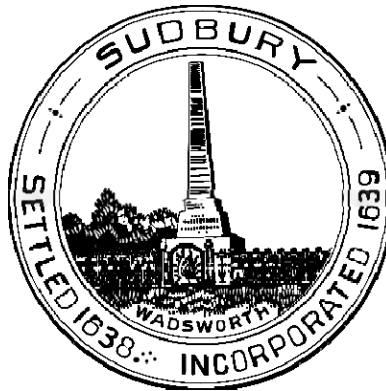


Town of Sudbury Massachusetts



OFFICIAL WARRANTS

ANNUAL TOWN MEETING

May 1, 2017 7:30 P.M.

Lincoln-Sudbury Regional High School Auditorium
390 Lincoln Road, Sudbury, MA

SPECIAL TOWN ELECTION

Tuesday, May 9, 2017

Polls Open 7:00 A.M. to 8:00 P.M.

Precincts 1, 1A, 2 & 5

Fairbank Community Center, Fairbank Road

Precincts 3 & 4

Sudbury Town Hall, Concord Road



**TOWN OF SUDBURY
SPECIAL TOWN ELECTION WARRANT**

Commonwealth of Massachusetts
Middlesex, ss.

To the Constable of the Town of Sudbury:

GREETINGS:

In the name of the Commonwealth of Massachusetts, you are hereby required to notify and warn the inhabitants of the Town of Sudbury, qualified to vote in Town Elections, that voters residing in Precincts 1, 1A, 2 and 5 should meet at the Fairbank Community Center and voters residing in Precincts 3 and 4 should meet at the Town Hall in said Town on Tuesday, May 9, 2017, at seven o'clock in the forenoon; then and there to choose by official ballot in accordance with law, one member of the Board of Selectmen for one year to fill a vacancy and to vote on the following ballot question:

BALLOT QUESTION

Shall the Town of Sudbury be allowed to assess an additional \$1,077,270 in real estate and personal property taxes for the purposes of funding the Sudbury Public Schools and Sudbury public safety operating budgets for the Fiscal Year beginning July first, two thousand and seventeen.

Yes _____ No _____

SUMMARY: Under Article 3 of this Warrant for the 2017 Annual Town Meeting, two budgets are set forth: a Non-Override Budget (balanced within levy limit) and an Override Budget (exceeding the Proposition 2 ½ levy limit by \$1,077,270). A funding override is being requested for the operating budget of the Sudbury Public Schools (K-8) in the amount of \$675,078, and a funding override in the amount of \$402,192 is being requested for the Town's Public Safety Departments' operating budgets. Further information appears under Article 3 in Part II, Financial Section, of the Town Meeting Warrant.

Estimated impact of the override on the tax rate: \$0.26 per \$1,000 assessed value. Tax impact on a \$705,763 average home is estimated at \$184.

Subject to appropriation by the May 1, 2017 Annual Town Meeting, a "yes" vote on this question will approve an Override not to exceed \$1,077,270, thereby authorizing the Town to increase taxes for FY2018 by that amount to provide \$675,078 for the Sudbury Public Schools and \$402,192 for the Town Public Safety Departments, or any lesser sum voted at the Annual Town Meeting, creating a permanent increase in the levy limit; a "no" vote on this question means the levy limit will not be increased, thus not providing the additional funding for these budgets.

ARGUMENT FOR PASSAGE: The Fire Department is struggling to keep up with the ever increasing number of ambulance transports. At present, we are giving help to other towns about 30 times per year, while other towns come to transport Sudbury patients 90 times per year. New 40B and assisted living units proposed at the former Raytheon Property and recent approval of another 56 units at the Coolidge Property will soon result in extended wait times when calling 911 for an

ambulance or fire truck. We need to add four additional Firefighter/Paramedics and also increase overtime to complement present staffing in order to staff a second ambulance during peak times. Additions to Fire Department personnel last occurred in 1978. Requested funds would also hire one additional Police Officer.

The SPS override budget provides an additional \$675,078 adding a science coach to help implement the new Massachusetts science, technology, and engineering standards, helps mitigate staffing cuts, and preserves some programs. Without the override, SPS will cut more than 30 FTEs of administrators, teachers, and other staff. The override reduces the number of staffing cuts to 19 FTEs. In the last several years, SPS has implemented new state standards in mathematics and ELA, expanded full-day kindergarten, adopted a middle school 1:1 technology program, enhanced the focus on social and emotional learning, and created new in-district special education programs due to changing student needs. In addition, next year the middle school day will be extended by 20 minutes to better align with Massachusetts secondary school standards.

ARGUMENT IN OPPOSITION: The total estimated tax impact for the FY18 budget is \$0.62 per \$1,000 (\$0.36 non-override and \$0.26 override) for an estimated tax impact of \$438 (\$254 for non-override and \$184 for the override) for the average home of \$705,763. Any increase in the Town's tax levy may cause financial hardship to many residents which will be perpetuated in the following years. If passed this will permanently increase the tax levy.

And you are required to serve this Warrant by posting an attested copy thereof at the Town Hall at least seven days before such Special Town Election.

Hereof fail not and make due return by your doing thereon to the Town Clerk at or before the time of the election aforesaid.

Given under our hands this fourth day of April, two thousand and seventeen.

SELECTMEN OF SUDBURY:

Susan N. Iuliano

Charles C. Woodard

Patricia A. Brown

Robert C. Haarde

Leonard A. Simon

TOWN OF SUDBURY
2017 ANNUAL TOWN MEETING WARRANT

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ACCESS TO LINCOLN-SUDBURY REGIONAL HIGH SCHOOL AND PROVISIONS FOR THE DISABLED

The Board of Selectmen wishes to accommodate the attendance and participation of persons with disabilities at Town Meeting. As such, we urge those who may require particular accommodations to read the following carefully.

Parking: “HP” parking spaces are provided at two different locations: 1) the main entrance at the upper level (which will require using an elevator to the lower level to check in and to access the auditorium) and 2) the main parking lot to the right (east) of the school. From this location, you may also be dropped off at the entry walkway – a clear path to the entrance doors, leading directly to the check-in tables and the auditorium. Police on duty will provide assistance as needed, or requested.

Auditorium Balcony: The balcony can only be accessed from the Main Level. From the lower level of the building, you may use either the stairs or the elevator to gain entrance to the balcony – the upper level of the auditorium. The Moderator has ruled that if there is adequate seating on the main floor, the balcony **will not** be opened.

Persons with Ambulatory Disabilities: Spaces for persons who use wheelchairs will be available at the front and at the rear of the auditorium. For those who use assistive devices to ambulate, seating will be reserved at the rear of the hall and may be used if desired.

Persons who are Blind or have Vision Impairments: Reserved seating will be available at the front of the auditorium for persons with vision impairments who prefer to be close to the overhead projector. Large print materials will be made available where possible. We encourage those making prepared, formal presentations to have copies of viewgraphs, especially motions, available in large print.

Persons who are Deaf or have Hearing Impairments: For persons who are deaf and require a sign language interpreter, please contact the Selectmen’s Office no later than April 27, 2017. As there is great demand for qualified interpreters, advance notice will facilitate their availability.

Restrooms: Restrooms are located across the hall from the auditorium.

If you have any questions regarding these, or any other matters which address accommodations, please contact Patty Golden (978) 639-3382.

SUMMARY OF BASIC TOWN MEETING PROCEDURES

General Rules of Debate and Voting

1. Only registered voters, non-resident appointed or elected representatives of the Town, and Town employees may speak without leave of the Hall. The Moderator will not vote, even in the case of where the Moderator's vote would break or create a tie.
2. The order of speaking is controlled by Article II, §10 of the Town Bylaws. The proponents of an article make the first motion under the article. A second is then required. The proponents then make a presentation in support of the motion. The Board of Selectmen and Finance Committee are then recognized, followed by any other boards which are required to report on the article. After the Town boards have spoken, Town Meeting proceeds to general debate on the matter and a vote.
3. Please raise your hand when you wish to be recognized by the Moderator to speak. After being called upon by the Moderator, kindly go to a microphone to speak or wait for one to be passed to you at your seat. We expect to have microphones at each side and in front on the auditorium floor as well as runners with microphones to service voters not in the aisle seat and, if necessary, the balcony. The record of Town Meeting is made on audiotape and your remarks will not be recorded if you do not speak from a microphone. Each and every time you speak, you should begin by giving your name and your address so the record can be clear.
4. Until everyone who wishes to be heard has been heard, no person may speak more than twice on a matter except to correct an error or answer a question. The initial presentation by the proponent(s) of an article may not exceed a total of ten minutes in length, and no other speech may exceed five minutes in length unless consent is given by a majority of those present and voting.
5. All votes are by majority unless otherwise announced. Votes will first be taken by a show of hands while sitting. If the Moderator is in doubt, then a standing vote will be taken. If the Moderator is still in doubt, then tellers will count the Hall. If a voter is in disagreement with the Moderator's call of a sitting or standing vote, the voter may challenge the call by immediately standing and saying loudly, "I challenge the vote!" If six additional voters support the challenge, the vote will be counted. If you are in attendance because of a matter of particular interest to you, it is unwise to leave the Hall immediately after the vote is taken. It may be that someone will seek a count of the vote or reconsideration.

The Budget

1. A motion is first made by the Finance Committee proposing a budget that would be limited to the amount which would be required to finance the Finance Committee's budget proposal. This limiting motion will only seek a declaration from the Hall as to the overall limit on the budget. A vote in favor of the motion will not mean that Town Meeting has voted for the particular distribution of the total amount as set forth in the Warrant.
2. After voting on the limiting motion, Town Meeting will address the budget in the usual way and finally vote on that budget:
 1. The Moderator will read the budgets in numerical order by title. If anyone has a motion to amend or a question, please raise your hand. For example, the Moderator will say "200 Public Safety, does

anyone have a motion to amend or a question involving 200 Public Safety?"

2. If someone has a motion to amend, it should be in one of two forms:
 - a. For example, "I move to increase 200 Public Safety to the sum of \$X and to reduce 600 Culture and Recreation to the sum of \$Y." X cannot be greater than Y.
 - b. For example, "I move to reduce 200 Public Safety to the sum of \$Z."

A motion simply to increase a line item, without a corresponding reduction in another line item, will not be accepted because the preceding vote on the limiting motion will have capped the total amount of allowable appropriation.

3. The Hall will debate and vote on any motion to amend.
4. Town Meeting will arrive at the end of this process with a main motion on the budget as it may be amended, and then vote on it.

Consent Calendar

1. In order to expedite Town Meeting and save valuable time for discussion of key issues, Sudbury utilizes a "Consent Calendar" to speed passage of articles that appear to raise no controversy. The purpose of the Consent Calendar is to allow the motions under these articles to be acted upon as one unit and to be passed by a unanimous vote without debate. The consent calendar will be taken up as the first order of business at the commencement of the first night of town meeting.
2. At the call of the Consent Calendar, the Moderator will call out the numbers of the articles, one by one. If any voter has doubt about passing any motion, or wishes an explanation of any subject on the Consent Calendar, the voter should stand and say the word "hold" in a loud, clear voice when the number is called. The Moderator will then inquire as to whether the request to hold is for a question or for debate. If the purpose of the request was merely to ask a question, an attempt to obtain a satisfactory answer will be made, and if that occurs, the article will remain on the Consent Calendar absent a further request to hold. If the purpose of the request was to hold the article for debate, the article will be removed from the Consent Calendar and restored to its original place in the Warrant, to be brought up, debated and voted on in the usual way.
3. No voter should hesitate to exercise the right to remove matters from the Consent Calendar if they have a legitimate and substantive issue that they wish to debate. After calling out each individual article in the Consent Calendar, the Moderator will ask that all articles not removed from the Consent Calendar be passed as a unit by unanimous vote.
4. Please review the list of articles and motions proposed for the Consent Calendar that follow. Complete reports are to be found under each article printed in this Warrant. If you have questions about the articles, motions or procedure, please feel free to call the Town Manager at 978-639-3381 before Town Meeting.

CONSENT CALENDAR ARTICLES AND MOTIONS

ARTICLE 9. CHAPER 90 HIGHWAY FUNDING: Move in the words of the article.
(See article at page 7.)

ARTICLE 10. TOWN/SCHOOL REVOLVING FUNDS: Move in the words of the article.
(See article at page 7.)

Motions and Amendments

1. Contrary to popular belief, an article in the Warrant is not “self-starting.” If an article were to be called up, and no person makes a motion under it, the article would simply be passed over, and whatever action had been contemplated thereby would not occur. It is a motion which puts an article before Town Meeting, and it is the motion *not the article*, which is actually voted upon. Thus, while speakers may refer to passing, defeating, or otherwise dealing with “the article,” in fact and in law, what the meeting deals with, debates, and votes upon are motions, not articles. The article in the Warrant serves only the purpose of letting the voters know what may come before the meeting and the outside scope of what may be considered.
2. It may be that a speaker will question whether a certain motion is “within the four corners of the article.” Such a challenge requires the Moderator to determine whether the motion should be allowed, as being within a reasonable reading of the article as printed in the Warrant, or be ruled out of order as being beyond the legitimate subject matter of the article.
3. Many times the first or “main” motion under an article, will be “Move in the words of the article.” By making such a motion, the speaker is adopting the article as his or her motion thereunder. This can only be done where the language of the article is drafted in such a way that it is appropriate for simple adoption as a motion. Whenever the presenter’s motion differs from the wording in the Warrant, the presenter must point out and explain those differences to the Hall.
4. All substantive motions, and that includes all main motions and motions to amend a main motion, must be provided to the Moderator, Town Clerk the Technology Administrator at the viewgraph in writing before they are made. Again, this is so there will be an accurate record of the meeting. Please see the guidelines for electronic presentation on the Town website: www.sudbury.ma.us.
5. If you have an amendment, you should e-mail it to the Technology Administrator at infosystems@sudbury.ma.us, with a copy to the Moderator at moderator@sudbury.ma.us, and the Town Clerk at clerk@sudbury.ma.us. Advance notice to the Technology Administrator, Moderator and Town Clerk enhances time efficiency at Town Meeting, and the Moderator may be able to suggest language that is acceptable to you to ensure that your amendment is within the four corners of the article and therefore permissible to proceed to debate and vote. It is also recommended that you discuss your amendment with the presenter of the article as you may be able to convince him or her to include it as part of the main motion and thus avoid having to vote separately on the amendment. The Moderator may reject proposed amendments that fail to adhere to these guidelines.

Dismissing Articles, Indefinite Postponement and Withdrawing Motions

1. It is possible for Town Meeting to decide not to take action on an article. This decision is usually made because new or additional information has come to light after the preparation of the warrant indicating that action on the article is unnecessary, unwise or illegal. In such instances, frequently there will be a motion “to indefinitely postpone” an article. This motion, if adopted, kills the article for all intents and purposes for the Town Meeting. The motion is frequently used when proponents of an article have decided not to proceed with it but want an opportunity to explain to the meeting why they are, in effect, abandoning the article at this time. The motion also may be used by someone who wishes to defeat an article before it can be fully debated on the merits. In such cases, it is important to understand that indefinite postponement can have the same effect as defeat which, in turn, can have significance with respect to some items, notably zoning matters, as to when the matter can again be considered by the Town.
2. If you have made a motion or an amendment, you can move to “withdraw the motion” if you have second thoughts or new information. A motion to withdraw can be made any time during the debate of the motion but cannot be made after the motion has been voted on.

Limits on Debate

1. There is no prescribed limit to debate except common sense. The Moderator can limit debate and can ask speakers to stop if they are straying from the subject, repeating points already made or talking at unnecessary length.
2. Town Meeting itself can also terminate debate. To do so, after being recognized by the Moderator, a voter may say, “I move the previous question.” This motion is not debatable, and if seconded and voted by a two-thirds majority, debate ends and the motion under discussion will be then put to a vote.
3. The Moderator may defer motions to limit debate when, in his or her reasonable judgment, there are a significant number of voters who have indicated a desire to speak but have not yet been recognized.

Points of Order

1. Once recognized by the Moderator, no speaker may be interrupted, in any way, except by a “point of order”. A point of order is not a motion, and doesn’t require a second or a vote. It is a question, and on a point of order a voter may raise only three valid concerns:
 - a. Is the speaker entitled to the floor? For example, is the person a non-voter, or spoken for longer than his allotted time?
 - b. Is the speaker saying something inappropriate, frivolous, irrelevant, or illegal?
 - c. Is there some error in the procedure of the pending action or motion?
2. The Moderator welcomes proper points of order and will make every effort to explain the procedural issues that shape Town Meeting discussions. When exercising this parliamentary privilege, the voter should stand and state loudly that you wish to make a point of order, and wait for the Moderator to recognize you. No voter should hesitate to rise and bring to the Moderator’s attention an issue that constitutes a proper point of order because when exercised responsibly, it functions as a tactful hint from a voter regarding important points of procedure that the Moderator may have missed.

Motions for Reconsideration

1. Article II, Section 13 of our by-law controls. A motion to reconsider an article previously voted upon in the same session (i.e. the same night), is proper, and an affirmative vote of 2/3 of the voters present is required for passage. If we have adjourned for the evening, a motion to reconsider an article voted upon in a previous session requires an unanimous vote, unless written notice of an intention to move for reconsideration, signed by 15 voters, is given to the Town Clerk by noon of the next day following the session, which case, a 2/3 vote would be required to pass a motion to reconsider.
2. In the event a motion to reconsider is properly made and seconded, all discussion must be confined exclusively to the merits or demerits of reconsideration. In general, the only proper reasons to seek reconsideration are that there occurred such a misstatement of fact or law in the preceding debate, or such an error of procedure, that the voters, if aware of such discrepancies, would have voted differently. It is not a proper basis for reconsideration to argue simply that the voters arrived at the wrong result.

Adjournment

1. If the hour is late and there are still articles to be acted on, the Moderator may ask for a motion to adjourn the Town Meeting to another time to complete the Warrant. A voter can also make a motion to adjourn. The time and place for resuming Town Meeting must be specified in the motion.
2. When all business on the Warrant has been acted on, the Moderator will ask for a motion to adjourn the meeting, which must be seconded and put to a vote. Adjournment of any session will occur upon completion of the article under discussion at 10:30 P.M., unless there is a two-thirds vote to do otherwise.

Decorum

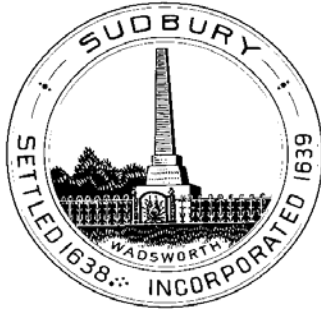
Thomas Jefferson's observations about Town Meeting comportment, penned almost four hundred years ago in The Gavel and the Mace are still meaningful and compelling:

"No one should be permitted to speak at length unless a motion is pending. No one is to speak impertinently or beside the question, superfluously or tediously. No person is to use indecent language, and no vote already passed is to be reflected on by anyone except on a motion to reconsider. No one is to disturb another during speech except for a point of order. No one is to stand up to interrupt the speaker, or pass between the speaker and the moderator. The consequences of an article may be criticized in strong terms, but to question the motives of its advocates is out of order."

Today, it is still improper to interrupt a speaker, or to make disrespectful comments or noises of any kind, for or against any speaker at Town Meeting, and clapping, booing, hissing or other audible noise will not be tolerated, whether for or against any speakers, either before, during or after their presentations. Similarly, speakers may not make disrespectful comments whether directed at a voter, a speaker or a Town official. If a voter ignores these basic rules of decorum, he or she runs the strong and likely risk that their right to speak at Town Meeting will be terminated.

PART I

**TOWN OF SUDBURY ANNUAL
TOWN MEETING WARRANT**



Commonwealth of Massachusetts Middlesex, ss.

To the Constable of the Town of Sudbury:

GREETINGS:

In the name of the Commonwealth of Massachusetts, you are hereby required to notify and warn the inhabitants of the Town of Sudbury, qualified to vote in Town affairs to meet at the Lincoln-Sudbury Regional High School Auditorium, 390 Lincoln Road, in said Town on Monday, May 1, 2017, at 7:30 o'clock in the evening, then and there to act on the following articles:

ARTICLE 1. HEAR REPORTS

To see if the Town will vote to hear, consider and accept the reports of the Town Boards, Commissions, Officers and Committees as printed in the 2016 Town Report or as otherwise presented; or act on anything relative thereto.

Submitted by the Board of Selectmen.

(Majority vote required)

BOARD OF SELECTMEN POSITION: The Board of Selectmen supports this article.

ARTICLE 2. FY17 BUDGET ADJUSTMENTS

To see if the Town will vote to amend the votes taken under Article 4, FY17 Budget, of the 2016 Annual Town Meeting, by adding to or deleting from line items thereunder, by transfer between or among accounts or by transfer from available funds; or act on anything relative thereto.

Submitted by the Board of Selectmen.

(Majority vote required)

BOARD OF SELECTMEN REPORT: This article will allow flexibility to review all accounts within the FY17 Operating Budget to make adjustments at the Annual Town Meeting as necessary.

BOARD OF SELECTMEN POSITION: The Board of Selectmen will report at Town Meeting.

FINANCE COMMITTEE REPORT: The Finance Committee will report at Town Meeting.

ARTICLE 3. FY18 BUDGET

To see if the Town will vote to raise and appropriate, or appropriate from available funds, the following sums, or any other sum or sums, for any or all Town expenses and purposes, including debt and interest, and to provide for a Reserve Fund, all for the Fiscal Year July 1, 2017 through June 30, 2018, inclusive, in accordance with the following schedule, which is incorporated herein by reference, with the column marked Fiscal Year 2018 Override to be appropriated contingent upon the passage of a Proposition 2 ½ override at a Town Election:

		FY18	Override	FY18
EXPENDITURES		Recommended	Request	Override
300: Sudbury Public Schools: Net		34,738,480	675,078	35,413,558
300: SPS Employee Benefits (1)		7,473,364	-	7,473,364
300: SPS OPEB Normal Cost (2)		291,477	-	291,477
	Sub-total SPS Net	42,503,321	675,078	43,178,399
300: LS Operating Assessment: Net		22,813,695	-	22,813,695
300: LS OPEB Normal Cost Assessment		308,380	-	308,380
300: LS Operating Debt Service Assessment		576,687	-	576,687
	Sub-total LS Assessments Net	23,698,762	-	23,698,762
300: Vocational Education		754,226	-	754,226
	Total: Schools	66,956,309	675,078	67,631,387
100: General Government		2,893,759	-	2,893,759
200: Public Safety (3)		7,598,771	494,833	8,093,604
400: Public Works		5,358,109	-	5,358,109
500: Human Services		732,771	-	732,771
600: Culture & Recreation		1,305,443	-	1,305,443
900: Employee Benefits		5,072,243	-	5,072,243
900: Other & Transfers		847,691	(92,641)	755,050
1000: OPEB Normal Cost (2)		179,559	-	179,559
	Total: Town Departments	23,988,346	402,192	24,390,538
700: Town Debt Service		3,453,050	-	3,453,050
TOTAL: OPERATING BUDGET		94,397,705	1,077,270	95,474,975
(not including Capital or Enterprise Funds)				
1 To be transferred to 900: Town Employee Benefits				
2 To be transferred to 1000: SPS/Town Normal Cost for OPEB				
3 Ambulance reserve funds to be transferred to 200: Public Safety (direct revenue offset)				

; or act on anything relative thereto.

Submitted by the Finance Committee.

(Majority vote required)

SEE DETAILED LINE ITEM BUDGET IN THE FINANCE COMMITTEE SECTION, Part II of this Warrant. Finance Committee reports on each budget section are included therein.

BOARD OF SELECTMEN POSITION: The Board of Selectmen supports both the FY18 Recommended Budget and the FY18 Override Budget.

FINANCE COMMITTEE POSITION: The Finance Committee recommends approval of the FY18 Recommended Budget and the FY18 Override Budget.

ARTICLE 4. FY18 CAPITAL BUDGET

To see if the Town will vote to raise and appropriate, or appropriate from available funds, the following sum for the purchase or acquisition of capital items including but not limited to capital equipment, construction, engineering, and design, including but not limited to renovation to buildings; and to determine whether this sum shall be raised by lease purchase or otherwise:

	FY16	FY17	FY18
	Actual	Appropriated	Proposed
OPERATING CAPITAL ARTICLE BY DEPARTMENT			
Fire	48,722	96,000	40,000
DPW	-	-	37,190
DPW/Engineering	-	-	38,000
DPW/Highway	86,809	81,000	-
Facilities	-	-	150,000
Facilities/Town	50,000	125,000	-
Facilities/SPS	55,942	102,000	123,000
Facilities/Curtis	-	-	25,000
Recreation	38,744	-	-
TOTAL	280,217	404,000	413,190

; or act on anything relative thereto.

Submitted by the Town Manager.

(Majority vote required)

TOWN MANAGER REPORT: Details on each of these items can be found in the Finance Committee Section on Page FC- 35.

BOARD OF SELECTMEN POSITION: The Board of Selectmen supports this article.

FINANCE COMMITTEE REPORT: The Finance Committee recommends approval of this article.

ARTICLE 5. FY18 TRANSFER STATION ENTERPRISE FUND BUDGET

To see if the Town will vote to raise and appropriate, or transfer from available funds, the following sums set forth in the FY18 budget of the Transfer Station Enterprise, to be included in the tax levy and offset by the funds of the enterprise:

	FY16	FY17	FY18
	Actual	Appropriated	Recommended
TRANSFER STATION ENTERPRISE FUND			
Direct Costs ¹	438,557	276,032	297,392
Indirect Costs *	16,700	16,700	16,700
TOTAL: Enterprise Expenditures	455,257	292,732	314,092
Enterprise Receipts	299,467	286,996	314,092
Retained Earnings Used	155,790	5,736	-
TOTAL: Enterprise Revenues	455,257	292,732	314,092
¹ Direct costs for FY16 include \$181,540 of capital expenditures.			
* Paid for by Enterprise Revenue Transfer to Unclassified Benefits (General Fund).			

; or act on anything relative thereto.

Submitted by the Finance Committee.

(Majority vote required)

FINANCE COMMITTEE REPORT: See report in Finance Committee Section, Page FC-37.

The Finance Committee recommends approval of the Budget.

BOARD OF SELECTMEN POSITION: The Board of Selectmen supports this article.

ARTICLE 6. FY18 POOL ENTERPRISE FUND BUDGET

To see if the Town will vote to raise and appropriate, or transfer from available funds, the following sums set forth in the FY18 budget of the Atkinson Pool Enterprise, to be included in the tax levy and offset by the funds of the enterprise:

	FY16	FY17	FY18
	Actual	Appropriated	Recommended
POOL ENTERPRISE FUND			
Direct Costs	510,825	574,279	574,434
Indirect Costs	-	-	-
TOTAL: Enterprise Expenditures	510,825	574,279	574,434
Enterprise Receipts	535,473	574,279	574,434
Retained Earnings Used	-	-	-
TOTAL: Enterprise Revenues	535,473	574,279	574,434

; or act on anything relative thereto.

Submitted by the Finance Committee.

(Majority vote required)

FINANCE COMMITTEE REPORT: See report in Finance Committee Section, Page FC-38.

The Finance Committee recommends approval of the FY18 Budget.

BOARD OF SELECTMEN POSITION: The Board of Selectmen supports this article.

ARTICLE 7. FY18 RECREATION FIELD MAINTENANCE ENTERPRISE FUND BUDGET

To see if the Town will vote to raise and appropriate, or transfer from available funds, the following sums set forth in the FY18 budget of the Recreation Field Maintenance Enterprise, to be included in the tax levy and offset by the funds of the enterprise:

	FY16	FY17	FY18
	Actual	Appropriated	Recommended
FIELD MAINTENANCE ENTERPRISE FUND			
Direct Costs ¹	232,879	214,183	217,762
Indirect Costs *	21,600	22,575	22,575
TOTAL: Enterprise Expenditures	254,479	236,758	240,337
Enterprise Receipts	171,854	190,000	190,000
Retained Earnings Used	82,625	46,758	50,337
TOTAL: Enterprise Revenues	254,479	236,758	240,337
¹ Direct costs for FY16 include \$10,100 of capital expenditures.			
* Paid for by Enterprise Revenue Transfer to Unclassified Benefits (General Fund).			

