

# Report of the Finance Committee

The Finance Committee has reviewed the budgets and warrant articles that have been submitted for the Town Meeting to be held on May 4, 2015. We have communicated with Department Heads, the Board of Selectmen, and the Regional School Committee in developing a budget that balances the services residents expect from our Town while minimizing taxpayer impact.

We are pleased to present a balanced budget within the limits of Proposition 2½. While many local communities have passed Overrides in recent years, the Town of Essex has not had an Operational Override in ten years. We believe this is the result of the efforts of the many dedicated employees and volunteers who serve our Town so well. Also, this year, it is important to point out that spending reductions (such as the lower cost of emergency dispatch resulting from our move to the Regional Dispatch Center in Middleton), new sources of revenue (such as the adoption of the meals tax), and the Town's historic practice of maintaining some excess levy capacity have all converged to provide an unprecedented ability to accommodate necessary budget adjustments within the levy limit.

## Budget Overview

The proposed total spending for Town operations is just under \$16.6M for FY16. This number includes the Town's contribution to the Manchester-Essex Regional School District (MERSD) and the Essex North Shore Agricultural & Technical School District (ENSA&TSD). Due to steady increases in the enrollment of Essex students in both of these Districts in recent years, the assessments from both Districts have been increased accordingly. Until now, both Districts had been able to absorb costs associated with enrollment increases from reserves. However, that practice has definite limitations, especially when the financial health of a district is being evaluated by a bond rating organization for capital project borrowing and refinancing purposes. Corrections to these structural enrollment-related deficits are being addressed with available levy capacity, which will still translate to tax increases, but without an Override.

The proposed budgets for the Sewer and Water Enterprise Funds total just under \$2.75M for FY16. The water budget is covered entirely by user fees, with no funds coming from taxation. The majority of the sewer budget is funded by user fees, but approximately \$328,000 comes from taxation to cover a portion of the sewer debt.

## General Budget

The total operating budget for the Town, excluding education, is just over \$9.1 million for FY16. These expenses are split up among the General Operating Budget (Article 15), the Sewer Enterprise Budget (Article 18), and the Water Enterprise Budget (Article 19).

The General Operating Budget for FY16 is just over \$6.4M. The major components of this budget are General Government, Public Safety, DPW, Human Services, Culture and Recreation, Debt Service and Pensions & Benefits.

We have included three pie charts on the following pages to offer a visual summary of the Town's revenue and expenditures. The first two charts show the breakdown of revenue sources and expense categories that make up the FY16 Town Budget. The third chart shows the expenditures with the Enterprise Funds (Water and Sewer) removed. Since the Enterprise Funds are supported by user fees, this chart gives residents a sense of how their real estate tax dollars are spent on various expense categories.

We would like to thank the many Town and MERSD employees, elected officials and volunteers who prepared the budgets, appeared before us and provided information in response to our inquiries. We appreciate the efforts and cooperation of all of the department managers who have helped make some very difficult decisions. We invite voters to join us at the Annual Town Meeting and look forward to your input.

## FINANCE COMMITTEE MEMBERS

Jeffrey Soulard, Chairman	2015	Richard Ross	2017
Ken Riehl	2015	Justin Bourgette	2016
David Gabor	2017	Mark Mckenna	2017

## RESERVE FUND

The Town appropriated \$115,000. for the fiscal year July 1, 2014 to June 30, 2015 to be used by the Finance Committee for extraordinary or unforeseen expenditures, which arise during the fiscal year. As of April 1, 2015 the Finance Committee has voted the following transfers:

Starting Balance	Town Meeting Appropriations	\$85,000.00
November 2014	Town Meeting Appropriation	30,000.00
Town Property	Town Hall Structural Repairs	15,000.00
Town Property	Town Hall Structural Repairs	11,000.00
Town Property	Hazardous Material – Southern Ave	2,790.00
Town Clerk	Part Time Clerk	2,563.00
Veterans Benefits	Veterans Benefits	15,000.00
Town Clerk	Office coverage – maternity leave	9,662.90
Police Trailer Maintenance	Trailer Repair	1,106.25
Board of Appeals	Legal Notices	500.00
Town Accountant	Software Support	4,000.00
<b>Balance in Reserve Fund</b>		<b>\$53,377.35</b>

## FREE CASH, SEWER RESERVES, COMMUNITY PRESERVATION AND STABILIZATION FUND BALANCES

(WITH RECOMMENDED USES)

<b>Fund</b>	<b>Balance at 7/1/14</b>	<b>FY15 Uses Recommended</b>	<b>FY16 Uses Recommended</b>	<b>Balance After Town Meeting</b>
General Free Cash	\$1,001,971.00	\$401,974.00	\$400,000.00	\$199,997.00
Water Free Cash	\$347,772.00	\$65,500.00	\$0.00	\$282,272.00
Sewer Free Cash (1 of 2)	\$213,930.00	\$114,000.00	\$40,000.00	\$59,930.00
Sewer Debt Reserve (2 of 2)	\$1,568,520.00		\$100,000.00	\$1,468,520.00
Sale of Real Estate (at 3/30/15)	\$7,686,101.95		\$3,800,000.00	\$3,886,101.95
C.P.A. (at 3/30/15)	\$98,187.26			\$98,187.26
Stabilization (at 3/30/15)	\$663,018.99			\$663,018.99
Town Bldg Cap Imprv Stabilization 3/30	\$6,003.25			\$6,003.25
Recreation Cap Imprv Stabilization 3/30	\$6,003.25			\$6,003.25
Vehicles & Major Eq Stabilization 3/30	\$6,003.25			\$6,003.25
O.P.E.B. Trust (at 3/30/15)	\$87,077.19			\$87,077.19
<b>Total Reserves</b>	<b>\$11,684,588.14</b>	<b>\$581,474.00</b>	<b>\$4,340,000.00</b>	<b>\$6,763,114.00</b>

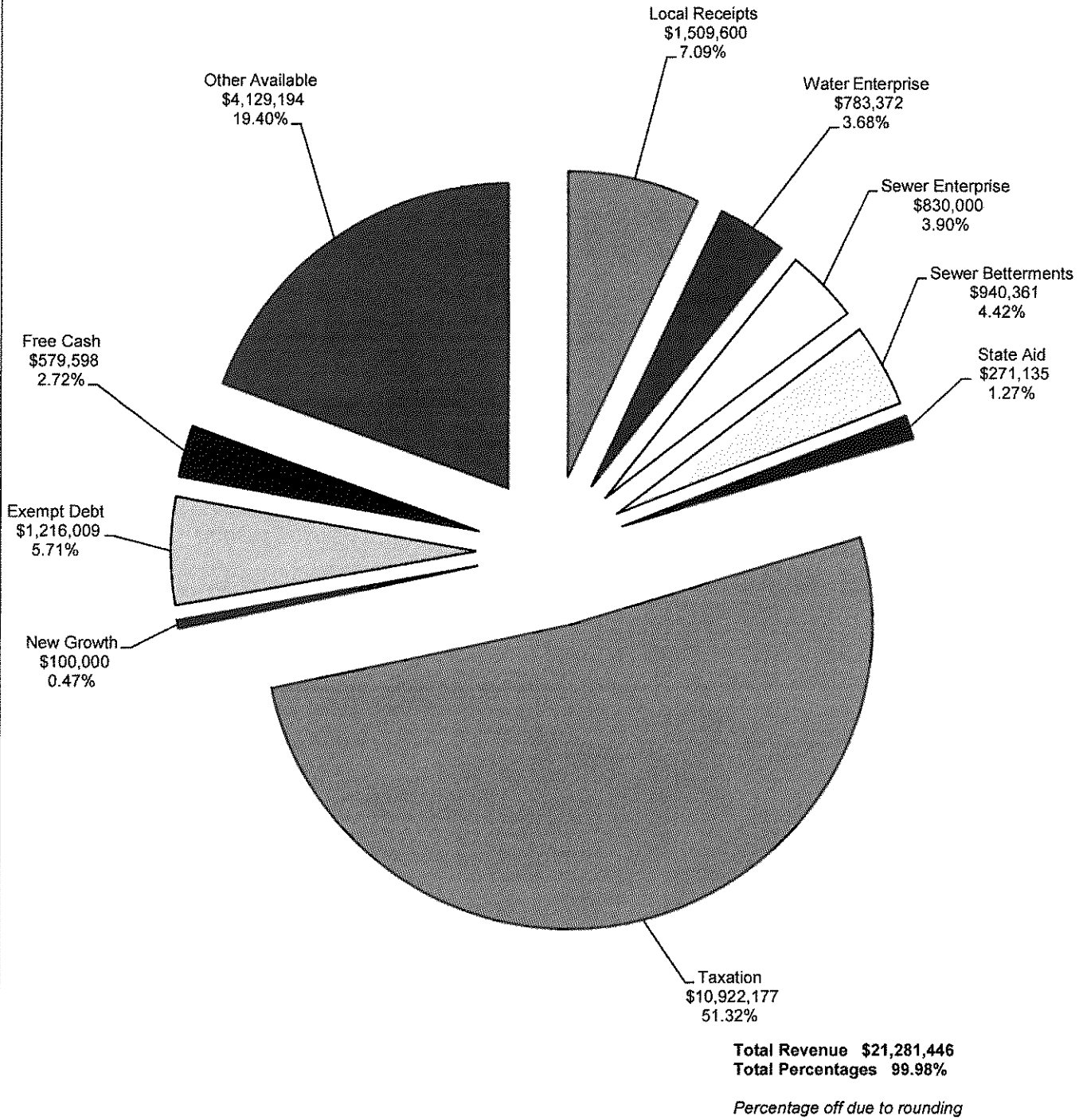
**TAX RATE ESTIMATE FOR  
FISCAL YEAR ENDING JUNE 30, 2016**

	FINAL FY 2015	Recommended FY 2016 Finance Committee	Increase/ (Decrease)
Town Meeting Articles:			
Article 15 Operating	6,102,512.00	6,401,472.00	298,960.00
Article 18 Sewer Enterprise	1,960,987.00	2,007,272.00	46,285.00
Article 19 Water Enterprise	704,202.00	735,872.00	31,670.00
Article 20 MERSD Assessment	6,665,060.00	7,228,425.00	563,365.00
Article 21 ENSA&TSD Assessment	119,433.00	208,958.00	89,525.00
Capital Articles "Attachment A"	183,139.00	4,240,098.00	4,056,959.00
All Other Articles - ATM	167,496.00	216,194.00	48,698.00
All Other Articles FTM	367,540.59		(367,540.59)
Community Preservation	264,054.00	TBD	(264,054.00)
<b>TOTAL ARTICLES</b>	<b>16,534,423.59</b>	<b>21,038,291.00</b>	<b>4,503,867.41</b>
Other Amounts to be Raised:			
Snow and Ice Deficit	-	-	-
Overlay Deficit	-	-	-
Community Preservation	-	-	-
State Assessments & Offsets	92,698.00	93,155.00	457.00
Assessors' Overlay	155,425.97	150,000.00	(5,425.97)
<b>TOTAL OTHER TO BE RAISED</b>	<b>248,123.97</b>	<b>243,155.00</b>	<b>(4,968.97)</b>
LESS:			
State Aid	250,703.00	271,135.00	20,432.00
Estimated Local Receipts	1,549,600.00	1,509,600.00	(40,000.00)
Enterprise Revenue	2,196,278.00	2,274,233.00	77,955.00
Free Cash	597,375.59	579,598.00	(17,777.59)
Free Cash - Enterprise	244,141.00	279,500.00	35,359.00
Community Preservation	264,054.00	TBD	(264,054.00)
Other Available Funds	152,491.00	4,129,194.00	3,976,703.00
<b>TOTAL NON-TAX REVENUE</b>	<b>5,254,642.59</b>	<b>9,043,260.00</b>	<b>3,788,617.41</b>
<b>NET AMOUNT - TAXATION</b>	<b>11,527,904.97</b>	<b>12,238,186.00</b>	<b>710,281.03</b>
LEVY ALLOWED BY PROPOSITION 2 1/2	10,624,384.00	11,022,184.00	397,800.00
Certified New Growth	128,966.00	100,000.00	(28,966.00)
Debt Exclusions	1,238,117.00	1,216,009.00	(22,108.00)
<b>ALLOWED AMOUNT - TAXATION</b>	<b>11,991,467.00</b>	<b>12,338,193.00</b>	<b>346,726.00</b>
<b>(OVER) / UNDER PROPOSITION 2 1/2 LIMIT</b>	<b>463,562.03</b>	<b>100,007.00</b>	<b>(363,555.03)</b>

FY 2015 Value of Property	747,594,356	747,594,356	
FY 2015 Tax Rate per \$1,000 of Value	\$ 15.42		
Estimated FY16 Tax Rate		\$ 16.37	

	GENERAL	WATER	SEWER, unreserved
FREE CASH CERTIFIED 7/1/14	\$ 1,001,971	\$ 347,772	\$ 213,930
Voted at 11-17-14 FTM	(222,376)	(18,000)	(22,000)
Proposed above for May 2015 ATM oper	(400,000)		
Proposed above for " " S&I, Capital	(179,598)	(47,500)	(132,000)
Net available for future town meetings	\$ 199,997	\$ 282,272	\$ 59,930

