

Finance and Advisory Board
Annual Report and Recommendations
For
Fiscal Year 2013



Annual and Special Town Meeting

Monday May 7, 2012

7:00 PM

Georgetown Middle/Senior High School Auditorium

Please bring this book with you to the Annual Town Meeting

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A VOTER'S GUIDE TO TOWN MEETING

Compiled by Moderator Beverly Enos

At Town Meeting, the voter's approve or disapprove moneys allocated to Town departments necessary for operation throughout the following fiscal year.

The Board of Selectmen, School, Highway, Police, and other departments are then bound by this allocation. If they expect to exceed this limit, then they must go back to the taxpayers at a Special Town Meeting and ask for more. It is a popular misconception that the Board of Selectmen or School Committee control the spending of your tax dollar. This is not true, they only get to spend what you allot to them at Town Meeting.

Other decisions are also reached at Town Meeting that affects your day to day living in Georgetown. All zoning by-laws and changes must be approved at Town Meeting as well as street acceptances, license fees and penalties, and requests for purchase of capital equipment.

Who's Who at Town Meeting:

The **Moderator** presides and regulates the proceedings, decides all questions of order, and makes public declaration of all votes.

The **Finance Committee's** primary duty is to advise and make recommendations to Town Meeting on the budget and other areas of finance. Statutorily, their authority is limited to making transfers from the town's reserve fund to other line items in the budget for extraordinary or unforeseen occurrences.

The **Town Clerk** keeps accurate records of the minutes of Town Meeting and records all votes passed as declared by the Moderator.

Town Counsel sees to it that the presented articles are in proper form and is available for consultation with the Moderator on legal questions during the meeting.

The **Board of Selectmen** (or Select board as is more politically correct) is a five person elected board that holds the responsibility of "day to day" operations of the Town. It is this board that sets the time and place for the Town Meeting and prepares and issues the Warrant.

The **Town Administrator** serves as the chief administrative officer and manages the Selectmen's office, prepares for Selectmen's meetings, coordinates with department heads, and is liaison with Town Counsel. At the present time the Town Administrator also serves as the Acting Finance Director.

The Order of Business:

- Meeting called to order
- Return of the Warrant
- Pledge of Allegiance
- Invocation
- Introduction of visitors
- Complimentary Resolutions (appreciation certificates, etc.)

- Reports of committees
- Consideration of the Warrant Articles
 - What are commonly referred to as “stock items” are called early in the meeting and most often consist of:
 - standard operating budgets, such as Light Department
 - Road Machinery Fund continuation
 - cable television revolving Account
 - Articles then normally follow in numerical order an exception may be by a motion to amend that an article be “taken out of sequence.” On occasion there may be circumstances that make this desirable or necessary. A majority of the voters present must be obtained to move the sequence of articles.

Procedure for Each Warrant Article:

- The Moderator will announce the article number.
- The Motion is made by the appropriate board or sponsor of the article.
- The Moderator may repeat the article.
- A “Second” is required to open the discussion.
- Report of Advisory Committees (usually Finance Committee and/or Planning Board).
- Explanation by appropriate board or petition sponsor.
- Discussion:
 - Those who wish to speak must be recognized by the Moderator. Raising your hand should do it or you may proceed to any of the floor microphones to do so.
 - Once recognized, please state your name and address.
 - Address all remarks to the Moderator and all questions through the Moderator.
 - When the Moderator senses that the meeting is ready to vote, the motion will be repeated prior to the vote being taken.

When discussion has come to a close and the motion has been repeated for clarity, the Moderator will call for a vote.

Votes:

Voice vote: Most often this process begins with “All in Favor (raise the voting slips you received when checking in at the meeting)”. If the voice vote (raise of voting slips) has obvious results, the Moderator will then state that the motion passed or failed.

Standing count/show of hands:

If the vote (raise of voting slips) seems too close to call by a voice vote (raise of voting slips), or the vote is immediately questioned by seven voters (“I question the vote”), the Moderator will ask the Tellers to come into the meeting and count the votes. Each Teller has a pre-specified area to count. The Moderator will ask those in favor of the motion to hold up their voting slips- they are counted and the results are tabulated and reported to the Moderator. The process is then repeated for those against the motion. The Moderator will then announce whether the motion has passed or failed and the vote tally.