; or act on anything relative thereto.

Submitted by the Finance Committee.

(Majority vote required)

FINANCE COMMITTEE REPORT: See report in Finance Committee Section, Page FC-39.
The Finance Committee will report at Town Meeting.

BOARD OF SELECTMEN POSITION: The Board of Selectmen supports this article.

ARTICLE 8. UNPAID BILLS

To see if the Town will vote to raise and appropriate, or transfer from available funds, a sum of money for the payment of certain unpaid bills incurred in previous fiscal years or which may be legally unenforceable due to the insufficiency of the appropriation in the years in which such bills were incurred; or act on anything relative thereto.

Submitted by the Town Accountant.

(Four-fifths vote required)

TOWN ACCOUNTANT REPORT: Invoices that are submitted for payment after the accounts are closed at the end of a fiscal year or payables for which there are insufficient funds (and were not submitted for a Reserve Fund Transfer) can only be paid by a vote of the Town Meeting, a Special Act of the Legislature, or a court judgment.

BOARD OF SELECTMEN POSITION: The Board of Selectmen will report at Town Meeting.

FINANCE COMMITTEE REPORT: The Finance Committee will report at Town Meeting.

ARTICLE 9. CHAPTER 90 HIGHWAY FUNDING*(Consent Calendar)*

To see if the Town will vote to authorize the Town Manager to accept and to enter into a contract for the expenditure of any funds allotted or to be allotted by the Commonwealth for the construction, reconstruction and maintenance projects of Town ways pursuant to Chapter 90 funding; and to authorize the Treasurer to borrow such amounts in anticipation of reimbursement by the Commonwealth; or act on anything relative thereto.

Submitted by the Director of Public Works.

(Majority vote required)

DIRECTOR OF PUBLIC WORKS REPORT: Each year the Legislature allocates funds to cities and towns for the improvement of their infrastructure, to be expended under the Chapter 90 guidelines. The current plans are to continue the implementation of our pavement management program.

BOARD OF SELECTMEN POSITION: The Board of Selectmen supports this article.

FINANCE COMMITTEE REPORT: The Finance Committee will report at Town Meeting.

ARTICLE 10. TOWN/SCHOOL REVOLVING FUNDS*(Consent Calendar)*

To see if the Town will vote to authorize for FY18 the use of revolving funds under M.G.L. c.44, s. 53E ½, by the following Departments of the Town in accordance with the description for each fund placed on file with the Board of Selectmen, said funds to be maintained as separate accounts set forth as follows:

<u>Fund</u>	<u>Department</u>	<u>Maximum Amount</u>
Public Health Vaccinations	Board of Health	\$ 15,000
Plumbing & Gas Inspectional Services	Building Inspector	\$ 65,000
Portable Sign Administration & Inspectional Services	Building Inspector	\$ 10,000
Conservation (Trail Maintenance)	Conservation Commission	\$ 7,500
Conservation (Wetlands)	Conservation Commission	\$ 35,000
Council on Aging Activities	Council on Aging	\$ 50,000
Council on Aging Van		
Transportation (MWRTA)	Council on Aging	\$ 135,000
Cemetery Revolving Fund	DPW Director	\$ 20,000
Fire Department Permits	Fire Chief	\$ 50,000
Goodnow Library Meeting Rooms	Goodnow Library	\$ 10,500
Recreation Programs	Park and Recreation Commission	\$ 542,000
Teen Center	Park and Recreation Commission	\$ 20,000
Youth Programs	Park and Recreation Commission	\$ 170,000
Bus	Sudbury Schools	\$ 450,000
Instrumental Music	Sudbury Schools	\$ 100,000
Cable Television	Town Manager	\$ 30,000
Rental Property	Town Manager	\$ 40,000
Dog	Town Clerk	\$ 70,000
Zoning Board of Appeals	Zoning Board of Appeals	\$ 25,000
Solar Energy	Facilities Director	\$ 330,000;

and to confirm that said funds have been established in accordance with M.G.L. c.44 s. 53E ½; or act on anything relative thereto.

Submitted by the Town Finance Director.

(Majority vote required)

FINANCE DIRECTOR REPORT: This article seeks authorization for Fiscal Year 2018 for certain previously established revolving funds pursuant to M.G.L. c.44, s.53E1/2. A descriptive summary of the funds follows:

- Public Health Vaccinations - vaccinations, including purchase of materials and other costs associated therewith including administrative salary and benefits, to be funded by reimbursements collected from private insurance and Medicare/Medicaid and MassHealth for vaccinations;
- Plumbing and Gas Inspectional Services – permit fees collected are used to fund services for plumbing and gas inspections;
- Portable Sign Administration and Inspectional Services – annual registration fees collected pursuant to Section 3259A, Portable Signs, of the Zoning Bylaw are used to fund administration and inspectional services;
- Conservation – license fees collected from agricultural use of fields on conservation lands are used to fund trail maintenance on Town-owned designated conservation lands;
- Conservation – application fees collected are used to fund administration of the Sudbury Wetlands Bylaw;
- Council on Aging Activities – fees collected are used to fund Senior Center classes and programs;
- Council on Aging Van Transportation (MWRTA) – payments from the MetroWest Regional Transit Authority (MWRTA) and fares are used to pay salary and benefits of van driver and van operating expenses;
- Cemetery – sale of lots and other fees excepting perpetual care funds are used to fund maintenance of Town cemeteries;
- Fire Department – permit fees collected are used to fund expenses related to the issuance of permits, including salaries and benefits, purchase and maintenance of equipment required
- Goodnow Library – fees from non-Town agency use of Library meeting rooms are used for maintenance and utility charges for those rooms;
- Recreation Programs – fees collected are used to fund recreation programs and activities;
- Teen Center – fees collected are used for Teen Center programs and activities;
- Youth – fees collected are used to fund youth programs and activities;
- Bus – user fee collections are used to fund additional or supplemental school transportation;
- Instrumental Music – user fees are used to fund additional or supplemental instrument music lessons after school hours;
- Cable Television – fees and other income collected in connection with cable television are used to fund local access services and the Town institutional network (I-Net);
- Rental Property – receipts received from the rental of Town-owned houses are used to fund expenditures related to the upkeep of these houses;
- Dog – fees, fines, charges, and penalties imposed under the Town Bylaw, Art. V.3, Regulation of Dogs, and those costs required by the Massachusetts General Laws are used for making purchases or paying any expenses related to the regulation of dogs;
- Zoning Board of Appeals – application fees collected are used to fund consultants and part-time employee salaries.
- Solar Energy – receipts from the solar landfill are used for payment of electrical costs and funding of energy saving initiatives by the Energy Committee.

The maximum amount stated is the same as the FY17 maximum voted for each revolving fund except for the following: Board of Health Public Health Vaccinations increased from \$10,000 to \$15,000; Plumbing and Gas Inspection Services increased from \$50,000 to \$65,000; and Fire Department Permits have increased from \$45,000 to \$50,000.

BOARD OF SELECTMEN POSITION: The Board of Selectmen supports this article.

FINANCE COMMITTEE REPORT: The Finance Committee recommends approval of this article.

ARTICLE 11. AMEND BYLAWS BY ADDING A NEW ARTICLE XXXIII ESTABLISHING REVOLVING FUNDS

To see if the Town will vote pursuant to the provisions of G.L. c.44, §53E½, as most recently amended, to amend the General Bylaws by inserting a new bylaw establishing various revolving funds, specifying the departmental receipts to be credited to each fund, the departmental purposes or programs for which each fund may be expended, and the entity authorized to expend each fund, such bylaw to provide as follows:

“ART. XXXIII REVOLVING FUNDS

1. There are hereby established in the Town of Sudbury pursuant to the provisions of M.G.L. c.44, §53E½, the following Revolving Funds:

<u>Program or Purpose</u>	<u>Authorized Representative or Board to Spend</u>	<u>Department Receipts</u>
Public Health vaccinations expenses including salary and benefits	Board of Health	Reimbursements from private insurance, Medicare/Medicaid and Mass Health for vaccinations
Plumbing and gas inspectional services	Building Inspector	Permit fees
Portable sign administration and inspectional services	Building Inspector	Annual registration collected pursuant to the Zoning Bylaw, Art. IX. s. 3259A

Conservation trail maintenance on Town-owned designated conservation lands	Conservation Commission	License fees collected from agricultural use of conservation land
Wetlands Bylaw administration	Conservation Commission	Permit application fees
Senior Center classes and programs	Council on Aging	Fees collected
Van transportation driver salary and benefits and van expenses	Council on Aging	Payments from MWRTA and fares
Cemetery maintenance	DPW Director	Sale of lots and other fees excepting perpetual care funds
Permit expenses including salaries, benefits, purchase and maintenance of required equipment	Fire Chief	Permit fees
Library maintenance and utility charges for room use	Goodnow Library	Fees from non-Town agency use of meeting rooms
Recreation programs and activities	Park and Recreation Commission	Fees collected
Teen Center programs and activities	Park and Recreation Commission	Fees collected
Youth programs and activities	Park and Recreation Commission	Fees collected
School bus transportation, additional or supplemental	Sudbury Public Schools	User fees collected
School additional or supplemental instrument music lessons after school	Sudbury Public Schools	User fees collected
Local Access TV services – Town institutional network (I-Net)	Town Manager	Fees and other income collected
Upkeep of Town-owned houses	Town Manager	Rental receipts
Purchases or payment of expenses required for regulation of dogs	Town Clerk	Fees, fines, charges, and penalties imposed under Town Bylaw, Art. V.3

Zoning Board of Appeals costs of consultants and part-time employee salaries

Zoning Board of Appeals

Application fees

Payment of Town electrical costs and funding of energy saving initiatives by the Energy Committee

Facilities Director

Receipts from the solar landfill

2. Expenditures from each revolving fund set forth herein shall be subject to the limitation established annually by Town Meeting or any increase therein as may be authorized in accordance with G.L. c.44, §53E½.”

And, further, to set FY2018 spending limits for such revolving funds as follows:

<u>Fund</u>	<u>Department</u>	<u>Maximum Amount</u>
Public Health Vaccinations	Board of Health	\$ 15,000
Plumbing & Gas Inspectional Services	Building Inspector	\$ 65,000
Portable Sign Administration & Inspectional Services	Building Inspector	\$ 10,000
Conservation (Trail Maintenance)	Conservation Commission	\$ 7,500
Conservation (Wetlands)	Conservation Commission	\$ 35,000
Council on Aging Activities	Council on Aging	\$ 50,000
Council on Aging Van Transportation (MWRTA)	Council on Aging	\$135,000
Cemetery Revolving Fund	DPW Director	\$ 20,000
Fire Department Permits	Fire Chief	\$ 50,000
Goodnow Library Meeting Rooms	Goodnow Library	\$ 10,500
Recreation Programs	Park and Recreation Commission	\$542,000
Teen Center	Park and Recreation Commission	\$ 20,000
Youth Programs	Park and Recreation Commission	\$170,000
Bus	Sudbury Schools	\$450,000
Instrumental Music	Sudbury Schools	\$100,000
Cable Television	Town Manager	\$ 30,000
Rental Property	Town Manager	\$ 40,000
Dog	Town Clerk	\$ 70,000
Zoning Board of Appeals	Zoning Board of Appeals	\$ 25,000
Solar Energy	Facilities Director	\$330,000

; or act on anything relative thereto.

Submitted by the Finance Director.

(Majority vote required)

FINANCE DIRECTOR REPORT: This article results from an amendment to the departmental revolving fund statute, M.G.L. c.44, s. 53E ½, by the Municipal Modernization Act, St. 2016, c.218, s.86, requiring that revolving funds be authorized by bylaw rather than by an annual Town Meeting vote. The Town Meeting must still vote on the amount that may be spent from each fund during the upcoming fiscal year. Both this article and the Town/School Revolving Funds article will be presented at the 2017 Annual Town Meeting to enable reauthorization of the funds and the limits for FY18 should the Bylaw article not receive approval from the Secretary of State in time for the commencement of FY18.

BOARD OF SELECTMEN POSITION: The Board of Selectmen supports this article.

FINANCE COMMITTEE REPORT: The Finance Committee recommends approval of this article.

ARTICLE 12. FUND LITIGATION COSTS – EVERSOURCE

To see if the Town will vote to transfer \$200,000 from the Stabilization Fund, to be expended under the direction of the Town Manager, for the purpose of legal fees, hiring of experts, and all related costs related to litigation of the Eversource/Hudson reliability project; or act on anything relative thereto.

Submitted by the Town Manager.

(Two-thirds vote required)

TOWN MANAGER REPORT: This article will allow the Town to transfer \$200,000 from the Stabilization Fund to be used to fund the costs of preparing for and entering into litigation with Eversource. Eversource has indicated to the Town that it plans to file before the Energy Facilities Siting Board to place an energy project through Sudbury. The Board of Selectmen has already retained counsel and is preparing for this litigation.

BOARD OF SELECTMEN POSITION: The Board of Selectmen supports this article.

FINANCE COMMITTEE REPORT: The Finance Committee will report at Town Meeting.

ARTICLE 13. FUND LITIGATION COSTS – SUDBURY STATION PROJECT

To see if the Town will vote to transfer \$150,000 from the Stabilization Fund, to be expended under the direction of the Town Manager, for the purpose of legal fees, hiring of experts, and all related costs related to litigation of the Sudbury Station project; or act on anything relative thereto.

Submitted by the Town Manager.

(Two-thirds vote required)

TOWN MANAGER REPORT: This article will allow the Town to transfer \$150,000 from the Stabilization Fund to be used to fund the cost of multiple litigations concerning the Sudbury Station development, including before the Housing Appeals Committee.

BOARD OF SELECTMEN POSITION: The Board of Selectmen supports this article.

FINANCE COMMITTEE REPORT: The Finance Committee will report at Town Meeting.

ARTICLE 14. BRUCE FREEMAN RAIL TRAIL DESIGN FUNDING

To see if the Town will vote to raise and appropriate, or transfer from available funds, \$330,000, or any other sum, to be expended under the direction of the Town Manager for the purpose of advancing the ongoing design to Mass DOT standards of the 4.4-mile Bruce Freeman Rail Trail, or act on anything relative thereto.

Submitted by the Town Manager.

(Majority vote required)

TOWN MANAGER REPORT: This article will allow the design of the rail trail along the Bruce Freeman north-south corridor from the Concord town line to Station Road to advance. It is anticipated that funding for construction, currently estimated at nearly \$7 million, will come from state and federal sources. Over \$470,000 has been appropriated from Town funds since 2005 for this project, including surveying the right of way, title examination, wetland mapping, wildlife survey and preliminary design.

BOARD OF SELECTMEN POSITION: The Board of Selectmen supports this article.

FINANCE COMMITTEE REPORT: The Finance Committee will report at Town Meeting.

ARTICLE 15. WITHDRAWN

ARTICLE 16. GOODNOW LIBRARY CHARTER AMENDMENT

To see if the Town will vote to authorize the Board of Selectmen to petition the Great and General Court for special legislation to amend Chapter 131 of the Acts of 1994, as amended, as set forth below; provided that the General Court may make clerical or editorial changes of form only to the bill, unless the Board of Selectmen approve amendments to the bill before enactment by the General Court; and provided further that the Board of Selectmen be authorized to approve amendments which shall be within the scope of the general public objectives of the petition, or act thereon.

“An Act amending the charter of the Town of Sudbury”

Section 1: Part IV, Section 8 of Chapter 131 of the Acts of 1994 shall be amended by inserting, after the words “employees of the school”, the following: “, library”.

Part IV, Section 9(c) of Chapter 131 of the Acts of 1994 shall be amended by inserting, after the words “of the school department”, the following: “and the library director”.

Part VI, Section 14 of Chapter 131 of the Acts of 1994 shall be amended by adding a new paragraph following the existing final paragraph of the Section, stating; “Nothing in this charter shall be construed to supersede any right or responsibility accorded the Library Trustees under Chapter 78 of the Massachusetts General Laws.”

Section 2: This act shall take effect upon passage.”

; or act on anything relative thereto.

Submitted by the Trustees of the Goodnow Library.

(Majority vote required)

GOODNOW LIBRARY BOARD OF TRUSTEES REPORT: As a central gathering spot for the community and an important means by which citizens seek free access to information, public libraries have historically been governed by independent boards of trustees. This structure, reflected in various provisions of Massachusetts law, is designed to ensure the library is responsive to the community and insulated from political concerns unrelated to the library's core functions.

When Sudbury adopted the charter and Town Manager structure in 1994, it left ambiguous the role of the Trustees relative to the Town Manager. The article proposes to amend the charter to clarify that the Trustees, as elected by the voters, have ultimate responsibility over the library, including setting policy and the supervision of the Library Director.

If the Town Meeting votes in favor of the article (and subject to the approval of the state legislature), the charter will be amended to clarify that the Trustees have ultimate responsibility over the library. A vote against the article would mean that the Town Manager, and not the Trustees, has ultimate responsibility over the Library.

BOARD OF SELECTMEN POSITION: The Board of Selectmen does not support this article.

FINANCE COMMITTEE REPORT: The Finance Committee will report at Town Meeting.

**ARTICLE 17. AMEND ZONING BYLAW, ART. IX, BY ADDING NEW SECTION 4800 –
TEMPORARY MORATORIUM ON MARIJUANA ESTABLISHMENTS**

To see if the Town will vote to amend the Town's Zoning Bylaw by adding a new Section 4800, to provide as follows:

“Section 4800. TEMPORARY MORATORIUM ON MARIJUANA ESTABLISHMENTS

Section 4810	Purpose
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On November 8, 2016, the voters of the Commonwealth approved a law regulating the cultivation, processing, distribution, possession and use of marijuana for personal use (new G.L. c. 94G, Regulation of the Use and Distribution of Marijuana Not Medically Prescribed). The law, which allows certain personal use and possession of marijuana, is effective on December 15, 2016 and (as amended on December 30, 2016; Chapter 351 of the Acts of 2016) requires a Cannabis Control Commission to issue regulations regarding the licensing of commercial activities by March 15, 2018 and to begin accepting applications for licenses on or before April 1, 2018. Regulations to be promulgated by the Cannabis Control Commission may provide guidance on certain aspects of local regulation of Marijuana Establishments. The regulation of marijuana for personal use raises novel legal, planning, and public safety issues, and the Town needs time to study and consider the regulation of Marijuana Establishments and address such issues, as well as to address the potential impact of the State regulations on local zoning and to undertake a planning process to consider amending the Zoning Bylaw regarding regulation of Marijuana Establishments. The Town intends to adopt a temporary moratorium on the use of land and structures in the Town for Marijuana Establishments so as to allow the Town sufficient time to address the effects of such structures and uses in the Town and to enact bylaws in a consistent manner.

Section 4820**Definition**

"Marijuana Establishment" shall mean a marijuana cultivator, marijuana testing facility, marijuana product manufacturer, marijuana retailer or any other type of licensed marijuana-related business as defined in G.L. c. 94G.

Section 4830**Temporary Moratorium**

For the reasons set forth above and notwithstanding any other provision of the Zoning Bylaw to the contrary, the Town hereby adopts a temporary moratorium on the use of land or structures for a Marijuana Establishment and other uses related to personal use of marijuana. The moratorium shall be in effect through June 30, 2018 or until such time as the Town adopts Zoning Bylaw amendments that regulate Marijuana Establishments, whichever occurs earlier. During the moratorium period, the Town shall undertake a planning process to address the potential impacts of recreational marijuana in the Town, consider the Cannabis Control Commission regulations regarding Marijuana Establishments, and shall consider adopting Zoning Bylaw amendments in response to these new issues. This temporary moratorium shall not affect in any way the use of land or structures for Medical Marijuana Establishments, which are governed by Section 4600 of this Zoning By-law.”;

and further to amend the Table of Contents to add Section 4800, “Temporary Moratorium on Marijuana Establishments”;

or act on anything relative thereto.

Submitted by the Town Manager.

(Two-thirds vote required)

TOWN MANAGER REPORT: In November 2016, voters in the Commonwealth of Massachusetts voted to approve a law regulating marijuana for non-medical use. In December 2016, the Massachusetts state legislature voted to delay the enactment of that law for six months. The new law provides for municipalities to adopt bylaws regulating the time, place and manner of operations of marijuana establishments in a reasonable manner, and to impose additional limitations on marijuana establishments by vote at a town election. The Town is requesting a temporary moratorium period during which all non-medical marijuana establishments will be prohibited in the Town. During the moratorium period, the Town shall undertake a planning process to address potential impacts of regulating the cultivation, processing, and retail sale of non-medical marijuana, and will consider new zoning bylaws and/or ballot questions to address the impact and operation of marijuana sales’ facilities. The Attorney General has already approved at least one similar moratorium for another town.

BOARD OF SELECTMEN POSITION: The Board of Selectmen supports this article.

FINANCE COMMITTEE REPORT: The Finance Committee will report at Town Meeting.

ARTICLE 18. AMEND TOWN BYLAWS, ART. XVIII, LICENSES AND PERMITS SUBJECT TO UNPAID TAXES AND FEES

To see if the town will vote to amend Article XVIII of the Town of Sudbury Bylaws as follows:

Section 1: Insert after the word “annually”, the following: “, and may periodically,”; and delete the words: “for not less than a twelve-month period”;

or act on anything relative thereto.

Submitted by the Town Manager.

(Majority vote required)

TOWN MANAGER REPORT: These changes will update the existing Bylaw in accordance with the Municipal Modernization Act's amendment of M.G.L. c.40, s.57. If voted, the revised Section 1 will read as follows:

“The Tax Collector or other municipal official responsible for records of all municipal taxes, assessments, betterments and other municipal charges, hereinafter referred to as the Tax Collector, shall annually, and may periodically, furnish to each department, board, commission or division, hereinafter referred to as the Licensing Authority, that issue licenses or permits including renewals and transfers, a list of any person, corporation or business enterprise, hereinafter referred to as the Party, that has neglected or refused to pay any local taxes, fees, assessments, betterments or other municipal charges, and that such Party has not filed in good faith a pending application for an abatement of such tax or a pending petition before the appellate tax board.”

BOARD OF SELECTMEN POSITION: The Board of Selectmen supports this article.

FINANCE COMMITTEE REPORT: The Finance Committee will report at Town Meeting.

ARTICLE 19. AMEND TOWN BYLAWS, ART. XXVII. 4, IN-GROUND IRRIGATION SYSTEMS

To see if the Town will vote to amend Article XXVII of the Town of Sudbury Bylaws, In-Ground Irrigation Systems, Section 4. as follows (new wording is shown underlined, and wording to be deleted is bracketed):

4. Irrigation systems sourced by private water supplies and operated as described herein shall not be [limited to specific hours of operation nor odd/even days of use if the Town declares a water emergency] subject to water restrictions except in a state of water supply conservation declared by the Board of Selectmen. The Board of Selectmen shall implement restrictions when the State declares a Drought Warning or higher.

; or act on anything relative thereto.

Submitted by the Board of Health.

(Majority vote required)

BOARD OF HEALTH REPORT: The In-ground Irrigation System bylaw was established in 2000 for the “protection of the quality and quantity of water supplied by the Sudbury Water District.” The bylaw provided that owners of irrigation wells would not be limited to operating hours if the Town declared a water emergency. With the recent severe drought and concerns regarding water availability in our aquifers, the Board of Health and Sudbury Water District support restrictions as set forth above on private irrigation wells when the State declares a drought warning or higher. The Board of Selectmen would be the authority for implementing such restrictions.

BOARD OF SELECTMEN POSITION: The Board of Selectmen will report at Town Meeting.

FINANCE COMMITTEE REPORT: The Finance Committee will report at Town Meeting.

ARTICLE 20. AMEND ZONING BYLAW, ART. IX, SECTION 1230, CONFORMANCE

To see if the Town will vote to amend Section 1230 of the Zoning Bylaw, Art. IX, as follows:

Amend Section 1230, by replacing the words “six months” with the words “one year” to read as follows:

1230. Conformance. Construction or operations under a building permit or special permit shall conform to any subsequent amendment of this Bylaw unless the use or construction is commenced within a period of one year after the issuance of the permit, and in cases involving construction, unless such construction is continued through to completion as continuously and expeditiously as possible.

;or act on anything relative thereto.

Submitted by the Planning Board.

(Two-thirds vote required)

PLANNING BOARD REPORT: This proposed article for the 2017 Annual Town Meeting, changes the Sudbury Zoning Bylaw of Conformance to meet the Commonwealth’s new requirements of Chapter 40A §6. The State’s Act doubles the time within which the permittee can commence construction or operations under the Building or Special Permit from six (6) months to twelve (12) months. This lengthier period provides developers with additional time to obtain financing or secure other necessary approvals and begin construction or use without fear of a zoning change that might otherwise nullify the project. The Act was approved by the Governor with an Emergency Preamble; this law immediately took effect in August 2016.

BOARD OF SELECTMEN POSITION: The Board of Selectmen supports this article.

FINANCE COMMITTEE REPORT: The Finance Committee will report at Town Meeting.

ARTICLE 21. DPW ROLLING STOCK REPLACEMENT

To see if the Town will vote to raise and appropriate, or transfer from available funds, the sum of \$175,000 or any other sum, for the purchase or acquisition of rolling stock/vehicles/equipment for the Department of Public Works; or act on anything relative thereto.

Submitted by the Director of Public Works.

(Majority vote required)

DIRECTOR OF PUBLIC WORKS REPORT: This article is requesting \$175,000 for the replacement of (1) Multipurpose Tractor. This equipment will be beyond its useful life expectancy at the time of replacement. The replacement cycle of these vehicles and equipment is 7 to 10 years. The Department of Public Works depends on the regular replacement of vehicles and equipment in order to proficiently perform required tasks and to reduce delays in snow removal operations and construction projects.

BOARD OF SELECTMEN POSITION: The Board of Selectmen supports this article.

FINANCE COMMITTEE REPORT: The Finance Committee recommends approval of this article.

ARTICLE 22. PURCHASE OF FIRE DEPARTMENT LADDER TRUCK

To see if the Town will vote to raise and appropriate, or transfer from available funds, \$670,000 or any other sum, to be expended under the direction of the Fire Chief toward the purchase or acquisition of one Ladder Truck/Pumper combination and associated equipment; or act on anything relative thereto.

Submitted by the Fire Chief.

(Majority vote required)

FIRE CHIEF'S REPORT: The requested Ladder Truck/Pumper would replace our 1999 Ladder 1. This vehicle is a first line piece of apparatus that serves as a ladder truck and fire pumper responding from Fire Headquarters. By the time a new ladder truck is delivered, our Ladder 1 will be 19 years old. The typical replacement cycle for our first-line fire apparatus is 15 years. The Fire Department depends on reliable and well-equipped ambulances and fire apparatus to provide emergency medical services and fire suppression throughout the Town, and to assist other towns when called upon.

BOARD OF SELECTMEN POSITION: The Board of Selectmen supports this article.

FINANCE COMMITTEE REPORT: The Finance Committee recommends approval of this article.

ARTICLE 23. TOWN AND SCHOOL ROOFTOP HVAC CAPITAL REPAIRS

To see if the Town will vote to raise and appropriate, or transfer from available funds, \$55,000 or any other sum, to be expended under the direction of the Facilities Director for the purpose of constructing, reconstructing, or making extraordinary repairs to the Sudbury Public Schools and Town rooftop HVAC units; or act on anything relative thereto.

Submitted by the Facilities Director.

(Majority vote required)

FACILITIES DIRECTOR'S REPORT: This article requests \$55,000 for the capital repairs of four rooftop HVAC units. There are two at the Curtis School, one at the Senior Center and one at the Goodnow Library. The estimate to make major capital repairs on the Curtis rooftop units is approximately \$15,000 per unit. These HVAC rooftop Units are 17 years old and are wearing out and leaking to the inside of the school. We know as the equipment gets older, larger repairs, or replacements, are required. This funding will support the costs associated with the large capital repairs, and will prolong the equipment's useful life before we need full replacement of HVAC equipment. This project request will also fund capital repairs at the Goodnow Library rooftop HVAC unit #2. The estimated cost of the repairs is \$17,000. The final unit that is included in this request is at the Senior Center, which will cost an estimated \$10,000 to replace. These are estimates only, and the final costs may vary, any additional costs beyond the estimates will be funded through the operating budget.

