

TOWN OF LYNNFIELD

MASSACHUSETTS

FISCAL YEAR 2022

ANNUAL TOWN WARRANT AND SELECT BOARD'S BUDGET WITH RECOMMENDATIONS OF THE FINANCE COMMITTEE



LYNNFIELD FINANCE COMMITTEE REPORT

ANNUAL TOWN MEETING
SATURDAY, JUNE 12, 2021 – 10:00 A.M.
LYNNFIELD HIGH 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 MEETING - JUNE 12, 2021

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 the Town of Lynnfield qualified to vote in elections and Town affairs, to meet on the Lynnfield High School football field, Cafeteria, and the Gymnasium, if necessary, on Saturday, June 12, 2021 at 10:00 a.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 2022 runs from July 1, 2021 through June 30, 2022.

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>
Chris Mattia, Chairman	Moderator	Jun-23
Thomas Kayola, Vice Chairman	Select Board	Jun-21
Gene Covino, Secretary	Moderator	Jun-21
Kristen Elworthy	Moderator	Jun-23
Julie Mitchell	Select Board	Jun-23
David Pizzotti	Moderator	Jun-22
Kevin Sullivan	Moderator	Jun-21
Reilly Bayer	Select Board	Jun-22
Stephen Riley	Select Board	Jun-22
David Morales	Moderator	Jun-22
Chris Caprio	Select Board	Jun-21
Debbi Mallet-Secretary		

ARTICLE 1. To act on reports of Town officers and special committees as published; or to take any other action in connection therewith.

Submitted by SELECT BOARD

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; or to take any other action in connection therewith.

Submitted by SELECT BOARD

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; or to take any other action in connection therewith.

Submitted by SELECT BOARD

Finance Committee Recommends Article 3

ARTICLE 4. To see if the Town will vote to raise and appropriate or appropriate by transfer from available funds, sums of money to supplement certain accounts in the current 2021 Fiscal Year where balances are below projected expenditures for various reasons; or to take any other action in connection therewith.

Submitted by SELECT BOARD

Finance Committee Recommendation Deferred to Town Meeting

ARTICLE 5. 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 to take any other action in connection therewith.

Submitted by SELECT BOARD

Finance Committee Recommendation Deferred to Town Meeting

ARTICLE 6. 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 to take any other action in connection therewith.

Submitted by SELECT BOARD

Finance Committee Recommends Article 6

RECOMMENDATIONS OF THE FINANCE COMMITTEE

STATUS OF TOWN FUNDS

	Projected Balance at June 30, 2021	FY21 Additional (Use)	FinCom/BOS Projected FY21 Beg. Balance
Stabilization Fund	\$ 2,376,436	\$ 150,000	\$ 2,526,436
Capital Maintenance Fund	1,523,799	50,000	\$ 1,573,799
Recreation Capital Trust	428,732	-	\$ 428,732
OPEB Trust Fund	1,839,180	100,000	\$ 1,939,180
Sale of Real Estate	1,408,829		\$ 1,408,829
Free Cash	1,736,567	(1,077,431)	\$ 659,136
Cemetery Funds			
Perpetual Cemetery Interest	41,942	(30,000)	\$ 11,942
Golf Enterprise Retained Earnings	404,515	(88,000)	\$ 316,515
Ambulance Enterprise Retained Ea	233,207	-	\$ 233,207
Cable PEG Access Fund	1,143,586	(255,989)	\$ 887,597
Totals	<u><u>\$ 9,993,207</u></u>	<u><u>\$ (1,151,420)</u></u>	<u><u>\$ 9,985,373</u></u>

RESERVE FUND TRANSFERS - fiscal year to date through March 31, 2019

Fiscal Year 2021 Town Meeting Appropriation	\$45,000
Less Transfers:	
<u>Department</u>	<u>Description</u>
Fire	Emergency Vehicle Repair
	\$13,167
Reserve Fund balance as of March 31, 2021	\$31,833

Revenue	Final FY 21	Recommended FY 22	Yr/Yr Change	Change %
Prior Year Levy Limit	44,273,400.97	45,783,643.00	1,510,242.02	3.41%
2 1/2 % increase	1,106,835.02	1,144,591.07	37,756.05	3.41%
New Growth	403,407.00	350,000.00	(53,407.00)	-13.24%
Total Property Taxes	45,783,643.00	47,278,234.07	1,494,591.07	3.26%
Override	-	-	-	-
State Provided Funds	5,655,896.00	5,746,147.00	90,251.00	1.60%
Debt exclusion & tax offsets	2,449,929.00	3,432,849.00	982,920.00	40.12%
Projected local receipts	5,100,000.00	5,075,000.00	(25,000.00)	-0.49%
Free Cash	2,201,900.00	1,092,537.00	(1,124,363.00)	-50.38%
Overlay Surplus	60,000.00	60,000.00	-	0%
Building Reserve Fund				
Cemetery & Funds	30,000.00	30,000.00	-	0.00%
Reserve for approp (Septic)	22,604.00	22,619.00	15.00	0.07%
Reserve for approp (Cable)	207,429.00	255,989.00	48,560.00	23.41%
American Legion Fund	8.00		(8.00)	-100.00%
Borrowing			-	-
Golf Enterprise	45,000.00	88,000.00	43,000.00	95.56%
Capital Facilities Fund			-	-
Stabalization Fund			-	-
Total Revenue	61,556,409.00	63,081,375.07	1,524,966.07	2.48%

Expenses

Operating Budget

General Government	2,974,998.43	2,953,351.00	(21,647.43)	-0.73%
Public Safety	5,508,109.00	5,407,773.00	(100,336.00)	-1.82%
Public Works	7,371,377.00	7,507,541.00	136,164.00	1.85%
Human Services	543,579.00	553,398.00	9,819.00	1.81%
Culture & Recreation	1,036,701.00	1,046,927.00	10,226.00	0.99%
Education	30,283,474.35	31,494,677.35	1,211,203.00	4.00%
Debt & Interest	3,189,291.00	4,111,514.00	922,223.00	28.92%
Employee Benefits	7,421,069.22	7,768,373.00	347,303.78	4.68%
Total Operating Budget	58,328,599.00	60,843,554.35	2,514,955.35	4.96%