Ballot vote: Voting by secret ballot is done if prior to a standing count, a motion is made and carried to count by written secret ballot. The Town Clerk then disburses specific ballot slips and they are collected in an orderly manner in a ballot box and counted. The results are given to the Moderator who will announce the results to the Town Meeting.

Once a vote is counted - by standing vote/show of hands or ballot vote - it cannot be questioned.

Vote Quantum (Proportion) Required:

Majority

- to pass an affirmative main motion - (budget etc)
- to pass the acceptance of a road if it is part of a subdivision plan

2/3 required

- to amend zoning by-laws
- to appropriate from Stabilization fund
- to take or purchase land or easements(generally)
- to take or purchase land for a Public Domain
- to transfer Municipal land (not for park purposes) to another board or municipal purpose
- to sell or abandon land or easements acquired other than by purchase and held for specific purpose (schools, playgrounds...) in charge of a board or committee other than Selectmen
- to make changes or additions to a Town Map prepared or approved by planning board and adopted by town meeting
- road acceptance if NOT part of a subdivision plan

4/5 required

- to PAY UNPAID BILLS FROM THE PREVIOUS YEAR which may be unenforceable due to the insufficiency of an appropriation (at special town meeting 9/10)

Motions & Terminology

For those who have attended many Town Meetings, the "language" of the meeting may be sometimes somewhat confusing. Massachusetts General Laws and the Town of Georgetown By Laws are full of such terminology in "legalese." The following are some of the most often used motions and a listing of some basic terminology. These are written in, hopefully, an every day understandable language.

Common Town Meeting Motions:

end the Meeting	"I move to adjourn"	Majority
amending a Motion	"I move to Amend by..."	Majority
end Debate	"I move the Question"	2/3
consider something out of scheduled order	"I move to change the order of business and consider..."	Majority
object to Procedure	"Point of Order"	none - Moderator rules
request another method of voting	"I move that vote be taken by..."	Majority
request counted vote (after vote has been declared)	"I move for a count"	7 voters -
reconsider a vote (must have voted on prevailing side)	"I move to Reconsider....."	Majority
request information	"I request Point of Information"	none - Moderator rules

Terminology:

Appropriation

- An authorization by Town Meeting to make obligations and payments from the treasury for a specific purpose.

Assessed Valuation

- The value set on real or personal property by the Board of Assessors as a basis for setting the tax rate.

Capital Budget

- A multi year plan of spending for large capital items requested by Town Departments. Most of these are voted on individually as warrant articles.

Cherry Sheet

- Called so due to the cherry pink color paper on which it was originally printed.
- A form from the Massachusetts Department of Revenue showing all of the State and County charges and reimbursements to the Town as certified for the following year.
- Supposed to be received by March 1 of each year from the State Tax Commission.

Fiscal Year

- A 12 month period commencing on July 1 to which the annual town budget applies. The moneys appropriated at the May Town Meeting are for the next fiscal year starting July 1.

Free Cash

- The amount of Surplus Revenue over and above uncollected taxes of prior years.
- Free Cash must be certified by the State Director of Accounts.

General Fund

- The major town fund created with town receipts and tax revenues from which the majority of town expenses are met.

Operating Budget

- A plan of proposed spending and the proposed means of paying for it for the next fiscal year.

Reserve Fund

- This fund is established by voters at Annual Town Meeting.
- To use these monies, transfers may be authorized by the Finance Committee and only for "extraordinary and unforeseen expenditures" that do not warrant calling of a Special Town Meeting.
- Any unexpended balance of this fund is closed out to Surplus Revenue at fiscal year end.

Stabilization Fund

- This fund is designed to accumulate amounts for capital and other future spending purposes.
- These moneys may be invested (and accrue interest) by the town.
- These moneys may be appropriated by a 2/3 vote at any Town Meeting for any legal purpose.

Surplus Revenue

- This fund represents the amount by which Cash, Accounts Receivable, and other assets exceed the town's liabilities and reserves.