BOARD OF SELECTMEN POSITION: The Board of Selectmen supports this article.

FINANCE COMMITTEE REPORT: The Finance Committee recommends approval of this article.

ARTICLE 24. TOWN AND SCHOOL PARKING LOTS AND SIDEWALK IMPROVEMENTS

To see if the Town will vote to raise and appropriate, or transfer from available funds, \$250,000 or any other sum, to be expended under the direction of the Public Works Director for the purpose of constructing, reconstructing, or making extraordinary repairs to the Sudbury Public Schools and Town driveways, parking lots and sidewalks; or act on anything relative thereto.

Submitted by the Facilities Director and DPW Director.

(Majority vote required)

PUBLIC WORKS DIRECTOR AND FACILITIES DIRECTOR'S REPORT: The driveways, sidewalks and parking lots at the Sudbury Public Schools and the Town facilities are in need of major repair. Three years ago Town Meeting approved funds to make improvements at the Nixon School and a portion of the Curtis School. Two years ago, the residents continued their support for these site improvements and maintenance approving \$200,000 to complete the Curtis School and Goodnow Library parking lot renovations. This year, the article requests \$250,000 to continue the improvements of the parking lot at the Sudbury Fire Station Headquarters on Hudson Road, and with the design phase for Loring School parking lot, sidewalks, drainage and curb reconstruction.

BOARD OF SELECTMEN POSITION: The Board of Selectmen supports this article.

FINANCE COMMITTEE REPORT: The Finance Committee will report at Town Meeting.

ARTICLE 25. WIRELESS TECHNOLOGY INFRASTRUCTURE IMPROVEMENTS - SUDBURY PUBLIC SCHOOLS

To see if the Town will vote to raise and appropriate, or transfer from available funds, \$175,000 or any other sum, to be expended under the direction of the Sudbury Public Schools for the purpose of purchasing technology infrastructure equipment, installing, constructing, reconstructing, or making extraordinary repairs to the school facilities and all expenses therewith including professional and engineering, the preparation of plans, specification and bidding documents, supervision of work; or act on anything relative thereto.

Submitted by the Facilities Director.

(Majority vote required)

FACILITIES DIRECTOR REPORT: The Wireless Technology Infrastructure Project is an expansion project covering the four elementary schools in Sudbury. The district currently uses a Cisco Meraki solution to provide wireless access and network management at the Ephraim Curtis Middle School. This project would extend that platform to provide the same set of services to the four elementary schools. Computers are a standard part of classroom teaching and learning activities, and most major assessments have moved online. This technology will allow the schools to properly manage the use of the school technology and the activities and use by students. A modern infrastructure that provides reliable bandwidth, usage data and management tools for monitoring network traffic is crucial.

BOARD OF SELECTMEN POSITION: The Board of Selectmen supports this article.

FINANCE COMMITTEE REPORT: The Finance Committee recommends approval of this article.

ARTICLE 26. SUDBURY PUBLIC SCHOOLS PLAYGROUND IMPROVEMENTS

To see if the Town will vote to raise and appropriate, or transfer from available funds, \$150,000 or any other sum, to be expended under the direction of the Facilities Director for the purpose of constructing, reconstructing, or making extraordinary repairs to the Sudbury Public Schools playgrounds; or act on anything relative thereto.

Submitted by the Facilities Director.

(Majority vote required)

FACILITIES DIRECTOR REPORT: The Playground Improvements Project is a long-term project to enhance the accessibility and social emotional learning opportunities for all students in the Sudbury District. Over the course of several years, each of the four elementary school's playgrounds would have improved surfacing and additional pieces of equipment that are ADA accessible in order to promote access for all children. In addition, some pieces will be replaced due to wear. Some playgrounds may need surfacing and small additions while others will require a larger plan.

BOARD OF SELECTMEN POSITION: The Board of Selectmen will report at Town Meeting.

FINANCE COMMITTEE REPORT: The Finance Committee will report at Town Meeting.

ARTICLE 27. STABILIZATION FUND

To see what sum the Town will vote to raise and appropriate, or transfer from available funds, to be added to the Stabilization Fund established under Article 12 of the October 7, 1982 Special Town Meeting, pursuant to M.G.L. Chapter 40, Section 5B; or act on anything relative thereto.

Submitted by the Board of Selectmen.

(Majority vote required)

BOARD OF SELECTMEN REPORT: Based on the Board of Selectmen's Budget and Financial Policies, the Town's goal is to maintain in the Stabilization Fund an amount equal to 5% of the total projected general fund operating revenues for the next fiscal year. As of March 7, 2017, our Stabilization Fund Balance was \$4,591,853. The recommended minimum target for FY 17 should be \$4,719,885. In order to achieve this, the Town would need to transfer \$128,032 to the Stabilization Fund. Provided that the motion under this article receives a two-thirds vote of approval, a sum of \$128,032 from the Fiscal Year 2017 certified Free Cash as an available source will be added to the Town's Stabilization Fund. This Fund protects the Town in case of a severe emergency and is beneficial in supporting the Town's AAA Bond ratings, which in turn results in lowering borrowing costs.

BOARD OF SELECTMEN POSITION: The Board of Selectmen will report at Town Meeting.

FINANCE COMMITTEE REPORT: The Finance Committee will report at Town Meeting.

**ARTICLE 28. COMMUNITY PRESERVATION FUND – LYONS PRIDE/S.M.I.L.E
HASKELL FIELD PLAYGROUND RESURFACING**

To see if the Town will vote to appropriate an amount not to exceed \$70,975 of Community Preservation Act Funds, as recommended by the Community Preservation Committee, for the purpose of removing the remaining wood safety fiber from areas of the Lyons Pride/S.M.I.L.E. Sudbury Playground at Haskell Field and replacing it with pour in place surfacing. The appropriation is to be allocated to the Recreation category and funded from Unrestricted Reserves.

Submitted by the Community Preservation Committee.

(Majority vote required)

COMMUNITY PRESERVATION COMMITTEE REPORT: This article requests funding to complete the ongoing transition of the entire playing surface at the Lyons Pride/SMILE Sudbury Playground at Haskell Field from the original wood safety fiber to so-called pour in place surfacing. The latter surface significantly reduces the burden and cost of maintenance, while making the playground accessible to children and adults of all abilities.

BOARD OF SELECTMEN POSITION: The Board of Selectmen will report at Town Meeting.

FINANCE COMMITTEE REPORT: The Finance Committee will report at Town Meeting.

**ARTICLE 29. COMMUNITY PRESERVATION FUND - FEATHERLAND PARK
COURT RECONSTRUCTION**

To see if the Town will vote to appropriate an amount not to exceed \$220,000 of Community Preservation Act Funds, as recommended by the Community Preservation Committee, for the purpose of reconstructing the former Featherland Park tennis courts into four multi-sport courts. The appropriation is to be allocated to the Recreation category and funded from Unrestricted Reserves.

Submitted by the Community Preservation Committee.

(Majority vote required)

COMMUNITY PRESERVATION COMMITTEE REPORT: This article requests funding to rehabilitate a long-held Town recreation asset, the four aging tennis courts at Featherland Park, last rebuilt in 1987 and out of operation since the harsh winter of 2014-2015 resulted in dismantled fencing and additional damage. The Park and Recreation Commission and staff have worked through two funding cycles to determine the best use for this facility going forward. Existing individual users and group users (e.g. the L-S junior varsity tennis teams) were consulted, and were very helpful in the generation of the plan now seeking funding. The new facility will also have four tennis courts and fencing, but in addition will be equipped with four half-court basketball setups and two pickle ball courts, and will now be fully accessible.

BOARD OF SELECTMEN POSITION: The Board of Selectmen supports this article.

FINANCE COMMITTEE REPORT: The Finance Committee recommends approval of this article.

ARTICLE 30. WITHDRAWN

ARTICLE 31. COMMUNITY PRESERVATION FUND - TOWN HALL RESTORATION/REHABILITATION

To see if the Town will vote to appropriate an amount not to exceed \$600,000 of Community Preservation Act Funds, as recommended by the Community Preservation Committee, for the purpose of preparing design and construction documents and associated cost estimates for the restoration/rehabilitation of Town Hall. The appropriation is to be allocated to the Historic category, and funded from: \$16,335 from Historic Reserves, \$212,600 from FY18 Revenue, and \$371,065 from Unrestricted Reserves.

Submitted by the Community Preservation Committee.

(Majority vote required)

COMMUNITY PRESERVATION COMMITTEE REPORT: This article requests an appropriation to begin the process of transforming the Town Hall, largely through CPA Historic funds, into the anchor facility of Sudbury's newly revitalized Town Center. This is a significant Town-owned asset upon which very little money has been spent in modern times. In addition, for the 26 years since passage of the Americans with Disabilities Act, two of the building's three floors have been closed to the general public. It is hard to love a building that has seen little maintenance and is, in fact, little seen. The eight-member Town Hall Blue Ribbon Committee, representing expertise at the least in design, construction, finance and history, and after much investigation envisioned a restored and rehabilitated Town Hall with a small addition. The Committee felt strongly that "[n]ewly available and appealing, and endowed with modern utility... the Town Hall's varied spaces will grow significantly in their use by both government and community entities."

It is anticipated the bulk of future construction costs, will be eligible for CPA funds. At 85 years old, Town Hall meets national criteria as an historic building. Plus it is an enlarged replica of the town's original Town Hall of 1846, and its design was overseen by three now famous architects who happened to be summer or full time residents of Sudbury in 1930. That original Town Hall burned down, but like the current Town Hall, it was uniquely equipped with a fireproof vault, and together they have kept safe some of the best colonial records in America, thus making them still available to be utilized as the basis for the groundbreaking, 1964 Pulitzer Prize winning history book, "Puritan Village." The current Town Hall, indeed the entirety of the larger area of town center, is listed by the Massachusetts Historical Commission as protected, and locally is under the purview of both the Sudbury Historical Commission and the Sudbury Historic Districts Commission.

Adaptive reuse of the building has been a listed priority of the Board of Selectmen for 20 years. In that time many other priorities have been completed (new/renovated schools and library, new public safety buildings, etc.). An extensive feasibility study of Town Hall was voted in 2012 and completed in 2013. The Town Hall Blue Ribbon Committee used it as they worked diligently on the options, problems and possibilities posed by both the building and by its key location in Town Center. Their Report is available on the Town's website.

BOARD OF SELECTMEN POSITION: The Board of Selectmen supports this article.

FINANCE COMMITTEE REPORT: The Finance Committee recommends approval of this article.

**ARTICLE 32. COMMUNITY PRESERVATION FUND – REGIONAL HOUSING SERVICES
OFFICE ALLOCATION**

To see if the Town will vote to appropriate an amount not to exceed \$30,000 of Community Preservation Act Funds, as recommended by the Community Preservation Committee, for the purpose of funding the Town's portion of Sudbury's Regional Housing Services Office (RHSO) membership fee supporting the Town's affordable housing activities. The appropriation is to be allocated to the Community Housing category and funded from FY18 Revenue.

Submitted by the Community Preservation Committee.

(Majority vote required)

COMMUNITY PRESERVATION COMMITTEE REPORT: In recent years Sudbury has made great strides towards satisfying the requirements of the State's Comprehensive Permit Act (Chapter 40B, 1969). This Act requires cities and towns to provide certification that the number of dwelling units in the municipality which qualify as "affordable" by statute meets or exceeds 10% of the municipality's total dwelling units. Falling short of that number, as Sudbury has until recent months, allows builders to both site and design partially affordable developments with extreme limitations on the Town's normal zoning and design oversights.

There are a great number of administrative requirements to certify additions to this approved inventory and to maintaining those certifications going forward. Sudbury used to provide these services in-house through the Dept. of Planning & Community Development, with funding through CPC administrative funds. In 2011 Sudbury took the lead in the creation of a seven-town shared services effort, both to improve 40B certification operations and to reduce the cost of doing so.

That entity, the Regional Housing Services Office (RHSO), is now more appropriately funded via a separate CPA article at Town Meeting, as the work is no longer housed within a Town department, and the seven-member, contractual Inter-Municipal Agreement arrangement is expected to continue to be the way the Town handles these responsibilities.

The services provided include affordable housing inventory monitoring; supervising lotteries to determine who qualifies for affordable housing; monitoring the Incentive Senior Developments at Frost Farm and Grouse Hill to ensure compliance with eligibility requirements; monitoring all deed restricted properties; providing valuations for deed restricted properties to the Town Assessor; reviewing compliance with Regulatory Agreements and certification to DHCD for LIP rental units (which will increase with the Avalon Bay Development); maintain the affordable housing inventory and provide estimates for 2020 SHI projections; and other administrative work, including annual action plans, 5 year consolidated plans, fair housing reports and programs, and related housing questions which arise during the year.

BOARD OF SELECTMEN POSITION: The Board of Selectmen supports this article.

FINANCE COMMITTEE REPORT: The Finance Committee recommends approval of this article.

ARTICLE 33. COMMUNITY PRESERVATION FUND – SUDBURY HOUSING AUTHORITY ALLOCATION

To see if the Town will vote to appropriate an amount not to exceed \$212,600 of Community Preservation Act Funds, as recommended by the Community Preservation Committee, for the purpose of contributing to other Sudbury Housing Authority funding to affect the acquisition and/or creation of at least one newly affordable housing unit in Sudbury. The appropriation is to be allocated to the Community Housing category and funded from FY18 Revenue.

Submitted by the Community Preservation Committee.

(Majority vote required)

COMMUNITY PRESERVATION COMMITTEE REPORT: This article requests an appropriation to the Sudbury Housing Authority (SHA) using the ten percent (10%) of anticipated revenue that the Community Preservation Act requires be annually set aside or expended for affordable housing purposes. The Sudbury Housing Authority is a quasi-governmental entity overseen by the State Department of Housing and Community Development (DHCD) under 760 CMR. While locally controlled, and created by Town Meeting in 1971 under MGL Chapter 121B, Section 3, it is not legally a part of Sudbury's Town government. The SHA, as the original and substantial creator of affordable rental housing in Sudbury, has received Sudbury CPA funding in past years.

The Authority owns, maintains and manages 28 scattered-site, single-family and duplex rental houses, and 64 rental apartments at Musketahquid Village in Sudbury Center for people over 60 and disabled people. The SHA intends to use these funds, in combination with CPA funds previously appropriated by Town Meeting and other funding sources as necessary, to create at least one additional unit of rental family housing.

The Sudbury Housing Authority prides itself on covering all of its operational costs through the rents that it collects. However, as the cost of housing and development continue to rise, significant financial resources are required to maximize the SHA's flexibility in providing affordable rental housing in Sudbury.

BOARD OF SELECTMEN POSITION: The Board of Selectmen supports this article.

FINANCE COMMITTEE REPORT: The Finance Committee recommends approval of this article.

ARTICLE 34. COMMUNITY PRESERVATION FUND GENERAL BUDGET AND APPROPRIATIONS

To see what sum the Town will vote to appropriate from Community Preservation Act funds, as recommended by the Community Preservation Committee, for the FY18 Community Preservation Act budget; or act on anything relative thereto.

Submitted by the Community Preservation Committee.

(Majority vote required)

COMMUNITY PRESERVATION COMMITTEE REPORT: This article sets forth the entire FY18 CPA budget, including appropriations and reservations as required in connection with the administration of the CPA funds. The article appropriates funds for FY18 debt service obligations totaling \$1,229,779. These obligations arise from prior town meeting approval for the bonding of four projects: 1) purchase of the Dickson property utilizing the Open Space (\$34,260) and Historic Preservation (\$22,840) categories; 2) purchase of land and development rights as well as construction of a sports field on the Cutting property utilizing the Open Space (\$203,276) and Recreation (\$25,124) categories; 3) purchase of the Libby property utilizing the Open Space

(\$153,863) category; 4) purchase of development rights on the Nobscot Boy Scout Reservation phases I and II utilizing the Open Space (\$498,644) category; 5) purchase of development rights on Pantry Brook Farm utilizing the Open Space (\$207,147) category; and 6) purchase of the Johnson Farm Property utilizing the Open Space (\$84,625) category.

The article also appropriates funds for administrative and operational expenses of the CPC in the amount of \$87,500. The administrative fund can be used by the CPC to pay for technical staffing and expertise, consulting services (e.g. land surveys and engineering), property appraisals, legal advertisements, publication fees and other administrative expenses. By statute the CPC could budget up to five percent (5%) of its annual budget for these administrative and operational expenses, or \$106,300 based upon the projected FY18 revenue of \$2,126,000. Any funds remaining in the administrative account at fiscal yearend revert back to the CPA Fund Balance, and need to be re-appropriated for administrative use in subsequent years. The CPC believes that having access to administrative funds is critically important, in that it allows it to conduct business on a time-sensitive basis – a vital component of the CPA.

The article may also reserve the requisite statutory minimum of ten percent (10%) of the CPA budget in each of the core CPA categories of Open Space, Historic, and Affordable Housing. This minimum is mandated by the state CPA statute, and funds not spent in each of these three core categories must be reserved for future expenditure in those same categories. The actual amount reserved each year depends upon whether or not that Town Meeting has appropriated money totaling less than 10%, or not appropriated any money at all, in any of these three core categories. If there is a balance of unspent CPA funds from that fiscal year after such reservations and after Town Meeting has voted the CPA articles, it is budgeted in the unrestricted reserve account for future CPC projects in all three categories. This year, only the Historic category included prior year Reserves.

BOARD OF SELECTMEN POSITION: The Board of Selectmen supports this article.

FINANCE COMMITTEE REPORT: The Finance Committee will report at Town Meeting.

ARTICLE 35. PLASTIC CHECK-OUT BAG BAN BYLAW

To see if the Town will vote to amend the General Bylaws by adopting a bylaw entitled “Plastic Bag Ban” as follows, or take any other action relative thereto:

“Section I. Findings and Purpose

Plastic check-out bags have a significant impact on the marine and terrestrial environment, including but not limited to: 1) harming marine and terrestrial animals through ingestion and entanglement; 2) polluting and degrading the terrestrial and marine environments; 3) clogging storm drainage systems; 4) creating a burden for solid waste disposal and recycling facilities; 5) requiring the use of non-renewable fossil-fuel in their composition. Studies have shown that even alternative “compostable” or “biodegradable” bags require very specific and controlled conditions in order to biodegrade, and have potentially negative environmental effects similar to conventional plastic bags. Such bags should therefore be subject to the same restrictions as conventional plastic check-out bags.

The purpose of this Bylaw is to protect the Town’s unique natural beauty and irreplaceable natural resources by reducing the number of single-use plastic checkout bags that are distributed in the Town of Sudbury and to promote the use of reusable bags.

Section II. Definitions

The following words shall, unless the context clearly requires otherwise, have the following meanings:

“Check-out bag” shall mean a bag provided by a store to a customer at the point of sale. Checkout bags shall not include bags, whether plastic or not, in which loose produce or products are placed by the consumer to deliver such items to the point of sale or check out area of the store.

“Health Agent” shall mean the Health Agent for the Sudbury Board of Health or his/her designee.

“Recyclable paper bag” shall mean a paper bag that is 100% recyclable and contains at least 40% post-consumer recycled content, and displays in a visible manner on the outside of the bag (1) the word “recyclable” or a symbol identifying the bag as recyclable and (2) a label identifying the bag as being made from post-consumer recycled content and the percentage of postconsumer recycled content in the bag.

“Reusable Check-out bag” shall mean a sewn bag with stitched handles that is specifically designed for multiple reuse and that (1) can carry 25 pounds over a distance of 300 feet; (2) is machine washable; and, (3) is either (a) made of natural fibers (such as cotton or linen); or (b) made of durable, non-toxic plastic other than polyethylene or polyvinyl chloride that is generally considered a food-grade material that is more than 4 mils thick.

“Retail Establishment” shall mean any business facility that sells goods directly to the consumer whether for or not for profit, including, but not limited to, retail stores, restaurants, pharmacies, convenience and grocery stores, liquor stores, seasonal and temporary businesses.

“Thin-Film, Single-Use Plastic Check-Out Bags” shall mean those bags typically with handles, constructed of high-density polyethylene (HDPE), low density polyethylene (LDPE), linear low density polyethylene (LLDPE), polyvinyl chloride (PVC), polyethylene terephthalate (PET), or polypropylene (other than woven and non-woven polypropylene fabric), if said film is less than 4.0 mils in thickness.

Section III. Regulated Conduct

a. No Retail Establishment in the Town of Sudbury shall provide Thin-Film, Single-Use Plastic Check-Out Bags to customers after January 1, 2018, for Retail Establishments with a floor area equal to or exceeding 3,500 square feet or with at least two locations under the same name within the Town of Sudbury that total 3,500 square feet or more, or after July 1, 2017 for Retail Establishments less than 3,500 square feet.

b. If a Retail Establishment provides or sells Check-Out Bags to customers, the bags must be one of the following:

1. Recyclable paper bag; or
2. Reusable Check-Out bag. For reusable bags, public information advising customers to sanitize reusable bags to prevent food-borne illness must be displayed at point of checkout.

Section IV. Exemption

Thin-film plastic bags typically without handles which are used to contain dry cleaning, newspapers, produce, meat, bulk foods, wet items, and other similar merchandise are not prohibited under this bylaw.

Section V. Enforcement

Police officers and Health Agents shall have the authority to enforce this bylaw. This bylaw may be enforced through any lawful means in law or in equity, including but not limited to, noncriminal disposition pursuant to G.L. c. 40 § 21D and Article VI of the General Bylaws. Violations of this bylaw are punishable by a fine of up to \$300 per violation.

If non-criminal disposition is elected, then any Retail Establishment that violates any provision of this bylaw shall be subject to the following penalties:

First Offense: written warning

Second Offense: \$50 penalty

Third and subsequent offense: \$200 penalty

Section VI. Exemptions

The Board of Health may exempt a Retail Establishment from the requirements of this bylaw for a period of up to six months upon a finding by the Director that (1) the requirements of this section would cause undue hardship; or (2) a Retail Establishment requires additional time in order to draw down an existing inventory of thin-film, single-use check-out plastic bags.

Section VII. Regulations

The Board of Health may adopt and amend rules and regulations to effectuate the purposes of this bylaw.

Section VIII. Severability

If any provision of this bylaw is declared invalid or unenforceable the other provisions shall not be affected thereby.”

Submitted by Petition.

(Majority vote required)

PETITIONERS’ REPORT: This article proposes that thin plastic bags with handles may not be provided by grocery stores or any store over 3500 sf. in area. Stores may provide recyclable paper or reusable bags. Encourages shoppers to bring their own bags. Stores would have to post signs at checkout, advising customers to sanitize reusable bags to prevent food-borne illness. This article does *not* prohibit plastic bags without handles (for produce, fish, laundry, etc.)

The Board of Health may exempt a Retail Establishment from the requirements of this bylaw for a period of up to six months if (1) the requirements of this section would cause undue hardship; or (2) a store requires additional time in order to draw down an existing inventory of thin-film, single-use check-out plastic bags.

BOARD OF SELECTMEN POSITION: The Board of Selectmen will report at Town Meeting.

FINANCE COMMITTEE REPORT: The Finance Committee will report at Town Meeting.

ARTICLE 36. REGULATION OF SALE AND USE OF BOTTLED WATER BYLAW

To see if the Town will vote to amend the General Bylaws by adopting a bylaw entitled “The Regulation of Sale and Use of Bottled Water” as follows, or take any other action relative thereto:

“Section I. Findings and Purpose

Plastic “disposable” water bottles made of polyethylene terephthalate (PET) contribute hazards to human health, societal economies, wildlife, and the environment. Examples of these problems include:

- 1) Americans discard more than 30 million tons of plastic a year. Only 8 percent of that gets recycled. The rest ends up in landfills, is incinerated, or becomes the invasive species known as 'litter.' The amount of solid waste created by one-use plastic water bottles is staggering.
- 2) Chemicals leached by plastics are in the blood and tissue of nearly all of us. Exposure to them is linked to cancers, birth defects, impaired immunity, endocrine disruption and other ailments.
- 3) There are thousands of landfills in the United States. Buried beneath each one of them, plastic leachate full of toxic chemicals is seeping into groundwater and flowing downstream into lakes and rivers.
- 4) Manufacturers' additives in plastics, like flame retardants, BPAs and PVCs, can leach their own toxicants. These oily poisons repel water and stick to petroleum-based objects like plastic debris.
- 5) Entanglement, ingestion and habitat disruption all result from plastic ending up in the spaces where animals live. In our oceans alone, plastic debris outweighs zooplankton by a ratio of 36-to-1. Plastic cannot biodegrade; it breaks down into smaller and smaller pieces over time, but is still plastic.
- 6) In the face of a growing global water crisis, water bottling corporations are turning water into a profit-driven commodity when it needs to be regarded as a human right.

The town of Sudbury has high quality tap water, and provides regular governmental reports on its quality. The recommended eight glasses of water a day, at U.S. tap rates equals about \$.49 per year; that same amount of bottled water is about \$1,400.

The purpose of this Bylaw is to protect the town’s beauty, reduce litter, protect the health of present and future generations, and save the citizens of the Town money that is needlessly spent on packaged water from distant sources in one-use bottles.

SECTION II. Regulated Conduct

It shall be unlawful to sell non-reusable polyethylene terephthalate (PET) bottles of 1 litre (34 ounces) or less containing uncarbonated, unflavored drinking water in the Town of Sudbury on or after the effective date of this bylaw. Water may be provided for free in any form. Proposed effective date of this bylaw: June 1, 2017

In the event of a declaration (by Emergency Management Director, other duly-authorized Town, Commonwealth, or United States official) of an emergency affecting the availability and/or quality of drinking water to Sudbury residents, citizens and officials shall be exempt from this bylaw until seven days after such declaration has ended.

SECTION III. Enforcement

Police officers and Health Agents shall have the authority to enforce this bylaw. This bylaw may be enforced through any lawful means in law or in equity, including but not limited to, noncriminal disposition pursuant to G.L. c. 40 § 21D and Article VI of the General Bylaws.

Violations of this bylaw are punishable by a fine of up to \$300 per violation.

If non-criminal disposition is elected, then any person that violates any provision of this bylaw shall be subject to the following penalties:

First Offense: written warning

Second Offense: \$25 penalty

Third and subsequent offense: \$50 penalty

SECTION IV.

If the Town Manager determines that the cost of implementing and enforcing this Bylaw has become unreasonable, then the Town Manager shall so advise the Board of Selectmen and the Board of Selectmen shall conduct a Public Hearing to inform the citizens of such costs. Subsequent to the Public Hearing, the Board of Selectmen may continue this Bylaw in force or may suspend it permanently or for such length of time as the Board may determine.

SECTION V.

If any provision of this bylaw shall be held to be invalid by a court of competent jurisdiction, then such provision shall be considered separately and apart from the remaining provisions of this bylaw, which shall remain in full force and effect.

Submitted by Petition.

(Majority vote required)

PETITIONERS' REPORT: This article proposes that non-reusable plastic water bottles of 1 liter or less may not be sold in town. People are encouraged to use their own refillable water bottles, filling them for free from any tap. Town water is every bit as pure as any bottled water, and doesn't have the problem of possibly leaching chemicals from the plastic. An exemption is provided for cases of water emergency in town.

BOARD OF SELECTMEN POSITION: The Board of Selectmen will report at Town Meeting.

FINANCE COMMITTEE REPORT: The Finance Committee will report at Town Meeting.