Other Expenditures

Allow for abate/exemptions	200,000.00	200,000.00	-	0%
Deficit Accounts	275,000.00	275,000.00	-	0%
Capital Budget	1,936,900.00	1,060,537.00	876,363.00	-45%
Transfer to Capital Maintenance Fund	-	50,000.00	-	0%
Appropriation to Stabilization Fund	150,000.00	150,000.00	-	0%
Offset for Direct Expenditures	17,255.00	20,706.00	(3,451.00)	-20%
Special Article	200,000.00	-	(200,000.00)	-100.00%
Other Expenditures Total	2,779,155.00	1,756,243.00	672,912.00	-24.21%

Cherry Sheet Charges	495,782.00	477,668.00	8,854.00	-3.65%
Total Expenditures	61,603,536.00	63,077,465.35	1,458,929.35	2.39%

SURPLUS / (DEFICIT)	-\$	47,127	\$	3,910
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Recommendations of the Finance Committee

FY 22 Operating Budget

Line #		Final FY20	Voted FY 21	Revised FY 21	Recommended FinCom/BOS FY 22	FY21 vs FY22 Variance	FY21 vs FY22 %
General Government							
1	Selectmen's Salaries	2,250.00	2,250.00	2,250.00	2,250.00	-	0.0%
2	Town Administrator's Salary	187,901.00	179,901.00	179,901.00	182,542.00	2,641.00	1.5%
3	Administrative Salary	97,939.00	97,383.00	97,383.00	98,883.00	1,500.00	1.5%
4	Professional Services	171,050.00	91,050.00	91,050.00	94,240.00	3,190.00	3.5%
5	Pay Rate Increase Fund	47,209.03	100,000.00	100,000.00	60,000.00	(40,000.00)	-40.0%
6	Town Report					-	0.0%
7	Prop & Liab. Insurance	640,726.00	701,470.43	701,470.43	701,471.00	0.57	0.0%
8	Other Expenses	24,000.00	24,500.00	24,500.00	24,500.00	-	0.0%
	Selectmen	1,171,075.03	1,196,554.43	1,196,554.43	1,163,886.00	(32,668.43)	-2.7%
9	Cable Access Salaries	112,588.00	114,419.00	114,419.00	116,050.00	1,631.00	1.4%
10	Cable Access Expense	33,595.00	35,010.00	35,010.00	39,939.00	4,929.00	14.1%
11	Cable Access Capital	18,000.00	18,000.00	18,000.00	20,000.00	2,000.00	11.1%
	Cable	164,183.00	167,429.00	167,429.00	175,989.00	8,560.00	5.1%
12	Accountant's Salary	132,414.61	128,058.00	128,058.00	130,019.00	1,961.00	1.5%
13	Clerical Salary	63,107.00	63,758.00	63,758.00	64,803.00	1,045.00	1.6%
14	Expenses	5,255.00	5,300.00	5,300.00	5,300.00	-	0.0%
	Town Accountant	200,776.61	197,116.00	197,116.00	200,122.00	3,006.00	1.5%
15	Professional Services	125,000.00	75,000.00	75,000.00	90,000.00	15,000.00	20.0%
16	Expenses Law Books	3,000.00	3,500.00	3,500.00	3,500.00	-	0.0%
	Town Counsel	128,000.00	78,500.00	78,500.00	93,500.00	15,000.00	19.1%
<i>Operations Support</i>							
17	Salaries	75,422.00	76,172.00	76,172.00	77,182.00	1,010.00	1.3%
18	Expenses	47,400.00	48,400.00	48,400.00	48,400.00	-	0.0%
<i>Information Systems</i>							
19	Salary	2,504.77	2,500.00	2,500.00	5,000.00	2,500.00	100.0%
20	Expenses	251,969.00	261,969.00	261,969.00	273,020.00	11,051.00	4.2%
<i>Tax Collector</i>							
21	Collector Expenses	21,050.00	21,050.00	21,050.00	21,050.00	-	0.0%
22	Senior Tax Work-Off Program	1,962.00	9,000.00	9,000.00	9,000.00	-	0.0%
<i>Treasurer</i>							
23	Treasurer's Salaries	237,304.90	209,695.00	209,695.00	214,639.00	4,944.00	2.4%
24	Treasurer's Expenses	28,740.00	28,740.00	28,740.00	28,740.00	-	0.0%
<i>Town Clerk</i>							
25	Town Clerk Salaries	136,989.56	137,930.00	137,930.00	139,074.00	1,144.00	0.8%
26	Clerk Expenses	41,062.00	50,265.00	80,265.00	38,265.00	(42,000.00)	-52.3%
	Division of Finance & Operations	\$ 844,404.23	\$ 845,721.00	\$ 875,721.00	\$ 854,370.00	\$ (21,351.00)	-2.4%

RECOMMENDATIONS OF THE FINANCE COMMITTEE

- 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 and longevity (reclassification of position)
- Line 4. Annual town audit, actuarial valuation, engineering, external legal, and other professional services.
Line 5. Total FY22 pay rate increases for unions that settled after the budget was submitted. These include Dispatchers and other Dept. Head Contracts.
Line 7. Includes insurance for property and casualty, general liability, and fidelity bonds.
Line 8. Expenses relate to office supplies, dues and seminars, subscriptions, and misc. other expenses.
- Line 9. Cable/PEG Access Director Salary, Part time Assistant salary
Line 10. Cable/PEG Access expenses related to operating cable studio.
Line 11. Cable/PEG Access capital equipment
- Line 12. Town Accountant Salary. and longevity
Line 13. Town Accountant clerical salary, longevity and overtime
Line 14. Expenses related to office supplies, printing supplies, dues and seminars, forms, travel and misc. other expenses.
- Line 15. Town Counsel services and expenses in connection with legal matters concerning Town of Lynnfield.
- Line 16. Expenses related to law book updates.
- Line 17. Clerical support to Treasurer's office 1FT, 1PT personnel.
- Line 18. Includes postage for Town Hall departments; postage machine supplies and maintenance; miscellaneous other.
- Line 19. Administrative stipend for IT Coordinator.
- Line 20. Expenses related computer hardware, accessories, supplies; software licensing; financial software support contract; managed IT support, 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 22. Senior tax Work-off Program.
- Line 23. Treasurer and clerical salaries, overtime and longevity.
- Line 24. 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 25. Town Clerk and Assistant Town Clerk salaries
Line 26. Expenses related to office supplies, dues, seminars, election and registration. Election expenses decreased in FY 22 due to the number of elections occurring and early voting.