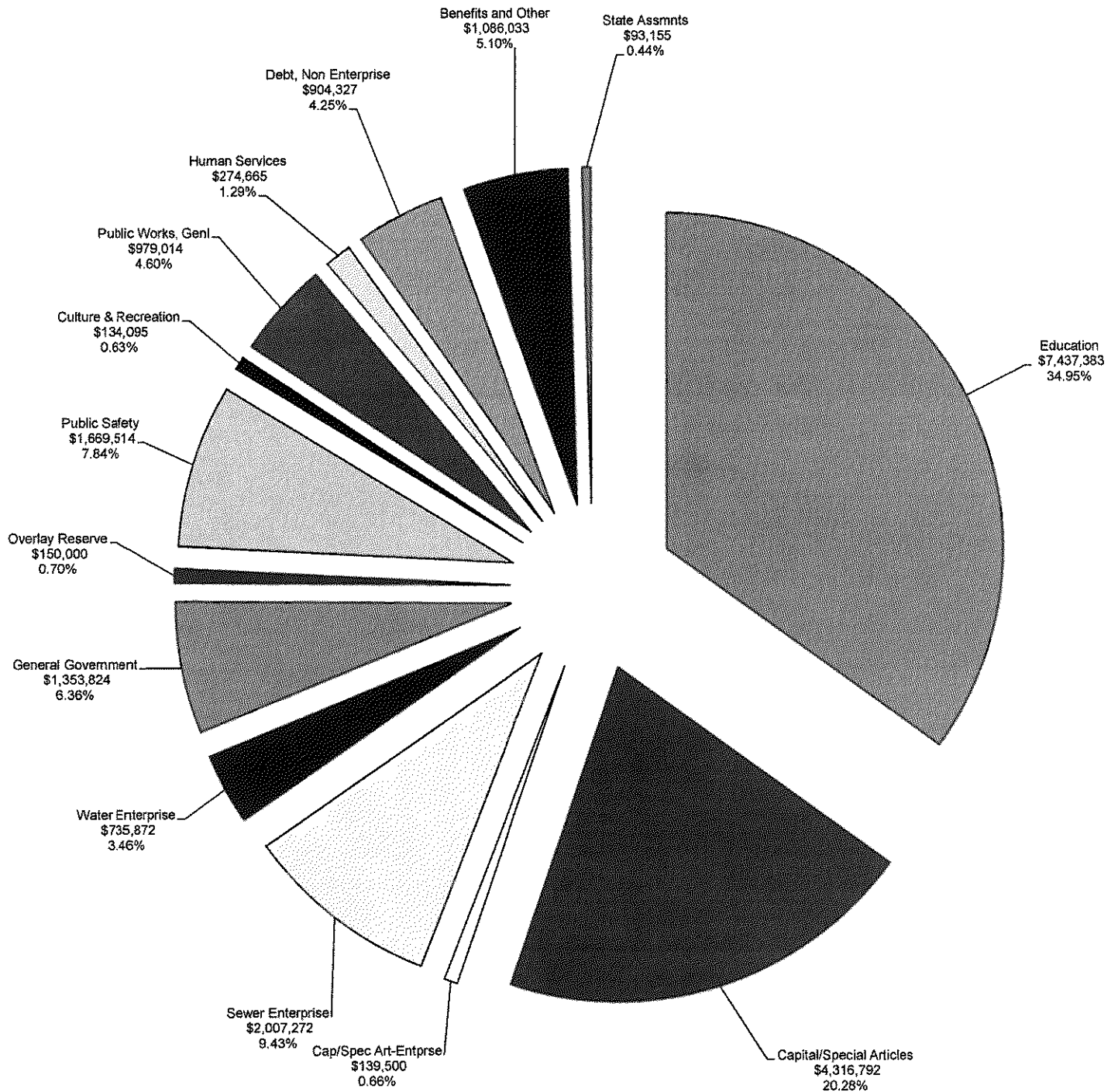
## Town of Essex FY16 Revenues



# Town of Essex FY16 Expenditures

Total Expenditures \$21,281,446.  
Total Percentages 99.99%

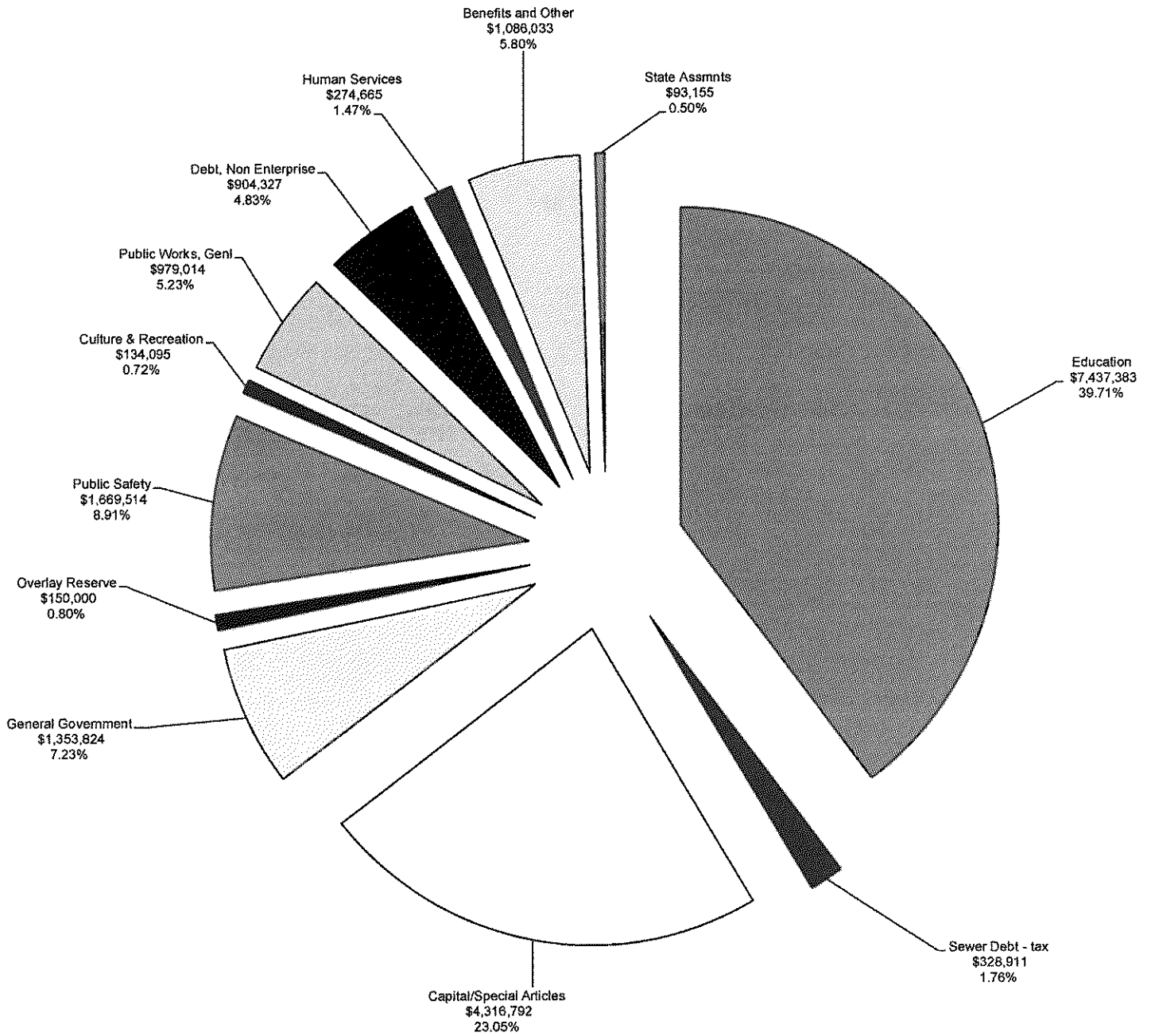
Percentage off due to rounding



**Town of Essex FY16 Expenditures  
(Excluding Enterprise Funds)**

Total Expenditures \$18,727,713.  
Total Percentages 100.01%

*Percentage off due to rounding*



## **Capital Improvement Plan**

A capital improvement program is a fiscal planning tool that documents the Town's capital asset needs, ranks the needs in order of project priority, and schedules projects for funding and implementation. The CIP is not a static process but a dynamic process and one that is likely to change from year to year. The process provides the opportunity to plan for major expenditures in the future while evaluating new and current projects based on up to date data. This plan is a forward looking document designed to inform the community in the broadest possible way of the potential needs and demands they are facing. The Town is committed to maintaining an annual Capital Budget, with the goal of reversing the effects of years of deferred maintenance.

### **What is a capital improvement?**

A capital improvement is a major, non-routine expenditure for new construction, major equipment purchase, or improvement to existing building, facilities, land or infrastructure, with an estimated useful life of greater than five year with monetary thresholds by category as follows. Building purchase \$50,000; Building improvement \$25,000.; Infrastructure purchase \$10,000.; Infrastructure improvement \$25,000. Equipment and technology \$5,000.

Among the items properly classified as capital improvements are:

- New public buildings, or additions to existing buildings, including land acquisition costs and equipment needed to furnish the new building or addition for the first time;
- Major alterations, renovations, or improvements to existing buildings which; extend the useful life of the existing buildings by five years.
- Land acquisition and/or improvement, unrelated to a public building, but necessary for conservation or parks and recreation purposes;
- New construction or major improvements to the Town's infrastructure, including streets, sidewalks, and storm water drains which extend the useful life of the infrastructure by at least five years, and
- A feasibility study or engineering design services which are related to a future capital improvement.

### **What are the benefits of a capital improvement program?**

- Facilitates coordination between capital needs and the operating budgets;
- Enhances the community's credit rating through improved fiscal planning and avoids sudden changes in the debt service requirements;
- Identifies the most economical means of financing capital projects;
- Increases opportunities for obtaining federal and state aid;
- Focuses attention on community objectives and fiscal capacity;
- Keeps the public informed about future needs and projects.

4/7/2015

Town of Essex  
Capital Projects by Department

Department	Project	2016	Priority	Requested				
				2016	2017	2018	2019	2020
Selectmen/C2-16	Conomo Point - Waterfront Access Improvement		2	100,000	150,000	150,000	200,000	200,000
	C5-16 Sidewalk Extension - Story Street		5	75,000				
	C6-16 Sidewalk Extension - Western Ave		6	75,000				
	C4-16 Stabilization Fund - Town Building Improvements		4	20,000	20,000	20,000	20,000	20,000
	C4-16 Stabilization Fund - Recreational Capital Imprvmt		4	20,000	20,000	20,000	20,000	20,000
	C4-16 Stabilization Fund - Vehicles and Equipment		4	20,000	20,000	20,000	20,000	20,000
	C7-16 Computer Infrastructure - Client Computers		7	10,000				
	C1-16 Town Hall and Library - Renovation Design and Construction	3,800,000	1	4,000,000				
	C3-13 Conversion of T.H. oil fired heating system to natural gas		3	40,000				
	C2-17 Replace Town Hall Copier		2		7,000			
	C1-17 New Public Safety Building - Design and Construction		1		8,000,000			
	C1-18 Design & Construction - Elementary School in Manchester		1			6,200,000		
	C2-18 Interior Renovation of Town Hall & Create 3rd flr mtg space					5,000,000		
	C1-24 Design & Construction - Elementary School in Essex							\$3.7M in 2024
Town Clerk	T.H. Vault Independent HVAC System w/dehumidification		1	30,000				
Police	Cruiser		3	39,500				
	Updated Radios for Reserve Officers	17,000	1	17,000				
Fire	Firefighter turnout gear extractor and dryer	15,000	1	15,000				
Ambulance	Replace 2006 Ambulance	230,000	1	230,000				
Harbormaster	Harbor Boat rescue door	6,000	1	6,000				
Council on Aging	Emergency Shower at Senior Center			10,000				
Public Works	Roadwork - outer Conomo, upper Grove, upper Forest		1	112,000				
	Replace Dump Truck #302 plus plow (or lease)		1	51,694				
	Front End Loader (lease/purchase)	32,598	1	32,598	32,598	32,598	32,598	32,598
	Replace VAC-tron (1/3 each Highway, Water, Sewer)		2		22,517			
	Replace Dump Truck #303 with Wing Plow (or lease)		1		186,550			
	Replace 2004 JCB Backhoe #404 (or lease)		1			105,000		
Water	Replace 2006 Dump Truck with sander #304							136,000
	Replace 1 Ton Pick up Truck #402 or 405 (2006 trk to Highway)	37,000	2	37,000				
	MAG meters at Well #1 and #2	10,500	1	10,500				
	Replace VAC-tron (1/3 each Highway, Water, Sewer)		2		22,517			
	Replace Flocc/Sedimentation basin equipment		2					\$500k - \$1M
Sewer	Replace Utility Truck w/plow #403		1			44,319		
	Replace truck w/plow and crane (#502)	52,000	1	52,000	-			
	Replace VAC-tron (1/3 each Highway, Water, Sewer)		2		22,516			
	Spare pump for Lift Station #1	40,000	1	40,000				
<b>Total Projects</b>		<b>\$4,240,098</b>		<b>\$5,043,292</b>	<b>\$ 8,503,698</b>	<b>\$ 11,591,917</b>	<b>\$ 292,598</b>	<b>\$ 428,598</b>
Funding Sources:								
	Taxation - Conomo Point Revenue			\$ 100,000				
	Free Cash	64,598		\$ 174,098				
	Sale of Real Estate Fund	3,800,000		4,000,000				
	Chapter 90			313,694				
	Grant			10,000				
	Ambulance Fund	230,000		230,000				
	Waterways Fund	6,000		6,000				
	Technology Fund			10,000				
	Enterprise	139,500		139,500				
	Lease			-				
	Taxation			60,000				
<b>Total</b>		<b>\$4,240,098</b>		<b>\$5,043,292</b>				



2015

Commonwealth of Massachusetts  
Town of Essex

Warrant for Annual Town Meeting and Election

Essex, ss:

To either of the Constables of the Town 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 Essex, qualified to vote as the laws direct, of the Annual Town Election to bring to ballot for the following officers:

Assessor for three years.  
Moderator for one year.  
Selectman for three years.  
Board of Health member for three years.  
Two Constables for one year.  
School Committee member for three years.  
Board of Library Trustee for three years.  
Planning Board member for five years.  
Housing Authority member to fill a vacancy for four years.

AND, to do this by vote on one ballot. The polls will be open on Monday, May 11, 2015 at 7:00 o'clock A.M. and will close at 8:00 o'clock P.M. at the Memorial Fire Station, 24 Martin Street, Essex.

AND, you are hereby directed to notify and warn the inhabitants of the Town of Essex, qualified to vote as the laws direct, to meet in said Essex at the Essex Elementary School, 12 Story Street, on Monday, May 4, 2015 at 7:30 p.m. and there and then to act on the following Articles, viz:

ARTICLE 1

To see if the Town will vote to determine the manner of electing or choosing all other Town Officers usually elected or chosen at the Annual Town Meeting and take any appropriate action to elect such officers.

ARTICLE 2

To hear and receive the Reports of the Town Officials and Committees, and also to consider and receive any Reports contained in the Annual Town Report; or take any other action relating thereto.

### ARTICLE 3

To see if the Town will amend or revise the Wage and Salary scale for fiscal year 2016 in accordance with the recommendations of the Personnel Board Report, a copy of which is on file in the Town Clerk's office and is incorporated herein by reference; or take any other action relating thereto.

### ARTICLE 4

To see if the Town will vote to fix the salary and compensation of each of the elected officers of the Town as required by Massachusetts General Law Chapter 41, Section 108, as amended, for fiscal year 2016 in accordance with the recommendations of the Personnel Board Report, a copy of which is on file in the Town Clerk's office and is incorporated herein by reference; or take any other action relating thereto.

### ARTICLE 5

To see if the Town will vote to transfer from the Town Septic Betterment Fund a sum of money for the purpose of making necessary payments to the Massachusetts Water Pollution Abatement Trust during fiscal year 2016 in accordance with the terms of repayment for Community Septic Management Program loan funds; or take any other action relating thereto.

### ARTICLE 6

To see if the Town will vote pursuant to Massachusetts General Laws chapter 44, section 53E ½ to reauthorize a revolving fund for the Animal Control Officer for the purpose of compensating the Animal Control Officer for the care of impounded dogs and for reimbursing the Animal Control Officer for all associated expenses. Payments from dog owners seeking to claim impounded dogs shall be credited to the fund and expenditures from the fund shall be authorized by the Board of Selectmen up to a maximum of \$10,000; or take any action thereto.

### ARTICLE 7

To see if the Town will vote pursuant to Massachusetts General Laws chapter 44, section 53E ½ to reauthorize a revolving fund for the Board of Health for the purpose of purchase of supplies and services as deemed necessary by the Board of Health for the purpose of the planning and execution of an annual youth triathlon or other exercise program. Donations, grants and fees collected for said purpose shall be credited to the fund and expenditures from the fund shall be authorized by the Board of Health up to a maximum of \$12,000; or take any action thereto.

### ARTICLE 8

To see if the Town will vote pursuant to Massachusetts General Laws chapter 44, section 53E ½ to reauthorize a revolving fund for the Board of Health for the purpose of purchase of supplies and services as deemed necessary by the Board of Health Department for the purpose of health, safety, and/or emergency planning, preparation and education. Donations, grants and fees collected for said purpose shall be credited to the fund and expenditures from the fund shall be authorized by the Board of Health up to a maximum of \$10,000; or take any action thereto.