TOWN COUNSEL OPINIONS

It is the opinion of Town Counsel that, if the Bylaw amendments proposed in the following articles in the Warrant for the 2017 Annual Town Meeting are properly moved, seconded and adopted by a majority vote in favor of the motion, the proposed changes will become valid amendments to the Sudbury Bylaws:

- Article 11 Amend Bylaws, adding new Art. XXXIII, Establishing Revolving Funds
- Article 18 Amend Bylaws, Art. XVIII – Licenses and Permits Subject to Unpaid Taxes and Fees
- Article 19 Amend Bylaws, Article XXVII.4 – In-Ground Irrigation Systems
- Article 35 Amend Bylaws, add new Article – Plastic Bag Ban
- Article 36 Amend Bylaws, add new Article – The Regulation of Sale and Use of Bottled Water

It is the opinion of Town Counsel that, if the Zoning Bylaw amendments proposed in the following articles in the Warrant for the 2017 Annual Town Meeting are properly moved, seconded and adopted by a two-thirds vote in favor of the motion, the proposed changes will become valid amendments to the Sudbury Zoning Bylaw:

Article 17 Amend Zoning Bylaw, Art. IX, section 4800 – Temporary moratorium on Marijuana Establishments

Article 20 Amend Zoning Bylaw, Art. IX, section 1230 – Conformance

And you are required to serve this Warrant by posting an attested copy thereof at the Town Hall at least seven days before the time appointed for such meeting.

Hereof fail not and make due return of the Warrant by your doing thereon to the Town Clerk, at or before the time of meeting aforesaid.

Given under our hands this 4th day of April, 2017.

SELECTMEN OF SUDBURY:

Susan N. Iuliano

Charles C. Woodard

Patricia A. Brown

Robert C. Haarde

Leonard A. Simon

PART II

FINANCE COMMITTEE SECTION

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FY18 SECTION OVERVIEW

This represents the eighth year of the revised Finance Committee (“FinCom”) section of the Town Warrant (the “FC” pages). The objective of the changes implemented several years ago was to provide taxpayers with the same historical trend information regarding operating expenses and metrics that the FinCom uses during the year to evaluate budget proposals.

A summary of the data included is set forth below:

- Operating metrics for each Cost Center for the fiscal years ending June 2016, June 2017 and June 2018 (requested) including:
 - Average salaries.
 - Healthcare benefits for active and retired employees.
 - Student populations with details on Sudbury, Lincoln, METCO, and other out-of-district students.
 - Cost per student for each school system.
 - Headcount by department and/or function for each Cost Center.
- The operating budgets of the two school systems are presented in similar formats to improve their readability.
- Detail on Community Preservation Fund cash flows, with information on sources of revenue, expenditures on Open Space, Community Housing and Historic Preservation, and cash balances.
- Compensation information for all employees, whether managers or not, earning over \$100,000 a year.

As you review information contained in the FC pages, please keep in mind two important facts. First, this is Sudbury information, and metrics such as average teacher salaries and cost per student are calculated using the FinCom’s methodology. As our figures are calculated differently from those compiled by the Massachusetts Departments of Revenue (“DOR”) and the Massachusetts Department of Elementary and Secondary Education (“DESE”), the Warrant information is not always comparable to what you might find at the mass.gov web site. You cannot, for instance, compare the FinCom’s “cost per student” to the one available on the Mass DOE web site. To compare Sudbury to other towns, please use the figures on the mass.gov or DESE web site. However, to compare Sudbury specific benchmarks the FinCom reviews, please use the information contained in the Warrant.

Second, not all of these statistics are meaningful when used to compare the Sudbury Public Schools and Lincoln-Sudbury Regional High School. The two school systems are inherently different due to the age and educational needs of their respective student populations as well as due to the differences in how regional vs. town school district budgets are required to be presented. Most of the statistics the FinCom reviews are used solely for the purpose of identifying trends within each system, not for comparison between the school systems.

FINANCE COMMITTEE REPORT

Dear Resident of Sudbury,

This report and the Finance Committee section of the Town Warrant that follows is intended to assist you in understanding Sudbury's fiscal year 2018 ("FY18") budget, from July 1, 2017 - June 30, 2018, and the related financial articles that will be presented to you at Town Meeting beginning on May 1st. We believe, above all, that the participation of an informed voter is essential for the success of Sudbury's democratic process and continued fiscal health.

The Finance Committee is responsible for reviewing budgets for the town and schools and making recommendations to the Board of Selectmen and to the taxpayers at Town Meeting. In this role, we have no authority to make spending decisions as that is the responsibility of our various elected bodies. Rather, our role is to examine those budgets on your behalf and make independent and informed recommendations regarding the budget and other financial issues. We do so by gathering data and asking questions prior to forming a recommendation.

This diligence process happens throughout the year as we meet with the Sudbury Town Departments (the "Town"), the Sudbury Public School K-8 School System ("SPS"), and the Lincoln-Sudbury Regional High School ("LSRHS" or the "High School") and other entities in regularly scheduled Finance Committee meetings as well as in smaller liaison meetings between a FinCom member and the management teams for each cost center.

Based on original revenue estimates, the Finance Committee's guidance to the cost centers was for budgets with no more than a 2.25% increase from FY17, reserving a small amount of capacity within a No Override budget for the most urgent needs not covered in the 2.25% budgets. Having preliminarily reviewed increases in cost center budgets based only on COLAs, steps and lanes, and OPEB Normal cost at 100%, the committee was aware that budgets with no more than a 2.25% increase would be difficult for the three cost centers and would likely result in the need to cut staff.

Between late October when the guidance letter to the cost centers was sent and the early January budget hearings, new growth was certified by the State resulting in a revised revenue estimate that was \$600,000 higher than the original estimate, primarily due to upgrades at the Route 20 Eversource substation which become a permanent part of the tax base. Using this revised revenue estimate, the three cost centers hammered out a proposal for a non-override budget that resulted in a 3.58% increase in the Town Department and SPS budgets and a 3.36% increase in the LS budget (and an estimated 3.58% increase in Sudbury's assessment).

After budget hearings and deliberations, the Finance Committee unanimously voted to recommend approval of these budgets using the full capacity of the updated estimated revenue. These budgets will provide level service at best for the Town Departments and LS. The SPS budget will result in potential net reductions of approximately 20.5 Sudbury Public School FTE's, in addition to the reduction of 8.3 FTEs based on declining enrollment. The Finance Committee is recommending as a non-override budget, an operating budget that will result in a total budget of \$94,397,705. This budget includes the use of \$375,000 Free Cash to be added to the Reserve Account to cover the one-time unemployment liability for SPS staff that may be laid off. The non-override budget represents

a 3.68% increase in expenses over FY17 and, if passed, would result in an estimated 2% increase in the tax rate for homeowners which represents a \$254 increase for the average taxpayer with a house valued at \$705,763.

The Finance Committee was also presented with a \$494,833 override proposal from the Town to increase the staffing in the Fire Department by 4 firefighters in order to run a second ambulance and increase the staffing in the Police Department by 1 police officer.

The Finance Committee voted 5-3 to recommend approval of this override request. Those voting in favor of approval believe that the 4 firefighters are needed to run a 2nd ambulance. For the last three fiscal years, Sudbury has relied on aid from surrounding towns an average of 62 times per year more than we have provided an ambulance to other towns and that deficit seems convincingly likely to rise as Meadow Walk and Avalon come on line.

The Police staffing is lower than the 2007-2008 level. Adding another police officer seems prudent in light of the increase in population since 2008 and the likelihood of future population growth.

The vote against recommending approval was centered primarily around the issue of the use of Free Cash to fund a portion of the override in anticipation of the increase in tax dollars that are expected to result from the Meadow Walk development and the belief that use of Free Cash for this purpose as a gap measure fell into the category of a one-time expense.

The Finance Committee also received a request for a \$675,078 override from SPS. This is one-third of the amount of an override that would be needed to fund the SPS proposed budget. The requested override, if passed, would result in a 5.2% increase in the net SPS budget. Although the final decision for the SPS budget allocations rest with the Superintendent and the Sudbury Public School Committee, the preliminary override budget discussed with the Finance Committee will decrease the potential net staffing cuts to approximately 11 FTE's in addition to the reduction of 8.3 FTEs based on declining enrollment and removes the 1:1 technology fees needed to balance the non-override SPS budget.

The Finance Committee held several meetings with SPS going over the SPS budget proposal and the explanation of the district's needs and the reasons for a \$3,495,223 (8.5%) increase in the SPS proposed budget at a time of steadily decreasing enrollment. The proposed increase is primarily a result of staffing increases in conjunction with a contract that includes in FY18 a 3.5% COLA increase in addition to step and lane increases.

By a vote of 4 to 3 the Finance Committee recommends approval of the \$675,078 override for the SPS budget. Although the majority of the committee agreed that some level of override was needed, by unanimous vote, the Finance Committee was unwilling to support the 8.5% increase in the original SPS proposal and also voted against a possible \$1,350,155 override scenario.

Those voting in favor of the \$675,078 override amount were expressing their concern about the level of cuts that would be necessary in the non-override budget, and agreed that the \$675,078 override and resulting 5.2% increase in the SPS budget reflected a reasonable balance between the needs of the Sudbury School district and a level of tax increase beyond Proposition 2 ½ that they could support bringing before the voters and tax payers.

Finally, the Finance Committee voted 5-3 in favor of the FY18 Total Override Budget which includes the override requests by the Town and SPS. This operating budget override, if passed, will result in a total budget of \$95,474,975, a 4.87% increase over FY17. This translates to a \$438 increase on the average home valued at \$705,763 and an estimated 3.5% increase in the tax rate for homeowners. This budget includes a reduced amount of Free Cash (\$282,359) to be added to the Reserve Account to cover the unemployment liability for a reduced number of SPS staff that may be laid off in this scenario.

The recommended override budget represents a 5.86% increase in the Town budget, not including the \$282,359 added to the Reserve Fund for anticipated SPS unemployment cost, a 5.2% increase in the net SPS budget, and a 3.36% increase in the net LS budget. The LS budget increase results in a 3.58% increase in the LS assessment due to the shift upward of Sudbury's share of the cost from 85.49% to an estimated 86.53%.

Both the non-override budget and the override budget include 100% of the Normal Cost for Other Post-Employment Benefits (OPEB), based on the 2013 actuarial report. With the addition of this line item in the cost centers' budgets, we have made significant progress covering the cost of the promises of retiree healthcare benefits made to active employees in a given year. However, Sudbury still needs to find mechanisms to address the substantial past unfunded OPEB liability.

In the Finance Committee's deliberations on the use of Free Cash for a variety of articles in the Warrant, the Committee focused on the following priorities:

- 1) Retaining .5% of the current year's Operating Budget in reserve coming out of the May Town Meeting
- 2) Using any additional Free Cash to replenish the Stabilization Fund to the extent that it has fallen below 5% of the projected general fund operating revenues for the next fiscal year
- 3) Placing a maximum of \$375,000 in the Reserve Account to be used to cover the FY18 SPS unemployment liability for staffing reductions needed to accommodate the non-override or override budget.

Whether or not you agree with our findings and recommendations, please make sure that when you cast your vote, it is an informed one. You have several avenues to increase your understanding of how each budget will affect the level of services, schooling, and quality of life in Sudbury. Please review the Finance Committee Report section of the Town Warrant; check the Channels 8 (Comcast) and 31 (Verizon) schedules for rebroadcasts of the Finance Committee Budget Hearings; and review the vast array of budget materials available on the town and school websites. Also, do not hesitate to ask questions of your elected officials and committee members.

Lastly, the Finance Committee would like to recognize and extend thanks to the employees of the Town, SPS and LSRHS, and the various committees for their support and contributions during the preparation of the FY18 budget.

Respectfully yours,
Sudbury Finance Committee:

Susan Berry, Chair
Joan Carlton, Vice Chair
Jeffrey Atwater
Jeff Barker
Adrian Davies

Tammie Dufault
Fred Floru
Jose Garcia-Meitin
Bryan Semple

FY18 MONIED ARTICLES

		Finance Committee
<u>Article</u>	<u>Description</u>	<u>Voted Recommendations</u>
2	FY17 Budget Adjustments	Report at Town Meeting
3	FY18 Operating Budget	Approval
4	FY18 Capital Budget	Approval
5	FY18 Transfer Station Enterprise Fund Budget	Approval
6	FY18 Pool Enterprise Fund Budget	Approval
7	FY18 Recreation Field Maintenance Enterprise Fund Budget	Report at Town Meeting
8	Unpaid Bills	Report at Town Meeting
9	Chapter 90 Highway Funding	Report at Town Meeting
10	Town/School Revolving Funds	Approval
11	Amend Bylaws by Adding New Article XXXIII Establishing Revolving Funds	Approval
12	Fund Litigation Costs - Eversource	Report at Town Meeting
13	Fund Litigation Costs - Sudbury Station Project	Report at Town Meeting
14	Bruce Freeman Rail Trail Design Funding	Report at Town Meeting
21	DPW Rolling Stock Replacement	Approval
22	Purchase of Fire Department Ladder Truck	Approval
23	Town & School Rooftop HVAC Unit Repairs	Approval
24	Town and Schools Parking Lots, and Sidewalks Improvements	Report at Town Meeting
25	Wireless Technology Infrastructure Improvements - Sudbury Public Schools	Approval
26	Sudbury Public Schools Play ground Improvements	Report at Town Meeting
27	Stabilization Fund	Report at Town Meeting
28	Lyons Pride/SMILE Haskell Fields Playground Surfacing	Report at Town Meeting
29	Featherland Multisport Court Reconstruction	Approval
31	Town Hall Restoration/Rehabilitation	Approval
32	Regional Housing Services Office Allocation	Approval
33	Sudbury Housing Authority Allocation	Approval
34	FY18 Community Preservation Fund General Budget and Appropriations	Report at Town Meeting
35	Proposed Bylaw: Plastic Check-out Bag Ban	Report at Town Meeting
36	Proposed Bylaw: Plastic Water Regulations	Report at Town Meeting

ESTIMATED IMPACT ON FY18 RESIDENTIAL TAX BILL

ESTIMATED IMPACT OF TOWN MEETING SPENDING ON YOUR FISCAL 2018 TAX BILL													
			100,000	200,000	300,000	400,000	500,000	600,000	700,000	AVG.			
Fiscal Current Values			100,000	200,000	300,000	400,000	500,000	600,000	700,000	705,763	800,000	900,000	1,000,000
Fiscal Current Taxes			1,774	3,548	5,322	7,096	8,870	10,644	12,418	12,520	14,192	15,966	17,740
Fiscal Budget Taxes			1,810	3,620	5,430	7,240	9,050	10,860	12,670	12,774	14,480	16,290	18,100
Fiscal Current (Base)			1,760	3,520	5,280	7,040	8,801	10,561	12,321	12,422	14,081	15,841	17,601
Debt Exemptions			50	100	150	200	250	299	349	352	399	449	499
Capital Exemptions			0	0	0	0	0	0	0	0	0	0	0
			2.03%	2.03%	2.03%	2.03%	2.03%	2.03%	2.03%	2.03%	2.03%	2.03%	2.03%
To calculate the dollar impact of any additional expenditures that may be considered by Town Meeting, use this chart below													
Article	Resident's		100,000	200,000	300,000	400,000	500,000	600,000	700,000	705,763	800,000	900,000	1,000,000
Amount	Share		100,000	200,000	300,000	400,000	500,000	600,000	700,000	705,763	800,000	900,000	1,000,000
\$ 1,000	\$ 912	\$	0.02	0.04	0.07	0.09	0.11	0.13	0.16	\$ 0.16	\$ 0.18	\$ 0.20	\$ 0.22
25,000	22,802		0.56	1.11	1.67	2.22	2.78	3.33	3.89	3.92	4.44	5.00	5.55
50,000	45,604		1.11	2.22	3.33	4.44	5.55	6.66	7.77	7.84	8.88	9.99	11.10
75,000	68,406		1.67	3.33	5.00	6.66	8.33	9.99	11.66	11.75	13.32	14.99	16.65
100,000	91,209		2.22	4.44	6.66	8.88	11.10	13.32	15.54	15.67	17.76	19.98	22.21
200,000	182,417		4.44	8.88	13.32	17.76	22.21	26.65	31.09	31.34	35.53	39.97	44.41
300,000	273,626		6.66	13.32	19.98	26.65	33.31	39.97	46.63	47.01	53.29	59.95	66.62
400,000	364,834		8.88	17.76	26.65	35.53	44.41	53.29	62.17	62.69	71.06	79.94	88.82
500,000	456,043		11.10	22.21	33.31	44.41	55.51	66.62	77.72	78.36	88.82	99.92	111.03
600,000	547,252		13.32	26.65	39.97	53.29	66.62	79.94	93.26	94.03	106.58	119.91	133.23
700,000	638,460		15.54	31.09	46.63	62.17	77.72	93.26	108.81	109.70	124.35	139.89	155.44
800,000	729,669		17.76	35.53	53.29	71.06	88.82	106.58	124.35	125.37	142.11	159.88	177.64
900,000	820,877		19.98	39.97	59.95	79.94	99.92	119.91	139.89	141.04	159.88	179.86	199.85
1,000,000	912,086		19.98	44.41	66.62	88.82	111.03	133.23	155.44	156.72	177.64	199.85	222.05

SUDBURY PUBLIC SCHOOLS (SPS) SUPERINTENDENT'S REPORT

Dear Resident of Sudbury,

For FY18 we present two budgets in this warrant. Both budgets require cuts to program and staffing. We will as always focus on meeting the diverse needs of our students challenging and supporting all learners.

The **Non-Override** budget, net of offsets, totals \$42,503,321, an increase of \$1,469,997 (3.6%) over the FY17 budget. This budget reflects a level increase in state revenue sources compared to the current year. This assumption, as well as others, remains somewhat fluid and uncertain at this point in time. We anticipate that this fluidity may continue up until Town Meeting.

The FY18 Non-Override budget requires that we cut 28.77 FTE in staffing and decrease our non-staffing expenses by \$1,750,848. This budget includes an additional decrease of 8.3 FTE in staffing to respond to enrollment changes. This budget does not include any improvements or enhancements to our program. In addition, we will continue a moratorium on new technology purchases for the FY18 school year due to the lack of adequate technology staffing.

The **Override** budget, net of offsets, warrant totals \$43,178,399, an increase of \$2,145,075 (5.2%) over the FY17 budget. Similar to the Non-Override budget, this budget reflects a level increase in state revenue sources compared to the current year. Although this budget also includes cuts to staffing and other expenses, it includes fewer cuts than the non-override budget. The FY18 Override budget includes a 19.17 FTE cut in staffing as well as a \$1,124,270 decrease in non-staffing expenses. As with the non-override budget, the override budget includes the 8.3 FTE decrease due to enrollment and the technology moratorium. In the override budget we will add a 1.0 FTE Science Coach to facilitate implementation of the new State standards in Science, Technology, and Engineering.

The challenging FY18 budget is a result of several important factors:

- a. Increased time. For FY18 there will be an increase in time on learning for students at the middle school so that we are more closely aligned with 990 hours mandated for secondary schools in Massachusetts. At the elementary level there will be additional collaborative time for staff to focus on student needs.
- b. Contract. The negotiated contracts with SPS employee associations provide for a 3.5% cost of living adjustment for FY18.
- c. Benefits. The cost of health insurance is increasing by 12% for FY18. In addition, the SPS budget includes an additional \$97,149 for Other Post Employment Benefits (OPEB).
- d. Special education. We are anticipating a 15% increase in special education expenses - not including staffing - for FY18 primarily due to an increase in transportation and the need to create a new special education program at the middle school for rising elementary students.

The SPS School Committee, administration, and educators seek to provide all Sudbury students with an exceptional educational experience, in a safe environment, that allows them to reach their academic and personal goals and become educated, confident, well rounded, and thoughtful contributors in our society. We remain committed to achieving these goals in a fiscally responsible manner.

Respectfully yours,

Dr. Anne S. Wilson

Superintendent Sudbury Public Schools PK-8

Lincoln-Sudbury Superintendent's Report

Dear Resident of Sudbury,

The High School's core values emphasize cooperative and caring relationships, respect for differences, pursuing academic excellence, and cultivating community. Our school culture strives to personalize education for all students in order to enhance achievement by building on individual talents and creating an educational environment where students want to learn and discover their passions. Our teachers develop engaging courses, foster strong connections with students, and produce well-rounded graduates who are prepared for the best colleges and other post-graduate endeavors. We are mindful of preparing students for entry into a fast-changing global environment.

In 2016, we welcomed Sherry Kersey to the administrative team as Director of Finance and Operations, along with the hiring of 6 new faculty members. Our October 1, 2016, enrollment totaled 1,632 students overall with 1,571 enrolled in school and 61 students in out-of-district placements. Included in this total are 91 students from Boston attending via the METCO Program. Class size medians range from 21-24 for "core academic" classes, which means a sizable majority of our students are in classes larger than 24.

Along with our two "feeder" districts, the Lincoln and Sudbury Public Schools, the High School continues to receive students from Boston. The Metropolitan Council for Educational Opportunity, Inc. (METCO) program was established to provide the opportunity for children from racially imbalanced schools in Boston and children from relatively isolated suburban schools to learn together in an integrated public school setting. We share a METCO Director with Sudbury Public Schools.

Over the summer, our technology team, led by Dennis Phillips, supported a successful launch of Gmail accounts for all LS students. This enhances our google community and equity of access for all students effective July 1st, 2016. All staff continue to be trained on the finer aspects of Google Apps through the school year with the support of technology team members and colleagues. Everyone is thrilled to continue our improvement to technology resources in the school supported by the 2014 technology network infrastructure project upgrade.

The Solar Canopy Project, completed in May 2015, continues to reap energy benefits for the district. Along with additional energy conservation projects including installation of a new building/energy management system and replacement of all the metal halide exterior lamps on campus with L.E.D. technology, our energy consumption and maintenance costs were reduced. Our utility budget reflects an additional reduction in the amount of \$70,000 bringing the total reduction over two years to \$120,000.

The School Committee and the Teachers Association resolved a three year contract that commenced July 1, 2015. Among other language changes in the contract, the following was agreed to for FY16, FY17, and FY18: 1%, 2.5%, and 3% COLA increases for each of the three years plus a commensurate increase in employee contribution to health insurance from 70% to 65% in Year Two

for all current and newly retired employees and then from 65% to 50% for employees retiring at the end of Year Three. A minimum of an additional 1% COLA increase was agreed to for FY19.

The school participates in Minuteman Nashoba Health Group, a coalition of towns and school districts in Massachusetts that have joined together to more affordably purchase health benefits. Due in large part to this positive experience and membership, in the most recent OPEB evaluation performed by KMS Actuaries, LLC, Lincoln Sudbury's projected accrued OPEB liability decreased from \$46,124,163 to \$27,234,223 effective July 1, 2013. The projected accrued OPEB liability effective July 1, 2015, was further decreased to \$24,669,372. This additional reduction is attributed to the establishment of an OPEB Trust, funding of the OPEB Trust and negotiation of a reduction in employer health care contribution for active employees and retirees. The OPEB liability valuation takes place every two years.

We were also able to add the following improvements to the educational program: Mandarin language instruction, Drama study, and an Intervention Specialist. We were also able to re-organize our behavioral supports programs to improve student outcomes and retention in school. We have also enhanced our specialized supports for students on the autistic spectrum.

We improved our safety net for all students with increased nurse staffing from 1.6 to 2.0 FTE's. This allows us to have at least two nurses on site during hours of school operation. Additionally, we announced to the community that we now carry Narcan for emergency administration as a resource for our community-at-large.

The Global Scholars Program has entered its second year with 120 students. We anticipate the presentation of the first senior capstone projects spring 2017. The purpose of the program is to foster global competency among our students to improve their capacity to participate in and serve our global community for themselves and ourselves. We appreciate especially grants received from the Sudbury Foundation and the Lincoln-Sudbury Parent Organization to support scholarships and financial assistance for student international travel.

Development of a Hub for Innovation led by a working group of 32 staff representing a cross-section of all school departments began Spring 2016. The mission is to encourage students to think of themselves as social entrepreneurs for the future and to develop teams of problem solvers that create helpful solutions. We thank especially SERF, the LSPO and the MacDonald Family Trust for providing critical seed funding for the launch of this endeavor.

We appreciate the continued support of the Towns of Lincoln and Sudbury for our annual operating costs. We also appreciate the supplemental support of FELS and SERF that provide mini grants to fund teacher initiated projects to benefit teaching and learning in the school. We would also not be able to provide service at the current level of excellence without the financial support and hard work of our many parent organization groups.

Respectfully yours,

Bella Wong
L-S Superintendent

TOWN MANAGER'S REPORT

Dear Resident of Sudbury,

Thank you for the opportunity to present this budget to you. Throughout this budget process, I was able to work closely with departments, residents and volunteers and I have enjoyed working with and learning from each of you.

This year's budget was a true collaboration. An effort between the three cost centers with the cooperation of the Finance Committee and the Board of Selectmen. Any budget season can be trying, but when there is such dedication to the wellbeing of our Town shown by all parties, it is also rewarding. I am proud to present this budget and excited to discuss it further at Town Meeting, over email or during my office hours.

Many aspects of this budget maintain level services from our Fiscal Year 2017 budget. We are able to continue important new initiatives like Hazardous Waste Day and to maintain the same level of service that we have offered to residents for many years.

One new addition to this budget is the introduction of the Deputy Director of Public Works/Town Engineer. This position was created after the past DPW Director retired in order to make certain that the Town has adequate staffing and leadership and to attract a qualified engineer to work with the Town.

At Town Meeting, the Town will consider an override budget that includes funding for public safety personnel. As you have heard at various meetings, the Town has reached a critical point in ambulance staffing and, based on need, the implementation of a second ambulance has become dire. Currently we are using mutual aid approximately 60 times each year. This means longer ambulance waits for residents and that is an issue that both the Fire Chief and I do not take lightly. The Town is also looking to increase police staffing by one employee.

Thank you for your consideration of my Fiscal Year 2018 Budget. I am looking forward to speaking with you further at Town Meeting.