Recommendations of the Finance Committee

FY 22 Operating Budget

Line #		Final FY20	Voted FY 21	Revised FY 21	Recommended FinCom/BOS FY 22	FY21 vs FY22 Variance	FY21 vs FY22 %
27	Board Salaries	11,500.00	11,500.00	11,500.00	11,500.00	-	0.0%
28	Other Salaries	141,205.00	154,338.00	154,338.00	154,590.00	252.00	0.2%
29	Professional Services	43,935.00	45,935.00	45,935.00	46,035.00	100.00	0.2%
30	Assessment Update	8,200.00	8,200.00	8,200.00	8,200.00	-	0.0%
31	Expenses	11,970.00	11,970.00	11,970.00	11,970.00	-	0.0%
	Board of Assessors	216,810.00	231,943.00	231,943.00	232,295.00	352.00	0.2%
32	Director Salary	\$ 82,644.39	82,824.00	82,824.00	84,067.00	1,243.00	1.5%
33	Other Salaries	\$ 71,381.00	72,382.00	72,382.00	76,093.00	3,711.00	5.1%
34	Expenses	\$ 10,704.00	10,704.00	10,704.00	10,704.00	-	0.0%
	Land Use (Planning & Conservation)	\$ 164,729.39	\$ 165,910.00	\$ 165,910.00	\$ 170,864.00	\$ 4,954.00	3.0%
35	Salary	-	-	-	-	-	-
36	Expenses	-	-	-	-	-	-
	Planning Board	-	-	-	-	-	-
37	Board of Appeals Expenses	2,741.00	2,741.00	2,741.00	3,241.00	500.00	18.2%
38	Salaries					-	0.0%
39	Expenses					-	0.0%
40	Professional Services	1,545.00	1,545.00	1,545.00	1,545.00	-	0.0%
41	Open Space	1,545.00	1,545.00	1,545.00	1,545.00	-	0.0%
	Conservation Committee	3,090.00	3,090.00	3,090.00	3,090.00	-	0.0%
42	Salary	1,874.00	1,874.00	1,874.00	1,874.00	-	0.0%
43	Professional Services	2,870.00	2,870.00	2,870.00	2,870.00	-	0.0%
44	Expenses	330.00	330.00	330.00	330.00	-	0.0%
	Personnel Board	5,074.00	5,074.00	5,074.00	5,074.00	-	0.0%
45	Salary	3,000.00	3,000.00	3,000.00	3,000.00	-	0.0%
46	Expenses	420.00	420.00	420.00	420.00	-	0.0%
47	Finance Committee Report	2,500.00	2,500.00	2,500.00	2,500.00	-	0.0%
48	Reserve Fund	45,000.00	45,000.00	45,000.00	45,000.00	-	0.0%
	Finance Committee	50,920.00	50,920.00	50,920.00	50,920.00	-	0.0%
	Total General Government	\$ 2,951,803.26	\$ 2,944,998.43	\$ 2,974,998.43	\$ 2,953,351.00	\$ (21,647.43)	-0.7%

RECOMMENDATIONS OF THE FINANCE COMMITTEE

- Line 27. Board annual compensation: Chairman - \$4,100; 2 Members at \$3,550 each; CMA certification.
- Line 28. Clerical salaries overtime longevity and full time assessing manager salaries for Assessors.
- Line 29. Primarily commercial appraisals and assistance in preparation of state reports. Increase in Assessor's software maintenance costs.
- Line 30. Professional services for periodic reevaluations. Completion of phase two personal property revaluation that requires fewer hours to complete.
- Line 31. Expenses related to office supplies, dues and seminars, travel, subscriptions, and misc. other.
- Line 32. Director's Salary for Planning and Conservation Director. Consolidated position from previous years
- Line 33. 2 part time administrative staff and 1 part time field inspector. Consolidated from former Planning and Conservation departments
- Line 34. Expenses related to office supplies, dues and seminars, travel, and miscellaneous other expenses.
- Line 37. Expenses related to office supplies, dues and seminars, and advertising.
- Line 40. Engineering assistance for environmental surveys, primarily wetlands.
- Line 41. Open Space expenses.
- Line 42. One clerical support salary.
- Line 43. Legal services for negotiations and advice on labor law.
- Line 44. Expenses relate to office supplies, dues and memberships, and misc. other.
- Line 45. Finance Committee support salary.
- Line 46. Expenses relate to dues and seminars, advertising, and misc. other.
- Line 47. Annual Town Warrant report printing.
- Line 48. For qualified transfers to any Town department for unforeseen needs.

