equipment repair/rent (tree work), park materials, cemetery materials, and misc. other. In FY17 the number is reduced to show the movement of the road construction funding being moved to Capital.
- Line 75. Ongoing sidewalk construction repair and maintenance.
- Line 76. If line item is increased, it cannot be decreased in future years, however it had been increased for FY09 since experience has shown the past amounts were not even close to sufficient for even a mild winter. If appropriation is exceeded, excess can either be transferred to following year as an addition to the tax levy or be handled in the Special Town Meeting in April.
- Line 77. Electric bills and maintenance of Town- and utility-owned lights.
- Line 78. Contractual cost for trash collection services. In FY17 this reflects the completion of a new contract with the rubbish disposal providers
- Line 79. Custodian and bus driver salaries, overtime, clothing allowance, and longevity.
- Line 80. Gas and electric supply for school buildings. Increase in electric for FY 17 because of the addition of the new athletic fields complex.
- Line 81. Expense Lines include vandalism, custodial supplies, renovations, contract buses and repair/leasing, ground maintenance (97 acres), and roofing. LMS and LHS septic systems licensed operator, septic/chemical holding tanks, heat repair parts and maintenance, painting, plumbing, water utility backflow testing, electrical maintenance, security repairs/monitoring and misc. other. In FY17 includes one additional contracted bus and substitute drivers/buses.

Recommendations of the Finance Committee

FY 2016 Operating Budget

Line #		Final FY 2015	Voted FY 2016	Transfers	Revised FY 2016	Recommended FinCom/BOS Budget	FY16 vs FY17 Variance	FY16 vs FY17 %
Human Services								
90	Other Salaries	\$ 84,558	\$ 84,072	\$ -	\$ 84,072	\$ 84,072	\$ -	0.00%
91	Expenses	30,724	32,604	-	32,604	32,604	-	0.00%
	Board of Health	115,282	116,676	-	116,676	116,676	-	0.00%
92	Salary	256,851	266,037	-	266,037	266,017	(20)	-0.01%
93	Expenses	25,615	26,949	-	26,949	26,949	-	0.00%
	Council on Aging	282,466	292,986	-	292,986	292,966	(20)	-0.01%
94	Director's Salary	10,200	10,404	-	10,404	10,404	-	0.00%
95	Expenses	900	900	-	900	900	-	0.00%
96	Veterans Benefits	12,500	12,500	-	12,500	18,000	5,500	44.00%
	Veteran's Services	23,600	23,804	-	23,804	29,304	5,500	23.11%
	Total Human Services	421,348	433,466	-	433,466	438,946	5,480	1.26%
Culture & Recreation								
97	Director's Salary	78,396	77,414	15,650	93,064	85,000	(8,064)	-8.67%
98	Other Salaries	476,276	491,616	5,769	497,385	502,563	5,178	1.04%
99	Expenses	193,170	194,620	-	194,620	195,816	1,196	0.61%
	Library	747,842	763,650	21,419	785,069	783,379	(1,690)	-0.22%
100	Salaries	45,035	44,880	-	44,880	54,300	9,420	20.99%
101	Expenses	3,872	3,872	-	3,872	4,172	300	7.75%
	Recreation Commission	48,907	48,752	-	48,752	58,472	9,720	19.94%
102	Historical Commission expenses	8,280	8,280	-	8,280	15,910	7,630	92.15%
103	Memorial Day Observance expenses	4,000	4,000	-	4,000	4,500	500	12.50%
	Total Culture and Recreation	\$ 809,029	\$ 824,682	\$ 21,419	\$ 846,101	\$ 862,261	\$ 16,160	1.91%

- Line 82. One foreman, custodians; overtime, summer help, clothing allowance, and longevity.
- Line 83. Electricity, heat utility, telephone, electrical and heating repairs and maintenance, custodial supplies and misc. other.
- Line 90. Salaries for Board of Health Director, clerical support and Town Physician..
- Line 91. Nurse Services, office supplies and advertising, veterinary services, biological testing, clerical support for monthly meetings.
- Line 92. Salaries for Director, Van Drivers (2) , Receptionist, Activity Coordinator, Trip Coordinator; Cook and Outreach Worker, net of anticipated grant.
- Line 93. Expenses for office supplies, telephone, paper products, seminars and dues, copier maintenance, travel, and Senior Meal Program.
- Line 96. Benefits for eligible Veterans.
- Line 97. Director Salary.
- Line 98. Salaries of Asst. Director, Full-time librarians, staff members and pages. Funding in FY16 for Saturday coverage
- Line 99. Expenses for reading material mandated at 16% of budget; data processing and NOBLE fees, maintenance contract, book processing and office supplies, telephone, postage, misc. other.
- Line 100. Salary for FT Recreation Director.
- Line 101. Expenses for supplies, seminars, advertising and other miscellaneous expenses.
- Line 102. Expenses related to preservation supplies, seminar & dues registrations and misc. other. The Commission requested additional budgeted expenses to enhance current projects.
- Line 103. Memorial Day celebration expenses – refreshments/grave markers.