Best,

Melissa Murphy-Rodrigues, Esq.
Town Manager

GENERAL FUND BUDGET SUMMARY OF REVENUES & EXPENDITURES

	FY16	FY17	FY18	FY18
USES/EXPENDITURES	Actual	Appropriated	Recommended Non-override	Total Override
LSRHS Operating Assessment	21,404,879	22,083,916	22,813,695	22,813,695
LSRHS Debt Assessment	666,506	591,655	576,687	576,687
LSRHS OPEB Normal Cost Contribution	64,799	203,563	308,380	308,380
LSRHS Total Assessment	22,136,184	22,879,134	23,698,762	23,698,762
SPS Expenses	36,225,566	37,421,927	37,966,798	38,641,876
SPS Offsets	(2,245,573)	(2,739,308)	(2,485,829)	(2,485,829)
SPS Employee Benefits & Insurances	5,792,808	6,156,384	6,730,875	6,730,875
SPS OPEB Normal Cost Contribution	131,779	194,328	291,477	291,477
SPS NET	39,904,580	41,033,331	42,503,321	43,178,399
Minuteman Regional Assessment	694,382	728,141	754,226	754,226
Total: Schools	62,735,146	64,640,606	66,956,309	67,631,387
General Government	2,769,221	2,825,426	2,893,759	2,893,759
Public Safety	7,007,482	7,332,129	7,598,771	8,093,604
Public Works	5,164,470	5,213,559	5,358,109	5,358,109
Human Services	635,310	713,912	732,771	732,771
Culture & Recreation	1,180,128	1,282,232	1,305,443	1,305,443
Unclassified & Transfer Accounts	184,725	508,126	847,691	755,050
Town Employee Benefits & Insurances	4,496,317	4,779,045	5,072,243	5,072,243
OPEB Normal Cost Contributions	62,402	119,766	179,559	179,559
Total: Town Departments	21,500,055	22,774,195	23,988,346	24,390,538
Town Debt Service	3,718,952	3,628,425	3,453,050	3,453,050
Total: Debt Budget	3,718,952	3,628,425	3,453,050	3,453,050
Subtotal: Operating Budget Article	87,954,153	91,043,226	94,397,705	95,474,975
Capital Expenditures	280,217	404,000	413,190	413,190
Subtotal: Operating Capital Article	280,217	404,000	413,190	413,190
Total General Fund Operating Articles	88,234,370	91,447,226	94,810,895	95,888,165
Capital by Exclusions	-	365,000	-	-
Other Charges to be raised	197,943	1,269,522	859,975	859,975
Total: Other Amounts To Be Raised	1,746,143	1,634,522	859,975	859,975
Total: Uses/Expenditures	89,980,513	93,081,748	95,670,870	96,748,140

	FY16	FY17	FY18	FY18
SOURCES/REVENUES	Actual	Appropriated	Recommended	Total Override
Real Estate & Personal Property Tax Levy	77,093,660	79,892,487	82,063,609	83,233,520
State Aid	5,914,456	6,171,581	6,171,581	6,171,581
MSBA Reimbursement	1,605,768	1,605,768	1,605,768	1,605,768
Local Receipts	5,914,456	4,545,000	4,795,000	4,795,000
Ambulance Receipts	625,000	641,912	659,912	659,912
Free Cash	-	225,000	375,000	282,359
Total: Sources/Revenues	91,153,340	93,081,748	95,670,870	96,748,140
Over/(Under)	(1,172,827)	-	-	-

GENERAL FUND BUDGET COMPARISON – NON OVERRIDE

USES/EXPENDITURES	FY17 Appropriated	FY18 Recommended	Increase/ (Decrease)	% Increase/ (Decrease)
LSRHS Operating Assessment	22,287,479	23,122,075	834,596	3.74%
Sudbury Public Schools	41,033,331	42,503,321	1,469,990	3.58%
Vocational Education	728,141	754,226	26,085	3.58%
Town Government	22,774,195	23,988,346	1,214,151	5.33%
Special Revenue Offsets	(641,912)	(659,912)	(18,000)	2.80%
Sub-total Operating*	86,181,234	89,708,056	3,526,822	4.09%
Sudbury Debt Service	3,628,425	3,453,050	(175,375)	-4.83%
LSRHS Debt Assessment	591,655	576,687	(14,968)	-2.53%
Sub-total Debt	4,220,080	4,029,737	(190,343)	-4.51%
Total Operating Budget Article	90,401,314	93,737,793	3,336,479	3.69%
Operating Capital Article	404,000	413,190	9,190	2.27%
Total General Fund Use	90,805,314	94,150,983	3,345,669	3.68%

GENERAL FUND BUDGET COMPARISON – OVERRIDE

USES/EXPENDITURES	FY17 Appropriated	FY18 Recommended	Increase/ (Decrease)	% Increase/ (Decrease)
LSRHS Operating Assessment	22,287,479	23,122,075	834,596	3.74%
Sudbury Public Schools	41,033,331	43,178,399	2,145,068	5.23%
Vocational Education	728,141	754,226	26,085	3.58%
Town Government	22,774,195	24,390,538	1,616,343	7.10%
Special Revenue Offsets	(641,912)	(659,912)	(18,000)	2.80%
Sub-total Operating*	86,181,234	90,785,326	4,604,092	5.34%
Sudbury Debt Service	3,628,425	3,453,050	(175,375)	-4.83%
LSRHS Debt Assessment	591,655	576,687	(14,968)	-2.53%
Sub-total Debt	4,220,080	4,029,737	(190,343)	-4.51%
Total Operating Budget Article	90,401,314	94,815,063	4,413,749	4.88%
Operating Capital Article	404,000	413,190	9,190	2.27%
Total General Fund Use	90,805,314	95,228,253	4,422,939	4.87%

*Operating budget allocation includes a supplemental request for Normal Cost contributions for OPEB for each of the cost centers.

ENTERPRISE FUNDS BUDGETS

EXPENDITURES	FY16 Actual	FY17 Appropriated	FY18 Recommended
Transfer Station	438,557	276,032	297,392
Atkinson Pool	510,825	574,279	574,434
Recreation Field Maintenance	232,880	214,183	217,762
Total: Direct	1,182,262	1,064,494	1,089,588
Transfer Station	16,700	16,700	16,700
Recreation Field Maintenance	21,600	22,575	22,575
Total: Indirect	38,300	39,275	39,275
Total: Expenditures	1,220,562	1,103,769	1,128,863
RECEIPTS & RESERVES	FY16 Actual	FY17 Appropriated	FY18 Recommended
Transfer Station	316,167	292,732	314,092
Atkinson Pool	535,473	574,279	574,434
Recreation Field Maintenance	171,854	236,758	240,337
Total: Receipts & Reserves	1,023,494	1,103,769	1,128,863
Over/(Under)	(197,068)	-	-

FY2018 GENERAL FUND BUDGET DETAILS				
SUDBURY PUBLIC SCHOOLS BUDGET				
Sudbury Public Schools	FY16 Actual	FY17 Appropriated	FY18 Non-Override Budget	FY18 Override Budget
Salaries & Other Cash Compensation				
Administration & Support (Central Office)	909,908	952,991	\$678,862	\$678,862
Elementary Instruction	11,502,620	12,046,334	\$11,822,265	\$12,111,664
Middle School Instruction	5,742,574	6,233,537	\$5,947,492	\$6,054,750
Curriculum/Instr/Technology	865,703	929,813	\$1,165,364	\$1,260,364
Special Ed Instruction	7,219,846	7,918,656	\$8,469,104	\$8,589,104
Health, Transportation	411,288	386,349	\$460,523	\$460,523
Health		366,338	393,365	393,365
Transportation (Crossing Guards and SPED Van Monitors)		65,655	67,158	67,158
Plant Maintenance	1,030,819	1,063,152	\$913,563	\$928,484
Metco (Grant Funded)	197,921	227,672	211,829	211,829
All Other	581,432	519,055	\$466,294	\$466,294
Total Salaries & Other Cash Compensation	\$ 28,462,112	\$ 30,277,559	\$ 30,135,296	\$ 30,761,874
Expenses				
Administration	534,300	510,938	\$377,629	\$377,629
Elementary Instruction	264,831	324,345	\$464,972	\$464,972
Middle School Instruction	130,789	182,373	\$167,835	\$167,835
Curriculum/Instr/Technology	683,060	543,743	\$456,026	\$504,526
Special Ed Instruction (includes SPED Transportation)	3,190,939	3,351,637	\$3,856,416	\$3,856,416
Health, Transportation	1,001,746	979,402	\$1,013,102	\$1,013,102
Regular Transportation		979,402	1,013,102	1,013,102
Utilities	665,468	724,882	\$744,000	\$744,000
Plant Maintenance	1,061,666	527,049	\$751,522	\$751,522
Total Expenses	\$ 7,532,799	\$ 7,144,369	\$7,831,502	\$7,880,002
Subtotal before Benefits	\$ 35,994,911	\$ 37,421,928	\$37,966,798	\$38,641,876
OPEB Normal Cost	131,779	194,328	\$291,477	\$291,477
Healthcare Benefits				
Active Employees	2,820,842	2,987,202	3,384,518	3,384,518
Retired Employees	728,138	716,287	745,201	745,201
Total Healthcare Benefits	\$ 3,548,980	\$ 3,703,489	\$ 4,129,719	\$ 4,129,719
Retirement & Other Benefits (Work Comp, Unemployment, Medicare, Life Ins, Property/Liab ins.)				
Active Employees	685,247	788,987	843,075	843,075
Retirement Assessment	1,558,580	1,663,900	1,758,081	1,758,081
Total Retirement & Other Benefits	\$ 2,243,827	\$ 2,452,887	\$ 2,601,156	\$ 2,601,156
Total Benefits	\$ 5,924,586	\$ 6,350,704	\$ 7,022,352	\$ 7,022,352
Total SPS Operating Expenses	\$41,919,497	\$43,772,632	\$ 44,989,150	\$ 45,664,228
SPS Grants, Fees & Other Offsets	\$ (2,245,573)	\$ (2,739,308)	\$ (2,485,829)	\$ (2,485,829)
Net SPS Operating Expenses	\$ 39,673,924	\$ 41,033,324	\$ 42,503,321	\$ 43,178,399

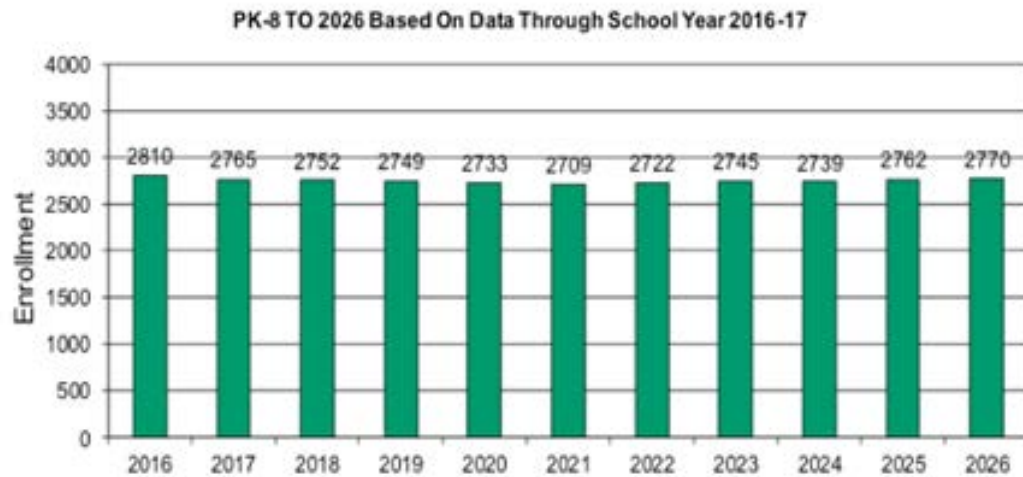
SUDBURY PUBLIC SCHOOLS BUDGET CONT'D

Total Compensation	\$ 34,386,698	\$ 36,628,263	\$ 37,157,648	\$ 37,784,226
Total Compensation (salaries, other cash compensation & benefits as a % of Operating Expenses (<u>before</u> Offsets)	82.03%	83.68%	82.59%	82.74%
Students:				
Sudbury (Pre-K - 8) (FY11-FY16 DESE June SIMS, FY17 Oct SIMS, FY18 NESDEC)	2769	2733	2695	2695
Metco	70	70	70	70
Other Out of District Students at SPS	34	34	34	34
Total	2,873	2,837	2,799	2,799
Gross Out-of-District SpEd Costs	1,767,912	2,171,383	2,171,383	2,171,383
Less: Offsets/Reimbursements	800,000	1,581,476	1,580,000	1,580,000
Net Out-of-District SpEd Costs	\$ 967,912	\$ 589,907	\$ 591,383	\$ 591,383
Out of District Student Count	18	23	23	23
Average Cost Per Placement	\$ 98,217	\$ 94,408	\$ 94,408	\$ 94,408
SpEd Transportation Costs	\$ 631,231	\$ 492,075	\$ 650,000	\$ 650,000
Students w/IEPs	436	424	424	424
Cost per Student (Operating Expenses <u>before</u> Offsets div by # of Students)	\$ 14,591	\$ 15,429	\$ 16,073	\$ 16,314
Headcount (FTEs)				
Administrators	18.60	19.00	14.40	14.40
Administrative Support	18.05	18.27	15.00	15.00
Teachers (excl SPED)	188.27	185.82	175.14	178.64
Classroom & Teaching Support (excl SPED)	34.70	36.00	31.98	36.00
SPED Teachers	67.10	70.60	66.40	68.40
SPED Support	63.43	56.13	70.63	70.63
Metco	5.50	5.50	5.50	5.50
Custodial/Grounds/Maintenance	16.80	16.96	13.96	14.06
All Other	9.38	9.39	9.69	9.69
Headcount (FTEs) mapped to categories on page 1				
Administration		9.67	8.00	8.00
Elementary Instruction		157.26	147.25	151.77
Middle School Instruction		76.47	66.87	68.87
Curriculum/Instr/Technology		12.69	13.00	14.00
Special Ed Instruction		129.73	138.43	140.43
Health & Food Service		5.63	5.60	5.60
Transportation		3.76	4.09	4.09
Plant Maintenance		16.96	13.96	14.06
All Other		5.50	5.50	5.50
Non-Override Reduction				
Total FTEs	421.83	417.67	402.70	412.32
** Note FY17 Actual FTE's is 431.47 (increase of 13.8) due to unanticipated hiring to meet student needs.		**		

SUDBURY PUBLIC SCHOOLS BUDGET CONT'D

Part Time Employees receiving benefits	21	15	12	12
Retirees receiving Full Healthcare benefits	37	30	35	35
Retirees receiving Medicare Supplemental benefits	212	216	227	227
Average Class Size				
Haynes	19.00	20.88	19.23	19.23
Loring	21.00	20.34	21.60	21.60
Nixon	22.00	19.82	21.26	21.26
Noyes	21.00	21.01	21.30	21.30
Curtis	22.00	21.83	24.64	24.03
Average Salaries				
Teachers	78,437	83,075	87,463	87,463
Administration	114,190	114,595	116,342	116,342
All Other	31,094	32,072	35,878	35,878
# Employees eligible for benefits	370	370	370	370
Active employees with health benefits	265	258	283	283
Retirees with health benefits	255	246	262	262
Healthcare benefits per active employee	\$ 10,645	\$ 11,578	\$ 11,959	\$ 11,959
Healthcare benefits per retiree	\$ 2,855	\$ 2,912	\$ 2,844	\$ 2,844
Other Benefits per active employee	\$ 1,624	\$ 1,889	\$ 2,094	\$ 2,045
Pension Assessment Cost/School Participant (Middlesex Only)	\$ 6,112	\$ 6,764	\$ 6,710	\$ 6,710

SUDBURY PUBLIC SCHOOLS ENROLLMENT



	FY16 Actual	FY17 Appropriated	FY18 Recommended	FY18 Override
SUDBURY PUBLIC SCHOOLS				
SudburyPublic Schools	35,994,910	37,421,928	37,966,798	38,641,876
Operating Offsets	(2,245,573)	(2,739,308)	(2,485,829)	(2,485,829)
Benefits & Insurance	5,934,990	6,156,384	6,730,875	6,730,875
Normal Cost for OPEB	131,779	194,328	291,477	291,477
Total: Sudbury Public Schools	39,816,106	41,033,332	42,503,321	43,178,399

The FY18 recommended budget will provide the Sudbury Public Schools (SPS) with an additional \$1,216,511 in operating expenditures over FY17 amounts. This represents a 2.78% increase exclusive of offsets and an increase of 3.58% over the SPS Fiscal Year 2017 budget, inclusive of pension cost, insurance costs and a contribution for future OPEB expenses. This budget is expected to result in a net reduction of staff totaling about 20.5 FTEs (full-time equivalent) in addition to an 8.3 FTE reduction based on declining enrollment.

The original proposed budget submitted by SPS requested an increase of \$3,495,223 after offsets over the FY17 budget. This budget included some additional staffing and adjustments in maintenance and circuit breaker line items to more closely reflect the actual costs of these, but the increase requested was primarily due to past increases in staff in conjunction with a 3.5% COLA increase for FY18.

SPS subsequently submitted an override budget request that will provide SPS with an additional \$1,891,589 over FY17. This represent a 5.2% increase exclusive of offsets and a 4.3% increase over the FY17 SPS budget. The override budget is expected to result in the need for fewer reductions in staff, approximately 11 in addition to the 8.3 FTE reduction based on declining enrollment.

For both the FY18 Recommended budget and the FY18 Override budget, the Finance Committee is recommending the use of Free Cash (added to the Reserve Account) to cover the cost of unemployment liability that is anticipated due to the reductions in staff. The FY18 SPS budgets are based on an anticipated decrease in students from 2,837 to 2,799, continuing a trend we have seen over a number of years.

SPS includes within its budget the costs associated with running the district including, but not limited to, health, life, workers' compensation, property and casualty insurances, FICA, retirement assessments, and Normal Cost for OPEB. These expenses represent over 15.6% of the FY18 Recommended SPS budget and 15.4% of the FY18 Override budget. Special Education represents a little over 27% of the total of both the FY18 Recommended SPS budget and the FY18 Override budget – this includes both in district and out of district costs.

The Finance Committee unanimously recommends approval of the FY18 Recommended budget for the Sudbury Public Schools and recommends approval of the FY18 Override budget. (See Finance Committee Report for further discussion of the Finance Committee recommendations.)

LINCOLN-SUDBURY REGIONAL HIGH SCHOOL BUDGET			
	FY16 Actual	FY17 Appropriated	FY18 Recommended
Salaries & Other Cash Compensation			
Administration	\$ 1,267,719	\$ 1,289,190	\$ 1,315,986
Instruction (excl Spec Ed)	\$ 11,389,001	\$ 12,264,123	\$ 12,820,850
Special Ed Instruction	\$ 1,507,299	\$ 1,983,190	\$ 2,128,420
Educational Support	\$ 612,413	\$ 881,937	\$ 861,456
Educational Support - Special Education	\$ 566,622	\$ 486,893	\$ 472,431
Clerical/Admin Support	\$ 1,098,035	\$ 1,071,310	\$ 1,113,058
Grounds/Maintenance	\$ 617,322	\$ 640,344	\$ 647,272
Coaching	\$ 338,496	\$ 356,911	\$ 356,911
All Other (Substitutes, Extra Services, Curric. Dev.)	\$ 292,091	\$ 197,500	\$ 197,500
Total Salaries & Other Cash Compensation	\$ 17,688,998	\$ 19,171,398	\$ 19,913,884
Expenses			
Instruction (excl Spec Ed)	\$ 480,829	\$ 608,723	\$ 510,070
Special Education	\$ 5,651,077	\$ 5,894,585	\$ 5,858,800
Educational Support	\$ 954,979	\$ 923,215	\$ 968,587
Operations excl Utilities	\$ 607,145	\$ 436,320	\$ 519,503
Utilities	\$ 542,980	\$ 599,600	\$ 599,600
All Other Expenses & Contingency	\$ 356,822	\$ 328,729	\$ 350,894
Total Expenses	\$ 8,593,832	\$ 8,791,172	\$ 8,807,454
Subtotal before Benefits	\$ 26,282,830	\$ 27,962,570	\$ 28,721,338
OPEB Normal Cost	\$ 75,984	\$ 238,114	\$ 358,707
Healthcare Benefits			
Active Employees	\$ 1,623,435	\$ 1,621,116	\$ 1,783,080
Retired Employees	\$ 695,699	\$ 731,459	\$ 823,776
Total Healthcare Benefits	\$ 2,319,134	\$ 2,352,575	\$ 2,606,856
Retirement & Other Benefits			
Active Employees	\$ 479,394	\$ 403,486	\$ 421,319
Retired Employees	\$ 548,534	\$ 586,204	\$ 605,786
Total Retirement & Other Benefits	\$ 1,027,928	\$ 989,690	\$ 1,027,105
Total Benefits	\$ 3,347,062	\$ 3,342,265	\$ 3,633,961
Total LSRHS Operating Expenses	\$ 29,629,892	\$ 31,304,835	\$ 32,355,299
LSRHS Grants, Fees, Circuit Breaker & Other Offsets	\$ (1,238,496)	\$ (2,427,342)	\$ (2,620,634)
Net LSRHS Operating Expenses	\$ 28,391,396	\$ 28,877,493	\$ 29,734,665

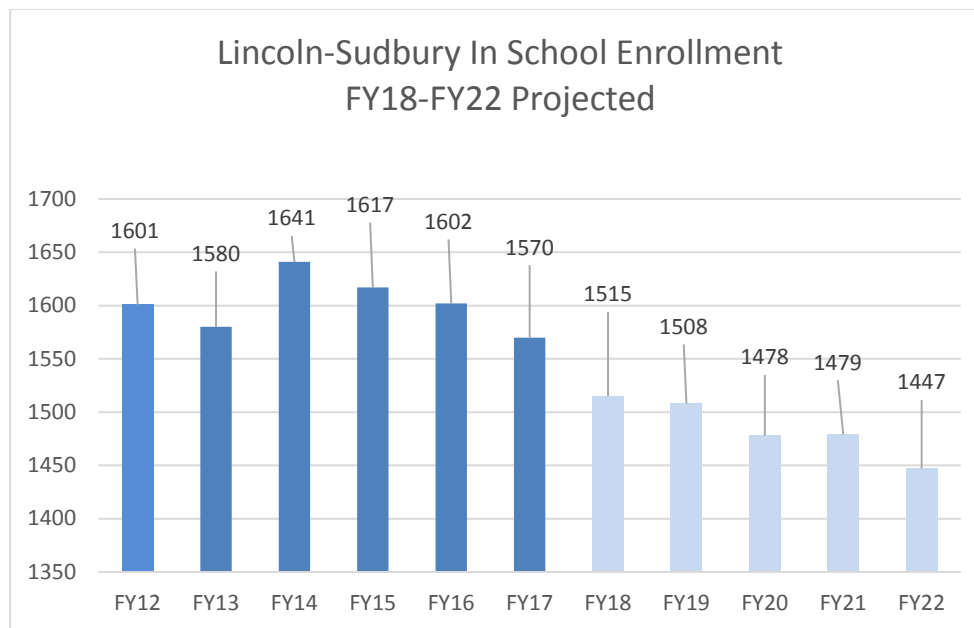
LINCOLN-SUDBURY REGIONAL HIGH SCHOOL BUDGET CONT'D

Debt Principal	\$ 550,000	\$ 545,000	\$ 540,000
Long-Term Debt Interest	\$ 231,675	\$ 147,075	\$ 130,800
Total Debt Service	\$ 781,675	\$ 692,075	\$ 670,800
Total Operating Budget	\$ 29,173,071	\$ 29,569,568	\$ 30,405,465
Total Compensation (salaries, other, and benefits)	\$ 21,036,060	\$ 22,513,663	\$ 23,547,845
Total Compensation as % of Total Operating Expenses	71.0%	71.9%	72.8%
Students:			
Sudbury	1,292	1,268	1,269
Lincoln	195	190	189
Metco	91	90	91
Other	24	24	21
Total In-School Enrollment	1,602	1,572	1,570
Out of District Placements	62	64	62
Total Enrollment	1,664	1,636	1,632
Total Out of District Tuitions	\$ 4,679,973	\$ 4,987,830	\$ 4,977,000
Less: Offsets/Reimbursements	\$ (900,000)	\$ (1,500,000)	\$ (1,654,539)
Net Out-of-District Tuition	\$ 3,779,973	\$ 3,487,830	\$ 3,322,461
Out-of-District Student Count	58	64	62
Average Tuition Per Placement (excluding offsets)	\$ 80,689	\$ 77,935	\$ 80,274
Out of District Transportation	\$ 609,269	\$ 610,000	\$ 610,000
Students w/IEP's	243	236	240
Total Operating Expenses	29,629,892	31,304,835	32,355,299
Average Operating Expense per Student	17,806	19,135	19,826
Total Operating Expenses Less Out of District Costs	24,340,650	25,707,005	26,768,299
Average Operating Expense per In-School Student	\$ 15,194	\$ 16,353	\$ 17,050
Headcount (FTEs)			
Administrators	9.2	9.0	9.0
Administrative Support	19.6	18.6	18.6
Teachers (excluding SPED)	125.5	126.3	128.6
Classroom & Teaching Support (excluding SPED)	4.1	6.5	6.4
SPED Teachers	20.1	21.6	22.0
SPED Support	17.8	17.2	17.3
Custodial/Grounds/Maintenance	8.5	8.5	8.5
All Other	2.7	1.9	2.0

LINCOLN-SUDBURY REGIONAL HIGH SCHOOL BUDGET CONT'D

Headcount (FTEs) mapped to categories on page 1:			
Administration	9.2	9.0	9.0
Instruction (excl Spec Ed)	125.5	127.3	131.9
Special Ed Instruction	20.1	21.6	21.7
Educational Support	6.5	7.3	10.3
Educational Support - Special Education	17.8	17.2	17.3
Clerical/Admin Support	19.6	18.6	18.6
Grounds/Maintenance	10.0	10.0	10.0
Coaching	0.0	0.0	0.0
All Other (Substitutes, Extra Services, Curric. Dev.)	2.7	1.9	1.9
Total FTEs, excluding g grant funded positions	207.5	209.5	212.4
Federal and State Grant Funded FTE Positions	7.9	8.3	8.3
Total FTE Count including Grant Funded Positions	215.4	217.8	220.7
Part Time Employees receiving benefits	18	18	18
Retirees receiving Full Healthcare benefits	37	32	32
Retirees receiving Medicare Supplemental benefits	105	114	114
Average Class Size			
Academic (Engl., History, Math, Science, Lang.)	22.30	TBD	TBD
Electives are in every subject area, not separated)			
Students Participating in Athletics (Estimate)	1,246	1,300	1,300
Average Salaries			
Teachers	\$ 88,573	\$ 96,363	\$ 99,265
Administration	\$ 137,796	\$ 143,243	\$ 146,221
All Other	\$ 60,890	\$ 64,820	\$ 64,908
# Employees eligible for benefits	226	228	228
Active employees with health benefits	156	164	164
Retirees with health benefits	142	146	146
Healthcare benefits per active employee	\$ 10,407	\$ 9,885	\$ 10,872
Healthcare benefits per retiree	\$ 4,899	\$ 5,010	\$ 5,642
Retirement Assessment per L-S participant	TBD	TBD	TBD

LINCOLN-SUDBURY REGIONAL HIGH SCHOOL ENROLLMENT



	FY16	FY17	FY18
	Actual	Appropriated	Recommended
LINCOLN-SUDBURY REGIONAL HS			
Sudbury Operating Assessment	21,404,879	22,083,916	22,813,695
Sudbury OPEB Normal Cost Assessment	64,799	203,563	308,380
Total Assessments*	21,469,678	22,287,479	23,122,075

* Does not include Debt Assessment which has been presented in the Shared Debt Service section.

The recommended FY18 operating budget for Lincoln-Sudbury Regional High School (LSRHS) is \$30,093,370. After applying state and local aid, the Sudbury portion of this is \$23,122,075 that needs to be funded through appropriation.

The Sudbury share of the operating budget represents an increase of 3.74% (\$834,596) over the current Sudbury portion of the LSRHS budget. This is due to shifts in the assessment percentage from 85.49% to an estimated 86.53%. The assessment percentage signals an increase in the number of Sudbury students at LSRHS relative to the number of students expected from Lincoln.

The overall increase in the LS operating budget is 3.36%. This increase enables LS to complete its implementation of a 2-year pilot program in Mandarin and it incorporates the cost of 1 full time employee resource (FTE) previously funded through a grant for the Beacon Program (which

provides necessary support for students reentering school after an extended absence). Adding this FTE is less expensive than outsourcing this service.

Key factors that shaped this budget include, but are not limited to,

- a 3% cost of living adjustment (COLA) salary increase for FY18
- an anticipated 12% increase in health insurance costs
- a 5% increase in transportation costs
- level funding of instructional expenses and utilities
- additional funding to meet the three year plan to fund other post-employment benefit (OPEB) normal costs
- decrease in funding of out of district (OOD) costs

Please note that the reduced out of district (OOD) budget number is a product of a slightly lower projected enrollment in OOD placements for FY18 as well as an increased offset to this expense using state-funded reserves (circuit breaker reimbursement). The risk in meeting this budget number includes unknown new students requiring OOD services – such as new residents – as well as a potential reduction in state funding that would influence the reserve balance.

The anticipated number of OOD students in FY18 is 62, a decrease by 2 students from FY17.

The Finance Committee recommends approval of this budget.

VOCATIONAL EDUCATION

	FY16	FY17	FY18
	Actual	Appropriated	Recommended
VOCATIONAL EDUCATION			
Operating Assessments	694,382	728,141	754,226
Total Operating Assessments	694,382	728,141	754,226

The proposed FY18 budget for Vocational Education increases by \$26,085. This is the first year in which the Town will be removed from the Minuteman Vocational District as a member community. The Town will have students attending two different vocational schools, Minuteman and Assabet, and will pay to transport students to both schools.

The Finance Committee recommends approval of this budget.