## ARTICLE 9

To see if the Town will vote pursuant to Massachusetts General Laws chapter 44, section 53E ½ to reauthorize a revolving fund for the Board of Health for the purpose of purchasing supplies, contracted labor, and pharmaceuticals as needed by the Public Health Nurse and for the payment of Public Health Nurse wages. Medicare and other reimbursements relating to said programs and donations for the purpose of purchasing supplies and pharmaceuticals and for Public Health Nurse labor shall be credited to the fund and expenditures from the fund shall be authorized by the Board of Health up to a maximum of \$12,000; or take any action thereto.

## ARTICLE 10

To see if the Town will vote, pursuant to Town of Essex Bylaws, Chapter II, Section 2-20 to consider appointments to the Conomo Point Planning Committee, including the appointment of new members, or the reappointment or termination of current members of the Committee; or take any other action relating thereto.

## ARTICLE 11

To see if the Town will vote to provide a non-binding Sense of the Town Meeting relative to a plan for use of the northern area of Conomo Point that has been developed by the Board of Selectmen, acting in their capacity as Conomo Point Commissioners, the Conomo Point Planning Committee, and the Town's consulting landscape architect, a copy of said plan which is on file in the Town Clerk's office; or take any other action relating thereto.

## ARTICLE 12

To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow a sum of money to enable the Board of Selectmen, acting as Conomo Point Commissioners, in accordance with the Town's General Bylaws, Chapter II, Section 2-13.13, to retain the services of a Massachusetts Certified General Appraiser with a MAI designation from the Appraisal Institute to determine the fair market rental value for each segregable portion of the Town's property at Conomo Point north of Clammers' Beach that the Commissioners intend to lease for periods commencing on or after January 1, 2017; and further to authorize the Board of Selectmen, acting as Conomo Point Commissioners, to enter into all agreements and execute on behalf of the Town any and all documents as may be necessary or convenient to effectuate the purposes of this Article; or take any other action relating thereto.

## ARTICLE 13

To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow a sum of money for the management of property at Conomo Point including but not limited to renovation, demolition, and contents management of structures and maintenance of all outdoor areas; or take any other action relating thereto.

#### ARTICLE 14

To see if the Town will vote to raise and appropriate, borrow, or transfer from available funds, including, without limitation, funds under the Community Preservation Act, or any combination thereof, a sum of money sufficient to make further renovations to the Town Hall and Library building at 30 Martin Street including but not limited to full exterior renovation, addition of an elevator, addition of a fire suppression system, and any improvements required by the Americans with Disabilities Act; and also including costs of design, project management and construction oversight/administration, temporary relocation, furnished temporary office space, temporary office utilities, insurance, and all other costs incidental or related to the project; and further to authorize the Board of Selectmen to enter into all agreements and execute on behalf of the Town any and all documents as may be necessary or convenient to effectuate the purposes of this Article; or to take any other action relating thereto.

#### ARTICLE 15

To hear and act upon the Report of the Finance Committee and to vote to raise and appropriate or transfer from available funds a sum of money for the Town charges and expenditures for the ensuing year; or take any other action relating thereto.

#### ARTICLE 16

To see if the Town will vote to transfer from available funds a sum of money for the purpose of funding the Sewer Enterprise Fund for the remainder of fiscal year 2015; or take any other action relating thereto.

#### ARTICLE 17

To see if the Town will transfer from available funds a sum of money for the purpose of funding the Water Enterprise Fund for the remainder of fiscal year 2015; or take any other action relating thereto.

#### ARTICLE 18

To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow a sum of money for the purpose of funding the Sewer Enterprise Fund for fiscal year 2016; or take any other action relating thereto.

#### ARTICLE 19

To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow a sum of money for the purpose of funding the Water Enterprise Fund for fiscal year 2016; or take any other action relating thereto.

## ARTICLE 20

To see if the Town will vote to approve the Gross Operating and Maintenance Budget of the Manchester-Essex Regional School District, and raise and appropriate or transfer from available funds a sum of money for the Town's assessment from the District - said sum to be calculated solely in accordance with the "Agreement Between the Towns of Essex and Manchester-by-the-Sea, Massachusetts with Respect to the Formation of a Regional School District", as most recently amended, by invoking and approving the provision found in paragraph four of Massachusetts General Laws chapter 71, section 16B allowing District members "to reallocate the sum of their required local contributions to the district in accordance with the regional agreement", for the fiscal year beginning July first, two thousand fifteen; or take any other action relating thereto.

## ARTICLE 21

To see if the Town will raise and appropriate or transfer from available funds a sum of money to pay the Town's share of the operating and capital costs of the Essex North Shore Agricultural and Technical School District for the fiscal year commencing July 1, 2015; or take any other action relating thereto.

## ARTICLE 22

To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow a sum of money for the purpose of purchasing and installing magnetic water flow meters for use in the Town's public water supply wells, and any elements incidental thereto; or take any other action relating thereto.

## ARTICLE 23

To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow a sum of money for the purpose of purchasing or repairing and installing a pump or pumps for use in the Town's sewer pump stations, and any elements incidental thereto; or take any other action relating thereto.

## ARTICLE 24

To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow a sum of money for the purchase and equipping of a pickup truck, with snowplow, for use by the Water Department; and to authorize the Board of Public Works and/or the Board of Selectmen to take other action as necessary to effectuate the purposes of this vote; or take any other action relating thereto.

## ARTICLE 25

To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow a sum of money for the purchase and equipping of a utility truck, with crane and snowplow, for use by the Sewer Department; and to authorize the Board of Public Works and/or the Board of Selectmen to dispose of the vehicle to be replaced by the new truck by sale or trade and to take other action as necessary to effectuate the purposes of this vote; or take any other action relating thereto.

## ARTICLE 26

To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow a sum of money to purchase or to lease for a term of up to or more than three years with an option to purchase and to fully equip a front end loader for use by the Department of Public Works, and to authorize the Board of Selectmen to enter into a purchase or lease/purchase agreement on such terms and conditions as the Board deems in the best interest of the Town; and further to authorize the Board of Selectmen to take other action as necessary to effectuate the purposes of this vote; or take any other action relating thereto.

## ARTICLE 27

To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow a sum of money for the conversion of up to three, oil-fired heating plants (two possible in Town Hall and one possible in the Fire Station) to natural gas fuel, including the outright replacement of any or all three heating plants that are not suitable candidates for conversion, and any associated piping, tank removal, and/or any other necessary measures incidental or related thereto; or take any other action relating thereto.

## ARTICLE 28

To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow a sum of money to purchase updated radios for the Essex Police Department; or take any other action relating thereto.

## ARTICLE 29

To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow a sum of money to purchase and install an extraction and drying system for firefighter turnout gear; or take any other action relating thereto.

## ARTICLE 30

To see if the Town will vote to raise and appropriate, transfer from available funds or borrow a sum of money for the purchase of a new, equipped ambulance; or take any other action relating thereto.

## ARTICLE 31

To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow a sum of money to purchase and install a rescue door in the Harbormaster boat or take any other action relating thereto.

## ARTICLE 32

To see if the Town will vote to appropriate or reserve from the Community Preservation Fund, including fiscal year 2016 estimated annual revenues, a sum or sums of money for Community Preservation projects or purposes, including, but not limited to, acquisitions of interests in land, all as recommended by the Community Preservation Committee; or take any other action relating thereto.

## ARTICLE 33

To see if the Town will vote to adopt the “Stretch Energy Code” set forth in the State Building Code at 780 CMR 115.AA (i.e., Appendix 115.AA), as it may be amended from time to time, and to amend the Town of Essex General Bylaws by inserting a new Section 2-23 to Chapter II, Administration, entitled “Stretch Energy Code” as set forth below:

### **2-23. Stretch Energy Code**

**2-23.1. Adoption.** The Town has adopted the provisions of 780 CMR 115.AA (i.e., Appendix 115.AA of the State Building Code or the “Stretch Energy Code”), as it may be amended from time to time, and incorporated said 780 CMR 115.AA into the Town’s General Bylaws by reference.

**2-23.2. Purpose.** The purpose of the Stretch Energy Code shall be to provide the Town with a more energy efficient alternative to the base energy code otherwise applicable to the relevant sections of the State Building Code for both new commercial and residential construction and existing commercial and residential buildings.

### **2-23.3. Applicability**

The Stretch Code shall apply to new commercial and residential construction and to existing commercial and residential buildings. Construction and buildings not included in this scope shall comply with 780 CMR 13, 34, 61, or 93, as applicable.

### **2-23.4. Enforcement.**

The Stretch Code shall be enforced by the Building Commissioner or any Assistant Inspector of Buildings.

; or take any other action relating thereto.

## ARTICLE 34

To see if the Town will vote to amend the Town of Essex General Bylaws by adding a new subsection (p) to Chapter V, Article 4, Section 1, Police Powers as follows:

p. Within an area marked "Resident Sticker Parking Only" unless the vehicle bears a Resident Parking Sticker issued by the Office of the Town Clerk. Resident parking stickers are available through the Town Clerk's office. The fee for a Resident Parking Sticker shall be \$5.00 per sticker for residents under the age of 65 and \$1.00 per sticker for residents age 65 or older (at the time of the application). The applicant must show a valid vehicle registration for a vehicle registered in the Town of Essex to be eligible. Please consult with the Town Clerk for alternate proof of residency if the applicant's vehicle registration does not correspond to the applicant's Essex address. Resident Parking Stickers shall be valid until December 31 of the year of issue.

; said new subsection to take effect upon approval by the Massachusetts Attorney General and publication in accordance with Massachusetts General Laws, Chapter 40 Section 32; or take any other action relating thereto.

## ARTICLE 35

To see if the Town will vote to accept Section 19K of Chapter 41 of the General Laws, which will allow the Town to pay the Town Clerk an amount equal to 10 per cent of his or her regular annual compensation, but not more than \$1,000 per year, in addition to the regular annual compensation paid by the Town for services, if the town clerk has completed the necessary courses of study and training, and has been awarded a certificate by the Massachusetts Town Clerks' Association as a certified Massachusetts municipal clerk; or take any other action relating thereto.

## ARTICLE 36

To see if the Town will vote to amend Chapter II, Section 2-1, Town Meeting, of the Town of Essex General Bylaws by adding a new section pertaining to a standing commitment to a Fall Town Meeting, as follows:

2-1.1a *FALL TOWN MEETING*. A fall town meeting shall be held in November, exactly two Mondays preceding Thanksgiving, and shall begin not earlier than 7:30 p.m.

; or take any other action relating thereto.



#### ARTICLE 37

To see if the Town will vote to authorize the Board of Selectmen to lease the following described premises to Greenbow Corp. D/B/A Shea's Riverside Restaurant & Bar upon such terms and conditions as the Selectmen may, in their judgment and discretion so require.

A portion of land being recorded in Book 400 on page 62 of the Essex South District Registry of Deeds and dated May 23, 1848.

The description of the portion of said parcel of land to be leased hereunder is described as follows:

Beginning at a stone boundary at the southeasterly corner of the said parcel, then running

NORTHEASTERLY: to the mean high water line; then running

WESTERLY: to the base of the rip-rap wall on the easterly side of the parcel; then running

SOUTHWESTERLY: along the base of the rip-rap wall to the street line; then running

SOUTHEASTERLY: to the beginning;

said lease to be for a term of ten years beginning on July 1, 2015; or take any other action relating thereto.

#### ARTICLE 38

To see if the Town will vote to authorize the Board of Selectmen to lease a certain lot of Town-owned land with the buildings thereon commonly known as the "Legion Hall" located at 28 Main Street (Assessors' Map 41, Lot 35) to a lessee which will use the property primarily for the archiving and/or display of historical materials and artifacts of the shipbuilding industry of the Town of Essex for a term of ten years beginning on July 1, 2015, and upon such other terms and conditions as the Selectmen may, in their judgment and discretion so require; or take any other action relating thereto.

#### ARTICLE 39

To see if the Town will vote to transfer from available funds a sum of money to be used to defray operational expenses of the various Town departments for the remainder of fiscal year 2015; or take any other action relating thereto.

#### ARTICLE 40

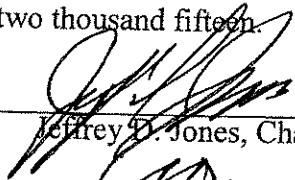
To see if the Town will vote to transfer from available funds a sum of money to be used to replenish the Finance Committee's Reserve Fund for the remainder of fiscal year 2015; or take any other action relating thereto.

ARTICLE 41

To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow a sum of money for the payment of unpaid bills from past fiscal years; or take any other action relating thereto.

And you are hereby directed to serve this Warrant by posting attested copies; one at the Post Office, one at the Town Hall, and one at the Essex Elementary School, in said Essex, seven days at least before the time for holding said meeting.

Given under our hand this 23<sup>rd</sup> day of March, two thousand fifteen.

  
\_\_\_\_\_  
Jeffrey D. Jones, Chairman

  
\_\_\_\_\_  
Lisa J. O'Donnell

  
\_\_\_\_\_  
Susan Gould-Coviello

BOARD OF SELECTMEN  
TOWN OF ESSEX

Return of the Warrant:

Date: \_\_\_\_\_

I have served this warrant by posting attested copies thereof – one at the Post Office; one at the Town Hall; and, one at the Essex Elementary School in said Essex; at least seven days before the time for holding said meeting.

\_\_\_\_\_  
Constable

Town of Essex  
Article 15 Operating Budget  
Fiscal Year 2016 General Fund

	FY 2013 Expended	FY 2014 Expended	FY 2015 Budget	FY 2016 Requested	FY16 FIN COM Recommended
<b>100 General Government</b>					
114 Moderator					
Stipend	100	100	100	100	100
Expense	-		20	20	20
	<u>100</u>	<u>100</u>	<u>120</u>	<u>120</u>	<u>120</u>
122 Selectmen					
Admin Assistant Salary	53,441	54,043	55,327	56,971	56,971
Town Planner, Part time			10,440	17,271	17,271
Selectmen Stipend	3,000	3,000	3,000	3,000	3,000
Temporary Salary	677		1,035	1,066	1,066
Sick/Vac Pay, Retirees	-		5,500	5,500	5,500
Town Meeting Audio/Visual	2,188	2,023	3,500	3,500	3,500
Town Events, Incidental Expenses	-	-	5,000	5,000	5,000
Procurement/Advertising	982	1,577	1,200	1,200	1,200
Office Supplies	886	886	900	900	900
Advertise Town Resources			10,000	20,000	20,000
Dues and Meetings	1,315	1,586	2,000	2,000	2,000
	<u>62,489</u>	<u>63,115</u>	<u>97,902</u>	<u>116,408</u>	<u>116,408</u>
129 Town Administrator					
Town Administrator Salary	111,600	117,842	121,846	125,500	125,500
Sick Leave Buyback	2,862	3,033	3,124	3,218	3,218
Seminar Fees	665	665	750	750	750
Expenses	623	96	1,000	1,000	1,000
Travel	1,989	1,993	2,000	2,000	2,000
Dues and Memberships	652	463	800	800	800
	<u>118,391</u>	<u>124,092</u>	<u>129,520</u>	<u>133,268</u>	<u>133,268</u>
131 Finance Committee					
Expenses	152	155	410	410	410
Reserve Fund (transfers)	166,241	54,583	85,000	85,000	85,000
	<u>166,393</u>	<u>54,738</u>	<u>85,410</u>	<u>85,410</u>	<u>85,410</u>
135 Town Accountant					
Town Accountant Salary	38,081	38,883	40,008	41,208	41,208
Clerical, part time	4,267	4,331	5,470	5,634	5,634
Seminars	299	135	300	850	850
Annual Audit and GASB	30,000	37,100	31,000	33,000	33,000
Software Support	6,861	10,464	10,800	11,000	11,000
Telephone	386	396	425	425	425
Office Supplies	942	788	950	950	950
Travel	139	119	300	300	300
Dues and Memberships	80	80	100	100	100
	<u>81,055</u>	<u>92,296</u>	<u>89,353</u>	<u>93,467</u>	<u>93,467</u>
141 Assessors					
Senior Clerk	36,667	37,962	39,655	43,063	43,063
Assessors Stipend	14,358	14,574	14,865	15,311	15,311
Junior Clerk, part time	5,817	3,156	10,845	5,562	5,562
Assessment Aids	-		3,000	3,000	3,000
Mapping	2,050	25,750	27,000	25,000	25,000
Bookbinding	-		1,000	500	500