Recommendations of the Finance Committee

FY 2016 Operating Budget

Line #	Final FY 2015	Voted FY 2016	Transfers	Revised FY 2016	Recommended FinCom/BOS Budget	FY16 vs FY17 Variance	FY16 vs FY17 %
Education							
High School	\$ 423,445	\$ 428,139	\$ -	\$ 428,139	\$ 428,139	\$ -	0.00%
Middle School	163,945	171,070	-	171,070	170,945	(125)	-0.07%
Huckleberry Hill School	108,975	126,200	-	126,200	125,200	(1,000)	-0.79%
Summer Street School	122,725	126,700	-	126,700	127,350	650	0.51%
Sped/Preschool	190,100	199,786	-	199,786	199,000	(786)	-0.39%
SPED Out of District Tuitions/Contracted	658,076	570,896	(60,913)	509,983	574,254	64,271	12.60%
SPED Out of District Transportation	201,753	163,297	-	163,297	250,562	87,265	53.44%
Administration/Technology	472,210	571,875	-	571,875	609,531	37,656	6.58%
Non-Salary Expense	\$ 2,341,229	\$ 2,357,965	\$ (60,913)	\$ 2,297,052	\$ 2,484,981	\$ 187,930	8.18%
Salary Expenses	18,373,704	19,945,119	177,117	20,122,236	20,711,120	588,884	2.93%
Staffing requests							
High School		5,202		*			
Middle School		46,000		*			
Huckleberry Hill School		-		*	41,496		
Summer Street School		-		*	-		
Special Ed/Preschool		-		*	57,824		
Administration		-		*	50,000		
Technology		65,000		*			
Total Salaries	18,373,704	20,061,321	60,915	20,122,236	20,860,440	738,204	3.67%
Offsets							
Activity Fees	(180,000)	(180,000)	-	(180,000)	(180,000)	-	
Community Schools	(45,000)	(80,000)	-	(80,000)	(140,000)	(60,000)	75.00%
Kindergarten Revenue	(250,000)	(278,500)	-	(278,500)	(160,000)	118,500	-42.55%
Total Offsets	(475,000)	(538,500)	-	(538,500)	(480,000)	58,500	-10.86%
104 Net Salaries and Expenses	20,938,552	21,880,787	-	21,880,787	22,865,421	984,634	4.50%
104A School Health Insurance	2,200,000	2,332,000	-	2,332,000	2,518,560	186,560	8.00%
105 Tuition to Non Public Schools	329,028	364,937	-	364,937	357,615	(7,322)	-2.01%
Total Education	\$ 23,467,580	\$ 24,577,724	\$ -	\$ 24,577,724	\$ 25,741,596	\$ 1,163,872	4.96%

LYNNFIELD SCHOOL SYSTEM DATA

PUPIL & EMPLOYEE COUNT

School Year	Pupils	Teachers/ Specialists	Aides/Tutors	School Admin	Central Office
2014-2015	2,226	198.7	61.6	26	10.5
2015-2016	2,230	200.9	68.9	26	10.5
2016-2017*	2,233	202	69.9	26	10.5

*Projected numbers

Teachers/Specialists	Classroom Teachers, Special Education Teachers, Physical Education, Music, Art, Team Chair,
Aides	Special Education Aides, Kindergarten Aides, Tutors, Non Instructional Aides
School Admin	Principals, Asst. Principals, Special Ed Director, Athletic Director, Secretaries, Clerks, Permanent
Central Office	Superintendent and Staff, Business Office Staff, Technology Staff