Recommendations of the Finance Committee

FY 22 Operating Budget

Line #		Final FY20	Voted FY 21	Revised FY 21	Recommended FinCom/BOS FY 22	FY21 vs FY22 Variance	FY21 vs FY22 %
Public Safety							
49	Chief's Salary (incl. holidays)	202,454.00	204,901.00	304,901.00	204,901.00	(100,000.00)	-32.8%
50	Other Salaries (incl. holidays)	2,316,515.00	2,355,963.00	2,355,963.00	2,405,051.00	49,088.00	2.1%
51	Officer's Overtime	451,865.00	401,865.00	501,865.00	407,892.00	(93,973.00)	-18.7%
52	Officers Training	133,633.00	135,637.00	135,637.00	137,562.00	1,925.00	1.4%
53	Other Expenses	223,925.00	230,525.00	230,525.00	230,525.00	-	0.0%
	Police	3,328,392.00	3,328,891.00	3,528,891.00	3,385,931.00	(142,960.00)	-4.1%
54	Chief's Salary (incl. holidays)	141,050.27	137,025.00	137,025.00	143,140.00	6,115.00	4.5%
55	Full time Salaries (incl. holidays)	871,821.00	901,365.00	901,365.00	914,220.00	12,855.00	1.4%
56	Call Dept. Salaries	484,389.00	495,839.00	495,839.00	510,777.00	14,938.00	3.0%
57	Fire Alarm Salaries	14,934.00	15,233.00	15,233.00	15,462.00	229.00	1.5%
58	Fire Dept. Expenses	116,869.00	116,869.00	116,869.00	116,869.00	-	0.0%
59	Fire Alarm Expenses	13,882.00	14,002.00	14,002.00	14,002.00	-	0.0%
	Fire	1,642,945.27	1,680,333.00	1,680,333.00	1,714,470.00	34,137.00	2.0%
60	Other Salaries	80,586.00	216,009.00	216,009.00	219,076.00	3,067.00	1.4%
61	Professional Services	238,576.00	34,424.00	34,424.00	34,424.00	-	0.0%
62	Expenses	13,131.00	13,131.00	16,131.00	16,131.00	-	0.0%
	Div of Zoning & Inspection	332,293.00	263,564.00	266,564.00	269,631.00	3,067.00	1.2%
63	Director's Salary	2,500.00	2,500.00	2,500.00	7,500.00	5,000.00	200.0%
64	Expenses	1.00	1.00	1.00	1.00	-	0.0%
	Civil Defense	2,501.00	2,501.00	2,501.00	7,501.00	5,000.00	199.9%
65	Dog Officer's Salary	27,552.00	27,966.00	27,966.00	28,386.00	420.00	1.5%
66	Expenses	1,854.00	1,854.00	1,854.00	1,854.00	-	0.0%
	Dog Officer	29,406.00	29,820.00	29,820.00	30,240.00	420.00	1.4%
	Total Public Safety	\$ 5,335,537.27	\$ 5,305,109.00	\$ 5,508,109.00	\$ 5,407,773.00	\$ (100,336.00)	-1.8%

RECOMMENDATIONS OF THE FINANCE COMMITTEE

Police Department

- Line 49. Police Chief salary
- Line 50. Includes salaries for 1 Captain, 5 sergeants, patrolmen, dispatchers, traffic supervisors, 1 clerical, and 1 matron; Also includes; longevity pay, holiday pay, & Education Incentive pay.
- Line 51. Overtime for vacation and sick coverage, investigations, court appearances.
- Line 52. Overtime charges for training or for training-caused coverage. Training costs to meet mandatory in-service training and training of new officers.
- Line 53. 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 54. Fire Chief Salary.
- Line 55. Includes salaries for full-time firefighters, overtime pay for firefighting and shift coverage, training, holidays, longevity, and school credits. Includes the equivalent of 2 FT staff to cover the new staffing plan.
- Line 56. 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 58. Expenses related to maintenance and repair of aging vehicles, needed parts, firefighting tools and equipment, clothing, telephone, radio maintenance and miscellaneous other.
- Line 60. Includes salaries includes full time building inspector, clerical support and sealer of weights and measures. overtime, longevity and vacation coverage.
- Line 61. Reimbursement to Town of Wakefield for shared benefit cost.
- Line 62. Expenses relate to office supplies, dues and seminars, subscriptions, travel and misc. other.
- Line 64. To keep account open as required by law.
- Line 65. Salaries for Dog Officer.
- Line 66. 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.

Line #		Final FY20	Voted FY 21	Revised FY 21	Recommended FinCom/BOS FY 22	FY21 vs FY22 Variance	FY21 vs FY22 %
Public Works							
67	Director Salary	138,985.00	135,964.00	135,964.00	138,003.00	2,039.00	1.5%
68	Other Salaries	538,055.27	546,662.00	546,662.00	555,134.00	8,472.00	1.5%
69	Motor Fuel/oil	134,000.00	134,000.00	134,000.00	134,000.00	-	0.0%
70	Other Expenses	9,500.00	9,500.00	9,500.00	9,500.00	-	0.0%
	Administration	820,540.27	826,126.00	826,126.00	836,637.00	10,511.00	1.3%
71	Salaries	900,039.00	911,731.00	911,731.00	930,969.00	19,238.00	2.1%
72	Expenses	561,992.00	564,550.00	564,550.00	564,550.00	-	0.0%
	Highway	1,462,031.00	1,476,281.00	1,476,281.00	1,495,519.00	19,238.00	1.3%
73	Sidewalk Constr. & Maint. Expenses	25,000.00	25,000.00	25,000.00	25,000.00	-	0.0%
74	Snow & Ice Removal Salaries and Exp	120,000.00	120,000.00	120,000.00	120,000.00	-	0.0%
75	Street Lighting Expenses	180,000.00	180,000.00	180,000.00	180,000.00	-	0.0%
76	Rubbish Collection Expenses	842,095.00	857,000.00	857,000.00	945,000.00	88,000.00	10.3%
77	Salaries	1,111,943.00	1,158,403.00	1,158,403.00	1,172,807.00	14,404.00	1.2%
78	Energy Supply	724,000.00	724,000.00	724,000.00	724,000.00	-	0.0%
79	Expenses	1,357,870.00	1,381,200.00	1,381,200.00	1,381,200.00	-	0.0%
	School Maintenance & Buses	3,193,813.00	3,263,603.00	3,263,603.00	3,278,007.00	14,404.00	0.4%
80	Salaries	249,395.00	251,867.00	251,867.00	255,878.00	4,011.00	1.6%
81	Expenses	371,500.00	371,500.00	371,500.00	371,500.00	-	0.0%
	Town Building Maintenance	620,895.00	623,367.00	623,367.00	627,378.00	4,011.00	0.6%
Total Public Works		\$ 7,264,374.27	\$ 7,371,377.00	\$ 7,371,377.00	\$ 7,507,541.00	\$ 136,164.00	1.8%

RECOMMENDATIONS OF THE FINANCE COMMITTEE

- Line 67. Director Salary.
Line 68. Assistant Director of Facilities, Asst. Director of School Operations Supervisor, Business Manager, 1 FT clerical, and Town Engineer. Increase includes additional hours for PT GIS coordinator plus additional contractual and step raises.
- Line 69. For all Town-owned vehicles.
Line 70. Expenses related to office supplies, and copier maintenance contract.
- Line 71. Effective FY05, Cemetery, Parks and Tree department and Cemetery Renovation and Upgrades department 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: foremen, crew supervisors, equipment operators, and equipment maintenance worker. Combined expenses include clothing allowance, summer help, overtime, and longevity.
- Line 72. 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.
- Line 73. Ongoing sidewalk construction repair and maintenance.
- Line 74. 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 75. Electric bills and maintenance of Town- and utility-owned lights.
- Line 76. Contractual cost for trash collection services. In FY 22 this reflects the completion of a new contract with the rubbish disposal providers
- Line 77. Custodian and bus driver salaries, overtime, clothing allowance, and longevity.
- Line 78. Gas and electric supply for school buildings.
Line 79. 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.
- Line 80. One foreman, custodians; overtime, summer help, clothing allowance, and longevity.
Line 81. Electricity, heat utility, telephone, electrical and heating repairs and maintenance, custodial supplies and misc. other.