TOWN SERVICES BUDGET

	FY16 Actual	FY17 Appropriated	FY18 Recommended	FY18 Override
General Government	2,769,221	2,825,426	2,893,759	2,893,760
Public Safety	7,007,482	7,332,129	7,598,771	8,093,604
Public Works	5,164,470	5,213,559	5,358,108	5,358,108
Human Services	635,310	713,912	732,771	732,771
Culture & Recreation	1,180,128	1,282,232	1,305,443	1,305,443
Town-Wide Operations & Transfers	122,323	508,126	847,691	755,050
Subtotal before Benefits	16,878,934	17,875,384	18,736,544	19,138,736
Employee Benefits	4,496,318	4,779,045	5,072,243	5,072,243
Normal Cost for OPEB	62,402	119,766	179,559	179,559
Total Town Operating Expenses	21,437,654	22,774,195	23,988,346	24,390,538
Town Offsets	(625,000)	(641,912)	(659,912)	(659,912)
Net Town Operating Expenses	20,812,654	22,132,283	23,328,434	23,730,626
Town Salaries & Other Cash Compensation	11,708,401	12,496,494	13,012,179	13,507,012
Healthcare Benefits				
Active Employees	1,549,129	1,646,112	1,761,631	1,761,631
Retired Employees	403,400	401,620	419,950	419,950
Total Healthcare Benefits	1,952,529	2,047,732	2,181,581	2,181,581
Retirement Assessment Costs	2,180,193	2,319,778	2,452,827	2,452,827
Other Benefits & Insurances	363,596	411,535	437,835	437,835
Total Employee Benefits & Insurances	4,496,318	4,779,045	5,072,243	5,072,243
Town Only Employee Headcount (FTE)	163.00	166.00	167.00	172.00
Total Compensation (salaries, other cash payments & benefits) as a percentage of Operating Expenses (before Offsets)	75.6%	75.9%	75.4%	76.2%
Average Salaries:				
Senior Managers	128,818	136,790	129,713	129,713
Department Heads	86,212	95,572	99,183	99,183
All Other Employees	57,712	61,476	63,575	64,771
Part time employees w/ health benefits	10	5	6	6
Active F/T employees w/ health benefits	119	123	131	131
Retirees w/ health benefits	120	120	130	130
Healthcare benefits cost per active employee	12,009	12,860	12,895	12,895
Healthcare benefits cost per retiree	3,882	3,347	3,230	3,230
Pension Assessment cost per Town Participants	8,135	8,590	8,576	8,576

	FY16 Actual	FY17 Appropriated	FY18 Recommended	FY18 Override
GENERAL GOVERNMENT				
Selectmen/Town Manager	384,078	385,301	388,938	388,938
ATM/Personnel	176,407	191,111	216,898	216,898
Law	246,489	154,897	159,963	159,963
Finance Committee	4,102	1,779	4,100	4,100
Accounting	294,754	308,546	329,905	329,905
Assessors	248,294	264,655	274,472	274,472
Treasurer/Collector	367,215	391,712	395,782	395,782
Information Systems	427,881	426,096	430,996	430,996
Town Clerk & Registrars	267,350	272,386	278,051	278,051
Conservation	116,726	121,978	123,381	123,381
Planning & Board of Appeals	259,816	306,965	291,276	291,276
Total General Government	2,793,112	2,825,426	2,893,760	2,893,760
Salaries & Other Cash Compensation	2,049,995	2,244,997	2,293,223	2,293,223
All Other Expenses	743,117	580,429	600,537	600,537
Total General Government	2,793,112	2,825,426	2,893,760	2,893,760
General Government Headcount (FTE)	28.86	29.44	30.67	30.67

The General Government portion of the budget represents the Executive, General Administration, Human Resources Management, Legal, and Financial functions of the Town.

The FY18 recommended budget is increasing by \$68,333 or 2.42% compared to the FY17 budget. The General Government departments have small staffs yet are responsible for essential and mandated functions.

The General Government budget supports the same level of staffing for the following offices: the Assistant Town Manager/Human Resources, Law, Finance Committee, Accounting, Assessors, Treasurer/Collector, Information Systems, Town Clerk, Conservation, and Planning and Board of Appeals. There is a decrease in hours in the Town Manager/Board of Selectmen office. The Law Department budget increased by \$5,000 due to an increase in the contract and the Town Clerk's office has increased funding to pay for the October Special Town Meeting.

The Finance Committee recommends approval of a FY18 budget for General Government of \$2,893,760.

	FY16 Actual	FY17 Appropriated	FY18 Recommended	FY18 Override
PUBLIC SAFETY				
Police	3,509,559	3,496,695	3,728,656	3,796,420
Fire	3,498,088	3,583,824	3,612,859	4,039,928
Building Department	221,864	251,610	257,256	257,256
Offsets	(625,000)	(641,912)	(659,912)	(659,912)
Total Public Safety	6,604,512	6,690,217	6,938,859	7,433,692
Salaries & Other Cash Compensation	6,148,731	6,453,965	6,714,603	7,209,436
All Other Expenses	941,441	718,164	724,168	724,168
Capital	139,340	160,000	160,000	160,000
Offsets	(625,000)	(641,912)	(659,912)	(659,912)
Total Public Safety	6,604,512	6,690,217	6,938,859	7,433,692
Public Safety Headcount (FTE)	76.87	77.51	77.51	82.51

The Public Safety cluster consists of the Police and Fire Departments, Combined Dispatch and the Building Inspector. It is by far the largest of the Town's budget clusters, comprising 32.2% of the overall Town operating budget and where 46.9% of the Town's full-time equivalent ("FTE") employees work (exclusive of schools).

The FY18 recommended budget for this cluster is increasing by \$226,642 or 3.64% over the FY17 budget. This budget supports the same level of service and effort as the FY17 budget. It is important to note that the Fire Department budget has seen no cost of living increases since FY15 due to an unsettled contract.

The Public Safety FY18 Override budget includes an additional \$494,833 to increase the staffing in the Fire Department by 4 firefighters in order to run a second ambulance and increase the staffing in the Police Department by 1 police officer.

The Finance Committee recommends approval of a FY18 budget for Public Safety of \$7,598,771 (\$6,938,859 after offsets). The Finance Committee also recommends approval of the FY18 Override budget for Public Safety. (See Finance Committee Report for further information about the Finance Committee recommendations.)

	FY16 Actual	FY17 Appropriated	FY18 Recommended	FY18 Override
PUBLIC WORKS				
Engineering	304,299	334,736	469,245	469,245
Streets & Roads	2,709,416	2,742,414	2,711,236	2,711,236
Snow & Ice	552,117	424,750	424,750	424,750
Trees and Cemetery	423,671	416,352	434,801	434,801
Parks and Grounds	221,933	231,580	242,188	242,188
Combined Facilities	1,145,883	1,063,727	1,075,888	1,075,888
Total Public Works	5,357,319	5,213,559	5,358,109	5,358,109
Salaries & Other Cash Compensation	2,090,723	2,224,300	2,381,213	2,381,213
All Other Expenses	2,500,358	2,368,750	2,438,984	2,438,984
Capital	214,121	195,759	113,161	113,161
Snow & Ice	552,117	424,750	424,750	424,750
Total Public Works	5,357,319	5,213,559	5,358,109	5,358,109
Public Works Headcount (FTE)	33.88	33.13	34.13	34.13

The Public Works cluster includes the Engineering, Streets and Roads, Trees and Cemeteries, Parks and Grounds divisions, and Transfer Station Enterprise Fund. The Transfer Station Enterprise Fund is voted separately at Town Meeting. This cluster also includes the Combined Facilities Department, with half of the salary of the Facilities Director included in this budget. The other half is included in the Sudbury Public Schools budget.

The FY18 budget for this cluster is increasing by \$144,550 or 2.77% over the FY17 budget. The Engineering budget supports an additional full time employee, the Town Engineer/Deputy DPW Director. The FY18 budget supports a consistent level of staffing for Streets & Roads, Combined Facilities, Trees & Cemetery, and Parks & Grounds.

The Engineering Department has not seen a cost of living increase since FY16 due to an unsettled contract.

Each of the budgets within the cluster maintain level services from the FY17 budget with a small increase in the Trees and Cemetery budget to allow the Town to better maintain Town trees.

The Finance Committee recommends approval of a FY18 budget for Public Works of \$5,358,109.

	FY16 Actual	FY17 Appropriated	FY18 Recommended	FY18 Override
HUMAN SERVICES				
Board of Health	360,275	405,641	420,490	420,490
Council on Aging	209,486	247,502	250,711	250,711
Veterans Affairs	65,549	60,769	61,570	61,570
Total Human Services	635,310	713,912	732,771	732,771
Salaries & Other Cash Compensation	495,307	556,612	575,942	575,942
All Other Expenses	140,003	157,300	156,829	156,829
Total Human Services	635,310	713,912	732,771	732,771
Human Services Headcount (FTE)	8.22	8.66	8.66	8.66

The Human Services cluster includes the Board of Health, Council on Aging, and Veterans' Affairs Offices. The FY18 budget for this cluster is increasing by \$18,859 or 2.64% over the FY17 budget.

This budget supports the same level of staffing and services for all of the departments.

The Board of Health budget maintains the funding for Hazardous Waste Day, which was very successful this year.

Providing Veterans' Affairs services through a regional agreement with the City of Marlborough continues to serve both communities well.

The Finance Committee recommends approval of a FY18 budget for Human Services of \$732,771.

	FY16 Actual	FY17 Appropriated	FY18 Recommended	FY18 Override
CULTURE & RECREATION				
Goodnow Library	1,052,144	1,124,604	1,146,537	1,146,537
Recreation	122,354	146,618	147,605	147,605
Historical Commission	5,646	5,720	5,800	5,800
Historic Districts Commission	2,984	5,290	5,501	5,501
Total Culture & Recreation	1,183,128	1,282,232	1,305,443	1,305,443
Salaries & Other Cash Compensation	923,646	1,016,620	1,047,198	1,047,198
All Other Expenses	259,482	265,612	258,245	258,245
Total Culture & Recreation	1,183,128	1,282,232	1,305,443	1,305,443
Culture & Recreation Headcount (FTE)	15.05	16.42	16.47	16.47

The Culture & Recreation cluster includes the Goodnow Library, the Recreation Department, the Historical Commission, and the Historic Districts Commission.

The budgets for the Library, Recreation, the Historical Commission, and the Historic Districts Commission support the same level of staffing and efforts as the FY17 budget. A staff person in the Planning and Community Development Department serves as recording secretary for the Historic Districts Commission meetings.

The FY18 budget for this cluster is increasing by \$23,211 or 1.81% over the FY17 budget.

The Finance Committee recommends approval of a FY18 budget for Culture & Recreation of \$1,305,443.

TOWN-WIDE OPERATING AND TRANSFER ACCOUNTS

	FY16 Actual	FY17 Appropriated	FY18 Recommended	FY18 Override
Unclassified & Transfers				
Town-Wide Operating Expenses	159,498	155,430	161,775	161,775
Town Reserve Account	295,847	260,181	593,401	500,760
Salary Contingency Account	-	92,515	92,515	92,515
Normal Cost for OPEB	62,402	119,766	179,559	179,559
Total Unclassified & Transfers	517,747	627,892	1,027,250	934,609

The Unclassified and Transfer Accounts budget line item is made up of three categories – Town Wide Operating Expenses, Transfer Accounts, and, for the first time in FY18 the full amount toward the Normal cost for OPEB (Other Post Retirement Benefits). An additional category was created last year, Salary Contingency Account. The FY18 budget is increased over the FY17 budget by \$59,793 for the Normal Cost for OPEB and by a total of \$24,258 for the other categories. The FY18 budget also includes a one-time addition of \$375,000 to the Reserve Account to cover the anticipated unemployment liability for a reduction in SPS staff.

Unclassified

This budget includes expenses that do not fit precisely into other cost centers and are shared by many departments or support Town-wide functions and responsibilities. Expenses include copiers, postage, telephone, Town Report, Town Meeting, the Memorial Day celebration and the July 4th parade.

Normal Cost for OPEB

An expense line was initiated in the FY16 budget to start contributing to the Normal cost for OPEB for current town employees. This amount does not cover OPEB liabilities that have accrued from previous years. In FY18 the full Normal cost for OPEB is included in the budgets of all the cost centers.

Transfer Accounts

Transfer accounts are for Town operating department needs and are counted as part of the Town's share of the overall budget. Since the Town Manager does not have the same authority as the School Committees to move funds around to meet emergencies or unforeseen needs arising during the year, the Reserve Account is used as a source of funds to meet those instances where supplemental funding is needed. Money cannot be spent from the Reserve Account without

approval of the Finance Committee. As other budgets get reduced, there are more areas where an unexpected and potentially large cost can arise and the Reserve Account allows the most flexibility for meeting those issues, particularly in the area of snow and ice removal costs.

Salary Contingency Account

This account allows the Town Manager to continue to negotiate unsettled contracts and better plan for salary changes during the year.

The Finance Committee recommends approval of a FY18 budget for Unclassified and Transfer Accounts of \$652,250, plus the addition of \$375,000 to the Reserve Account to cover the anticipated unemployment liability for a reduction in SPS staff.

SHARED BENEFITS AND INSURANCE

	FY16 Actual	FY17 Appropriated	FY18 Recommended
BENEFITS & INSURANCE			
Worker's Compensation	172,499	211,591	218,111
Unemployment Compensation	41,650	95,188	126,291
Medicare Tax	559,018	584,220	611,737
Life Insurance	3,257	4,563	4,563
Employee Medical Premiums	4,369,971	4,633,314	5,146,149
Retiree Medical Premiums	1,131,538	1,117,907	1,165,151
Retirement Assessment	3,738,774	3,983,686	4,210,908
Property/Liability Insurance	272,418	304,960	320,208
	10,289,125	10,935,429	11,803,118

	FY16 Actual	FY17 Appropriated	FY18 Recommended
BENEFITS & INSURANCE			
Town	4,496,317	4,779,045	5,072,243
School	5,792,808	6,156,384	6,730,875
	10,289,125	10,935,429	11,803,118

This budget is for the benefits and insurance needs of SPS and Town departments only. The largest item in this budget is for the health insurance premiums for SPS and Town employees and retirees.

Similar to last year, this budget presentation shows a breakout of the costs for the Town's share of the medical premiums for SPS and Town retirees. Retirees pay 50% of the costs of their medical plans, and the Town has accepted Section 18, which means that all retirees who are Medicare eligible will be covered by Medicare when they reach age 65, which minimizes the cost of retiree health insurance.

The increase in the health benefits budget for Town employees and retirees is 6.5% or \$133,849. The Town and SPS continue to benefit from the “Opt Out” program for existing employees; the lower rate of the Town’s contribution for new hires versus employees hired before 7/1/09; and the lower percentage of new hires choosing to be covered by the Town’s health insurance program compared to prior years. The impact of all of these changes is that the Town’s health insurance costs for Town/SPS employees and retirees is still less than it was 11 years ago in 2007. Overall the percent of Town/SPS employees covered by a Town health insurance plan has decreased by 15% from approximately 85% to 70.2% from 2012 to present. .

For FY18, projected increases predominantly in worker’s compensation, unemployment, property insurances, payroll taxes, medical premiums and the Middlesex County retirement assessment contribute to an overall increase of \$867,707, or 7.9% in the total Benefits and Insurance line.

The Finance Committee recommends approval of a FY18 budget for Benefits and Insurance of \$11,803,118.

SHARED DEBT SERVICE

	FY16 Actual	FY17 Appropriated	FY18 Recommended
DEBT SERVICE			
Temp. Borrowing	-	50,000	-
Long Term Debt Service (non-exempt)	85,044	155,050	155,190
Existing Long Term Bond Int.	883,006	735,375	629,860
Existing Long Term Bond Principal	2,751,000	2,688,000	2,668,000
Town Debt Service Subtotal	3,719,050	3,628,425	3,453,050
LSRHS Debt Service, Sudbury Portion	666,506	591,655	576,687
Total: Debt Service	4,385,556	4,220,080	4,029,737
NON-EXEMPT DEBT/ADJUSTMENTS			
Non-Exempt Debt Service	(85,044)	(141,650)	(91,650)
Premiums on Bonds	(43,013)	(30,439)	(21,139)
SBAB Debt Reimbursement	(1,605,767)	(1,605,767)	(1,605,767)
Sub-Total: Non-exempt debt adjustments	(1,733,824)	(1,777,856)	(1,718,556)
Total Exempt Debt to be raised	2,651,732	2,442,224	2,311,181

The Debt Service budget provides for the repayment of principal and interest on the long-term debt of both the Town and the Lincoln Sudbury Regional High School. The Town issues debt pursuant to votes of Town Meeting to begin construction projects or purchase expensive equipment or real property. The maximum amount of debt is authorized by Town Meeting, and then the Town Treasurer issues the debt after working with the Town Manager and the Town’s Financial Advisor pending the approval of the Board of Selectmen. The treasurer of LSRHS issues its debt after

working with the LSRHS School Committee, the School District's Financial Advisor and pursuant to votes of Town Meetings of both Lincoln and Sudbury.

The budget request for FY18 is for an appropriation of \$3,453,050 which is the total amount of gross debt service payments required for all Town of Sudbury debt. Town debt service payments fall into the following major bond issue categories: Municipal buildings and projects, open space acquisitions, recreational field development and Sudbury Public Schools projects.

The appropriation for the LSRHS debt service payment for FY18 of \$576,687 is requested for and paid through the District's assessment to Sudbury.

The Finance Committee recommends approval of a FY18 budget for Town Debt Service for the Town of Sudbury of \$3,453,050.

See Appendix II for all statements of long-term debt service.

FY18 OPERATING CAPITAL

A capital expenditure is defined as major, non-recurring cost involving land acquisition, construction or rehabilitation of a facility, or purchase of equipment costing \$10,000 or more with a useful life of five years or more.

The operating capital budget (also referred to as capital budget cash) article is comprised of individual projects or items valued at \$50,000 or less. These smaller capital expenditures are raised entirely within the tax levy in one fiscal year along with other operating expenses. The projects with the operating capital budget may take several years to complete, in which case the budget (funding) may be carried forward until fully expensed, or unused balances are brought to Town Meeting for further consideration.

	FY16	FY17	FY18
	Actual	Appropriated	Recommended
OPERATING CAPITAL ARTICLE BY DEPARTMENT			
Fire	48,722	96,000	40,000
DPW	-	-	37,190
DPW/Engineering	-	-	38,000
DPW/Highway	86,809	81,000	-
Facilities	-	-	150,000
Facilities/Town	50,000	125,000	-
Facilities/SPS	55,942	102,000	123,000
Facilities/Curtis	-	-	25,000
Recreation	38,744	-	-
TOTAL	280,217	404,000	413,190

The FY18 Operating Capital budget will increase by \$9,190. In the past, our Capital Operating Budget has been very small and there has continuously been a backlog of projects. Based on recommendations from the Strategic Capital Financing Committee, along with the Finance Committee, we are budgeting the proposal at approximately \$400,000 yearly.

The Town recognizes the need for continuing maintenance of our capital assets and is currently planning ways to fund future capital and maintenance needs.

The Finance Committee recommends approval of the Town Manager's operating capital budget for FY18 for \$413,190.

See the FY18 Monied Articles exhibit in the FC section for the Finance Committee's recommendations on all other capital articles.

FY18 ENTERPRISE FUND BUDGETS

	FY16	FY17	FY18
	Actual	Appropriated	Non Override
TRANSFER STATION ENTERPRISE FUND			
Non-Clerical	115,597	118,028	138,322
Overtime	5,956	7,400	7,951
Clerical	10,092	10,809	11,024
Stipends	4,989	4,095	4,095
Sub Total: Personal Services	136,635	140,332	161,392
General Expense	18,741	25,000	25,200
Maintenance	7,521	21,500	21,600
Hauling & Disposal	41,985	70,000	70,000
Resource Recovery	13,447	19,200	19,200
Prior Year Encumbrances	38,688	-	-
Sub Total: Expenses	120,383	135,700	136,000
Capital Expenses	181,540	-	-
Sub Total: Capital Expenses	181,540	-	-
Direct Costs	438,557	276,032	297,392
INDIRECT COSTS:			
Benefits/Insurance	16,700	16,700	16,700
INDIRECT COSTS*	16,700	16,700	16,700
Total Costs	455,257	292,732	314,092
Enterprise Receipts	299,467	286,996	314,092
Total Revenues	299,467	292,732	314,092
Surplus/Deficit	(155,790)	-	-
* Paid for by Enterprise Revenue Transfer to Unclassified Benefits (General Fund)			

The Transfer Station Enterprise Fund operates the transfer station, providing recycling, landfill monitoring, and the hauling and disposal of waste.

The Finance Committee recommends approval of a FY18 budget of \$314,092 for the Transfer Station Enterprise Fund.

	FY16	FY17	FY18
	Actual	Appropriated	Non Override
POOL ENTERPRISE FUND			
Director's Salary	-	20,371	21,525
Pool Staff Salaries	154,699	122,644	112,460
Overtime	-		
Clerical	26,532	27,271	27,811
Part-Time Supervisors	5,997	62,013	65,669
Receptionists	28,462	28,948	28,948
Sick Leave Buy Back	1,621	3,725	2,865
WSI Lifeguards	69,227	74,459	75,315
Head Lifeguard	40,877	42,573	43,408
Pool Instructors	18,103	13,775	13,933
Sub Total: Personal Services	345,519	395,779	391,934
General Expense	42,305	40,000	41,000
Equipment Maintenance	37,493	30,000	32,000
Utilities	65,200	97,000	97,000
Programs	12,405	9,000	10,000
Equipment Maintenance	-	2,500	2,500
	7,903	-	-
Sub Total: Expenses	165,306	178,500	182,500
Direct Costs	510,825	574,279	574,434
Total Costs	510,825	574,279	574,434
Enterprise Receipts	535,473	574,279	574,434
Total Revenues	535,473	574,279	574,434
Surplus/Deficit	24,648	-	-

The Atkinson Pool Enterprise Fund pays for the direct costs of the operation of the Atkinson Pool. The Atkinson Pool Enterprise Fund does not pay for the cost of health insurance and pensions. However, the Pool does continue to support all of its direct operating costs.

The Finance Committee recommends approval of a FY18 budget of \$574,434 for the Atkinson Pool Enterprise Fund.

	FY16	FY17	FY18
	Actual	Appropriated	Non Override
REC. FIELD MAINTENANCE ENTERPRISE			
Field Maint. Salaries ¹	113,619	114,901	118,480
Summer Help	6,547	7,182	7,182
Sub Total: Personal Services	120,166	122,083	125,662
Field Maintenance	62,515	55,000	55,000
Park Maintenance	25,835	16,600	16,600
Utilities	10,761	10,000	10,000
	3,503		
Sub Total: Expenses	102,614	81,600	81,600
Capital Expense	10,100	10,500	10,500
Sub Total: Capital Expenses	10,100	10,500	10,500
Direct Costs	232,880	214,183	217,762
INDIRECT COSTS:			
Benefits/Insurance	21,500	22,575	22,575
Transfer to Turf Fund	100	-	-
INDIRECT COSTS*	21,600	22,575	22,575
Total Costs	254,480	236,758	240,337
Retained Earnings Used	-	46,758	-
Total Revenues	171,854	236,758	240,337
Surplus/Deficit	(82,625)	-	-
¹ Wage allocation for employees from Parks & Grounds Division			
* Paid for by Enterprise Revenue Transfer to Unclassified Benefits (General Fund)			

The Recreation Field Maintenance Enterprise Fund pays for all of its direct costs and part of the indirect costs associated with the maintenance and upkeep of the Town's many recreational playing fields.

The Finance Committee will report at Town Meeting on its recommendation on the FY18 budget for the Recreational Field Maintenance Enterprise Fund.

FY18 CPA FUNDS BUDGET

The CPC has submitted several articles for consideration, only some of which have been approved by the Finance Committee as of the printing of this document. However, a complete budget for FY18 has been provided below.

	FY16 Actual	FY17 Appropriated	FY18 Recommended
<hr/> CPA FUNDS #2044 & #3400 <hr/>			
Beginning Fund Balance	5,134,450	5,423,002	5,200,204
<u>Revenues</u>			
CPA Surcharge & Fees	1,756,562	1,700,000	1,800,000
Intergovernmental	534,729	306,000	306,000
Investment Income	27,465	20,000	20,000
Total Revenues	<u>2,318,757</u>	<u>2,026,000</u>	<u>2,126,000</u>
<u>Expenditures</u>			
Major Land Purchases			
Debt Service	1,279,729	1,266,198	1,229,779
Administrative	64,167	90,000	87,500
Other	483,709	690,000	920,975
Total Expenditures	<u>1,827,605</u>	<u>2,046,198</u>	<u>2,238,254</u>
Excess / (Deficiency)	<u>491,152</u>	<u>(20,198)</u>	<u>(112,254)</u>
Transfers In/(Out)	<u>(202,600)</u>	<u>(202,600)</u>	<u>(212,600)</u>
Ending CPA Operating Fund Balance	<u>5,423,002</u>	<u>5,200,204</u>	<u>4,875,350</u>

	FY16 Actual	FY17 Recommended	FY18 Recommended
<hr/> ENDING FUNDS BALANCE <hr/>			
Projects (in-use)	790,623	1,600,000	1,447,556
Unassigned	4,632,379	3,535,443	3,427,794
	<u>5,423,002</u>	<u>5,200,204</u>	<u>4,875,350</u>

APPENDICES

APPENDIX I. BUDGET TERMS AND DEFINITIONS

Abatements and Exemptions (previously called Overlay): An amount set by the Assessors to create a fund to cover abatements of (and exemptions from) real and personal tax assessments for the current year, and raised on the tax levy. An abatement is a reduction provided by the Assessors in the assessed tax because of bona fide specific conditions or situations not considered when the tax was levied. An exemption is provided for a variety of purposes, which include, but are not limited to: buildings/property used for religious, government, charity, or pollution control. In addition, exemptions may also be provided to the elderly, handicapped, and veterans under certain conditions.

Abatement Surplus: Accumulation of the surplus amounts of Abatements and Exemptions set aside by the Assessors each year to cover abatements of (and exemptions from) real estate and personal property tax assessments. The accumulated amount for previous years no longer committed for abatements may be used by vote of the Town Meeting.

Benefits and Insurance: This account in the shared expenses section of the budget is comprised primarily of benefits such as health insurance and retirement for both school and general government employees.

Capital Exclusion: A temporary increase in the tax levy to fund a capital project or make a capital acquisition.

Cherry Sheet: An annual statement received from the Department of Revenue detailing estimated receipts for the next fiscal year from the various state aid accounts as well as estimated state and county government charges payable to the state. The name “Cherry Sheet” derives from the color of the paper used.

Circuit Breaker Program: School districts are eligible for reimbursements for students with disabilities whose programs cost greater than four times the statewide foundation budget. “Circuit Breaker” means the reimbursement program for certain costs of special education as specified in M.G.L. c. 71B, § 5.

Debt Exclusion: An override to Proposition 2 ½ for the purpose of raising funds for debt service costs; remains for the life of the debt only.

Enterprise Fund: A separate fund, set up to provide a specific Town service, whereby all direct and indirect/overhead costs of providing the service are funded in total from user charges. An appropriation for an enterprise fund is funded in total from enterprise fund revenue unless otherwise noted. Enterprise fund revenue used to fund services provided by other Town departments will be shown in the warrant after the appropriation total for the department. An enterprise fund is required to fully disclose all costs and all revenue sources needed to provide a service.

Free Cash: Free cash is the available, undesignated fund balance of the general fund and is generated when actual revenue collections are in excess of estimates, when expenditures are less than appropriated, or both. A free cash balance is certified as of July 1 each year by the Department of Revenue and once certified, any or all of the certified amount may be used to defray Town expenses by a vote of the Town Meeting.

APPENDIX I. BUDGET TERMS AND DEFINITIONS CONT'D

Funding Sources for Expenditures: Authorizations for the Town to expend monies are made in the form of a motion at Town Meeting. The wording of the motions will specify the funding source; that is, the place from where money is going to come or will be raised. When a motion reads, “to appropriate a sum of money” without a source being identified, that amount will be included in the tax calculation, whereby the total of all sums to be appropriated will be reduced by an estimate of local and state revenue. The balance needed will be provided by property taxes. When items in the warrant are offset or raised from available funds, those items will also appear as offsets in the determination of the tax rate.

Levy Limit: The maximum amount a community can levy in any given year.

Local Receipts: This is the third largest source of revenue for the Town after property taxes and Cherry Sheet receipts. While it is comprised of a number of different items, the largest source is the auto excise tax.