Transfers

- The town may by majority at any Town Meeting, transfer any amount previously appropriated to any other use authorized by law.

**TOWN OF GEORGETOWN
FY 2013 BUDGET SUMMARY**

	BUDGET	BUDGET	BUDGET	BUDGET	BUDGET
	2009	2010	2011	2012	2013
					Level Service
					2013
REVENUE					
Taxes	12,472,998	13,019,499	13,285,133	14,958,180	15,374,678
State Revenue	5,948,793	6,571,370	6,269,948	6,101,708	6,236,380
School Construction - MSBA payment	1,231,500				
Local Receipts/Enterprise	2,318,029	2,183,345	1,837,500	1,848,000	1,872,000
Other Available Funds	21,086	21,086	21,086	21,086	33,687
OTHER REVENUE SOURCES					
Override	91,000				
Free Cash	113,034	75,258		385,414	
Transfer from Stabilization Fund	50,000				
Transfer from Water Dept.			233,057	233,057	233,057
TOTAL REVENUE	22,244,440	21,870,566	21,656,724	23,645,425	23,749,712
OPERATING EXPENSES BY DEPARTMENT					
General Government					
Town Meeting Expense	1,184	1,600	1,600	1,600	1,600
Selectmen	1,559	2,000	2,000	2,000	2,000
Administration and Finance	497,544	509,838	500,314	518,176	537,888
Operation Support	385,121	343,500	343,500	789,552	994,124
Licensing & Registration	74,455	69,873	80,738	78,763	87,689
Land Use	113,089	113,555	154,840	153,294	185,797
Total General Government	1,072,952	1,040,364	1,082,992	1,541,385	1,808,778
Public Safety					
Police Protection	1,328,421	1,322,806	1,338,343	1,360,758	1,414,484
Police Public Safety Building	55,927	51,083	51,083	51,083	16,487
Other Public Safety	3,902	0	14,096	14,354	14,883
Total Police	1,388,250	1,373,889	1,403,522	1,426,195	1,445,854
Fire/Emergency Medical	415,758	413,249	413,249	419,412	422,134
Protective Inspections	3,903	3,888	3,925	4,003	4,103
Total Public Safety	1,807,911	1,790,824	1,820,696	1,849,610	1,871,891
Code Enforcement					
Code Enforcement	128,191	116,872	116,875	119,536	124,170
Total Code Enforcement	128,191	116,872	116,875	119,536	124,170
Education					
Public Schools	10,982,372	10,932,372	11,840,794	12,758,828	12,610,428
School Assessments	232,699	277,248	229,492	312,400	313,345
Total of Education	11,215,071	11,209,620	11,870,286	13,089,228	12,923,771
Public Works & Facilities					
Undesignated (Street/Traffic Lights)	61,896	49,364	49,364	41,884	41,150
Human Services					
Health Services	92,892	97,789	97,788	98,946	98,848
Special Programs	141,854	160,357	159,942	151,124	161,541
Total of Human Services	234,746	258,146	257,728	250,070	260,387
Culture & Recreation					
	324,128	322,294	329,522	337,367	338,182
Debt Service					
Debt Retirement	1,661,086	871,085	710,852	691,081	661,081
Borrowing	662,501	210,851	177,660	167,667	137,993
Total of Debt Service	2,343,587	1,081,936	888,512	858,728	799,054
Insurance					
Overlay/State/Snow & Ice	3,296,269	3,845,205	3,920,027	4,058,235	4,174,641
	844,154	697,508	633,263	690,313	690,313
TOTAL EXPENSES	22,238,612	20,916,133	21,673,392	23,526,081	23,749,380
TOTAL REVENUES			21,663,899	23,645,425	23,749,712
Excess Levy				19,344	332