Recommendations of the Finance Committee

FY 22 Operating Budget

Line #		Final FY20	Voted FY 21	Revised FY 21	Recommended FinCom/BOS FY 22	FY21 vs FY22 Variance	FY21 vs FY22 %
Human Services							
82	Other Salaries	93,068.00	93,393.00	93,393.00	94,740.00	1,347.00	1.4%
83	Expenses	44,304.00	44,304.00	44,304.00	44,304.00	-	0.0%
	Board of Health	137,372.00	137,697.00	137,697.00	139,044.00	1,347.00	1.0%
84	Salary	338,257.00	337,482.00	337,482.00	345,712.00	8,230.00	2.4%
85	Expenses	26,949.00	26,949.00	26,949.00	26,949.00	-	0.0%
	Council on Aging	365,206.00	364,431.00	364,431.00	372,661.00	8,230.00	2.3%
86	Director's Salary	15,912.00	16,151.00	16,151.00	16,393.00	242.00	1.5%
87	Expenses	1,300.00	1,300.00	1,300.00	1,300.00	-	0.0%
88	Veterans Benefits	24,000.00	24,000.00	24,000.00	24,000.00	-	0.0%
	Veteran's Services	41,212.00	41,451.00	41,451.00	41,693.00	242.00	0.6%
89	Salaries	25,000.00	-	-	-	-	0.0%
90	Expenses	6,200.00	-	-	-	-	0.0%
	Prevention Services	31,200.00				-	0.0%
	Total Human Services	\$ 574,990.00	\$ 543,579.00	\$ 543,579.00	\$ 553,398.00	\$ 9,819.00	1.8%
Culture & Recreation							
91	Director's Salary	95,085.00	93,853.00	93,853.00	95,625.00	1,772.00	1.9%
92	Other Salaries	541,564.14	583,269.00	583,269.00	591,175.00	7,906.00	1.4%
93	Expenses	260,435.86	259,597.00	259,597.00	259,047.00	(550.00)	-0.2%
	Library	897,085.00	936,719.00	936,719.00	945,847.00	9,128.00	1.0%
94	Salaries	73,729.15	73,772.00	73,772.00	74,870.00	1,098.00	1.5%
95	Expenses	3,300.00	3,300.00	3,300.00	3,300.00	-	0.0%
	Recreation Commission	77,029.15	77,072.00	77,072.00	78,170.00	1,098.00	1.4%
96	Historical Commission Expenses	15,910.00	15,910.00	15,910.00	15,910.00	-	0.0%
97	Memorial Day Observance Expenses	7,000.00	7,000.00	7,000.00	7,000.00	-	0.0%
	Total Culture and Recreation	\$ 997,024.15	\$ 1,036,701.00	\$ 1,036,701.00	\$ 1,046,927.00	\$ 10,226.00	1.0%

RECOMMENDATIONS OF THE FINANCE COMMITTEE

- Line 82. Salaries for Board of Health Director, clerical support and Town Physician..
Line 83. Nurse Services, office supplies and advertising, veterinary services, biological testing, contractual support.
- Line 84. Salaries for Director, Van Drivers (2) , Receptionist, Activity Coordinator, Trip Coordinator; Cook and Outreach Worker, net of anticipated grant.
- Line 85. Expenses for office supplies, telephone, paper products, seminars and dues, copier maintenance, travel, and Senior Meal Program.
- Line 86 Salary for Part time Veteran's Agent.
- Line 88. Benefits for eligible Veterans.
- Line 91. Director Salary.
- Line 92. Salaries of Asst. Director, Full-time librarians, staff members and pages. Funding for Saturday coverage Includes cost of living and step increases based on longevity.
- Line 93. 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 94. Salary for FT Recreation Director.
- Line 95. Expenses for supplies., seminars, advertising and other miscellaneous expenses.
- Line 96. Expenses related to preservation supplies, seminar & dues registrations and misc. other. The Commission requested additional budgeted expenses to enhance current projects.
- Line 97. Memorial Day celebration expenses – refreshments/grave markers.

Recommendations of the Finance Committee

FY 22 Operating Budget

Line #		Final FY20	Voted FY 21	Revised FY 21	Recommended FinCom/BOS FY 22	FY21 vs FY22 Variance	FY21 vs FY22 %
Education							
	High School	469,105.00	544,206.00	534,206.00	530,834.00	(3,372.00)	-0.6%
	Middle School	155,930.00	156,205.00	151,205.00	147,268.00	(3,937.00)	-2.6%
	Huckleberry Hill School	114,650.00	116,450.00	111,450.00	104,150.00	(7,300.00)	-6.6%
	Summer Street School	115,650.00	117,550.00	112,550.00	106,050.00	(6,500.00)	-5.8%
	Special Education	207,500.00	211,500.00	211,000.00	211,000.00	-	0.0%
	Special Education Out of District Tuition/Contracted Services	924,923.18	1,033,209.00	980,398.00	1,059,808.00	79,410.00	8.1%
	Special Education Out of District Transportation	300,451.92	325,856.00	325,856.00	456,457.00	130,601.00	40.1%
	Administration/Technology	748,395.27	712,422.00	696,922.00	822,881.00	125,959.00	18.1%
	Non Salary Expenses	\$ 3,036,605.37	\$ 3,217,398.00	\$ 3,123,587.00	\$ 3,438,448.00	\$ 314,861.00	10.1%
	Salary Expenses	22,825,951.00	23,173,740.00	23,793,018.00	24,430,175.00	637,157.00	2.7%
FY20 Staffing Requests							
	High School				50,000		
	Middle School				13,991		
	Huckleberry Hill School				13,991		
	Summer Street School						
	Special Education					-	
	Districtwide						
	Technology				-	-	
	Total Salaries			23,793,018.00	24,508,157.00	715,139.00	3.0%
Offsets							
	Activity Fees	(185,000.00)	(185,000.00)	(90,000.00)	(250,000.00)	160,000.00	177.8%
	Community Schools	(150,000.00)	(150,000.00)	(175,000.00)	(145,000.00)	(30,000.00)	-17.1%
	Full Day Kindergarten	-	-	-	-	-	
	Total Offsets	\$ (335,000.00)	\$ (335,000.00)	\$ (265,000.00)	\$ (395,000.00)	\$ 130,000.00	160.6%
					\$ 27,551,605.00		3.38%
98	Net Salaries and Expenses	25,875,345.00	26,651,605.35	26,651,605.35	27,551,605.35	900,000.00	3.4%
99	School Health Insurance	2,933,548.00	3,006,169.92	3,006,170.00	3,156,479.00	150,309.00	5.0%
100	N.S. Technical High School	500,450.00	625,699.00	625,699.00	786,593.00	160,894.00	25.7%
	Total Education	\$ 29,309,343.00	\$ 30,283,474.27	\$ 30,283,474.35	\$ 31,494,677.35	\$ 1,211,203.00	4.0%