New Growth: Proposition 2 ½ allows a community to increase its levy limit annually by an amount based upon the valuation of certain new construction and other growth in the tax base that is not the result of property revaluation. New growth becomes part of the levy limit and thus increases at the rate of 2.5% each year as the levy limit increases.

Normal Cost (OPEB): Normal cost generally represents the portion of the cost of projected benefits for active employees allocated to the current plan year.

Override: An override is passed by a majority vote at Town Meeting and at the ballot. There are three types of overrides: An Operating Override, which permanently increases the levy limit; a Debt Exclusion, which increases the levy limit only for the life of the debt; and a Capital Project Override, which increases the levy only for the year in which the project is undertaken.

OPEB: Post-employment benefits that an employee will begin to receive at the start of retirement. This does not include pension benefits paid to the retired employee. Other post-employment benefits that a retiree can be compensated for are life insurance premiums, healthcare premiums and deferred-compensation arrangements.

Proposition 2½: A Massachusetts General Law enacted in 1980 to limit property taxes.

Revolving Fund: Funds that may be used without appropriation and that are established for special uses. Recreation fees, for example, may be paid into a revolving fund. Revolving funds are established by state law or Town bylaw.

Reserve Fund: An amount appropriated by the Annual Town Meeting for emergency or unforeseen purposes. The Finance Committee, by state law, is the sole custodian of the Reserve Fund and approves transfers from the Fund into the operating budgets throughout the year if: (1) the need for funds is of an emergency and/or unforeseen nature, and (2) if, in the judgment of the Finance Committee, the Town Meeting would approve such an expenditure if such a meeting was held. The Reserve Fund is, therefore, a mechanism for avoiding the necessity of frequent Special Town Meetings.

APPENDIX I. BUDGET TERMS AND DEFINITIONS CONT'D

Stabilization Fund: Similar to a "savings account", this account has been used to fund large capital projects such as fire trucks and school roofs. A recent amendment to state law allows the Stabilization Fund to be used for the operating budget, as well as capital purchases; however, the Finance Committee would generally be reluctant to recommend doing so. Placing money into, or taking it out of, the Stabilization Fund requires a 2/3 vote of Town Meeting.

Tax Levy: The property tax levy is the revenue a community can raise through real and personal property taxes. In Massachusetts, municipal revenues to support local spending for schools, public safety, general government and other public services are raised through the property tax levy, state aid, local receipts and other sources. The property tax levy is the largest source of revenue for most cities and towns.

Town-wide Operating Expenses: This account in the general government section of the budget is comprised primarily of operating expenses such as postage, telephone and property liability insurance, that support town-wide operations and are not assigned to any one department or cost center.

APPENDIX II. LONG-TERM DEBT SCHEDULES

TOWN DEBT SCHEDULE BY TYPE

Issue Types	Schools	Municipal	Pre-CPA	Total	Annual Debt Service	Principal Balance
Prior Principal Bal.	9,805,000	8,128,625	2,680,000			20,613,625
FY17 Principal	1,765,000	500,041	525,000	2,790,041		
FY17 Interest	402,775	302,597	83,013	788,384	3,578,425	17,823,585
FY18 Principal	1,765,000	498,057	510,000	2,773,057		
FY18 Interest	324,550	285,780	69,663	679,993	3,453,050	15,050,528
FY19 Principal	1,745,000	501,951	280,000	2,526,951		
FY19 Interest	250,325	265,487	57,863	573,674	3,100,625	12,523,577
FY20 Principal	2,025,000	505,343	90,000	2,620,343		
FY20 Interest	177,075	241,545	51,463	470,082	3,090,425	9,903,234
FY21 Principal	2,060,000	509,621	85,000	2,654,621		
FY21 Interest	89,413	217,517	46,963	353,892	3,008,513	7,248,613
FY22 Principal	240,000	413,908	85,000	738,908		
FY22 Interest	13,244	194,380	42,713	250,336	989,244	6,509,706
FY23 Principal	85,000	418,503	85,000	588,503		
FY23 Interest	8,050	175,134	38,463	221,647	810,150	5,921,202
FY24 Principal	80,000	423,116	85,000	588,116		
FY24 Interest	4,600	155,772	34,213	194,584	782,700	5,333,086
FY25 Principal	40,000	427,845	85,000	552,845		
FY25 Interest	2,000	136,292	29,963	168,255	721,100	4,780,241
FY26 Principal	-	432,895	85,000	517,895		
FY26 Interest	-	116,693	25,713	142,405	660,300	4,262,346
FY27 Principal	-	438,273	85,000	523,273		
FY27 Interest	-	104,065	23,163	127,227	650,500	3,739,073
FY28 Principal	-	443,787	85,000	528,787		
FY28 Interest	-	91,300	20,613	111,913	640,700	3,210,286
FY29 Principal	-	454,642	85,000	539,642		
FY29 Interest	-	78,396	18,063	96,458	636,100	2,670,645
FY30 Principal	-	460,645	85,000	545,645		
FY30 Interest	-	65,193	15,513	80,705	626,350	2,125,000
FY31 Principal	-	360,000	85,000	445,000		
FY31 Interest	-	51,838	12,963	64,800	509,800	1,680,000
FY32 Principal	-	335,000	85,000	420,000		
FY32 Interest	-	41,038	10,413	51,450	471,450	1,260,000
FY33 Principal	-	335,000	85,000	420,000		
FY33 Interest	-	30,988	7,863	38,850	458,850	840,000
FY34 Principal	-	335,000	85,000	420,000		
FY34 Interest	-	20,938	5,313	26,250	446,250	420,000
FY35 Principal	-	335,000	85,000	420,000		
FY35 Interest	-	10,469	2,656	13,125	433,125	(0)
Remaining Debt Service	8,909,256	9,911,406	2,668,569	21,489,231	21,489,231	

LSRHSD DEBT SCHEDULE BY ISSUANCE DATE

	Total	Annual Debt Service	Principal Remaining
FY17 Principal			4,630,000
FY18 Principal	540,000		
FY18 Interest	130,800	670,800	4,090,000
FY19 Principal	535,000		
FY19 Interest	114,675	649,675	3,555,000
FY20 Principal	530,000		
FY20 Interest	98,700	628,700	3,025,000
FY21 Principal	520,000		
FY21 Interest	82,950	602,950	2,505,000
FY22 Principal	515,000		
FY22 Interest	67,425	582,425	1,990,000
FY23 Principal	510,000		
FY23 Interest	52,050	562,050	1,480,000
FY24 Principal	500,000		
FY24 Interest	36,900	536,900	980,000
FY25 Principal	495,000		
FY25 Interest	21,975	516,975	485,000
FY26 Principal	485,000		
FY26 Interest	7,275	492,275	-

The Town of Sudbury is responsible for a portion of the District's annual debt service. For further details, see LSRHS and Debt Service narratives.

CPA FUND DEBT SCHEDULE

The Town is able to borrow long-term funds for CPA purposes. This schedule shows all debts outstanding relating to CPA. CPA debt service is budgeted and paid for separately from all other Town activities.

Issues	Nobscot I & II	Cutting/ Dickson	Libby	Pantry Brook	Johnson Farm	Total	Annual Debt Service	Principal Balance
Prior Principal Bal.	4,760,000	1,900,000	1,150,000	2,780,000	950,000			11,540,000
FY17 Principal	355,000	260,000	145,000	120,000	50,000	930,000		
FY17 Interest	152,463	35,700	21,763	90,148	36,125	336,198	1,266,198	10,610,000
FY18 Principal	355,000	255,000	135,000	120,000	50,000	915,000		
FY18 Interest	143,644	30,500	18,863	87,148	34,625	314,779	1,229,779	9,695,000
FY19 Principal	350,000	245,000	135,000	125,000	50,000	905,000		
FY19 Interest	134,013	25,400	16,163	84,098	32,625	292,298	1,197,298	8,790,000
FY20 Principal	350,000	240,000	130,000	125,000	50,000	895,000		
FY20 Interest	123,888	20,500	13,463	80,973	30,125	268,948	1,163,948	7,895,000
FY21 Principal	350,000	235,000	125,000	130,000	50,000	890,000		
FY21 Interest	113,513	15,700	10,863	77,148	27,625	244,848	1,134,848	7,005,000
FY22 Principal	350,000	230,000	125,000	135,000	50,000	890,000		
FY22 Interest	102,700	12,175	8,988	73,173	25,125	222,160	1,112,160	6,115,000
FY23 Principal	350,000	220,000	120,000	140,000	50,000	880,000		
FY23 Interest	91,475	8,150	6,800	69,048	22,625	198,098	1,078,098	5,235,000
FY24 Principal	350,000	215,000	120,000	145,000	50,000	880,000		
FY24 Interest	79,844	4,300	4,700	64,773	20,125	173,741	1,053,741	4,355,000
FY25 Principal	350,000	-	115,000	150,000	50,000	665,000		
FY25 Interest	67,750	-	2,300	60,348	17,625	148,023	813,023	3,690,000
FY26 Principal	350,000	-	-	155,000	50,000	555,000		
FY26 Interest	55,219	-	-	55,773	15,125	126,116	681,116	3,135,000
FY27 Principal	350,000	-	-	155,000	50,000	555,000		
FY27 Interest	42,250	-	-	50,929	13,625	106,804	661,804	2,580,000
FY28 Principal	350,000	-	-	165,000	50,000	565,000		
FY28 Interest	28,844	-	-	45,729	12,125	86,698	651,698	2,015,000
FY29 Principal	350,000	-	-	170,000	50,000	570,000		
FY29 Interest	15,000	-	-	40,030	10,625	65,655	635,655	1,445,000
FY30 Principal	100,000	-	-	175,000	50,000	325,000		
FY30 Interest	6,000	-	-	33,906	9,125	49,031	374,031	1,120,000
FY31 Principal	100,000	-	-	180,000	50,000	330,000		
FY31 Interest	2,000	-	-	27,200	7,625	36,825	366,825	790,000
FY32 Principal	-	-	-	190,000	50,000	240,000		
FY32 Interest	-	-	-	19,800	6,125	25,925	265,925	550,000
FY33 Principal	-	-	-	195,000	50,000	245,000		
FY33 Interest	-	-	-	12,100	4,625	16,725	261,725	305,000
FY34 Principal	-	-	-	205,000	50,000	255,000		
FY34 Interest	-	-	-	4,100	3,125	7,225	262,225	50,000
FY35 Principal	-	-	-	-	50,000	50,000		
FY35 Interest	-	-	-	-	1,563	1,563	51,563	-
Remaining Debt Service	5,918,600	2,052,425	1,253,900	3,756,419	1,280,313	14,261,656	14,261,656	

APPENDIX III. EMPLOYEE HEADCOUNT

EMPLOYEE HEADCOUNT - NON OVERRIDE (Full Time Equivalents)				
Cost Center	FY16 Actual	FY17 Actual	FY18 Budget	FY16- FY18
LSRHS	215.83	219.27	220.70	4.87
	-0.2%	1.6%	0.7%	2.3%
Sudbury K-8 Schools	420.97	413.69	398.00	(22.97)
	1.7%	-1.7%	-3.8%	-5.5%
Public Safety	76.87	77.51	77.51	0.64
Public Works	33.88	33.13	34.13	0.25
General Government	28.86	29.44	29.33	0.47
Human Services	8.22	8.66	8.66	0.44
Culture & Recreation	15.05	16.42	16.47	1.42
Town Operating Sub-total	162.88	165.16	166.10	3.22
	1.2%	1.4%	0.6%	2.0%
Town Enterprises	9.79	9.79	9.79	-
	0.0%	0.0%	0.0%	0.0%
TOTAL	809.47	807.91	794.59	(14.88)
% Change from Prior	1.1%	-0.2%	-1.6%	-1.8%

EMPLOYEE HEADCOUNT - OVERRIDE (Full Time Equivalents)				
Cost Center	FY16 Actual	FY17 Actual	FY18 Budget	FY16- FY18
LSRHS	215.83	219.27	220.70	4.87
	-0.2%	1.6%	0.7%	2.3%
Sudbury K-8 Schools	420.97	413.69	408.00	(12.97)
	1.7%	-1.7%	-3.8%	-3.1%
Public Safety	76.87	77.51	82.51	5.64
Public Works	33.88	33.13	34.13	0.25
General Government	28.86	29.44	29.33	0.47
Human Services	8.22	8.66	8.66	0.44
Culture & Recreation	15.05	16.42	16.47	1.42
Town Operating Sub-total	162.88	165.16	171.10	8.22
	1.2%	1.4%	3.6%	5.0%
Town Enterprises	9.79	9.79	9.79	-
	#DIV/0!	0.0%	0.0%	0.0%
TOTAL	809.47	807.91	809.59	0.12
% Change from Prior	1.1%	-0.2%	0.2%	0.0%

APPENDIX IV. FY16 EMPLOYEE COMPENSATION OVER \$100K^{1,2}

SUDBURY PUBLIC SCHOOLS
APPENDIX III.
STAFF WITH SALARIES ABOVE \$100K
FY16 APPROPRIATION

<u>SUDBURY PUBLIC SCHOOLS</u>		
<u>Position</u>	<u>Salary</u>	<u>Cash Comp.</u>
Superintendent	\$186,508	\$5,000
Assistant Superintendent	\$135,000	
Director Of Business/Finance	\$99,021	\$17,022
Maintenance Director	\$96,900	\$3,700
Principal, Curtis	\$129,224	\$10,655
Principal, Haynes	\$115,538	\$500
Principal, Loring	\$107,000	
Principal, Nixon	\$126,000	
Principal, Noyes	\$125,453	\$500
Assistant Principal, Noyes	\$102,346	\$125
House Administrator, Curtis	\$102,453	\$500
House Administrator, Curtis	\$99,300	\$3,200
Curriculum Specialist	\$102,760	\$1,024
Guidance Counselor, Noyes	\$102,159	\$916
Music Teacher, Curtis	\$103,105	\$11,586
Psychologist, Curtis	\$102,760	\$200
Psychologist, Loring	\$102,159	\$200
School Psychologist, Noyes	\$102,760	\$216
Special Education Administrator	\$110,000	\$2,356
Speech/Language Pathologist	\$102,760	
Teacher, Curtis	\$102,760	\$899
Teacher, Curtis	\$102,760	\$3,360
Teacher, Curtis	\$102,760	\$2,740
Teacher, Curtis	\$102,760	\$2,574
Teacher, Curtis	\$102,760	\$1,825
Teacher, Curtis	\$98,089	\$5,096
Teacher, Curtis	\$102,760	
Teacher, Haynes	\$103,105	\$2,000
Teacher, Haynes	\$102,758	

<u>SUDBURY PUBLIC SCHOOLS</u>		
<u>Position</u>	<u>Salary</u>	<u>Cash Comp.</u>
Teacher, Loring	\$107,089	\$4,680
Teacher, Loring	\$102,760	\$632
Teacher, Loring	\$103,105	\$200
Teacher, Loring	\$103,105	\$3,200
Teacher, Loring	\$102,760	\$1,688
Teacher, Loring	\$102,760	\$200
Teacher, Loring	\$102,159	\$200
Teacher, Loring	\$98,089	\$3,200
Teacher, Nixon	\$102,760	\$200
Teacher, Nixon	\$98,089	\$2,380
Teacher, Nixon	\$102,159	
Teacher, Nixon	\$97,477	\$2,550
Teacher, Noyes	\$102,758	\$2,432
Teacher, Noyes	\$101,479	
Teacher, Noyes	\$97,284	\$3,200
Team Chairperson	\$102,760	\$6,355
Team Chairperson	\$98,089	\$5,207

Lincoln Sudbury Regional High School			
FY 16 Salaries over \$100,000			
#	Position	Salary	Other
1	Superintendent/Principal	\$ 180,000	\$ -
1	Director of Finance & Operations	\$ 135,000	\$ -
4	Associate Principals	\$ 133,417	\$ -
1	Director of Curriculum & Instruction	\$ 133,417	\$ -
1	Director of Student Services	\$ 133,417	\$ -
1	Athletic & Activities Director	\$ 127,384	\$ -
1	Department Coordinator	\$ 107,186	\$ 10,200
2	Department Coordinator	\$ 107,186	\$ 9,700
1	Teacher	\$ 107,186	\$ 9,200
1	Teacher	\$ 107,186	\$ 8,500
1	Department Coordinator	\$ 104,081	\$ 9,700
1	Teacher	\$ 104,081	\$ 9,657
1	Teacher	\$ 107,186	\$ 5,500
1	Department Coordinator	\$ 107,186	\$ 5,200
1	Teacher	\$ 107,186	\$ 5,000
5	Teacher	\$ 107,186	\$ 4,500
6	Teacher	\$ 107,186	\$ 4,000
3	Teacher	\$ 107,186	\$ 3,500
1	Department Coordinator	\$ 101,064	\$ 9,200
1	Teacher	\$ 101,064	\$ 9,200
1	Department Coordinator	\$ 101,064	\$ 8,700
1	Teacher	\$ 104,081	\$ 5,180
1	Teacher	\$ 104,081	\$ 5,000
2	Teacher	\$ 104,081	\$ 4,500
2	Teacher	\$ 104,081	\$ 4,000
1	Teacher	\$ 101,064	\$ 6,600
4	Teacher	\$ 104,081	\$ 3,500
1	Teacher	\$ 107,186	\$ -
1	Teacher	\$ 101,064	\$ 6,100
1	Teacher	\$ 104,081	\$ 1,367
1	Teacher	\$ 101,064	\$ 4,367
2	Teacher	\$ 101,064	\$ 4,000
1	Teacher	\$ 104,081	\$ 500
3	Teacher	\$ 101,064	\$ 3,500
1	Teacher	\$ 101,064	\$ 2,000
1	Teacher	\$ 101,064	\$ 500
1	Teacher	\$ 101,064	\$ -
2	Teacher	\$ 99,745	\$ 1,000
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Town

Position	Total	Salary¹	Other ²	Overtime
DPW Director/Town Engineer (Retired)	176,400	123,486	52,913	
Police Chief	164,361	123,325	41,036	
Fire Captain/Emt	158,209	77,019	31,132	50,058
Director of Planning & Community Devel. (Retired)	155,730	118,207	37,523	
Police Lieutenant	151,812	97,588	32,027	22,197
Fire Chief	150,929	123,486	27,442	
Assistant Town Manager	150,188	135,341	14,847	
Fire Captain/Emt	139,410	77,019	22,926	39,466
Police Sergeant	123,894	68,824	22,733	32,337
Facilities Director	123,217	116,515	6,702	
Fire Captain/Emt	120,257	77,019	17,308	25,930
Public Safety Civilian Dispatcher	118,312	47,644	16,867	53,800
Police Sergeant	117,698	68,824	21,531	27,343
Police Lieutenant	112,705	77,558	14,658	20,489
Police Sergeant	111,734	68,824	18,250	24,659
Assistant Fire Chief	110,448	99,303	11,145	
Police Sergeant	110,398	68,824	22,402	19,172
Firefighter/Emt	105,635	59,004	15,542	31,089
Firefighter/Paramedic	105,231	63,308	10,174	31,749
Technology Administrator	104,649	101,338	3,311	
Police Sergeant	104,392	65,689	20,588	18,116
Fire Lieutenant/Emt	103,953	67,412	12,923	23,618
Town Manager	103,666	100,000	3,666	
HWY Head of Operations	101,115	88,628	5,589	6,898

¹ Salaries are base pay.

² Other Compensation paid to employees may include annuities, deferred compensation match, career incentive, stipends, longevity, regular or retirement sick buy-back, or any other compensation paid by the Town or Schools, other than base salary or overtime.

APPENDIX V. COLLECTIVE BARGAINING

BARGAINING UNIT AND CONTRACT FINANCIAL TERMS

LINCOLN-SUDBURY REGIONAL HIGH SCHOOL

Three year contract covering school years 2016, 2017, and 2018. Cost of living adjustments (COLA) of 1%, 2.5% and 3% for fiscal years 2016 through 2018, respectively; increase in active employee contributions to health insurance, from 30% to 35%, beginning in the 2017 fiscal year; graduated increases in retiree contributions to health insurance that reach 50% in the 2018 fiscal year.

SUDBURY PUBLIC SCHOOLS, K-8

Teachers

Three year contract covering school years 2016, 2017, and 2018. COLA: YR 1 – Steps 1-15 1% at beginning and 1% additional mid-year, Step 16 2% whole year with additional \$450 mid-year; YR 2 – 2.5% increase; YR 3 – 3.5% increase.

Support Staff

The next three year contract covering school years 2016, 2017, and 2018 remains unsettled as of the printing of this document.

Nurses

Three year contract covering school years 2016, 2017, and 2018. COLA: YR 1 – 1% at beginning and 1% additional mid-year + \$250; YR 2 – 2.5% increase with an additional step; YR 3 – 3.5% increase with an additional step.

Custodians

Three year contract covering school years 2016, 2017, and 2018. COLA: YR 1 – 1% at beginning and 1% additional mid-year; YR 2 – 2% increase; YR 3 – 2% increase.

TOWN

FIRE

The next three year contract covering fiscal years 2016, 2017, and 2018 remains unsettled as of the printing of this document.

POLICE – Patrol Officers

Three year contract covering fiscal years 2016, 2017 and 2018. Effective dates and Cost of Living Adjustment percentage increases to salary schedule are: 7/1/15: 1%; 1/1/16: 1%; 7/1/16: 2%; 7/1/17: 2%; and 6/30/18 at midnight 1% not to impact FY18 budget. A separate Memorandum of Agreement was negotiated in exchange for leaving Civil Service, in which if revocation is successful effective 7/1/16, top steps on the salary schedule shall be increased by two percent (2%); and effective 7/1/17, top steps on the salary schedule shall be increased by two percent (2%);

POLICE – Sergeants

Three year contract covering fiscal years 2016, 2017 and 2018. Effective dates and Cost of Living Adjustment percentage increases to salary schedule are: 7/1/15: 1%; 1/1/16: 1%; 7/1/16: 2%; 7/1/17: 2%; and 6/30/18 at midnight 1% not to impact FY18 budget. A separate Memorandum of Agreement was negotiated in exchange for leaving Civil Service, in which if revocation is successful effective 7/1/16, top

steps on the salary schedule shall be increased by 2%; and effective 7/1/17, top steps on the salary schedule shall be increased by 2%;

PUBLIC WORKS

Three year contract covering fiscal years 2016, 2017 and 2018. Effective dates and Cost of Living Adjustment percentage increases to salary schedule are: 7/2/15: 1%; 1/1/16: 1%; 7/1/16: 2%; 7/1/17: 2%; and 6/30/18 at midnight 1% not to impact FY18 budget.

ENGINEERING

The next three year contract covering fiscal years 2016, 2017, and 2018 remains unsettled as of the printing of this document.

SUPERVISORY

Three year contract covering fiscal years 2016, 2017 and 2018. Effective dates and Cost of Living Adjustment percentage increases to salary schedule are: 7/1/15: 1%; 1/1/16: 1%; 7/1/16: 2%; 7/1/17: 2%; and 6/30/18 at midnight 1% not to impact FY18 budget.

CIVILIAN DISPATCHERS

Three year contract covering fiscal years 2016, 2017 and 2018. Effective dates and Cost of Living Adjustment percentage increases to salary schedule are: 7/1/15: 1%; 1/1/16: 1%; 7/1/16: 2%; 7/1/17: 2%; and 6/30/18 at midnight: 1% not to impact FY18 budget.

NOTE: Percentage increases are for cost of living only and do not include changes for step, longevity, merit or other increases.

APPENDIX VI. CURRENT SALARY SCHEDULES & CLASSIFICATION PLANS

Sudbury Public Schools				
Teachers Salary Schedule				
FY18: 7/1/17 – 6/30/18				
Step	BA	MA	MA + 30	MA + 60
1	49,614	53,095	56,147	58,826
2	51,677	55,304	58,483	61,273
3	53,827	57,604	60,916	63,822
4	56,067	60,000	63,449	66,477
5	58,399	62,497	66,089	69,242
6	60,828	65,096	68,839	72,123
7	63,358	67,804	71,702	75,123
8	65,994	70,625	74,685	78,248
9	68,740	73,564	77,792	81,504
10	71,599	76,623	81,027	84,894
11	74,578	79,811	84,399	88,425
12	77,680	83,131	87,909	92,103
13	80,912	86,589	91,567	95,936
14	84,277	90,192	95,376	99,926
15	87,675	94,701	100,144	104,922
16		98,988	104,650	109,620

Sudbury Public Schools							
Support Salary Schedule							
FY18: 7/1/17 – 6/30/18							
FY2018	ESPAS Salary Schedule			Blended for Total Year 183 Days			
LEVEL	STEP						
	1	2	3	4	5	6	7
1	12.31	12.75	13.32	13.8	14.38	14.91	16.6
2	12.67	13.2	13.73	14.32	15.49	17.87	19.62
3	15.93	16.55	17.19	17.87	18.58	19.31	21.5
4	17.19	17.87	18.58	19.31	20.07	20.84	23.21
5	18.58	19.31	20.07	20.84	21.66	22.51	25.06
6	20.07	20.84	21.66	22.51	23.39	24.3	27.05
7	21.66	22.51	23.39	24.3	25.29	26.25	29.23
8	23.39	24.3	25.26	26.25	27.31	28.35	31.56
9	25.26	26.28	27.29	28.35	29.47	30.64	34.08

**APPENDIX VI. SALARY SCHEDULES & CLASSIFICATION PLANS
SUDBURY PUBLIC SCHOOLS CONT'D**

JOB CLASSIFICATION FOR SUPPORT STAFF							
Level 1	n/a						
Level 2	Cafeteria Helper						
Level 3	Cafeteria Cook						
Level 4	Lunchroom Supervisor						
Level 5	Cafeteria/Manager, Early Childhood Assistant (Clerical), Administrative Assistant						
Level 6	School Administrative Assistant, MS Student Services Administrative Assistant, Central Office Student Services Administrative Assistant						
Level 7	Library/Media Paraprofessional, Teacher Assistant						
Level 8	Administrative Assistant to the Principal						
Level 9	Administrative Assistant to the Director of Student Services, Tutor, ABA Tutor, METCO Academic Advisor						

Sudbury Public Schools
Nurse Salary Schedule
FY18: 7/1/17 – 6/30/18

Step	BSN	MSN
1	51,503	53,563
2	54,592	56,775
3	57,868	60,182
4	61,340	63,793
5	63,502	66,043
6	66,308	68,949
7	68,691	71,438
8	71,439	74,296

Sudbury Public Schools			
Custodian Salary Schedule			
FY18: 7/1/17 – 6/30/18			
Steps	Lanes		
		Maint	Maint
	Custodian	Assist I	Assist II
1	18.98	23.21	29.37
2	19.74	24.05	30.49
3	20.52	24.93	31.6
4	21.27	25.87	32.79
5	22.04	26.84	34.03
6	22.94	27.82	35.28
7	24.32	30.02	38.1
8	25.26		
9	26.18		
10	26.43		
11	27.94		
	Differentials:		
	Night Custodian		\$1.09
	Head Custodian		\$1.49
	Supervisor		\$1.89
	Clothing Allowance		\$500.00

APPENDIX VI. SALARY SCHEDULES & CLASSIFICATION PLANS

LINCOLN SADBURY REGIONAL SCHOOL DISTRICT

2017-2018 3.0% COLA

Step	B	M	M15	M30	M45	M60
1	48,103	51,953	53,512	55,116	56,769	58,472
2	50,028	54,030	55,651	57,320	59,040	60,810
3	52,029	56,191	57,877	59,613	61,401	63,244
4	54,111	58,440	60,192	61,998	63,857	65,773
5	56,275	60,777	62,601	64,479	66,412	68,405
6	58,525	63,209	65,104	67,057	69,069	71,142
7	60,866	65,736	67,709	69,740	71,832	73,988
8	63,301	68,364	70,416	72,529	74,706	76,946
9	65,834	71,100	73,233	75,430	77,693	80,024
10	68,467	73,944	76,163	78,447	80,802	83,224
11	71,205	76,901	79,210	81,584	84,032	86,554
12	74,054	79,978	82,378	84,849	87,395	90,016
13	77,015	83,178	85,672	88,242	90,891	93,616
14	80,097	86,505	89,099	91,772	94,526	97,360
15	83,301	89,964	92,663	95,444	98,306	101,255
16	88,143	93,564	96,370	99,260	102,239	105,305
17	88,687	99,547	100,537	106,698	109,883	113,162