REVENUE DETAIL

	Estimated FY 2009	FY 2013 Actual FY 2010	Estimated FY 2011	Estimated FY 2012	Estimated FY 2013	Diff./LY
FY LEVY LIMIT						
Prior Fiscal Year	11,461,304	11,980,470	12,406,802	12,801,307	14,460,453	1,659,146
Proposition 2 1/2 Levy Limit Growth	286,533	299,762	310,170	320,033	361,511	41,478
New Growth	100,000	116,570	50,000	133,169	95,502	(37,667)
Override				1,205,944		
Levy Limit	11,847,837	12,406,802	12,766,972	14,460,453	14,917,466	457,013
Debt Exclusions						
Public Safety Building						
School Renovations	315,953	315,438	302,038	276,757	241,677	(34,880)
Library	183,020	189,270	185,340	181,335	176,910	(4,425)
Capital Equipment	116,166	107,989	40,783	39,615	38,325	(1,290)
Total Debt Exclusion	626,161	612,697	528,161	497,707	457,112	(40,695)
Allowable Levy Limit	12,472,998	13,019,499	13,295,133	14,958,160	15,374,578	416,418
STATE REVENUE						
Education		1,026,220				
Chapter 70	4,444,922	4,356,024	5,166,954	5,095,019	5,174,399	79,380
School Transportation		5,382,244				
Charter Tuition Assessment Reimb.		2,574				
School Construction	1,231,500					
School Choice Receiving Tuition	284,031	283,081	249,198	216,400	216,400	-
School Lunch	8,424	8,603	7,586	8,325	8,325	-
Total Education	5,968,877	6,676,502	6,423,738	6,319,744	6,399,124	79,380
General Government						
State Funding to Local Govt.	838,575	631,180	605,914	562,104	562,104	-
Additional Assistance	52,998	included w/lottery			43,810	
Revenues from Meals Tax Increase						
Revenues from Rooms Tax Increase						
Highway Fund						
Police Career Incentive	53,921	9,709	5,011			
Veterans Benefits	21,642	34,777	31,486	29,019	36,060	7,041
Exemptions: Vet, Blind & Surv. Spo	11,763	17,687	17,580	18,702	16,804	(1,898)
Exemptions: Elderly	8,526	included w/vet, blind & surv.				
State Owned Land	216,719	195,082	178,982	164,829	171,200	6,571
Public Libraries	9,272	6,453	7,237	7,610	7,286	(222)
Variance per House Ways & Means unapplied						
Total General Government	1,211,416	894,868	846,210	781,964	837,286	55,302
Total State Revenue	7,180,293	6,671,370	6,269,948	6,101,708	6,236,390	134,682
ESTIMATED LOCAL REVENUE						
Local Receipts						
Motor Vehicle Excise	1,142,845	1,142,845	950,000	950,000	950,000	-
Penalties and Interest on Taxes	40,000	40,000	50,000	50,000	50,000	-
Payments in Lieu of Taxes	50,500	50,500	50,500	50,000	50,000	-
Fees	88,000	70,000	55,000	55,000	55,000	-
Rentals	40,000	40,000	40,000	40,000	40,000	-
Other Departmental Revenue	10,000	10,000	15,000	10,000	10,000	-
Licenses and Permits	120,000	100,000	110,000	110,000	110,000	-
Fines and Forfeits	75,000	90,000	90,000	90,000	90,000	-
Investment Income	150,000	75,000	28,000	28,000	17,000	(11,000)
Electrical Depart. Benefits & Debt Service	525,000	525,000	400,000	450,000	450,000	-
Misc. Receipts	10,000	10,000	9,000	10,000	10,000	-
Misc Medicaid Revenue	64,684	30,000	40,000	3,000	40,000	37,000
Total Estimated Local Receipts	2,316,029	2,183,345	1,837,500	1,846,000	1,872,000	26,000
Other Available Funds						
Septic Betterment	21,086	21,086	21,086	21,086	21,086	-
Affordable Housing Trust					12,601	
Assessors Overlay Excess						
Total Other Available Funds	21,086	21,086	21,086	21,086	33,687	12,601
Water Department			233,057	233,057	233,057	-
Total Estimated Local Receipts	2,316,029	2,183,345	1,837,500	1,846,000	1,872,000	26,000
Total Revenue	21,990,406	21,795,300	21,656,724	23,160,011	23,749,712	589,701
Enterprise Revenues						
User Charges	1,125,833	1,190,556	1,237,395	1,237,395	1,237,395	-
Connection Fees	14,000	14,000	45,500	45,500	45,500	-
Other Departmental Revenue	16,250		35,000	35,000	35,000	-
Investment Income	3,600	6,000	2,500	2,500	2,500	-
Total Estimated Enterprise Revenue	1,159,683	1,210,556	1,320,395	1,320,395	1,320,395	-