Town of Essex  
Article 15 Operating Budget  
Fiscal Year 2016 General Fund

	<b>FY 2013 Expended</b>	<b>FY 2014 Expended</b>	<b>FY 2015 Budget</b>	<b>FY 2016 Requested</b>	<b>FY16 FIN COM Recommended</b>
Consulting Services	24,000	24,000	30,000	30,000	30,000
Software support	-		6,000	6,000	6,000
Legal Expense	1,000	1,500	1,500	1,500	1,500
Telephone	408	407	550	525	525
Office Supplies	2,132	1,933	2,000	2,000	2,000
Expenses	1,183	64	500	500	500
Dues and Memberships	190	245	300	300	300
	<b>87,805</b>	<b>109,591</b>	<b>137,215</b>	<b>133,261</b>	<b>133,261</b>
<b>145 Treasurer/Collector</b>					
Treasurer/Collector Salary	68,554	69,325	70,974	73,084	73,084
Treasurer/Collector Certification	1,000	1,000	1,000	1,000	1,000
Clerical, full time	41,839	42,251	43,260	44,293	44,293
Sick Leave Buyback	-	-	992	992	992
Copy Machine Expense	-	-	250	250	250
Seminars	802	571	800	800	800
Payroll Processing ADP	5,812	5,843	6,500	7,050	7,050
Contracted Services - Payroll				10,000	10,000
Financial Advisor	2,000	2,500	2,575	2,575	2,575
Collector Legal Expense	5,200	1,204	5,000	5,000	5,000
Tax Title Expense	2,033	800	5,000	5,000	5,000
Interest due on Abatements	1,000		1,000	1,000	1,000
Bank Fees	1,235	1,084	1,500	1,600	1,600
Telephone	449	439	600	600	600
Postage	8,357	7,992	10,050	10,050	10,050
Office Supplies/Equipment	9,598	4,724	5,000	5,000	5,000
Travel	712	660	1,000	1,000	1,000
Dues and Memberships	240	240	240	240	240
	<b>148,831</b>	<b>138,633</b>	<b>155,741</b>	<b>169,534</b>	<b>169,534</b>
<b>151 Legal Expense</b>	<b>37,770</b>	<b>68,075</b>	<b>60,000</b>	<b>60,000</b>	<b>60,000</b>
Conomo Point Legal	339,860	289,977	200,000	200,000	200,000
	<b>377,630</b>	<b>358,052</b>	<b>260,000</b>	<b>260,000</b>	<b>260,000</b>
<b>152 Personnel Board</b>					
Personnel Officer Salary	12,400	13,094	13,538	13,945	13,945
Expenses	-	294	500	500	500
	<b>12,400</b>	<b>13,388</b>	<b>14,038</b>	<b>14,445</b>	<b>14,445</b>
<b>153 Internet/Network</b>					
Internet Service	935	1,456	3,000	3,000	3,000
Notification System Support	4,510	4,510	5,000	5,000	5,000
Town Website Support/Maint	4,320	4,320	4,500	4,500	4,500
Melrose IT Hosting	-	4,148	6,300	6,300	6,300
Network Eq & Maintenance	3,000	4,000	4,000	4,000	4,000
	<b>12,765</b>	<b>18,434</b>	<b>22,800</b>	<b>22,800</b>	<b>22,800</b>
<b>161 Town Clerk</b>					
Town Clerk Salary	55,146	55,766	57,093	58,789	58,789
Town Clerk Certification				1,000	1,000
Town Clerk's Assistant				5,332	5,332
Town Clerk Temporary Help	-		156	161	161
Town Clerk Training	912	578	950	1,025	1,025

Town of Essex  
Article 15 Operating Budget  
Fiscal Year 2016 General Fund

	<b>FY 2013 Expended</b>	<b>FY 2014 Expended</b>	<b>FY 2015 Budget</b>	<b>FY 2016 Requested</b>	<b>FY16 FIN COM Recommended</b>
Copy Machine Expense	368	666	800	800	800
Office Supplies	754	796	725	725	725
Parking Tickets	1,406	1,195	1,500	1,750	1,750
Dog Licenses	234	508	500	525	525
Dues and Memberships	85	130	205	230	230
	<u>58,905</u>	<u>59,639</u>	<u>61,929</u>	<u>70,337</u>	<u>70,337</u>
<b>162 Elections</b>					
Election Wages	3,978	-	5,000	5,150	5,150
Ballots	320	329	700	700	700
Voting Lists	11	35	100	100	100
Town Meeting Expenses	68		274	274	274
Election Expenses	5,124	111	4,500	4,500	4,500
	<u>9,501</u>	<u>475</u>	<u>10,574</u>	<u>10,724</u>	<u>10,724</u>
<b>163 Registrars</b>					
Registrars Stipends	1,323	932	1,350	1,350	1,350
Printing	500	210	500	500	500
Supplies	1,714	1,756	1,800	1,800	1,800
	<u>3,537</u>	<u>2,898</u>	<u>3,650</u>	<u>3,650</u>	<u>3,650</u>
<b>165 Licensing Board</b>					
Clerical Stipend	2,480	2,507	2,567	2,644	2,644
Expenses	144	175	175	175	175
	<u>2,624</u>	<u>2,682</u>	<u>2,742</u>	<u>2,819</u>	<u>2,819</u>
<b>171 Conservation Commission</b>					
Conservation Agent	1,985	4,069	7,319	8,015	8,015
Clerical Wages	10,762	7,879	16,261	16,815	16,815
Software Maintenance	-		500	500	500
Telephone	512	413	550	650	650
Expenses	236	888	1,120	1,200	1,200
Dues and Memberships	231	252	275	400	400
	<u>13,726</u>	<u>13,501</u>	<u>26,025</u>	<u>27,580</u>	<u>27,580</u>
<b>175 Planning Board</b>					
Clerical Wages	9,920	11,178	12,463	12,586	12,586
Seminars/Training				400	400
Telephone	394	403	375	403	403
Notices	391	939	1,500	1,500	1,500
Technology	-		350	350	350
Expenses	490	359	500	500	500
	<u>11,195</u>	<u>12,879</u>	<u>15,188</u>	<u>15,739</u>	<u>15,739</u>
<b>176 Appeals Board</b>					
Clerical Wages	401	998	1,324	1,364	1,364
Expenses	462	982	1,000	1,000	1,000
	<u>863</u>	<u>1,980</u>	<u>2,324</u>	<u>2,364</u>	<u>2,364</u>
<b>179 Conomo Point</b>					
Clerical Stipend	2,480	2,507	2,567	2,644	2,644
Conomo Point Stipend	150	150	150	150	150
	<u>2,630</u>	<u>2,657</u>	<u>2,717</u>	<u>2,794</u>	<u>2,794</u>

Town of Essex  
Article 15 Operating Budget  
Fiscal Year 2016 General Fund

	<b>FY 2013 Expended</b>	<b>FY 2014 Expended</b>	<b>FY 2015 Budget</b>	<b>FY 2016 Requested</b>	<b>FY16 FIN COM Recommended</b>
181 Open Space Committee Expenses	-	-	-	-	-
193 Town Property					
Custodian Wages	18,589	19,692	21,314	19,548	19,548
Town Hall Electricity	6,344	5,834	7,760	10,787	10,787
Town Hall Heating Fuel/Natural Gas	17,959	16,544	18,000	18,000	18,000
Town Hall Water Usage	652	571	850	850	850
Town Hall Sewer Usage	1,021	882	1,700	1,700	1,700
Town Hall Fire Alarm Monitor/Test				900	900
Town Hall Generator Maintenance				600	600
Town Hall Generator Fuel				600	600
Greenhead Fly Program				3,600	3,600
Town Hall Office Machines	1,398	10,305	3,000	3,000	3,000
G.I.S. Mapping Services	-		1,000	1,000	1,000
Sr Center Systems Inspection	3,344	4,014	5,000	-	-
Selectmen Telephone	1,718	1,727	2,000	2,768	2,768
Town Hall Office Supplies	3,178	3,477	3,500	3,500	3,500
Town Property Expenses	17,616	11,460	12,000	10,300	10,300
Blanket Liability Insurance	70,239	78,639	99,868	104,861	104,861
	<u>142,058</u>	<u>153,145</u>	<u>175,992</u>	<u>182,014</u>	<u>182,014</u>
195 Town Report Printing	4,000	3,422	4,000	4,000	4,000
<b>GENERAL GOVERNMENT SUMMARY</b>					
Labor	<b>501,877</b>	<b>508,272</b>	<b>568,543</b>	<b>592,266</b>	<b>592,266</b>
Operating Expense	<b>815,021</b>	<b>717,445</b>	<b>728,697</b>	<b>758,468</b>	<b>758,468</b>
	<u><b>1,316,898</b></u>	<u><b>1,225,717</b></u>	<u><b>1,297,240</b></u>	<u><b>1,350,734</b></u>	<u><b>1,350,734</b></u>
<b>200 Public Safety</b>					
210 Police Department					
Police Chief Salary	92,699	95,114	98,345	101,296	101,296
Police Officer Salaries	420,440	372,366	486,077	512,632	512,632
Police Chief Clerical Wages	35,037	35,336	36,155	36,714	36,714
Part time Police Salaries	100,568	172,308	101,340	89,680	89,680
Police Matron Salary	-	-	500	-	-
Overtime, Extra Investigation	9,824	8,408	10,850	10,850	10,850
Overtime, Shift Coverage	40,861	29,206	45,570	51,968	51,968
Overtime, Incidental	33,110	25,591	19,347	19,347	19,347
Overtime, Safety Officer	386			-	-
Overtime, Prisoner Callout	4,703	4,495	6,400	6,400	6,400
Overtime, Holiday	20,194	18,147	28,930	29,798	29,798
Overtime, Court Detail	3,752	8,397	7,300	7,300	7,300
Night Differential	23,976	20,956	25,500	25,609	25,609
Sick Leave Buyback	7,562	7,588	8,696	8,856	8,856
Inservice Training	14,268	23,433	17,500	17,500	17,500
Educational Stipend	80,552	76,633	95,162	107,059	107,059
Police Ambulance Training	-	1,223	1,050	1,050	1,050
Firearms Training	10,514	16,746	12,382	12,382	12,382
Ambulance Training Expense	200	595	750	750	750
Inservice Training Expense	605	1,660	5,000	5,000	5,000
Vehicle Maintenance				10,000	10,000

Town of Essex  
Article 15 Operating Budget  
Fiscal Year 2016 General Fund

	<b>FY 2013 Expended</b>	<b>FY 2014 Expended</b>	<b>FY 2015 Budget</b>	<b>FY 2016 Requested</b>	<b>FY16 FIN COM Recommended</b>
Seminar Fees	275	528	750	750	750
National Crime Information	1,066	1,130	1,480	1,480	1,480
Drug and Alcohol Testing	5,072	3,156	4,000	4,000	4,000
Telephone	4,004	4,622	5,300	5,300	5,300
Beeper/Radio Repairs	3,828	20,049	4,675	4,675	4,675
Bapern	1,000	1,000	1,056	1,056	1,056
Prisoner Lock-up	6,478	7,047	5,208	-	-
Office Supplies	3,448	3,827	3,450	3,450	3,450
Vehicle Fuel	39,931	32,011	38,790	23,790	23,790
Supplies	6,073	7,627	6,059	6,059	6,059
Uniform Allowance	10,064	19,942	16,000	16,000	16,000
Travel	1,779	888	1,900	1,900	1,900
Dues and Memeberships	2,752	2,662	2,800	2,800	2,800
	<u>985,021</u>	<u>1,022,691</u>	<u>1,098,322</u>	<u>1,125,451</u>	<u>1,125,451</u>
<b>211 ECO Department</b>					
Salaries and Wages	198,152		1,000	1,000	1,000
Training	6,766				
Administrative Stipend	4,420				
Health Insurance	24,484				
Retirement Assessment	26,436	28,222			
FICA Tax	8,061				
Drug and Alcohol Testing	150				
Telephone	560				
Uniforms	625				
Office Expense	4,078	1,637	2,800	2,500	2,500
	<u>273,732</u>	<u>29,859</u>	<u>3,800</u>	<u>3,500</u>	<u>3,500</u>
<b>220 Fire Department</b>					
Fire Chief Salary			7,200	7,200	7,200
Clerical Wages	9,298	9,389	9,614	9,843	9,843
Firefighter Salaries	61,532	96,963	107,609	124,591	124,591
Fire Engineers Stipends	3,797	5,914	9,682	2,800	2,800
Fire Inspection Salaries	2,267	1,239	6,622	6,821	6,821
Fire Training Salaries	5,359	11,713	18,057	18,599	18,599
Forest Fire Salaries	-		2,006	-	-
Fire Training Expense	602	827	850	900	900
Electricity	16,028	17,114	18,000	18,000	18,000
Heating Oil/Natural Gas	8,281	7,490	8,000	8,000	8,000
Water Usage	462	447	950	800	800
Sewer Usage	585	579	1,000	800	800
Station Repair and Maintenance	4,306	8,651	7,500	7,500	7,500
Equipment Repair and Maint.	9,757	6,954	10,600	10,600	10,600
Ladder Testing	-	692	1,200	1,400	1,400
Forest Fire Equipment	3,390	535	3,700	3,700	3,700
Equipment Lease-Pumper	38,652	38,652	38,652	38,652	38,652
Telephone	3,071	3,289	3,000	3,100	3,100
Pagers	4,687	4,958	4,400	4,400	4,400
Propane Gas	518	380	550	550	550
Office Supplies	659	1,247	1,300	1,300	1,300
Vehicle Fuel	8,358	7,760	6,600	6,600	6,600
Other Expenses	8,657	8,756	10,000	10,000	10,000
Fire Prevention	1,361	1,050	1,750	1,750	1,750