2017-2018 1.0% COLA*

Step	B	M	M15	M30	M45	M60
1	48,584	52,472	54,047	55,668	57,337	59,057
2	50,528	54,570	56,207	57,894	59,631	61,419
3	52,550	56,753	58,456	60,209	62,015	63,876
4	54,652	59,024	60,794	62,618	64,495	66,431
5	56,838	61,385	63,227	65,123	67,076	69,089
6	59,111	63,841	65,756	67,727	69,760	71,853
7	61,475	66,393	68,387	70,437	72,550	74,728
8	63,934	69,048	71,120	73,254	75,453	77,715
9	66,492	71,811	73,965	76,184	78,470	80,824
10	69,151	74,684	76,925	79,232	81,610	84,056
11	71,917	77,670	80,002	82,400	84,873	87,420
12	74,795	80,778	83,201	85,698	88,269	90,916
13	77,785	84,010	86,529	89,125	91,800	94,553
14	80,898	87,370	89,990	92,689	95,471	98,334
15	84,134	90,864	93,590	96,399	99,289	102,268
16	89,025	94,500	97,333	100,253	103,261	106,358
17	89,574	100,543	101,542	107,765	110,982	114,294

*Effective 11:59 PM 8/31/2018

APPENDIX VI. SALARY SCHEDULES & CLASSIFICATION PLANS

LINCOLN SUDBURY REGIONAL SCHOOL DISTRICT CONT'D

**NURSES' SCHEDULE
2017-2018**

Step	B	M + Cert
1	45,011	49,050
2	46,811	51,013
3	48,683	53,053
4	50,631	55,175
5	52,656	57,380
6	54,762	59,676
7	56,954	62,062
8	59,232	64,545
9	61,601	67,127
10	64,065	69,812
11	67,589	73,651

**2017-2018
1% COLA***

Step	B	M + Cert
1	45,461	49,541
2	47,279	51,523
3	49,170	53,584
4	51,138	55,727
5	53,183	57,954
6	55,310	60,273
7	57,523	62,683
8	59,824	65,190
9	62,217	67,798
10	64,706	70,510
11	68,265	74,388

*** Effective 11:59 PM 8/31/2018**

APPENDIX VI. SALARY SCHEDULES & CLASSIFICATION PLANS

LINCOLN SUDBURY REGIONAL SCHOOL DISTRICT CONT'D

**SUPPORT STAFF SALARY SCHEDULE
2017-2018**

Category A	<i>Step 1</i>	<i>Step 2</i>	<i>Step 3</i>	<i>Step 4</i>	<i>Step 5</i>	<i>Step 6</i>		
<i>Scale 1</i>	12.15	12.58	13.04	13.57	14.09	14.64		
<i>Scale 2</i>	13.63	14.16	14.79	15.32	15.88	16.52		
<i>Scale 3</i>	15.22	15.71	16.34	16.98	17.54	18.24		
<i>Scale 4</i>	16.67	17.31	18.05	18.65	19.34	20.11		
<i>Scale 5</i>	18.20	18.93	19.65	20.39	21.11	21.96		
<i>Scale 6</i>	19.71	20.52	21.28	22.05	22.82	24.00		
<i>Scale 7</i>	21.26	22.05	22.93	23.77	24.62	25.61		
<i>Scale 8</i>	22.70	23.67	24.54	25.47	26.39	27.70		
<i>Scale 9</i>	24.29	25.22	26.17	27.04	28.15	29.28		
<i>Scale 10</i>	25.74	26.76	27.84	28.89	29.90	31.08		
Category B	<i>Step 1</i>	<i>Step 2</i>	<i>Step 3</i>	<i>Step 4</i>	<i>Step 5</i>	<i>Step 6</i>	<i>Step 7</i>	<i>Step 8</i>
<i>Scale 1</i>	22.93	23.79	24.79	25.74	26.80	27.84	28.97	30.61
<i>Scale 2</i>	24.95	25.91	26.96	28.00	29.16	30.34	31.58	33.34
<i>Scale 3</i>	26.98	28.03	29.11	30.34	31.54	32.80	34.10	35.74
Tech	<i>Step 1</i>	<i>Step 2</i>	<i>Step 3</i>	<i>Step 4</i>	<i>Step 5</i>	<i>Step 6</i>	<i>Step 7</i>	<i>Step 8</i>
<i>Scale</i>	58,836	61,188	63,636	66,183	68,830	71,581	74,447	77,392
Trainer	<i>Step 1</i>	<i>Step 2</i>	<i>Step 3</i>	<i>Step 4</i>	<i>Step 5</i>	<i>Step 6</i>	<i>Step 7</i>	<i>Step 8</i>
<i>Scale</i>	41,700	43,420	45,230	47,131	49,209	51,198	53,248	55,378
	<i>Step 9</i>	<i>Step 10</i>	<i>Step 11</i>	<i>Step 12</i>	<i>Step 13</i>	<i>Step 14</i>	<i>Step 15</i>	<i>Step 16</i>
	57,593	59,897	62,289	64,784	67,377	70,069	72,873	76,332

**APPENDIX VI. SALARY SCHEDULES & CLASSIFICATION PLANS
FY18 TOWN NON-UNION EMPLOYEES**

Position	Grade	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8
		Yrly/Hrly	Yrly/Hrly	Yrly/Hrly	Yrly/Hrly	Yrly/Hrly	Yrly/Hrly	Yrly/Hrly	Yrly/Hrly
Asst. Town Mgr/HR Director	16	98,161	102,005	105,998	110,147	114,462	118,942	123,601	129,122
Combined Facilities Director		53.73	55.83	58.02	60.29	62.65	65.10	67.65	70.67
Dir. Of Planning & Community Dev									
Director of Public Works									
Finance Director									
Fire Chief									
Police Chief									
Deputy DPW Director	15	90,066	93,590	97,257	101,064	105,020	109,132	113,405	118,471
		49.30	51.23	53.23	55.32	57.48	59.73	62.07	64.84
Town Accountant	14	82,639	85,875	89,235	92,728	96,356	100,130	104,049	108,699
		45.23	47.00	48.84	50.75	52.74	54.81	56.95	59.50
Community Housing Coordinator	12	69,574	72,298	75,127	78,067	81,122	84,296	87,598	91,511
Mgmt. Analyst, D.P.W.		38.08	39.57	41.12	42.73	44.40	46.14	47.95	50.09
Community Social Worker	11	63,840	66,337	68,934	71,630	74,435	77,348	80,373	83,964
Environmental Planner		34.94	36.31	37.73	39.21	40.74	42.34	43.99	45.96
Public Health Nurse									
Assistant Building Inspector	10	58,578	60,870	63,251	65,724	68,298	70,970	73,750	77,043
Financial Analyst		32.06	33.32	34.62	35.97	37.38	38.85	40.37	42.17
Senior Adm. Asst/Financial Analyst (Fire Dept.)									
Senior Adm. Asst to Town Mgr.									
Technical and Network Specialist									
Assistant Library Director	9	53,751	55,853	58,038	60,309	62,668	65,120	67,668	70,692
Assistant Town Accountant		29.42	30.57	31.77	33.01	34.30	35.64	37.04	38.69
Staff Electrician									
Asst. Recreation Dir. & Adaptive Sports	8	49,320	51,252	53,256	55,339	57,500	59,753	62,091	64,864
Assistant Aquatic Director		27.00	28.05	29.15	30.29	31.47	32.71	33.99	35.50
Assistant Town Clerk									
Assistant Treasurer/Collector									
Associate Assessor/data Collector									
Head of Children's Services									
Head of Circulation, Library									
Head of Technical Services, Library									
Housing Specialist									
Selectmen's Office Supervisor/Inf. Officer									
Spec. Asst. to Facilities Director									
Aquatic Supervisor	7	45,253	47,022	48,862	50,776	52,763	54,829	56,975	59,519
Assistant Head of Children's Services		24.77	25.74	26.74	27.79	28.88	30.01	31.19	32.58
Benefits Coordinator/Hum. Res. Ass't									
Office Supervisor									
Planning & Zoning Coordinator									
Youth Coordinator (incl. Teen Center)									
Accounting Assistant/Payroll	6	41,909	43,549	45,253	47,022	48,862	50,776	52,763	55,122
Acct. Administrative Ass't-DPW		22.94	23.84	24.77	25.74	26.74	27.79	28.88	30.17
Admin. Assistant, P&R - COA - BOH									
Assessing Financial Analyst									
Conservation Assistant									
COA Outreach/ Info. & Referral Specialist									
Program Coordinator - COA									
Program Coordinator - Park & Rec									
Reference Librarian									
Secretary/Legal Secretary									
Teen/Reference Librarian									
Accounting Ass't/Accounts Payable	5	38,812	40,332	41,909	43,549	45,253	47,022	48,862	51,045
Building Maintenance Asst		21.24	22.08	22.94	23.84	24.77	25.74	26.74	27.94
Census Administrator									
Department Assistant									
Vital Records Administrator									
Accounting Clerk	4	35,947	37,356	38,812	40,332	41,909	43,549	45,253	47,274
Bldg. Maint. Custodian		19.68	20.45	21.24	22.08	22.94	23.84	24.77	25.88
Library Assistant									
Lead Van Driver, Senior Center									
Selectmen's Office Clerk II/Recording Secretary									
Recording Secretary	3	33,295	34,595	35,947	37,356	38,812	40,332	41,909	43,784
		18.22	18.94	19.68	20.45	21.24	22.08	22.94	23.97
Clerk I	2	30,839	32,045	33,295	34,595	35,947	37,356	38,812	40,547
Van Driver, Senior Center (FT)		16.88	17.54	18.22	18.94	19.68	20.45	21.24	22.19
Head Lifeguard	1	28,566	29,680	30,839	32,045	33,295	34,595	35,947	37,553
		15.64	16.25	16.88	17.54	18.22	18.94	19.68	20.55

Positions listed above are based on 35 hrs per week. (Some positions may vary.) Hourly rates are obtained by dividing the annual rates by 52.2 weeks and 35 hrs per week.

APPENDIX VI. SALARY SCHEDULES & CLASSIFICATION PLANS

FY18 TOWN NON-UNION INDIVIDUALLY RATED EMPLOYEES

<u>LIBRARY</u>	<u>Minimum</u>	<u>Step 1</u>	<u>Step 2</u>
Library Page	11.00	11.50	12.00

<u>HIGHWAY/PARK AND RECREATION</u>	<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>	<u>5</u>	<u>6</u>
Temporary Laborer	11.05	11.45	11.86	12.27	12.70	13.14
Temporary Snow Removal Equipment Operator	17.28	17.69	18.09	18.50	---	---

<u>DEPARTMENTAL TEMPORARY OR SEASONAL HELP</u>						
Temporary or Seasonal Help	11.05	11.45	11.86	12.27	12.70	13.14
Temporary Special Project Help	14.71	15.47	16.24	17.00	17.77	18.53

<u>TECHNOLOGY DEPT. TEMPORARY OR SEASONAL HELP</u>	<u>1</u>	<u>2</u>	<u>3</u>
Level I	11.31	12.39	13.63
Level II	15.74	17.70	19.66
Level III	19.81	22.29	24.76

PARK AND RECREATION

Part-time or seasonal hourly rated salary range (Salary paid from program fees)

<u>Position</u>	<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>
Preschool Director	22.52	23.52	24.52	25.52
Preschool Instructor	12.00	13.00	14.00	
Recreation Staff	11.00 - 15.50			
Teen Center Staff	11.00 - 19.50			
Inclusion Aide	13.00 - 15.00			

Seasonal Camp Staff

<u>Position</u>	<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>	<u>5</u>	<u>6</u>	<u>7</u>
Camp Director	19.00	20.00	21.00	22.00	23.00	24.00	25.00
CIT Director	13.00	14.00	15.00	16.00			
Program Specialist	12.00	13.00	14.00	15.00			
Head Counselor	11.50	12.00	12.50	13.00			
Counselor	11.00	11.50	12.00	12.50			
Preschool Camp Director	17.00	18.00	19.00	20.00			
Preschool Counselor	11.00	11.50	12.00	12.50			
Camp Nurse	22.50	23.50	24.50	25.50			
Office Assistant	11.00	11.50	12.00	12.50			
Inclusion Aide	13.00	13.50	14.00	14.50			
Adventure Camp Counselor	11.50	12.00	12.50	13.00			
Assistant Camp Director	14.00	15.00	16.00	17.00			

ATKINSON POOL

Lifeguard	11.00 - 13.00
Water Safety Instructor	11.50 - 20.50
Swim Aide	11.00
Supervisor (Shift-PT)	12.00 - 14.00
Pool Receptionist	11.00 - 14.50

ATKINSON POOL (Specialty Instruction)

Diving (Certified)	20.00	22.00	24.00	26.00	Non-certified: 11.00*		
Water Exercise (Certified)	17.00	19.00	21.00	23.00	25.00	27.00	\$29.00
* Non-certified instructors are required to become certified within one year.							
Private Swim Instructor	\$30/ 30 minute lesson						
Semi Private Swim Instructor	\$55/ 30 minute lesson						

APPENDIX VI. SALARY SCHEDULES & CLASSIFICATION PLANS
FY18 TOWN NON-UNION INDIVIDUALLY RATED EMPLOYEES CONT'D

SENIOR CENTER

Van Driver (Part-Time/Substitute)	12.50
Morning Receptionist	12.00
Fish Coordinator	12.25
Bridge's Coordinator	15.30
Senior/Veteran's Tax-Work-off Program Coordinal	13.25
Head Volunteer Coordinator	18.35

Fitness/Art/Educational/Therapy/Outreach/Temp/Contract Positions: \$25 - \$50/ hour*

MISCELLANEOUS SINGLE RATED

Election Warden and Election Clerk	11.55		
Deputy Election Warden/Clerk	11.05		
Election Officer & Teller	11.00		
Plumbing Inspector	43.75		
Adm Asst. To Director of Veterans Svc.	14.54	15.12	15.70
Conservation Agent (Temporary)	30.00		
Call Firefighter	\$250 annual stipend and Step 1 Firefighter hourly rate		

*In special circumstances for positions with unique skills the rate may be higher

**APPENDIX VI. SALARY SCHEDULES & CLASSIFICATION PLANS
FY18 TOWN UNION EMPLOYEES**

POLICE - FY18						
	MIN	STEP 1	STEP 2	STEP 3	STEP 4	MAX
Patrolman						
Hourly	26.53	27.15	27.79	28.41	28.97	31.05
Annual	53,327	54,558	55,840	57,095	58,229	62,401
Student Officer						
Hourly	23.88	24.43	N/A	N/A	N/A	N/A
Annual	47,995	49,102	N/A	N/A	N/A	N/A

Note: Hourly rates are obtained by dividing the annual rates by 52.2 weeks and 38.5 hours per week. Overtime pay is calculated by multiplying 1.5 times these hourly rates.

Single Rated:

Crime Prevention Officer	\$925/Year	Licensing Officer	\$925/Year
Crime Scene Processing Off.	\$925/Year	Technology Officer	\$925/Year
CPR/First Responder Inst.	\$925/Year	Firearms Officer	\$925/Year
Safety Officer	\$925/Year	School Resource Off.	\$925/Year
Motorcycle Officer (half-time	\$462.50/Yr	Fleet Maint. Officer	\$925/Year
Detective	\$1,900/Yr	Traffic Officer	\$925/Year
Department Trainer	\$925/Year		

POLICE SERGEANTS - FY18						
	MIN	STEP 1	STEP 2	STEP 3	STEP 4	MAX
Sergeant						
Hourly	32.11	32.85	33.62	34.38	35.05	37.57
Annual	64,526	66,015	67,566	69,085	70,457	75,505

Note: Hourly rates are obtained by dividing the annual rates by 52.2 weeks and 38.5 hours per week. Overtime pay is calculated by multiplying 1.5 times these hourly rates.

Single Rated:

Crime Prevention Officer	\$925/Year	Licensing Officer	\$925/Year
Crime Scene Processing Off.	\$925/Year	Technology Officer	\$925/Year
CPR/First Responder Inst.	\$925/Year	Firearms Officer	\$925/Year
Safety Officer	\$925/Year	School Resource Off.	\$925/Year
Motorcycle Officer (half-time	\$462.50/Yr	Fleet Maint. Officer	\$925/Year
Detective	\$1,900/Yr	Traffic Officer	\$925/Year
Department Trainer	\$925/Year		

COMBINED DISPATCH - FY18								
	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8
Dispatcher								
Hourly	21.71	22.55	23.43	24.34	25.28	26.26	27.28	28.48
Annual	42,307	43,947	45,651	47,421	49,259	51,173	53,160	55,492

Note: Hourly rates are obtained by dividing the annual rates by 52.2 weeks and 37.33 hours per week. Overtime pay is calculated by multiplying 1.5 times these hourly rates.

**APPENDIX VI. SALARY SCHEDULES & CLASSIFICATION PLANS
FY18 TOWN UNION EMPLOYEES CONT'D**

Highway Grid - FY18							
	START	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6
Foreman	56,742	58,447	60,195	62,003	63,865	66,100	69,053
Master Mechanic	26.38	27.16	27.89	28.58	29.31	30.33	31.70
Assistant Mechanic	25.23	26.04	26.73	27.44	28.19	29.19	30.50
Heavy Equip Operator	23.54	24.09	24.88	25.65	26.50	27.42	28.62
Tree Surgeon	23.54	24.09	24.88	25.65	26.50	27.42	28.62
Light Equip Operator	22.07	22.71	23.12	23.58	24.07	24.90	26.02
Tree Climber	22.07	22.71	23.12	23.58	24.07	24.90	26.02
Heavy Laborer	20.87	21.30	21.88	22.46	23.06	23.89	24.93
Light Laborer	19.02	19.42	19.94	20.44	20.97	21.72	22.68
Landfill Monitor	17.30	n/a	n/a	n/a	n/a	n/a	n/a

Notes: Hourly rates are obtained by dividing the annual rates by 52.2 weeks and 40 hours per week.

Overtime pay is calculated by multiplying 1.5 times these hourly rates. Crew leaders receive an annual stipend of \$4,095.

Engineering Grid - FY16							
	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7
E1 Eng Aide I	36,825	37,934	39,074	40,245	41,456	42,700	44,607
E2 Eng Aide II	42,348	43,615	44,931	46,274	47,665	49,096	51,289
E3 Eng Aide III	48,702	50,157	51,664	53,213	54,811	56,455	58,976
E3-PL Eng Aide III w/ Liaison to Planning	51,137	52,665	54,247	55,874	57,552	59,278	61,925
E4 Jr. Civil Eng	56,002	57,680	59,413	61,196	63,030	64,921	67,822
E5 Civil Eng	63,002	64,902	66,847	68,850	70,913	73,042	76,304
E6 Sr. Civil Eng	66,814	68,820	70,886	73,013	75,196	77,453	80,912
E7 Asst Town Eng	78,585	80,941	83,370	85,873	88,448	91,102	95,172

Notes: Hourly rates are obtained by dividing the annual rates by 52.2 weeks and 40 hours per week.

**APPENDIX VI. SALARY SCHEDULES & CLASSIFICATION PLANS
FY18 TOWN UNION EMPLOYEES CONT'D**

FIRE - FY15						
	MIN	Step 1	Step 2	Step 3	Step 4	MAX
Firefighter						
Annual	50,096	51,255	52,387	53,620	55,743	56,554
Hourly	22.85	23.38	23.89	24.46	25.43	25.80
Firefighter/EMT-B						
Annual	52,438	53,598	54,733	55,965	58,181	59,004
Hourly	23.92	24.45	24.96	25.53	26.54	26.91
FireFighter/EMT-P						
Annual	56,722	57,882	59,017	60,249	62,465	63,309
Hourly	25.87	26.40	26.92	27.48	28.49	28.88
Lieutenant						
Annual	57,233	58,558	59,852	61,262	63,687	64,613
Hourly	26.11	26.71	27.30	27.94	29.05	29.47
Lieutenant/EMT-B						
Annual	59,911	61,236	62,532	63,940	66,470	67,412
Hourly	27.33	27.93	28.52	29.16	30.32	30.75
Lieutenant/EMT-P						
Annual	64,805	66,130	67,427	68,835	71,366	72,331
Hourly	29.56	30.16	30.75	31.40	32.55	32.99
Fire Captain						
Annual	65,389	66,904	68,381	69,992	72,762	73,821
Hourly	29.83	30.52	31.19	31.92	33.19	33.67
Fire Captain/EMT-B						
Annual	68,448	69,962	71,442	73,051	75,943	77,019
Hourly	31.22	31.91	32.59	33.32	34.64	35.13
Fire Captain/EMT-P						
Annual	74,040	75,553	77,036	78,644	81,536	82,639
Hourly	33.77	34.46	35.14	35.87	37.19	37.69

Single Rated:

Call Firefighter	\$250 annual stipend and Step 1 Firefighter hourly rate above
Fire Prevention Officer	\$800 /year
Fire Alarm Superintendent	\$800 /year
Master Mechanic	\$800 /year
Technology Coordinator	\$800 /year
Fire Department Training Officer	\$800 /year
Emergency Medical Tech. Coord.	\$800 /year
Fire Alarm Foreman	\$800 /year
EMS Coordinator	\$2000/year
Equipment/Supplies/Recert Coordinator	\$1200/year

**APPENDIX VI. SALARY SCHEDULES & CLASSIFICATION PLANS
FY18 TOWN UNION EMPLOYEES CONT'D**

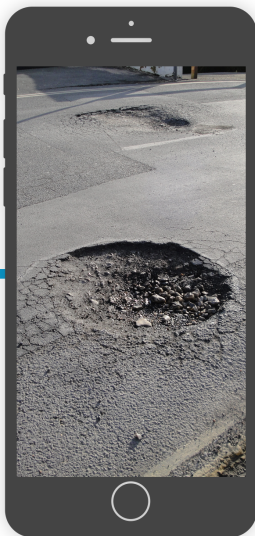
SUPERVISORY - FY18							
Level/Position*	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7
SA-1	61,601	64,015	66,526	69,134	71,845	74,661	77,995
Supv. Of Buildings ¹							
SA-2	67,152	69,785	72,521	75,364	78,317	81,389	85,023
Town Clerk ²							
Conservation Coord.							
SA-3	73,192	76,062	79,042	82,143	85,362	88,708	92,672
Hwy. Operations Dir.							
Director of Assessing							
C.O.A. Director							
SA-4	79,778	82,907	86,154	89,533	93,040	96,688	101,009
Health Director							
Technology Admin	83,396	85,896	88,474	91,129	93,861	97,541	101,900
Building Inspector							
Treasurer/Collector							
Pk. and Rec. Director							
Town Planner							
SA-5	86,961	90,368	93,910	97,595	101,421	105,395	110,103
Police Lieutenant							
Assistant Fire Chief							
Library Director							
SA-6	94,788	98,500	102,361	106,376	110,547	114,879	120,013
Town Engineer							
SA-7	103,340	107,391	111,604	115,977	120,524	125,248	130,844
*Note all positions in each level have the same step compensation unless otherwise indicated							
¹ This position also receives an annual stipend of \$13,050 as Wiring Inspector							
² This position also receives an annual stipend of \$782 as Registrar of Voters							

POTHOLES. GARBAGE. SIDEWALK CRACKS. STREET LIGHT OUTAGES.

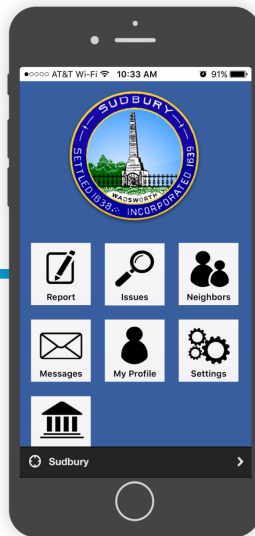


Report these and other
neighborhood issues with

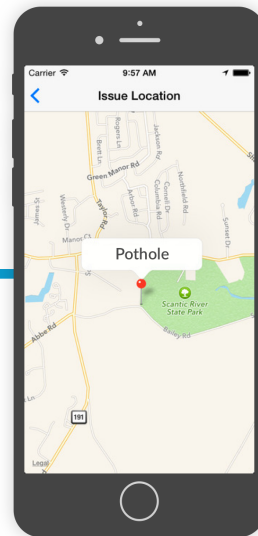
SeeClickFix



See an issue



Report the issue



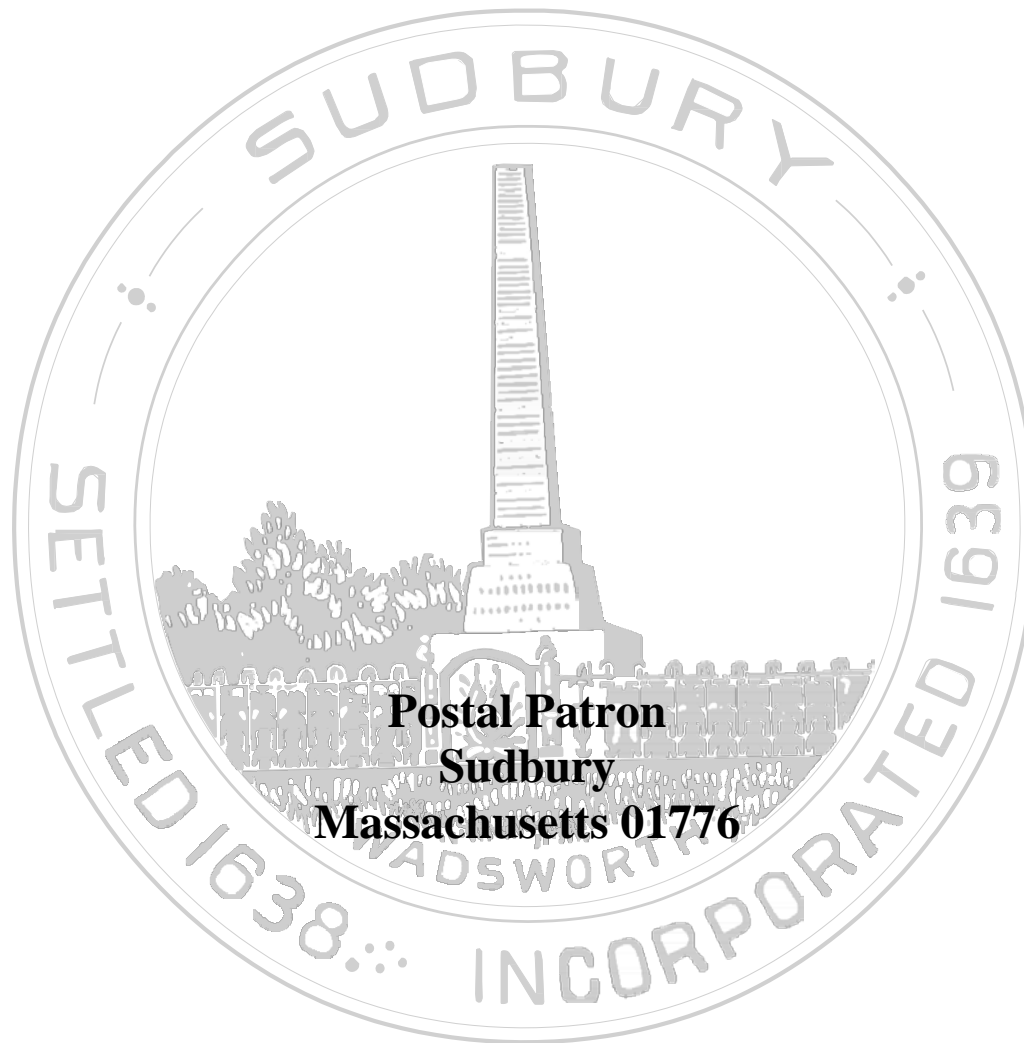
And keep track
until it's fixed!



You can also report an issue on a desktop computer

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