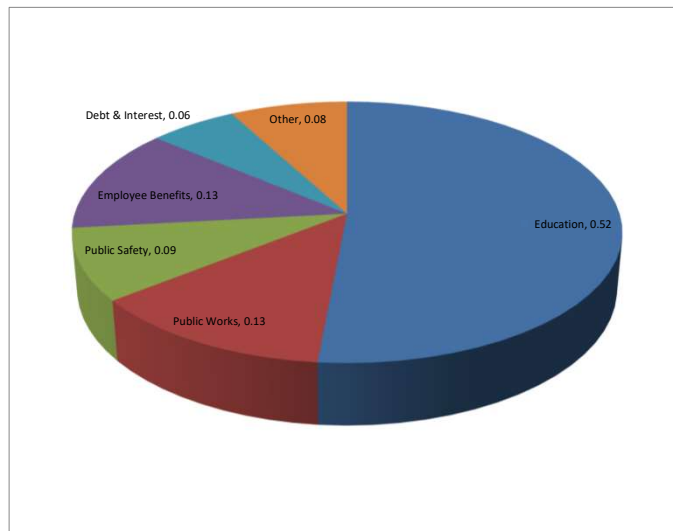
Recommendations of the Finance Committee

FY 22 Operating Budget

Line #		Final FY20	Voted FY 21	Revised FY 21	Recommended FinCom/BOS FY 22	FY21 vs FY22 Variance	FY21 vs FY22 %
101	Short Term Interest Debt Exclusion						
102	Short Term Interest	28,433.00	28,433.00	3,854.00	4,000.00	146.00	3.8%
103	Long Term Principal Payment	524,000.00	614,125.00	597,100.00	501,000.00	(96,100.00)	-16.1%
104	Long Term Interest	161,126.00	152,948.00	158,819.00	151,046.00	(7,773.00)	-4.9%
105	Long Term Principal Debt Exclusion	2,085,000.00	2,105,000.00	2,101,900.00	2,744,000.00	642,100.00	30.5%
106	Long Term Interest Debt Exclusion	422,861.00	344,929.00	305,014.00	688,849.00	383,835.00	125.8%
107	Septic Loan Program	22,589.00	22,604.00	22,604.00	22,619.00	15.00	0.1%
	Debt & Interest	\$ 3,244,009.00	\$ 3,268,039.00	\$ 3,189,291.00	\$ 4,111,514.00	\$ 922,223.00	28.9%

108	Pension Contributions	2,945,872.00	2,988,778.00	2,988,778.00	3,149,644.00	160,866.00	5.4%
109	Town Health/Life/Disability Insurance	3,179,018.00	3,526,744.22	3,526,744.22	3,703,182.00	176,437.78	5.0%
110	Medicare - F.I.C.A.	490,000.00	500,000.00	500,000.00	510,000.00	10,000.00	2.0%
111	Workers' Compensation Insurance	229,083.00	270,000.00	270,000.00	270,000.00	-	0.0%
112	Other	5,047.00	5,047.00	5,047.00	5,047.00	-	0.0%
113	Unemployment Compensation	30,500.00	30,500.00	30,500.00	30,500.00	-	0.0%
114	Transfer to OPEB Trust	150,000.00	200,000.00	100,000.00	100,000.00	-	0.0%
	Employee Benefits	\$ 7,029,520.00	\$ 7,521,069.22	\$ 7,421,069.22	\$ 7,768,373.00	\$ 347,303.78	4.7%

TOTAL OPERATING BUDGET	\$ 56,706,600.95	\$ 58,274,346.92	\$ 58,328,599.00	\$ 60,843,554.35	\$ 2,514,955.35	4.3%
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RECOMMENDATIONS OF THE FINANCE COMMITTEE

- Lines 103 and 104 Principal and interest on borrowing initiatives for municipal purposes
Including fields projects, various DPW Trucks, and Fire Truck.
- Lines 105 and 106 Debt excludes principal and interest for School Projects and Golf Course
purchase.
- Line 107 Funded by septic betterment receipts of homeowner.
- Line 108.. Annual contribution to Essex County Retirement Board (Town employees
excluding teachers)
- Line. 109. Health Insurance for Town employees, Dental and Life Insurance for all
employees.
- Line 110. Medicare matching payroll tax paid on employees hire since 1/1/1986.
- Line 114 Funding for the OPEB (Other Post Employee Benefits) Trust. Since FY17
this item is appropriated directly to the Operating Budget

LYNNFIELD SCHOOL SYSTEM DATA

PUPIL & EMPLOYEE COUNT - PRESCHOOL - GRADE 12

School Year	Pupils	Teachers/ Specialists	Aides/Tutors	School Admin	Central Office
2019-2020	2,201	211	71.2	23	10.5
2020-2021	2,166	215	74	23	11
2021-2022*	2,175	216	72	23	11

*Projected numbers

Teachers/Specialists

Classroom Teachers, Special Education Teachers, Physical Education, Music, Art, Team Chairs, Psychologists, Speech and Language Specialists, Therapists, Media Specialists, Curriculum Specialists, Nurses, Reading Specialist, Counselors, Technology Integration Specialist