Town of Essex  
Article 15 Operating Budget  
Fiscal Year 2016 General Fund

	<b>FY 2013 Expended</b>	<b>FY 2014 Expended</b>	<b>FY 2015 Budget</b>	<b>FY 2016 Requested</b>	<b>FY16 FIN COM Recommended</b>
Uniforms	9,859	15,570	11,000	11,500	11,500
Dues and Memberships	2,080	2,139	2,100	2,100	2,100
	<u>203,566</u>	<u>252,308</u>	<u>291,942</u>	<u>301,506</u>	<u>301,506</u>
<b>231 Ambulance Department</b>					
Ambulance Salaries	19,806	18,775	30,096	30,999	30,999
Ambulance Training Salaries	15,814	8,694	19,061	19,633	19,633
Training Expenses	6,257	5,463	5,300	5,300	5,300
Contracted Billing Services	6,893	7,968	9,400	9,400	9,400
Vehicle Repair and Maintenance	1,490	-	2,000	2,000	2,000
Supplies	8,841	9,706	9,000	9,000	9,000
Affiliation & License Fees	2,250	3,885	3,200	3,300	3,300
	<u>61,351</u>	<u>54,491</u>	<u>78,057</u>	<u>79,632</u>	<u>79,632</u>
<b>241 Building Inspector Dept.</b>					
Building Inspector Salary	12,480	12,667	12,920	13,308	13,308
Asst. Building Inspector Salary	4,368	4,434	4,523	4,659	4,659
Clerical, part time wages	1,715	1,771	2,805	4,949	4,949
Training Expenses	217	493	500	500	500
Telephone	393	400	400	400	400
Expenses	539	558	800	800	800
	<u>19,712</u>	<u>20,323</u>	<u>21,948</u>	<u>24,616</u>	<u>24,616</u>
<b>243 Plumbing Inspector Dept.</b>					
Plumbing Inspector Salary	5,481	5,563	5,674	5,844	5,844
Expenses	100	200	200	200	200
	<u>5,581</u>	<u>5,763</u>	<u>5,874</u>	<u>6,044</u>	<u>6,044</u>
<b>245 Electrical Inspector Dept.</b>					
Electrical Inspector Salary	5,481	5,563	5,674	5,844	5,844
Expenses	100	150	150	150	150
	<u>5,581</u>	<u>5,713</u>	<u>5,824</u>	<u>5,994</u>	<u>5,994</u>
<b>291 Emergency Management Dept</b>					
Director Stipend	300	300	300	300	300
Expenses	1,138	1,192	1,300	1,300	1,300
Dues and Memberships	-	-	150	150	150
	<u>1,438</u>	<u>1,492</u>	<u>1,750</u>	<u>1,750</u>	<u>1,750</u>
<b>292 Animal Inspector Dept.</b>					
Animal Inspector Stipend	3,606	3,660	5,500	5,665	5,665
<b>293 Animal Control Officer</b>					
Animal Control Officer Stipend	3,606	3,660	8,000	12,000	12,000
Expenses	900	943	2,300	2,300	2,300
	<u>4,506</u>	<u>4,603</u>	<u>10,300</u>	<u>14,300</u>	<u>14,300</u>
<b>295 Harbormaster Department</b>					
Harbormaster Deputy Salary	2,323	2,451	8,343	8,593	8,593
Asst Harbormaster Salary	10,726	13,829	8,645	8,904	8,904
Town Landing Ramp Attendant				3,090	3,090
Training Expense				800	800



Town of Essex  
Article 15 Operating Budget  
Fiscal Year 2016 General Fund

	<b>FY 2013 Expended</b>	<b>FY 2014 Expended</b>	<b>FY 2015 Budget</b>	<b>FY 2016 Requested</b>	<b>FY16 FIN COM Recommended</b>
Boat Repairs	4,591	3,487	3,500	8,400	8,400
Pier and Float Maintenance	1,410	1,619	1,650	1,650	1,650
Drug and Alcohol Testing	470	2,011	2,000	2,000	2,000
Mooring Permit Expense	2,617	2,314	3,200	3,200	3,200
Fuel and Oil	2,237	4,253	5,600	5,600	5,600
Buoys	2,139	2,257	2,800	2,800	2,800
Uniforms	1,472	1,437	1,500	1,500	1,500
Incidental Expenses	257	1,240	550	1,200	1,200
	<b>28,242</b>	<b>34,898</b>	<b>37,788</b>	<b>47,737</b>	<b>47,737</b>
<b>299 Shellfish Department</b>					
Shellfish Constable Salary	39,497	39,935	40,891	42,118	42,118
Shellfish Deputy Salary	5,834	6,302	7,370	7,591	7,591
Boat Repairs	745	426	2,000	2,000	2,000
Telephone	353	360	450	450	450
Vehicle Fuel	2,500	1,570	3,500	2,000	2,000
Vehicle Maintenance				1,500	1,500
Expenses	519	77	425	425	425
Uniforms	125		125	125	125
Dues and Memberships	185		200	200	200
	<b>49,758</b>	<b>48,670</b>	<b>54,961</b>	<b>56,409</b>	<b>56,409</b>
<b>PUBLIC SAFETY SUMMARY</b>					
<b>Labor</b>	<b>1,310,560</b>	<b>1,152,023</b>	<b>1,310,314</b>	<b>1,370,410</b>	<b>1,370,410</b>
<b>Operating Expense</b>	<b>331,534</b>	<b>332,448</b>	<b>305,752</b>	<b>302,194</b>	<b>302,194</b>
	<b>1,642,094</b>	<b>1,484,471</b>	<b>1,616,066</b>	<b>1,672,604</b>	<b>1,672,604</b>
<b>300 Education</b>					
MERSD Assessment				see Article 20	
MERSD Debt Assessment				see Department #700	
Essex No Shore Ag&Tech Assessmt				see Article 21	
Essex No Sh Ag&Tech. Debt Assessmt				see Article 21	
<b>400 Department of Public Works</b>					
<b>420 Highway Department</b>					
Superintendent Salary	75,421	76,258	78,084	86,426	86,426
Assistant Superintendent Salary	34,862	35,248	27,069	27,881	27,881
Clerical Wages	25,494	25,037	26,442	26,954	26,954
Foreman Wages	57,325	57,866	59,174	60,512	60,512
Operator Wages	118,839	120,729	125,908	127,542	127,542
Laborer				18,340	18,340
Stormwater Compliance Wages	427	260	1,500	1,500	1,500
Grounds Maintenance Wages	15,264	18,092	18,827	17,827	17,827
Overtime	4,428	3,851	6,700	6,700	6,700
Sick Leave Buyback	2,623	2,521	2,750	2,808	2,808
Electricity	3,288	3,097	3,800	5,200	5,200
Water Usage	1,224	1,394	1,300	1,350	1,350
Small Equipment Repair	2,107	1,850	2,300	2,300	2,300
Bridge Inspection and Repair	-	-	3,500	3,500	3,500
Equipment Lease	26,698	26,698	-	23,153	23,153
Seminar Fees	600	305	500	500	500
Monitoring Wells	5,200	3,900	5,500	5,500	5,500
Drug and Alcohol Testing	655	350	800	700	700

Town of Essex  
Article 15 Operating Budget  
Fiscal Year 2016 General Fund

	<b>FY 2013 Expended</b>	<b>FY 2014 Expended</b>	<b>FY 2015 Budget</b>	<b>FY 2016 Requested</b>	<b>FY16 FIN COM Recommended</b>
Tree Removal	9,477	5,551	10,500	10,000	10,000
Telephone	1,949	1,968	2,200	2,200	2,200
Fuel	4,952	7,321	7,000	7,000	7,000
Office Supplies	2,125	2,103	2,500	2,500	2,500
Grounds Maintenance Expense	10,562	9,699	10,500	10,000	10,000
Stormwater Compliance Expense	2,785	4,498	7,000	7,000	7,000
Playground Maintenance	9,300	8,943	9,300	9,000	9,000
Truck Fuel	29,652	31,801	31,000	17,000	17,000
Truck Maintenance				14,000	14,000
Highway Maintenance	84,447	86,403	81,000	81,000	81,000
Tools and Supplies	2,950	3,025	3,100	3,100	3,100
Other Maintenance	6,934	7,001	7,100	7,100	7,100
Clothing Allowance	1,760	1,760	1,760	1,760	1,760
Dues and Memberships	742	384	700	700	700
	<u>542,090</u>	<u>547,913</u>	<u>537,814</u>	<u>591,053</u>	<u>591,053</u>
<b>423 Snow and Ice</b>					
Snow Removal OT	22,219	23,913	12,470	13,720	13,720
Snow Removal Contractors	8,900	15,931	10,023	10,223	10,223
Snow Removal Expenses	<u>59,687</u>	<u>88,217</u>	<u>57,085</u>	<u>57,085</u>	<u>57,085</u>
	<u>90,806</u>	<u>128,061</u>	<u>79,578</u>	<u>81,028</u>	<u>81,028</u>
<b>424 Street Lighting</b>	13,521	13,727	13,000	18,070	18,070
<b>430 Transfer Station/Recycling Dept</b>					
Recycling Coordinator Wages	11,801	11,936	12,361	15,050	15,050
Electricity	1,772	1,914	2,308	3,208	3,208
Trash Contract	150,047	156,833	169,760	170,000	170,000
Recycling Contract	16,693	14,958	15,000	16,000	16,000
Hazardous Waste Disposal	3,929	4,263	5,000	5,000	5,000
Inspection Services	500	500	600	1,500	1,500
Telephone	402	409	418	420	420
Sticker Printing	565	567	700	700	700
Maintenance	<u>1,077</u>	<u>1,799</u>	<u>1,500</u>	<u>2,000</u>	<u>2,000</u>
	<u>186,786</u>	<u>193,179</u>	<u>207,647</u>	<u>213,878</u>	<u>213,878</u>
<b>449 Non Enterprise Wastewater</b>					
WWLegal Expense	202	-	16,500	16,500	16,500
	<u>202</u>	<u>-</u>	<u>16,500</u>	<u>16,500</u>	<u>16,500</u>
<b>491 Cemetery Department</b>					
Wages	17,070	24,077	25,182	27,415	27,415
Clerical Wages	3,834	3,453	3,605	3,692	3,692
Part-time Wages	10,642	13,427	15,278	14,706	14,706
Overtime	2,287	1,581	2,782	2,782	2,782
Electricity	139	149	300	390	390
Gas and Fuel			2,000	2,500	2,500
Small Equipment	1,880	2,000	2,000	2,000	2,000
Repair and Maintenance	1,849	2,559	2,500	3,000	3,000
Materials	<u>3,078</u>	<u>3,246</u>	<u>3,000</u>	<u>2,000</u>	<u>2,000</u>
	<u>40,779</u>	<u>50,492</u>	<u>56,647</u>	<u>58,485</u>	<u>58,485</u>

Town of Essex  
Article 15 Operating Budget  
Fiscal Year 2016 General Fund

	<b>FY 2013 Expended</b>	<b>FY 2014 Expended</b>	<b>FY 2015 Budget</b>	<b>FY 2016 Requested</b>	<b>FY16 FIN COM Recommended</b>
6150 Water Enterprise Fund				see Article 19	
6250 Sewer Enterprise Fund				see Article 18	
<b>PUBLIC WORKS SUMMARY</b>					
<b>Labor</b>	<b>402,536</b>	<b>418,249</b>	<b>418,132</b>	<b>453,855</b>	<b>453,855</b>
<b>Operating Expense</b>	<b>471,648</b>	<b>515,123</b>	<b>493,054</b>	<b>525,159</b>	<b>525,159</b>
	<b>874,184</b>	<b>933,372</b>	<b>911,186</b>	<b>979,014</b>	<b>979,014</b>
<b>500 Human Services</b>					
512 Board of Health					
Sanitarian Salary	71,496	72,290	74,019	76,240	76,240
Clerical, full time	43,150	42,194	44,906	45,965	45,965
Nurse Wages	7,069	8,228	9,577	9,864	9,864
Seminar Fees	665	945	900	950	950
Advertising	-	131	550	550	550
Contracted Services	3,147	3,077	3,500	4,000	4,000
Water Testing	415	656	600	700	700
Telephone	850	829	900	1,860	1,860
Postage	345	533	450	450	450
Office Supplies	1,389	1,713	2,000	1,800	1,800
Expenses	903	780	1,400	1,400	1,400
Travel	1,683	972	2,000	1,800	1,800
Dues and Memberships	654	467	550	550	550
	131,766	132,815	141,352	146,129	146,129
520 Social Service Agencies		1,768	2,500	2,500	2,500
Action, Inc.	-				
H.A.W.C.	734				
Northeast Behavioral Health	410				
Senior Care Inc	624				
Wellspring House	-	-			
	1,768	1,768	2,500	2,500	2,500
541 Council on Aging					
Director, part time	391	109	7,665	30,251	30,251
Van Driver Wages	6,240	5,225	13,728	14,420	14,420
Electricity		in Dept #193		2,650	2,650
Heating - Natural Gas		in Dept #193		1,200	1,200
Water/Sewer Utility		in Dept #193		625	625
System Inspection/Maintenance		in Dept #193		5,000	5,000
Telephone		in Dept #193		2,040	2,040
Van Driver Expenses	765	-	1,025	1,050	1,050
Vehicle Maintenance				600	600
Vehicle Fuel	2,021	2,252	2,250	2,500	2,500
Expenses	2,651	5,441	2,840	5,000	5,000
	12,068	13,027	27,508	65,336	65,336
543 Veterans Services					
Regional Assessment	13,013	12,804	14,500	15,000	15,000
Ordinary Benefits	10,390	11,052	20,000	40,000	40,000
	23,403	23,856	34,500	55,000	55,000

Town of Essex  
Article 15 Operating Budget  
Fiscal Year 2016 General Fund

	<b>FY 2013 Expended</b>	<b>FY 2014 Expended</b>	<b>FY 2015 Budget</b>	<b>FY 2016 Requested</b>	<b>FY16 FIN COM Recommended</b>
546 Centennial Grove					
Sanitation Facilities	2,300	2,360	3,500	3,500	3,500
Maintenance	1,000	878	2,200	2,200	2,200
	<u>3,300</u>	<u>3,238</u>	<u>5,700</u>	<u>5,700</u>	<u>5,700</u>
<b>HUMAN SERVICES SUMMARY</b>					
Labor	<b>128,346</b>	<b>128,046</b>	<b>149,895</b>	<b>176,740</b>	<b>176,740</b>
Operating Expense	<b>43,959</b>	<b>46,658</b>	<b>61,665</b>	<b>97,925</b>	<b>97,925</b>
	<u><b>172,305</b></u>	<u><b>174,704</b></u>	<u><b>211,560</b></u>	<u><b>274,665</b></u>	<u><b>274,665</b></u>
<b>600 Culture and Recreation</b>					
610 Library					
Director Salary	45,245	45,919	48,398	50,040	50,040
Staff Wages	22,201	24,184	28,044	33,335	33,335
Copier Expense	-	395	500	2,490	2,490
Telephone	805	838	800	800	800
Office Supplies	953	1,196	1,300	1,300	1,300
Technology			1,000	1,000	1,000
Library Materials	18,363	21,586	24,000	29,000	29,000
Travel	131	131	150	150	150
MVLC Membership	12,367	13,413	13,459	13,580	13,580
	<u>100,065</u>	<u>107,662</u>	<u>117,651</u>	<u>131,695</u>	<u>131,695</u>
691 Historical Commission					
Administrative	74	-	1,000	1,000	1,000
Printing	550	-	500	500	500
	<u>624</u>	<u>-</u>	<u>1,500</u>	<u>1,500</u>	<u>1,500</u>
692 Memorial Day	858	900	900	900	900
<b>SUMMARY CULTURE AND RECREATION</b>					
Labor	<b>67,446</b>	<b>70,103</b>	<b>76,442</b>	<b>83,375</b>	<b>83,375</b>
Operating Expense	<b>34,101</b>	<b>38,459</b>	<b>43,609</b>	<b>50,720</b>	<b>50,720</b>
	<u><b>101,547</b></u>	<u><b>108,562</b></u>	<u><b>120,051</b></u>	<u><b>134,095</b></u>	<u><b>134,095</b></u>
<b>700 Debt Service</b>					
General Fund					
710 Maturing Debt Principal	105,000	105,000	100,000	95,000	95,000
750 Maturing Debt Interest	11,271	7,561	3,864	15,221	15,221
751 B.A.N. Principal and Interest			23,600	-	-
Short Term Interest	3,764	-	15,000	15,000	15,000
	<u>15,035</u>	<u>7,561</u>	<u>42,464</u>	<u>30,221</u>	<u>30,221</u>
District Debt Assessments:					
Manchester Essex Regl Schl	761,705	811,358	795,384	779,106	779,106
Essex No. Shore Agr & Tech Schl	-	6,185		see Article 21	
Water Enterprise Debt				see Article 19	
Sewer Enterprise Debt				see Article 18	
<b>SUMMARY DEBT SERVICE</b>					
Operating Expenses	<b>881,740</b>	<b>930,104</b>	<b>937,848</b>	<b>904,327</b>	<b>904,327</b>