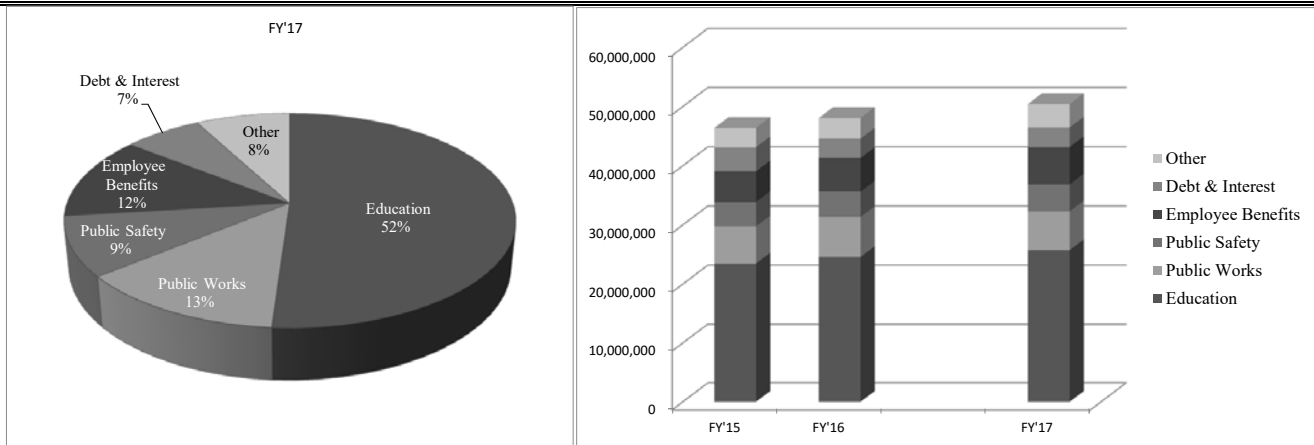
ENROLLMENT PROJECTION: 2015-2016 SCHOOL YEAR

	<u>Actual 2014-2015</u>	<u>Actual 2015-2016</u>	<u>Projected 2016-2017</u>	<u>Y/Y Change</u>	<u>Y/Y % Change</u>
PRESCHOOL - GRADE 4	861	891	899	8	0.9%
GRADES 5 - 8	733	697	701	4	0.6%
GRADES 9 - 12	632	642	633	-9	-1.4%
TOTALS	2,226	2,230	2,233	3	0.1%

Recommendations of the Finance Committee

FY 2016 Operating Budget

Line #		Final FY 2015	Voted FY 2016	Transfers	Revised FY 2016	Recommended FinCom/BOS Budget	FY16 vs FY17 Variance	FY16 vs FY17 %
106	Short Term Interest Debt Exclusion	\$ -						
107	Short Term Interest	\$ 11,439	\$ 10,000	\$ 7,500	\$ 17,500	\$ 22,280	\$ 4,780	27.31%
108	Long Term Principal Payment	1,143,037	353,000	-	353,000	348,068	(4,932)	-1.40%
109	Long Term Interest	92,246	154,231	(0)	154,231	190,468	36,237	23.50%
110	Long Term Principal Debt Exclusion	2,004,000	2,009,000	-	2,009,000	2,056,641	47,641	2.37%
111	Long Term Interest Debt Exclusion	776,172	713,688	0	713,688	648,061	(65,627)	-9.20%
112	Septic Loan Program	32,611	32,626	-	32,626	32,641	15	0.05%
	Debt & Interest	4,059,505	3,272,545	7,500	3,280,045	3,298,159	18,114	0.55%
113	Pension Contributions	2,118,002	2,329,802	(21,472)	2,308,330	2,451,114	142,784	6.19%
114	Town Health/Life/Disability Insurance	2,491,158	372,360	2,348,959	2,721,319	2,939,025	217,706	8.00%
114A	Public Safety Health Insurance	-	247,510	(247,510)	-	-	-	
114B	DPW Health Insurance	-	333,900	(333,900)	-	-	-	
114C	Library Health Insurance	-	56,710	(56,710)	-	-	-	
114D	Council on Aging Health Insurance	-	14,840	(14,840)	-	-	-	
114E	Retiree Health Insurance	-	1,696,000	(1,696,000)	-	-	-	
115	Medicare - F.I.C.A.	397,432	367,603	-	429,075	485,000	55,925	13.03%
116	Workers' Compensation Insurance	131,203	214,451	(40,000)	174,451	183,174	8,723	5.00%
117	Other	3,891	4,047	0	4,047	4,047	-	0.00%
118	Unemployment Compensation	44,219	41,600	-	41,600	41,600	-	0.00%
119	OPEB Trust	-	-	-	-	200,000	200,000	
	Employee Benefits	5,185,904	5,678,822	(61,473)	5,678,822	6,303,960	625,138	11.01%
TOTAL OPERATING BUDGET		\$ 46,372,189	\$ 47,668,389	\$ 386,658	\$ 48,055,047	\$ 50,405,205	\$ 2,350,158	4.89%



Lines 108 and 109. Principal and interest on various borrowing initiatives for municipal purposes.

Lines 110 and 111. Debt exclusion for principal and interest for School Project and Golf Course purchase.

Line 112. Funded by septic betterment receipts of homeowner.

Line 113. Annual contribution to Essex County Retirement Board (Town employees excluding teachers)

Line 114. Health Insurance for Town employees, Dental and Life Insurance for all employees.

Lines 114a through 114e. Breakout of health insurance costs attributable to specific town departments.

Line 115. Medicare matching payroll tax paid on employees hire since 1/1/1986.