TOWN OF GEORGETOWN FY2013 BUDGET			EXPENSE DETAIL				
Category	Department	Line Item Number	FY10 Actual	FY11 Budget	FY12 Budget	FY13 Level Service Proposed	FY13 ** Utilities Moved to Line Items 11512 & 11513
GENERAL GOVERNMENT							
		Town Meeting Expense	1,600	1,600	1,600	1,600	
Selectmen:							
		Selectmen Salaries	0	0	0	0	
		Selectmen Staff Salaries					
		Selectmen Expenses	2,000	2,000	2,000	2,000	
Total Selectmen			2,000	2,000	2,000	2,000	
Administration and Finance							
		Fin/Adv. Comm. Expense	200	200	200	200	
		Reports, Town & Fin Comm.	500	500	500	500	
		Town Administrator Salary	91,189	91,189	94,882	97,254	
		Town Administrator Staff Salary	33,510	33,946	34,625	35,491	
		Town Administrator Deferred Comp				3,500	
		Town Administrator Expenses	2,000	2,000	4,124	4,124	
		Accountant Salary	62,446	63,071	64,332	65,940	
		Accountant Expenses	3,700	3,300	3,300	3,300	
		Board of Assessors Salary	900	900	900	900	
		Assessors Asst. Salary	59,000	61,982	65,262	66,894	
		Assessors Staff Wages	43,275	43,275	44,141	45,245	
		Assessors Expense	45,015	31,275	35,275	45,325	
		Treasurer/Collector Salary	62,446	63,070	64,332	65,940	
		Finance Clerk	36,559	36,925	30,090	30,842	
		Asst. Treasurer/Collector Salary	42,506	42,931	48,813	50,033	
		Treasurer/Collector Staff Wages					
		Treasurer/Collector Expenses	26,490	25,750	25,400	25,700	
Total Administration and Finance			509,836	500,314	516,176	537,688	
Operation Support:							
		Town Hall Operating Exp.	64,000	64,000	64,000	30,172	(33,828)
		Computer Sys Main & Sup	72,000	72,000	72,000	72,000	
		Reserve Fund Expense	125,000	96,000	542,052	96,000	
		Town Counsel Expense	50,000	80,000	80,000	80,000	
		Electricity Expense				287,946	**
		Natural Gas Expense				209,606	**
		Tax Title Foreclosure	9,500	8,500	8,500	8,500	
		Town Audit	23,000	23,000	23,000	23,900	
		Capital Improvement Projects Operating Expense				186,000	
Total Operation Support			343,500	343,500	789,552	994,124	
Licensing & Registration:							
		Town Clerk Salary	33,135	33,466	34,136	34,989	
		Town Clerk Staff Wages	17,596	17,772	18,127	18,580	
		Town Clerk Expense	6,500	6,500	6,500	6,500	
		Election Expense	7,600	18,000	15,000	22,500	
		Registrars Expense	5,042	5,000	5,000	5,000	
Total Licensing & Registration			69,873	80,738	78,763	87,569	
Land Use:							
		Con. Com. Agent	37,162	58,807	59,983	61,483	
		Con Com Staff	4,657	11,707	14,194	14,549	
		Conservation Commission Expense	3,000	3,000	3,000	3,000	
		MVPC Assessment	2,500	2,500	2,500	2,500	
		Planning Board Salaries	48,764	61,285	55,665	74,704	
		Planning Board Expense	8,000	7,980	8,200	16,329	
		ZBA Appeals Clerk Wages	9,472	9,561	9,752	13,232	
		ZBA Appeals Expense			0	0	
Total Land Use			113,555	154,840	153,294	185,797	
TOTAL OF GENERAL GOVERNMENT			1,040,364	1,082,992	1,541,385	1,808,778	