Town of Essex  
Article 15 Operating Budget  
Fiscal Year 2016 General Fund

	<b>FY 2013 Expended</b>	<b>FY 2014 Expended</b>	<b>FY 2015 Budget</b>	<b>FY 2016 Requested</b>	<b>FY16 FIN COM Recommended</b>
<b>900 Penions, Benefits and Other</b>					
911 Retirement Asmnt, apportioned	294,569	314,473	371,507	402,786	402,786
912 Employee Benefits					
Worker's Comp Insurance	7,867	4,992	23,204	26,685	26,685
Unemployment Claims	493	3	1,000	1,000	1,000
	<u>8,360</u>	<u>4,995</u>	<u>24,204</u>	<u>27,685</u>	<u>27,685</u>
914 Health Insurance, apportioned	412,116	426,865	555,124	590,400	590,400
945 FICA/Medicare Tax, Town Share	58,643	62,371	63,760	65,162	65,162
<b>SUMMARY PENSIONS, BENEFITS AND OTHER</b>					
<b>Operating Expenses</b>	<b>773,688</b>	<b>808,704</b>	<b>1,014,595</b>	<b>1,086,033</b>	<b>1,086,033</b>
<b>LABOR</b>	<b>2,410,765</b>	<b>2,276,693</b>	<b>2,523,326</b>	<b>2,676,646</b>	<b>2,676,646</b>
<b>OPERATING EXPENSE</b>	<b>3,351,691</b>	<b>3,388,941</b>	<b>3,585,220</b>	<b>3,724,826</b>	<b>3,724,826</b>
<b>GRAND TOTAL ARTICLE 17</b>	<b>5,762,456</b>	<b>5,665,634</b>	<b>6,108,546</b>	<b>6,401,472</b>	<b>6,401,472</b>
					Article 18 - Sewer Enterprise 2,007,272
					Article 19 - Water Enterprise 735,872
					Article 20 - Manchester Essex Regl Schl Distr 7,228,425
					Article 21 - Essex No Sh Agr & Tech Schl Distr 208,958
					<u>Total Operating Budgets 16,581,999</u>

## DESCRIPTION OF GENERAL FUND APPROPRIATION ARTICLE

Each year, the Town votes on the general operating budget via an article printed in the Annual Town Meeting warrant similar to the following:

To hear and act upon the Report of the Finance Committee and to vote to raise and appropriate or transfer from available funds a sum of money for the Town charges and expenditures for the ensuing year; or take any other action relating thereto.

The sources and amounts of funds vary from year to year and depend on the Town's authorized ability to assess taxes and collect fees. These sources and amounts are specified in the actual motion that is made on the Town Meeting floor, usually by the Chairman of the Finance Committee. A typical motion could read as follows (letters have been substituted for dollar values for illustrative purposes):

I, \_\_\_\_\_, move that the Town a) raise and appropriate the sum of \$A for debt repayment, principal and interest, b) transfer from the Cemetery Perpetual Care, Sale of Lots, and Lot Care Funds the sum of \$B to the Department of Public Works, c) transfer from the Waterways Improvement Fund the sum of \$C to the Harbormaster Department, d) transfer from free cash the sum of \$D, transfer from the Board of Assessors' Overlay Account the sum of \$E, and raise and appropriate the sum of \$F to be allocated between the salaries and expenses among the various departments as indicated in the Finance Committee Report, and e) transfer the sum of \$G from the Ambulance Fund for the operation of the Town's Ambulance Service.

- A – a sum of money raised by the Town via taxes to repay debt.
- B – a sum of money from a fund maintained by the deposit of cemetery plot fees for the DPW's operation of cemeteries.
- C – a sum of money from a fund maintained by the deposit of one half of the boat excise tax paid to the Town each year.
- D – a sum of money from the Town's free cash certification (if available) that may be used to fund a portion of the operating budget.
- E – a sum of money from the Board of Assessor's account reserved to provide tax rebates if it is known that rebates for a given overlay year are closed out, leaving excess funds in the overlay account, that may be used to fund a portion of the operating budget.
- F – A sum of money raised via property taxes that is used to fund a portion of the operating budget (always the largest source, in the millions).
- G – A sum of money that is transferred from funds collected by the Town's ambulance service, usually paid by insurance companies of those who receive ambulance care or transport.

A separate handout will be made available at Town Meeting that summarizes the actual dollar values for the coming fiscal year along with figures associated with other articles.

Town of Essex  
Article 19 Water Enterprise  
Fiscal Year 2016

	FY 2013 Expended	FY 2014 Expended	FY 2015 Budget	FY 2016 Requested	FY16 FIN COM Recommended
<b>6150 Water Enterprise</b>					
Superintendent Salary	12,570	12,710	13,014	14,404	14,404
Asst. Superintendent Salary	43,576	44,061	54,138	55,762	55,762
Clerical Wages	18,517	18,859	19,035	20,148	20,148
Part time Wages	4,090	6,785	8,655	8,858	8,858
Operator/Tech Salaries	34,820	35,036	36,154	37,016	37,016
Operator Salaries	132,955	134,319	137,341	140,621	140,621
Overtime	16,953	13,989	18,362	18,362	18,362
Sick Leave Buy-back	2,765	4,257	4,537	4,681	4,681
Health Insurance	37,166	37,449	38,500	44,275	44,275
Workers' Comp	3,356	5,295	6,360	8,500	8,500
Retirement Assessment	37,765	40,317	43,707	47,387	47,387
FICA/Medicare Tax	3,299	3,450	4,138	4,138	4,138
Electricity	41,291	40,450	42,000	58,380	58,380
Vehicle & Equipment Leases	4,265	4,265	-	-	-
Sludge Removal	10,446	8,870	11,000	11,500	11,500
Seminar Fees	1,180	922	1,200	2,000	2,000
Drug and Alcohol Testing	110	365	500	500	500
Well Cleaning	19,639	8,847	23,000	20,000	20,000
EPA & State Mand. Testing	3,522	4,094	4,500	4,500	4,500
Contracted Services	5,255	6,980	7,000	7,000	7,000
Backflow Testing	1,955	1,350	2,100	2,100	2,100
Telephone	2,875	2,871	2,800	2,800	2,800
Fuel	6,503	7,245	7,500	7,500	7,500
Office Supplies	5,423	5,550	6,000	6,000	6,000
Vehicle Fuel	6,786	9,850	8,500	7,000	7,000
Vehicle Maintenance				2,000	2,000
Tools & Supplies	3,485	3,783	4,000	4,000	4,000
Chemicals	74,740	75,137	87,000	85,000	85,000
Lab Supplies	2,480	3,229	3,500	3,500	3,500
Other Maintenance	24,446	21,125	25,930	26,000	26,000
Materials	3,322	2,941	3,500	3,500	3,500
Meter Reading Units	9,700	1,068	1,500	1,500	1,500
Pipe Fittings and Meters	6,741	9,887	10,000	9,000	9,000
Uniform Allowance	1,320	1,320	1,320	1,320	1,320
Dues and Memberships	2,578	2,231	2,600	2,500	2,500
Liability Insurance	11,004	11,399	12,000	14,000	14,000
Bond Principal	30,000	30,000	30,000	33,000	33,000
Bond Interest	12,300	11,175	10,013	4,500	4,500
Short Term Principal & Interest	13,556	12,751	12,798	12,620	12,620
	652,754	644,232	704,202	735,872	735,872
<b>SUMMARY WATER ENTERPRISE</b>					
Labor	266,246	270,016	291,236	299,852	299,852
Operating Expense	386,508	374,216	412,966	436,020	436,020
	652,754	644,232	704,202	735,872	735,872

Town of Essex  
Article 18 Sewer Enterprise  
Fiscal Year 2016

	FY 2013 Expended	FY 2014 Expended	FY 2015 Budget	FY 2016 Requested	FY16 FIN COM Recommended
<b>6250 Sewer Enterprise</b>					
Superintendent Salary	12,570	12,710	13,014	14,404	14,404
Asst. Superintendent Salary	8,716	8,812	9,023	9,294	9,294
Clerical Wages	17,575	17,461	18,812	19,147	19,147
System II/Wastewater Tech	34,820	35,036	36,154	37,016	37,016
Operator/Tech Wages	34,255	34,580	35,379	35,933	35,933
Overtime	12,091	12,250	15,780	15,780	15,780
Workers Comp	-	-	1,365	1,365	1,365
Sick Leave Buy-back	1,182	1,200	1,224	1,224	1,224
Health Insurance	26,105	27,559	28,500	32,775	32,775
Retirement Assessment	18,883	20,159	21,853	23,694	23,694
FICA/Medicare Tax	1,853	1,853	2,369	2,369	2,369
Electricity	24,116	24,519	28,500	39,615	39,615
Seminar Fees	-	-	400	400	400
Drug & Alcohol Testing	-	60	240	240	240
Contract - City of Gloucester	313,275	357,143	390,000	429,000	429,000
Backflow Testing	700	315	800	800	800
Telephone	1,537	1,696	2,000	2,000	2,000
Fuel	2,479	2,713	4,500	4,000	4,000
Office Supplies/SCADA Sftwre	5,662	6,756	8,200	8,200	8,200
Vehicle Fuel	2,645	5,265	4,000	4,000	4,000
Vehicle Maintenance				1,500	1,500
Tools & Supplies	6,754	6,545	7,500	7,500	7,500
Chemicals	5,090	6,019	6,200	6,200	6,200
Maintenance	50,883	31,725	40,000	35,000	35,000
Materials	1,117	1,199	1,500	1,500	1,500
Clothing Allowance	440	440	440	440	440
Dues and Memberships	283	300	400	400	400
Liability Insurance	3,060	3,277	4,200	4,200	4,200
MWPAT Admin & Orig Fees	23,980	22,239	20,464	18,654	18,654
Bond Principal	1,115,332	1,126,398	1,139,720	1,161,162	1,161,162
Bond Interest	145,266	132,108	118,450	89,460	89,460
	<u>1,870,669</u>	<u>1,900,337</u>	<u>1,960,987</u>	<u>2,007,272</u>	<u>2,007,272</u>
<b>SUMMARY SEWER ENTERPRISE</b>					
Labor	120,027	120,849	128,162	131,574	131,574
Operating Expense	<u>1,750,642</u>	<u>1,779,488</u>	<u>1,832,825</u>	<u>1,875,698</u>	<u>1,875,698</u>
	<u>1,870,669</u>	<u>1,900,337</u>	<u>1,960,987</u>	<u>2,007,272</u>	<u>2,007,272</u>



TOWN OF ESSEX  
DEBT SCHEDULE - FISCAL YEAR 2016

	FY16 Totals	Balance 6/30/15	Payments Scheduled FY16	Balance 6/30/16
<b>General Fund</b>	<b>\$ 904,327</b>			
DPW Barn (StHsNt) (E)		47,700	35,000	12,700
Interest			2,021	
Town Hall Renovations (BAN)(Ex)		600,000	60,000	540,000
Interest			13,200	
Other General:				
MERSD Assessment Pr		7,743,685	480,049	7,263,636
MERSD Assessment Int			299,057	
ENSA&TSD Debt In Article 24 \$28,008				
Short Term Interest			15,000	
<b>Septic Loan Fund</b>	<b>\$ 26,194</b>			
MWPAT #1 97-1187		26,670	5,334	21,336
MWPAT #2 97-1187-1		15,788	1,962	13,826
MWPAT #3 97-1187-2		110,000	10,000	100,000
MWPAT #4 97-1187-3C		115,667	8,898	106,769
<b>Water Enterprise</b>	<b>\$ 50,120</b>			
Water Treatment Facility		124,000	22,000	102,000
Interest			2,260	
Water Tank Refunding		93,000	11,000	82,000
Interest			2,240	
Other Water (BAN) (B):				
Pond/Harlow Principal		101,000	12,000	89,000
Interest			620	
<b>Sewer Enterprise (B/E)</b>	<b>\$1,269,276</b>			
Sewer Bond 12/04		788,000	87,000	701,000
Interest			17,000	
MWPAT CW-00-52		2,979,877	220,439	2,759,438
Interest			32,137	
Admin Fee			4,167	
MWPAT CW-00-52A		2,408,591	177,662	2,230,929
Interest			25,994	
Admin Fee			3,368	
MWPAT CW-01-02A		1,336,859	101,012	1,235,847
Interest			14,329	
Admin Fee			1,867	
MWPAT CW-01-02B		5,307,354	482,486	4,824,868
Interest			-	
Admin Fee			7,600	
MWPAT CW-01-02C		669,245	55,771	613,474
Interest			-	
Admin Fee			962	
MWPAT CW-01-02D		478,289	36,792	441,497
Interest			-	
Admin Fee			690	
<b>GRAND TOTALS</b>	<b>\$2,249,917</b>		<b>2,249,917</b>	
<b>Maturing Debt Principal</b>		<b>22,945,725</b>	<b>1,807,405</b>	<b>21,138,320</b>