Line 119. Funding for the OPEB (Other Post Employee Benefits) Trust. In FY17 this item is moved from the Capital Budget to the Operating Budget

Recommendations of the Finance Committee

ARTICLE 8. To see if the Town will vote to raise and appropriate, appropriate by transfer from available funds or by borrowing, or from any or all such sources, sums of money for the purchase of various equipment and items in the nature of capital expenditure and to give authority to credit the value of the various old equipment to be turned in toward the purchase price of said items, said sums of money to be expended under the direction of various Town boards, committees, or officers; or what action it will take thereon.

Submitted by BOARD OF SELECTMEN

Finance Committee Recommends Article 8 with changes to the total amount

FY 2017 Capital budget

City Clerk	ICP Tabulator / Warranty for Election Machines	26,800
Board of Health	Desk and Review Table	4,437
Library - DPW work	Electric Panel in lobby	7,000
DPW - Highway	Asphalt Roller	14,500
DPW - Highway	Culvert Design/Engineering Fletcher/ Midland Road	40,000
DPW - Highway	Ledge Road Drainage project	80,000
<i>DPW - Highway</i>	<i>Longbow Circle Drainage project*</i>	140,000 <i>FinCom Only</i>
DPW - Highway	Road Reconstruction	500,000
DPW - Highway	New Trucks	360,000
DPW - Snow & Ice	Spreader Controls	19,000
DPW - Public Admin	large format Scanner	30,000
DPW - Public Admin	Storm Water Compliance	15,000
DPW - Town Hall	Ventilation / Air Conditioning	20,000
DPW - Town Hall	Fuel Tank Compliance (electrical upgrade)	14,000
DPW - Town Hall	Compressor Replacement (Fire Dept.)	9,000
DPW - Town Hall	Energy management system	10,000
DPW - Town Hall	Facility Maintenance program	8,000
DPW - Library	Septic System replacement	20,000
DPW - South Fire Station	Compressor Replacement (Fire Dept.)	9,000
DPW - South School/COA	Kitchen Fire Suppression system	12,000
DPW - Garage	Renovations	15,000
DPW - Middle School	Main entrance drainage damage fix	15,000
DPW - Middle School	Replace Fire Alarm panel	10,000
DPW - Schools	Facility Maintenance program	8,000
DPW - High School	Wastewater treatment plants	14,000
DPW - Town Improvements	Electronic Time/Pay system	15,500
DPW - Town Improvements	Pillings Pond Improvements	18,000
DPW - Town Improvements	Town Common Electrical Upgrade	6,000
DPW - Town Improvements	Street Lamp Replacement	8,000
Fire Department	Personal protective gear	15,000
Fire Department	Radio Repairs and upgrades	19,700
Fire Department	RT. 1 Radio upgrade FD 50% share	36,500
Fire Department	Incident software upgrade	11,900
Fire Department	Fire Engine Replacement of 30yr old Engine	489,000
Information Technology	Citizen Transparency	2,500
Information Technology	Website Upgrade	7,500
Information Technology	Desktop Computers Replacement	10,800
Police Department	Police Cruisers (1 Tahoe, 1 Explorer, 1 Tarus)	123,370
Police Department	RT. 1 Radio upgrade PD 50% share	37,000
Police Department	Portable Radio Upgrade	34,157
Conservation	Office Furniture	3,244
School	Second EMC project payment	250,000
Planning	Zoning bylaw and Master update	40,000

Total Capital Request	2,388,908 BOS	2,528,908 FinCom*
bonded Items	849,000 BOS	849,000 FinCom
Cash	1,539,908 BOS	1,679,908 FinCom

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

Finance Committee Recommends Article 9

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

Finance Committee Recommends Article 10

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

Finance Committee Recommendation Deferred Until Town Meeting

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

Finance Committee Recommends Article 12

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

Finance Committee Recommends Article 13

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

Finance Committee Recommends Article 14

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

Finance Committee Recommends Article 15

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

Finance Committee Recommendation Deferred Until Town Meeting

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

Finance Committee Recommends Article 17

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

Finance Committee Recommends Article 18

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

Finance Committee Recommends Article 19

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

Finance Committee Recommends Article 20

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

Finance Committee Recommends Article 21

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

Finance Committee Recommendation Deferred Until Town Meeting

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

Finance Committee Recommendation Deferred Until Town Meeting

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

Finance Committee Recommends Article 24

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

Finance Committee Recommends Article 25

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

Finance Committee Recommends Article 26

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

Finance Committee Recommends Article 27

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

Finance Committee Recommends Article 28

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

Finance Committee Recommends Article 29

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

Finance Committee Recommends Article 30

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

Finance Committee Recommends Article 31

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

Finance Committee Recommendation Deferred Until Town Meeting