Aides

Special Education Aides, Kindergarten Aides, Tutors, Non Instructional Aides

School Admin

Principals, Assistant Principals, Special Services Director, Athletic Director, Secretaries, Clerks, Preschool Bus Driver

Central Office

Superintendent, Director of Teaching and Learning, Superintendent's Secretary, Business Office Staff, Technology Staff

ENROLLMENT PROJECTION: 2021-2022 SCHOOL YEAR

	<u>Actual 2019-2020</u>	<u>Actual 2020-2021</u>	<u>Projected 2021-2022</u>	<u>Y/Y Change</u>	<u>Y/Y % Change</u>
PRESCHOOL - GRADE 4	913	871	906	35	4.0%
GRADES 5 - 8	685	694	694	0	0.0%
GRADES 9 - 12	603	601	575	-26	-4.3%
TOTALS	2,201	2,166	2,175	9	0.4%

ARTICLE 7. 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, 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 to take any other action in connection therewith.

Submitted by SELECT BOARD

Finance Committee Recommends Article 7

FY2022 CAPITAL BUDGET			
Building Permit Software	7,000.00	Tee and Fringe Mower	33,000.00
Information Technology	\$ 7,000.00	Rough Mower	55,000.00
		Golf	\$ 88,000.00
Apple Computer Upgrades	15,000.00		
Upgrade production Gear	65,000.00		
Cable	\$ 80,000.00	Command Vehicle (2)	53,031.00
		Radio Infrastructure - Fire Dept. share (1)	15,000.00
		Personal Protective Equipment/Turnout Gear (4)	37,000.00
Pillings Pond algae treatment	25,000.00	Fire Hose (5)	5,000.00
Conservation	\$ 25,000.00	Fire Dept	\$ 110,031.00
Outside book return boxes	13,006.00		
Library	\$ 13,006.00	Road Construction	350,000.00
		Large 2021 40,700lb. Dump Truck	145,000.00
		Additional Funding Fire Alarm System-Library	30,000.00
		Bus Lease Payment	35,000.00
		LMS & LHS Sewer Treatment Plant upgrades	30,000.00
		NPDES Years 2 Implementation Permit Requirement	90,000.00
		Department of Public Works	\$ 680,000.00
Radio site Replacement	15,000.00		
Police Cruiser	42,500.00		
Police Dept	\$ 57,500.00		
		Total Capital Budget	\$ 1,060,537.00
Funding Sources			
Free Cash	\$ 892,537.00		
Cable Receipt Reserve	\$ 80,000.00		
Golf Enterprise	\$ 88,000.00		
	\$ -		
	1,060,537.00		

ARTICLE 8. 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 to take any other action in connection therewith.

Submitted by SELECT BOARD

Finance Committee Recommends Article 8

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 to take any other action in connection therewith.

Submitted by SELECT BOARD

Finance Committee Recommends Article 9

ARTICLE 10. To see if the Town will vote to establish, with respect to each of the following revolving funds, the following limits on the total amount that may be expended from each such fund in Fiscal Year 2022:

<u>Revolving Fund</u>	<u>Maximum Expenditure</u>
Council on Aging	\$ 50,000
Board of Health	\$ 15,000
Library	\$ 10,000
Recreation	\$325,000
Public Works – Fields	\$ 75,000
Public Works – Merritt Center	\$ 10,000

or to take any other action in connection therewith.

Submitted by SELECT BOARD

Finance Committee Recommends Article 10

ARTICLE 11. 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 2022 from persons using said service; or to take any other action in connection therewith.

Submitted by SELECT BOARD

Finance Committee Recommends Article 11

ARTICLE 12. 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 2022 from persons using the golf courses; or to take any other action in connection therewith.

Submitted by SELECT BOARD

Finance Committee Recommends Article 12

ARTICLE 13. 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, sums of money for security equipment, drainage and site improvements, any and all other measures that may be necessary to complete work on the elementary schools renovation project; or to take any other action in connection therewith.

Submitted by SELECT BOARD

Finance Committee Recommendation Deferred to Town Meeting

ARTICLE 14. To see if the Town will vote to rescind the unused borrowing authority voted under the below-listed previous Town Meeting articles; or to take any other action in connection therewith.

Purpose	Date of Vote	Article #	Amount Authorized	Issues/Retired/Rescinded	Unissued
Golf Course Purchase	3/15/2005	1	12,000,000.00	11,163,000.00	837,000.00
WPAT Septic Loan	10/19/2009	3	300,000.00	252,841.00	47,159.00
WPAT Septic Loan	10/18/2010	4	1,000,000.00	-	1,000,000.00
Senior Center Van	10/15/2012	9	90,000.00	70,000.00	20,000.00
Center Farm Acquisition	6/30/2014	1	1,550,000.00	1,029,903.00	520,097.00

Submitted by SELECT BOARD

Finance Committee Recommends Article 14

ARTICLE 15. To see if the Town will vote to authorize, under G.L. c. 44, § 21C, upon the recommendation of the Select Board, a lease purchase financing agreement for the acquisition of energy efficiency improvements, equipment that may be acquired through the issuance of debt under G.L. c. 44, the term of such agreement not to exceed twenty (20) years, the useful life of the equipment as determined by the Select Board, and the Department of Public Works shall be authorized to enter into such agreement on behalf of the Town, subject to approval of an appropriation for the first year payments by vote of a future Town Meeting, or to take any other action in connection therewith.

Submitted by SELECT BOARD

Finance Committee Recommendation Deferred to Town Meeting

ARTICLE 16. To see if the Town will vote to amend Chapter 143 of the General Bylaws, entitled "Fees," by making the following changes and additions.