(BAN)=Bond Anticipation Note

(E)= Exempt Debt

(B)=Debt paid by Betterments



# Manchester Essex Regional School District FY 2016 Operating Budget

Revenue	2011-2012 Actual	% Increase	2012-2013 Actual	% Increase	2013-2014 Budget	2013-2014 Actual	% Increase vs. Prior Budget	2014-2015 Budget	% Increase vs. Prior Budget	2015 - 2016 Budget	\$ Increase vs. Prior Budget	% Inc. vs. Prior Budget
Chapter 70 Aid	\$2,108,931	32.9%	\$2,842,035	25.4%	\$2,762,035	\$2,776,693	10.0%	\$2,813,718	1.9%	\$2,789,036	(\$24,682)	-0.9%
Regional School Transportation	\$125,929	-5.3%	\$96,204	-23.6%	\$100,000	\$103,648	-12.8%	\$96,000	-4.0%	\$96,000	\$0	0.0%
(Less: School Choice Sending)	(\$40,972)	-21.2%	(\$47,584)	16.1%	(\$51,374)	(\$57,300)	7.3%	(\$51,374)	0.0%	(\$48,000)	\$6,374	-12.4%
Total State Aid	\$2,191,888	31.5%	\$2,890,555	22.8%	\$2,810,661	\$2,823,041	9.1%	\$2,855,344	1.7%	\$2,840,036	(\$18,308)	-0.6%
Medicaid Reimbursement	\$15,484	-16.7%	\$53,305	244.3%	\$20,000	\$10,964	0.0%	\$20,000	0.0%	\$10,000	(\$10,000)	-50.0%
Earnings on Investments	\$18,650	-45.1%	\$5,311	-68.1%	\$20,000	\$6,817	-33.3%	\$20,000	0.0%	\$5,000	(\$15,000)	-75.0%
Other Miscellaneous	\$7,833	-92.7%	\$23,987	206.2%	\$5,000	\$11,441	2.0%	\$35,000	600.0%	\$28,000	(\$7,000)	-20.0%
Total Miscellaneous Income	\$39,968	-74.4%	\$82,603	106.7%	\$45,000	\$29,222	-18.0%	\$75,000	66.7%	\$43,000	(\$32,000)	-42.7%
Excess & Deficiency Funds	\$200,000	0.0%	\$200,000	0.0%	\$200,000	\$200,000	0.0%	\$200,000	0.0%	\$0	(\$200,000)	-100.0%
Total Revenue Before Assessments	\$2,431,856	20.2%	\$2,973,258	22.3%	\$3,055,661	\$3,052,263	7.9%	\$3,133,344	2.5%	\$2,883,036	(\$250,308)	-8.0%
Manchester (Operating Budget)	\$10,638,906	0.0%	\$10,908,880	2.5%	\$11,317,864	\$11,317,864	3.77%	\$11,758,951	3.88%	\$12,849,743	\$1,092,793	9.29%
Essex (Operating Budget)	\$9,176,729	0.5%	\$6,329,146	0.5%	\$6,481,083	\$6,481,083	2.40%	\$6,665,060	2.84%	\$7,228,425	\$563,365	8.45%
Town Assessments	\$16,815,635	0.2%	\$17,236,025	2.5%	\$17,798,746	\$17,798,747	3.26%	\$18,422,011	3.50%	\$20,078,169	\$1,656,158	8.99%
TOTAL GENERAL FUND REVENUE	\$19,247,491	2.3%	\$20,209,283	5.0%	\$20,854,407	\$20,851,010	3.97%	\$21,555,355	3.35%	\$22,961,205	\$1,405,850	6.52%
(Less: Reserve for Interest Expense)	\$0		\$0		\$0	\$0		\$0		\$0	\$0	
(Less: Contribution to Stabilization Fund)	\$0		(\$197,423)		\$0	\$0		\$0		\$0	\$0	
Available General Fund Resources	\$19,247,491	2.3%	\$20,011,860	4.0%	\$20,854,407	\$20,851,010	5.0%	\$21,555,355	3.4%	\$22,961,205	\$1,405,850	6.5%
Total Operating Budget (Historical Format)	\$20,238,446	1.0%	\$20,959,614	3.6%	\$21,826,402	\$21,378,261	4.1%	\$22,455,355	2.9%	\$23,361,205	\$905,850	4.0%
(Less: Budgeted School Choice & Stimulus)	(\$1,122,736)		(\$1,089,621)		(\$971,995)	(\$575,000)		(\$900,000)		(\$400,000)	\$500,000	
General Fund Operating Budget (Restated)*	\$19,115,710	1.3%	\$19,870,193	3.9%	\$20,854,407	\$20,803,261	5.0%	\$21,555,355	3.4%	\$22,961,205	\$1,405,850	6.5%

\*MERSD Budget reformatted (including prior periods) to show School Choice activity separately from General Fund, in accordance with DESE guidelines

Actual Expenditures (Historical Format)	\$19,647,209	3.3%	\$20,540,052	4.5%		\$21,378,261	
(Less: Choices/Stimulus Used)	(\$660,000)		(\$660,000)			(\$575,000)	
Actual General Fund Expenditures (Restated)*	\$19,047,209	2.0%	\$19,880,052	4.3%		\$20,803,261	
General Fund Surplus/(Deficit)**	\$200,281		\$151,808			\$47,749	
**Surplus = Available Resources less Actual Expenditures							

District Reserves at the Close of Fiscal Year 2014 & Budgeted Uses				
Reserve Fund Type	FY-14 Closing Balance	FY-15 Budgeted Use	FY-16 Budgeted Use	FY-17 Available
General Fund: Unassigned Fund Balance	\$324,719	(\$200,000)	\$0	\$124,719
School Choice Reserves	\$1,295,512	(\$500,000)	\$0	\$795,512
Stabilization Fund	\$161,448	\$0	\$0	\$161,448
Total Reserves	\$1,781,679	(\$700,000)	\$0	\$1,081,679
% of FY-16 Budget				4.71%
7.76%				



# Manchester Essex Regional School District FY 2016 Operating Budget

DOE Account Code	Budget Summary	2011-2012 Staffing Level	Expended 2011-2012	2012-2013 Staffing Level	Expended 2012-2013	2013-2014 Staffing Level	2013-2014 Adjusted Budget	2013-2014 Actual	2014-2015 Staffing Level	2014-2015 Budget	2015-2016 Staffing Level	2015-2016 Budget	% Increase vs. Prior Budget
<b>SALARIES - STAFF</b>													
1210	Superintendent's Office	2.5	\$193,072	2.5	\$195,417	2.5	\$207,659	\$205,506	2.5	\$215,668	2.5	\$218,754	1.4%
1410	Business Office	3.2	\$277,694	4.2	\$300,338	4.2	\$318,453	\$318,453	4.2	\$325,854	4.2	\$333,997	2.5%
1450	District Technology	2.2	\$183,390	2.2	\$190,796	2.2	\$192,952	\$193,702	2.2	\$194,070	2.2	\$196,981	1.5%
2110	Special Education Office	2.5	\$190,075	2.5	\$206,355	2.5	\$210,370	\$210,370	2.5	\$213,526	2.5	\$216,729	1.5%
2110	Curriculum Director	0.8	\$87,185	0.8	\$92,779	0.8	\$95,377	\$95,377	0.8	\$96,807	0.8	\$98,260	1.5%
2210	Principals/Asst. Principals	5.0	\$543,835	5.0	\$530,188	5.0	\$547,693	\$553,170	5.0	\$552,863	5.0	\$562,678	1.8%
2210	School Secretaries	5.0	\$211,669	5.0	\$229,467	5.0	\$236,700	\$235,885	5.0	\$250,442	5.0	\$245,873	-1.8%
2300	Dept. Heads/Team/Cur. Leaders/PDC		\$102,502		\$97,939		\$108,119	\$101,108		\$109,741		\$113,761	3.7%
2305	Classroom Teachers*	100.9	\$6,715,405	99.7	\$7,022,581	100.6	\$7,230,976	\$7,151,311	98.6	\$7,297,566	100.6	\$7,640,122	4.7%
2310	Special Ed Teachers*	15.8	\$1,149,068	20.6	\$1,450,148	23.6	\$1,669,608	\$1,664,298	24.1	\$1,812,650	24.5	\$1,823,991	0.6%
2315	Special Ed Team Chairs	1.0	\$84,038	2.0	\$171,758	2.0	\$174,782	\$173,476	2.0	\$177,404	2.0	\$180,065	1.5%
2325	Substitute Teachers		\$96,322		\$132,733		\$138,698	\$211,444		\$128,000		\$210,000	64.1%
2330	Teaching Assistants	27.4	\$696,970	31.0	\$781,482	32.8	\$816,165	\$796,624	31.4	\$819,059	33.1	\$842,600	2.9%
2340	Library/Media Coordinators	3.0	\$228,044	3.0	\$238,905	3.0	\$243,667	\$243,667	3.0	\$249,729	2.5	\$210,885	-15.6%
2440	SPED, LEP, H&H Tutors		\$28,940		\$81,802		\$100,532	\$88,436		\$123,266		\$118,063	-4.2%
2710	Guidance/Adj. Counselors	6.0	\$486,543	5.6	\$487,309	6.0	\$476,397	\$471,659	6.0	\$485,587	6.0	\$487,777	0.5%
2800	Psychologists**	1.2	\$104,152	1.6	\$117,223	2.0	\$155,847	\$155,847	2.0	\$160,574	2.0	\$235,435	46.6%
3200	Nurses	3.0	\$205,484	3.0	\$230,565	3.0	\$240,819	\$243,993	3.0	\$246,387	3.0	\$251,008	1.9%
3300	Transportation/Traffic/Emergency/Title IX	2.0	\$11,414	2.0	\$11,524	2.0	\$12,500	\$8,759	2.0	\$12,568	2.0	\$9,575	-23.8%
3400	Cafeteria/Recess Aides		\$46,877		\$41,879		\$49,496	\$38,504		\$50,238		\$47,509	-5.4%
3510	Athletics (Office & Coaching Stipends)		\$223,751		\$270,599		\$301,992	\$310,607		\$306,417		\$318,863	4.1%
3520	Student Activity Stipends		\$104,405		\$98,683		\$118,773	\$115,439		\$120,555		\$116,226	-3.6%
4110	Custodians	9.3	\$443,644	9.3	\$453,153	9.3	\$471,424	\$437,062	5.3	\$320,049	4.5	\$285,066	-10.9%
4220	Facilities Department	1.0	\$83,931	1.0	\$86,375	1.5	\$106,511	\$106,312	1.5	\$106,175	1.0	\$89,754	-15.5%
	Negotiations, Longevity & SLBB		\$40,547		\$93,020		\$91,400	\$99,815		\$105,000		\$174,229	65.9%
<b>Subtotal SALARIES</b>		<b>191.7</b>	<b>\$12,538,955</b>	<b>201.0</b>	<b>\$13,613,018</b>	<b>208.0</b>	<b>\$14,316,912</b>	<b>\$14,230,824</b>	<b>201.1</b>	<b>\$14,480,195</b>	<b>203.4</b>	<b>\$15,028,200</b>	<b>3.8%</b>

\*FY-15 reduction of 2.0 Classroom Teacher FTE via attrition. Add 0.5 FTE Special Ed teacher due to grant expiration

\*\*FY-16 add 2.0 Classroom Teachers (MS) for class size. Add 1.0 FTE Special Ed due to grant expiration

\*\*\*1.0 psychologist FTE funded outside of budget via federal grant, prior to FY-16



# Manchester Essex Regional School District

## FY 2016 Operating Budget

DOE Account Code	Budget Summary	% Increase	Expended 2011-2012	% Increase	Expended 2012-2013	% Increase vs. Prior Budget	2013-2014 Budget	2013-2014 Actual	% Increase vs. Prior Budget	2014-2015 Budget	% Increase vs. Prior Budget	2015-2016 Budget	% Increase vs. Prior Budget
	<b>OPERATING EXPENSES</b>												
1000	District Admin. Expenses	-30.6%	\$180,928	26.4%	\$249,395	37.8%	\$270,166	\$260,560	-2.4%	\$246,550	-8.7%	\$271,000	9.9%
2000	Bldg. Instr. Supplies/Equip	-21.6%	\$363,429	-11.9%	\$285,706	-21.4%	\$377,447	\$298,047	6.8%	\$340,021	-9.9%	\$341,318	0.4%
2100	SPED Admin. Expenses	195.1%	\$24,549	-3.3%	\$28,525	16.2%	\$29,900	\$46,368	8.7%	\$30,200	1.0%	\$37,800	25.2%
2210	Bldg. Admin. Expenses	-39.6%	\$39,481	-19.8%	\$45,848	16.1%	\$50,840	\$49,061	-1.9%	\$47,206	-7.1%	\$46,850	-0.8%
2300	SPED Contracted Services	0.0%	\$261,158	-10.1%	\$164,345	-37.1%	\$220,000	\$183,984	10.0%	\$220,000	0.0%	\$220,000	0.0%
2350	Professional Development	20.5%	\$58,877	-5.6%	\$47,830	-18.8%	\$40,500	\$51,043	0.0%	\$40,500	0.0%	\$40,500	0.0%
2400	New Curriculum Materials	34.7%	\$93,111	62.5%	\$92,367	-0.8%	\$101,000	\$84,592	-54.0%	\$73,000	-27.7%	\$71,000	-2.7%
2451	Instructional Technology**	77.0%	\$130,996	0.0%	\$115,273	-12.0%	\$120,668	\$119,336	5.2%	\$177,018	46.7%	\$213,018	20.3%
3200	Health Expenses	-17.8%	\$3,785	-0.1%	\$9,980	163.7%	\$8,800	\$7,263	-14.6%	\$8,800	0.0%	\$8,800	0.0%
3300	Transportation/Traffic	-13.8%	\$300,392	8.8%	\$310,712	3.4%	\$372,575	\$323,534	4.1%	\$340,000	-8.7%	\$350,800	3.2%
3300	SPED Transportation	-9.2%	\$158,801	-40.7%	\$242,363	52.6%	\$267,550	\$290,264	37.9%	\$300,000	12.1%	\$346,150	15.4%
3500	Athletics/Student Activities	18.2%	\$68,132	-71.1%	\$52,828	-22.5%	\$103,550	\$77,463	43.8%	\$88,000	-15.0%	\$88,627	0.7%
4100	Utilities	4.9%	\$443,633	-5.3%	\$439,409	-1.0%	\$569,000	\$452,453	-12.7%	\$571,000	0.4%	\$571,000	0.0%
4110	Custodial Supplies	11.2%	\$84,408	20.0%	\$61,905	-26.7%	\$66,000	\$69,570	0.0%	\$42,000	-36.4%	\$42,000	0.0%
4200	Maintenance	30.8%	\$400,004	6.5%	\$457,949	14.5%	\$383,000	\$423,164	4.1%	\$541,480	-100.0%	\$581,480	7.4%
5000	Insurance & Other Benefits	9.4%	\$3,221,499	12.3%	\$3,316,608	3.0%	\$3,626,648	\$3,520,983	-2.0%	\$3,888,291	7.2%	\$4,238,333	9.0%
7000	Facility Capital Expense	-15.5%	\$62,060	29.4%	\$208,162	235.4%	\$105,000	\$139,930	-46.3%	\$60,000	-42.9%	\$100,000	66.7%
9100	SPED Tuition-Out/Summer	34.9%	\$1,213,010	-21.4%	\$797,828	-34.2%	\$796,846	\$749,820	-39.8%	\$661,094	-20.6%	\$763,329	-20.6%
	<b>Subtotal OPERATIONS</b>	<b>9.6%</b>	<b>\$7,108,254</b>	<b>-2.7%</b>	<b>\$6,927,035</b>	<b>-2.5%</b>	<b>\$7,509,490</b>	<b>\$7,147,437</b>	<b>-8.7%</b>	<b>\$7,976,160</b>	<b>6.2%</b>	<b>\$8,333,005</b>	<b>4.5%</b>
	<b>TOTAL</b>	<b>4.5%</b>	<b>\$19,647,209</b>	<b>1.0%</b>	<b>\$20,540,062</b>	<b>4.5%</b>	<b>\$21,826,402</b>	<b>\$21,378,261</b>	<b>4.1%</b>	<b>\$22,455,355</b>	<b>2.9%</b>	<b>\$23,361,205</b>	<b>4.0%</b>
	(Less: Funded Outside of General Fund)		(\$600,000)		(\$680,000)		(\$971,995)	(\$575,000)		(\$900,000)		(\$400,000)	
	<b>General Fund Operating Spending</b>	<b>4.6%</b>	<b>\$19,047,209</b>	<b>1.3%</b>	<b>\$19,860,062</b>	<b>4.3%</b>	<b>\$20,854,407</b>	<b>\$20,803,261</b>	<b>5.0%</b>	<b>\$21,555,355</b>	<b>3.4%</b>	<b>\$22,961,205</b>	<b>6.5%</b>
	<b>Contribution to Stabilization Fund</b>		\$0		\$197,423		\$0	\$0		\$0		\$0	
	<b>Total Budgetary Spending</b>	<b>4.6%</b>	<b>\$19,047,209</b>	<b>1.3%</b>	<b>\$20,057,475</b>	<b>5.3%</b>	<b>\$20,854,407</b>	<b>\$20,803,261</b>	<b>3.9%</b>	<b>\$21,555,355</b>	<b>3.4%</b>	<b>\$22,961,205</b>	<b>6.5%</b>

\*\*MERSD Budget reformatted (including prior periods) to show School Choice activity separately from General Fund, in accordance with DESE guidelines

\*\*FY-15/FY-16 Technology costs includes annual portion of leases for new security and phone systems.

\*\*FY16 technology also includes \$20K for small capital investments

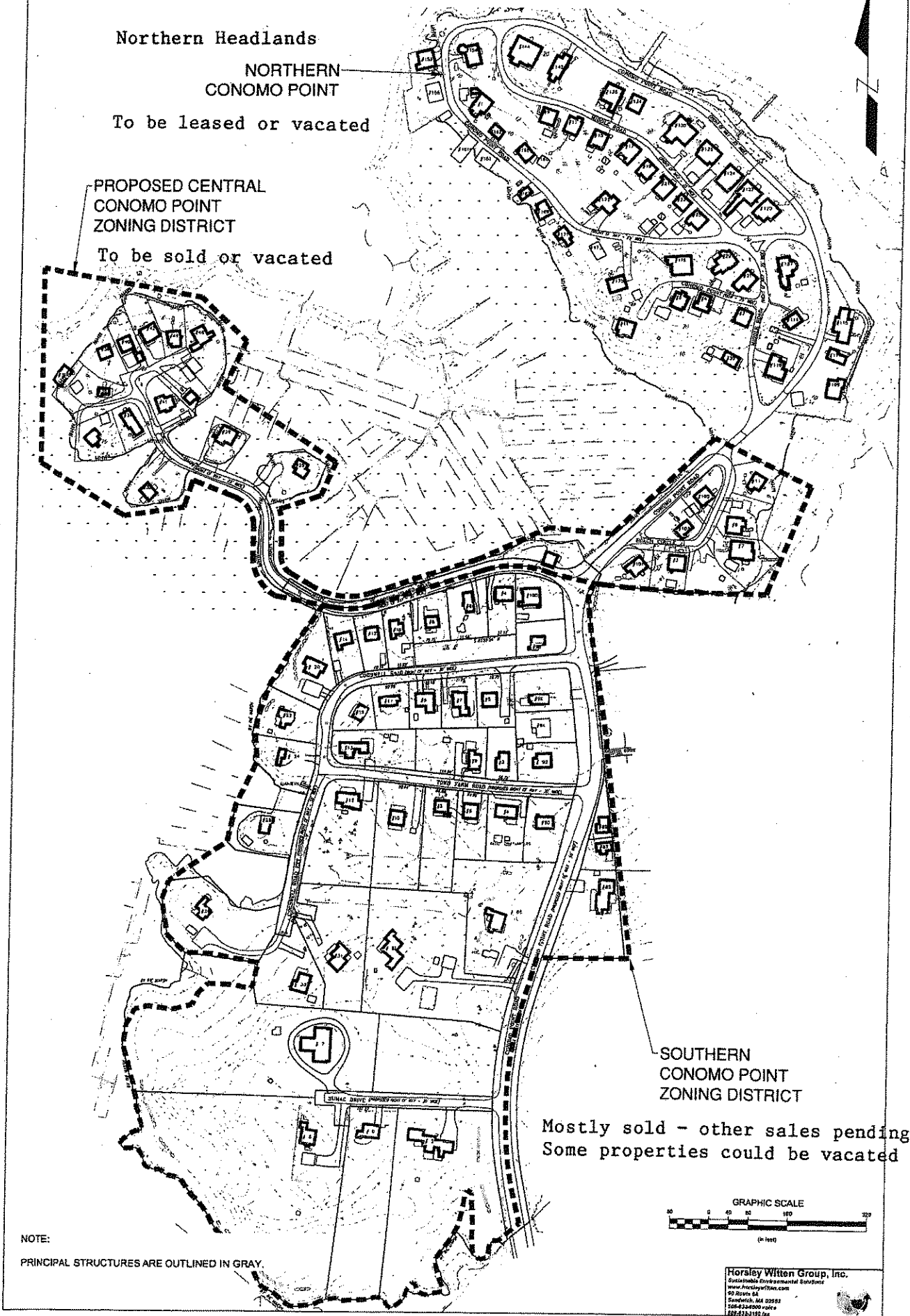
**ESSEX NORTH SHORE AGRICULTURAL AND TECHNICAL SCHOOL DISTRICT**  
**FY 2016 Preliminary Budget Summary**

<b><u>FOUNDATION BUDGET</u></b>	<b>\$21,411,884</b>
Chapter 70 Aid	3,076,324
Local Receipts/Tuition In	6,656,609
Foundation Budget Assessment	11,678,951
 <b><u>TRANSPORTATION BUDGET</u></b>	 <b>1,744,624</b>
Regional Transportation Reimbursement	658,560
Local Receipts	1,086,064
Transportation Assessment	0
 <b><u>DEBT SERVICE</u></b>	 <b>1,975,148</b>
MSBA/DCAM Reimbursement	0
Local Receipts	0
Debt Service Assessment	1,975,148
 <b><u>CAPITAL IMPROVEMENTS</u></b>	 <b>287,736</b>
Local Receipts	0
Capital Improvements Assessment	287,736
 <b>GROSS FY 2016 BUDGET</b>	 <b><u><u>\$25,419,392</u></u></b>

Essex North Shore Agricultural and Technical School District  
FY 2016 Preliminary Assessments

Community	Enrollment 1-Oct-14	Enrollment Participation Percentage	Foundation		Transportation Assessment	Debt Service Assessment	Capital Improvement Assessment	FY 2016 Preliminary Assessment
			Required Minimum Contribution	Above Minimum Assessment				
Beverly	109	14.048%	1,424,464	305,705	0	277,429	40,415	2,048,013
Boxford	14	1.804%	215,488	39,263	0	35,632	5,191	295,574
Danvers	103	13.273%	1,403,483	288,891	0	262,161	38,191	1,992,716
Essex	11	1.418%	146,008	30,862	0	28,008	4,080	208,958
Gloucester	80	10.309%	1,085,685	224,371	0	203,618	29,663	1,543,337
Hamilton	12	1.546%	159,960	33,648	0	30,536	4,448	228,592
Lynnfield	19	2.448%	256,261	53,280	0	48,352	7,044	364,937
Manchester	5	0.644%	51,718	14,016	0	12,720	1,853	80,307
Marblehead	12	1.546%	158,042	33,648	0	30,536	4,448	226,674
Middleton	25	3.222%	336,556	70,125	0	63,639	9,271	479,591
Nahant	5	0.644%	55,911	14,016	0	12,720	1,853	84,500
Peabody	154	19.845%	1,813,496	431,917	0	391,968	57,101	2,694,482
Rockport	15	1.933%	229,684	42,071	0	38,180	5,562	315,497
Salem	169	21.780%	1,594,487	474,031	0	430,186	62,669	2,561,373
Swampscott	26	3.351%	344,831	72,933	0	66,187	9,642	493,593
Topsfield	9	1.160%	123,904	25,247	0	22,912	3,338	175,401
Wenham	8	1.031%	102,520	22,439	0	20,364	2,967	148,290
Total	776	100.000%	9,502,498	2,176,453	0	1,975,148	287,736	13,941,835

FIGURE 1: NORTHERN, CENTRAL, AND SOUTHERN CONOMO POINT



# FISCAL YEAR 2016 TOWN OF ESSEX WAGE & SALARY SCALE

July 1, 2015 to June 30, 2016

## ADMINISTRATIVE RATES:

	Minimum	Maximum
Selectmen's Assistant	\$39,245	\$56,971 /yr.
Conomo Pt. Commiss. Clerk	\$1,797	\$2,644 /yr.
Licensing Board Clerk	\$1,797	\$2,644 /yr.

## FIRE DEPARTMENT

Chief		\$7,200 /yr.
Engineers		\$1,400 /yr.
Firefighters		\$20.66 /hr.
Ambulance	day	\$20.66 /hr.
	night	\$31.00 /hr.

## POLICE DEPARTMENT

Part-time Patrolman		\$20.66 /hr.
Special Police Officer*		\$20.66 /hr.
(* wage for non-volunteer duty, if applicable)		

## LIBRARY

	Minimum	Maximum
Librarian	\$26.50	\$27.28 /hr.
Asst. Librarian	\$18.67	\$22.80 /hr.

## BOARD OF HEALTH

Sanitarian/Administrator		\$76,240 /yr.
Public Health Nurse		\$32.07 /hr.

## MISCELLANEOUS PART-TIME RATES

	Minimum	Maximum
Part-time DPW Laborer	\$11.91	\$16.49 /hr.
Part-time DPW Specialist	\$17.08	\$21.50 /hr.
Part-time Senior Van Driver	\$11.97	\$14.14 /hr.
Part-time Assessor	\$21.75	\$32.63 /hr.
Town Property Custodian	\$16.42	\$19.71 /hr.
Planning Board Clerk	\$16.98	\$21.39 /hr.
Board of Appeals Clerk	\$16.98	\$21.39 /hr.
Part-time Public Safety Clerk	\$16.98	\$21.39 /hr.
Conservation Commission Clerk	\$16.98	\$21.39 /hr.
Conservation Agent	\$21.65	\$30.91 /hr.
Part-time Town Planner	\$28.84	\$41.20 /hr.
Backup Assessors' Clerk	\$16.98	\$21.39 /hr.



Building Inspector's Clerk	\$16.98	\$21.39 /hr.
Town Accountant's Clerk	\$19.31	\$24.33 /hr.
Town Clerk's Assistant	\$22.62	\$25.39 /hr.
Council on Aging Director	\$23.18	\$30.39 /hr.
Recycling Center Attendant	\$14.39	\$16.09 /hr.
Poll Workers	\$10.30	\$10.30 /hr.
Election Clerk	\$10.30	\$10.30 /hr.
Election Warden	\$12.36	\$15.45 /hr.
Town Clerk Temporary Help	minimum wage	
Election Set Up	\$35 per election	
Centennial Grove Attendant	\$75 per event	

#### ELECTED OFFICIALS:

Selectmen (each)	\$1,000 /yr.
Constable (per warrant)	\$6
School Committee	None
Conomo Point Commissioners (each)	\$50 /yr.
Planning Board	None
Board of Health	None
Lead Assessor (1)	\$6,377 /yr.
Assessor (2) - Each	\$4,467 /yr.
Moderator	\$100 /yr.
Library Trustees	None

#### APPOINTED OFFICIALS:

	Minimum	Maximum
DPW Superintendent	\$92,937	\$115,234 /yr.
DPW Asst. Superintendent	\$78,638	\$92,937 /yr.
Treasurer	\$35,508	\$36,542 /yr.
Collector	\$35,508	\$36,542 /yr.
Town Clerk	\$47,238	\$58,789 /yr.
Town Clerk Registrar Stipend	\$50/yr. per 1,000 regist. voters	
Plumbing & Gas Inspector		\$5,844 /yr.
Electrical Inspector		\$5,844 /yr.
Building Inspector		\$13,308 /yr.
Assistant Building Inspector		\$4,659 /yr.
Finance Committee		None
Board of Registrars (each)		\$400 /yr.
Emergency Management Director		\$300 /yr.
Personnel Board		None
Inspector of Animals		\$5,665 /yr.
Animal Control Officer Stipend		\$12,000 /yr.
dog impoundment wage		\$65 /day, plus expenses
Shellfish Constable		\$42,118 /yr.
Deputy Shellfish Constables		\$14.46 /hr.
Deputy Harbormaster		\$16.78 /hr.
Assistant Harbormasters		\$14.46 /hr.
Conservation Commission		None

## **DEFINITIONS USED IN DISCUSSING FINANCIAL ARTICLES**

### **Apportionment**

A formula used to compute the amount each town owes to the Regional School District.

### **Articles 15, 18, 19, 20, 21**

The operating budgets for the Town and the assessment for the Town's participation in the regional school district.

### **Assessor's overlay**

A fund in reserve for the Board of Assessors to cover abatements

### **Assessment**

The value on real and personal property, established by the Town Assessors and certified by the State.

### **Available Funds**

Free cash plus amounts in other accounts that can be applied to budgets thus reducing the amount needed to be raised by taxation.

### **Borrowing**

Loans the Town takes to pay for large capital items.

### **Capital Budget**

One-time expenses. Traditionally, the Town of Essex has included some maintenance including major building repair items as capital expenditures.

### **Chapter 70**

The Chapter of the State law that governs the funding of schools. It is also the common name for the largest part of state funding for the schools.

### **Cherry Sheets**

The document issued by the Commonwealth detailing the level of State aid due to the Town and the State Assessments due from the Town each year. The name refers to the fact that they were once printed on cherry colored paper.

### **Enterprise Fund**

An account separate from the Town's general fund for the revenue and expenses of a particular function of the Town. The Town of Essex has two Enterprise Funds; Sewer, Water.

### **Exclusion**

An item that the Town Meeting and voters agree to fund outside the levy limits of Proposition 2 ½ for capital and debt items.

**Fiscal Year**

The Town's Fiscal Year begins on July 1<sup>st</sup> and continues through the following June 30<sup>th</sup>.

**Free Cash**

A calculation performed by the Commonwealth at the end of each Fiscal Year after the Town's books are closed. Free Cash measures the amount of accumulated surplus available for expenditure at future Town Meetings.

**General Fund**

All accounts not segregated by statutes such as those governing Enterprise, Grants and Trust Funds. The Town's general operating account. The General Fund can be expended only for the items approved by Town meeting.

**Hold**

The request to delay consideration of one part of a multi-part article. Any item that a Town Meeting member questions is marked as a "hold" and will be discussed after the unquestioned items have been voted.

**Levy**

The amount that the Town raises by property tax, computed by multiplying the total taxable assessment of the Town's aggregate real and personal property \$747,594,356. in FY15, by the tax rate (per thousand of value).

**Level Funded**

Planning to expend the same amount on a particular budgeted item as was spent in the prior fiscal year.

**Local Revenues**

Funds the Town receives for fees, permits, excise tax, etc.

**New Growth**

An amount equal to the property tax that new construction, additions and renovations will generate as certified by the Commonwealth.

**Offset**

An amount of a grant or aid package which use is restricted to a particular item, e.g. library, historical preservation, etc.

**Operating Budget**

The routine expenditures of the Town plus the school assessment.

**Other Revenue**

Town income from fees, excise taxes, fines, stickers, permits, etc.

**Overlay Surplus**

Unexpended funds from the Assessor's overlay.

**Override**

A mechanism that allows the Town's voters to reset the levy limit imposed by Proposition 2 ½ by Town Meeting plus election ballot vote.

**Proposition 2 ½**

Is the name associated with a state law that restricts the increase in the levy to 2 ½% above the prior year's tax levy, plus new growth. The maximum levy ceiling which can not be exceeded is 2 ½% of a Town's total assessed value of property.

**Reserve Fund**

A sum of money budgeted for use by the Finance Committee available to meet extraordinary or unforeseen expenses which occur during the Fiscal Year.

**School Budget**

The amount of the whole regional school budget apportioned to the Town.

**School Choice**

State legislation which allows students from one school district to attend a school located in another district. A portion of State Aid is redistributed from the student's hometown school district (the "sending district") to the student's attending school district (the "receiving district").

**Stabilization Fund**

Money put aside by the Town for major unexpected events. Stabilization fund monies require a 2/3 Town Meeting vote to appropriate money to or from the fund. Recent legislation allows the establishment of additional special purpose Stabilization funds.

**Taxation**

Town revenue raised through the property tax. All other forms of revenue are referred to as "other revenue", "local revenue" or Federal and/or State Aid.