<u>ARTICLE III</u>	<u>BOARD OF ASSESSORS FEES</u>
<i>Abutters Lists</i>	<i>change \$5.00 to \$15.00</i>

<u>ARTICLE V</u>	<u>FIRE DEPARTMENT FEES</u>
<i>Open Burning Permit (Annual)</i>	<i>change 10.00 to \$15.00</i>
<i>Commercial Inspection without FACP</i>	<i>change \$25.00 to \$50.00</i>
<i>Oil Burner Install/Alteration</i>	<i>change \$10.00 to \$25.00</i>
<i>LPN/Propane Storage</i>	<i>change \$10.00 to \$25.00</i>
<i>Fixed Extinguishing System</i>	<i>change \$25.00 to \$50.00</i>
<i>Nursing Home Inspection</i>	<i>change \$10.00 to \$25.00</i>
<i>Day Care Center</i>	<i>change \$10.00 to \$25.00</i>
<i>Private School</i>	<i>change \$10.00 to \$25.00</i>
<i>Innholders</i>	<i>change \$10.00 to \$25.00</i>
<i>Blasting Permit (detail required)</i>	<i>change \$10.00 to \$50.00</i>
<i>Tar Kettle Operation</i>	<i>change \$25.00 to \$50.00</i>
<i>Fireworks Display</i>	<i>change \$25.00 to \$50.00</i>
<i>Tank Truck Inspection (2 Years)</i>	<i>change \$15.00 to \$25.00</i>
<i>Dumpster Permit</i>	<i>change \$20.00 to \$25.00</i>
<i>Master Box Fee</i>	<i>change \$250.00 to \$310.00</i>

(New fees)

<i>Municipal F/A Disconnect/Reconnect (After hours)</i>	<i>\$175.00</i>
<i>Nuisance Alarms per Calendar year (1-3)</i>	<i>no fee</i>
<i>(4-6) fee per response</i>	<i>\$40.00</i>
<i>(7-9) fee per response</i>	<i>\$50.00</i>
<i>9+ fee per response</i>	<i>\$100.00</i>

<u>ARTICLE VII</u>	<u>DEPARTMENT OF PUBLIC WORKS FEES</u>
<i>White goods and televisions</i>	<i>change \$25.00 to \$30.00</i>
<i>with CRT's greater than 36"</i>	<i>change \$50.00 to \$60.00</i>
<i>Recycling yard stickers non-seniors</i>	<i>change \$10.00 to \$20.00</i>
<i>Recycling yard stickers for seniors</i>	<i>change \$5.00 to \$10.00</i>
<i>Street access permits</i>	<i>change \$10.00 to \$20.00</i>
<i>(New fee)</i>	
<i>Bulk items</i>	<i>\$10.00</i>

<u>CEMETERY FEES</u>	
<i>Residents and Former Employees</i>	
<i>Single Grave</i>	<i>change \$350.00 to \$600.00</i>
<i>Total Cost Per Grave</i>	<i>change \$750.00 to \$1,000.00</i>
<i>Former Residents (Two-Grave Limit)</i>	

<i>Single Grave</i>	<i>change \$1,000.00 to \$1,200.00</i>
<i>Total Cost Per Grave</i>	<i>change \$1,800.00 to \$2,000.00</i>
<i>Interment</i>	<i>change \$650.00 to \$750.00</i>
<i>Saturday/Holiday Additional</i>	<i>change \$325.00 to \$400.00</i>
<i>Cremation Burial</i>	<i>change \$225.00 to \$300.00</i>
<i>Saturday/Holiday</i>	<i>change \$325.00 to \$400.00</i>
<i>Exhumation</i>	<i>change \$650.00 to \$1,000.00</i>
<i>Winter Fee (December 1-March 31)</i>	<i>change \$100.00 to \$200.00</i>
<i>Deed</i>	<i>change \$20.00 to \$50.00</i>

<u>ARTICLE VIII</u>	<u>TAX COLLECTOR'S FEES</u>
<i>Demand Fees</i>	<i>change \$5.00 to \$15.00</i>
<i>Municipal Lien Certificate</i>	<i>change \$25.00 to \$50.00</i>

ARTICLE X ZONING AND INSPECTIONAL SERVICES FEES
ELECTRICAL FEES

Residential Additions/Renovations

First 1-10 outlets (i.e. lighting, receptacles) \$50.00
(change is removing words “appliances and special equipment”)

Residential Services: Changes or Alterations

Sub-panels change \$50.00 to \$75.00
Each additional panel \$25.00

Commercial Additions/Renovations

First 1-10 outlets (i.e. lighting, receptacles) \$50.00
(change is removing words “appliances and special equipment”)

Miscellaneous

(New charges)

Electric dryer, electric range, wall oven(s), cooktop \$25.00 per appliance
Presecuring service for siding replacement \$50.00
Solar residential \$50.00
Solar commercial \$200.00
Residential generator \$50.00
Commercial generator \$200.00

or to take any other action in connection therewith.

Submitted by SELECT BOARD

Finance Committee Recommends Article 16

ARTICLE 17. To see if the Town will vote to adjust the property tax exemption under M.G.L. Chapter 59, Section 5K, the so-called “senior tax reduction program,” by allowing the maximum reduction of the real property tax bill to be based on 125 volunteer service hours in a given tax year; or to take any other action in connection therewith.

Submitted by SELECT BOARD

Finance Committee Recommends Article 17

ARTICLE 18. To see if the Town will vote to accept the provisions of M.G.L. Chapter 59, Section 5C-1/2, to provide an additional exemption of 100 per cent of the exemption for which the taxpayer qualifies in addition to any exemption allowable pursuant to said Section 5; or to take any other action in connection therewith.

Submitted by SELECT BOARD

Finance Committee Recommends Article 18

ARTICLE 19. To see if the Town will vote to accept as a public way, as laid out and reported by the Board of Selectmen, Zepaj Lane, as shown on the “Street Acceptance Plan, Zepaj Lane, Lynnfield, Mass.” by Hayes Engineering, Inc. dated October 30, 2019. a copy of which plan is on file at the office of the Town Clerk and available for inspection, and to authorize the Board of Selectmen to acquire by gift, purchase or eminent domain such interests in land as may be necessary or appropriate to create such public way, or to take any other action in connection therewith.

Submitted by SELECT BOARD

Finance Committee Recommends Article 19

ARTICLE 20. To see if the Town will vote to amend Chapter 213 of the General Bylaws, entitled “Stormwater Management,” by deleting the text marked with ~~strike-throughs~~ and adding the underlined text as shown in the version of the said chapter that is on file with the Town Clerk, which amendments include minor editorial corrections and updated definitions; or to take any other action in connection therewith.

Submitted by SELECT BOARD

Finance Committee Recommends Article 20