TOWN OF GEORGETOWN				EXPENSE DETAIL			
FY2013 BUDGET							
Category	Department	Line Item Number	FY10 Actual	FY11 Budget	FY12 Budget	FY13 Level Service Proposed	FY13 ** Utilities Moved to Line Items 11512 & 11513
PUBLIC SAFETY							
Police Protection:							
		12111	1,016,428	1,022,709	1,040,933	1,067,421	
		12118	83,747	85,747	88,747	94,000	
		12115	0	6,500	6,630	6,796	
		12116	16,844	17,358	17,358	34,000	
		12121	205,587	206,029	207,090	212,267	
			1,322,606	1,338,343	1,360,758	1,414,484	
		12131	40,000	40,000	40,000	5,404	(34,596)
		12132	11,083	11,083	11,083	11,083	
			51,083	51,083	51,083	16,487	
Total Police Protection							
Other Public Safety:							
		12911					
		12921	0	12,896	13,154	13,483	
		12922	0	1,200	1,200	1,200	
		12931					
		19959					
			0	14,096	14,354	14,683	
			1,373,689	1,403,522	1,426,195	1,445,654	
Total of Police Department							
Fire Protection:							
		12211	166,911	308,149	314,312	324,892	
		12212	9,889				
		12213	113,099				
		12214	105,100	105,100	105,100	97,242	
		12216					
		12311	0				
		12321	18,250				
			413,249	413,249	419,412	422,134	
Total of Fire/Emergency Medical							
Protective Inspections:							
		12444	3,886	3,925	4,003	4,103	
TOTAL OF PUBLIC SAFETY							
Code Enforcement:							
		12951	111,765	111,768	114,429	119,063	
		12952	5,107	5,107	5,107	5,107	
TOTAL OF CODE ENFORCEMENT							
EDUCATION							
Public School:							
		13111	8,659,677	9,051,172	9,051,172	10,835,685	
						(168,000)	
		13112	2,272,695	2,589,622	2,499,712	1,942,741	(423,910)
			10,932,372	11,640,794	12,756,828	12,610,426	
Total Public Schools							
School Assessments:							
		13121	277,248	229,492	312,400	313,345	
		13122					
			277,248	229,492	312,400	313,345	
Total School Assessments							
TOTAL OF EDUCATION							
			11,209,620	11,870,286	13,069,228	12,923,771	

TOWN OF GEORGETOWN FY2013 BUDGET			EXPENSE DETAIL				
Category	Department	Line Item Number	FY10 Actual	FY11 Budget	FY12 Budget	FY13 Level Service Proposed	FY13 ** Utilities Moved to Line Items 11512 & 11513
PUBLIC WORKS AND FACILITIES							
	Highway Surveyor Salary	14211	77,140	77,140	78,683	80,650	
	Highway Wages	14212	205,865	205,992	210,112	215,365	
	Highway Operating Exp.	14213	89,250	89,250	89,250	84,032	(5,218)
	Road Maint. & Repairs	14215	174,746	173,316	174,746	174,746	
	Const. & Maint. Drain Exp.	14221	32,000	32,000	32,000	32,000	
	Highway Sidewalks Exp.	14222	5,000	5,000	5,000	5,000	
	Snow/Ice Control Exp.	14231	104,000	104,000	104,000	104,000	
	Loader Lease			1,430	-	5,000	
	Tree Warden Salary	14291	4,446	4,490	4,625	4,741	
	Tree Warden Expense	14292	11,553	11,509	11,509	11,509	
TOTAL OF PUBLIC WORKS & FACILITIES			704,000	704,127	709,925	717,043	
Undesignated:							
	Traffic Lights Expense	12119	4,500	4,500	4,500	4,500	
	Georgetown Electric Dept						
	Street Light Assessment	14241	44,864	44,864	37,184	36,650	
		14242					
TOTAL OF UNDESIGNATED			49,364	49,364	41,684	41,150	
HUMAN SERVICES							
Health Services:							
	Health Salaries & Wages	15111	58,188	58,016	59,176	60,656	
	Health Dept Expense	15112	39,601	39,770	39,770	38,190	
Total of Health Services			97,789	97,786	98,946	98,846	
Special Programs:							
	Council On Aging Wages	15411	58,529	59,114	60,296	61,803	
	Council On Aging Expense	15412	21,828	21,828	21,828	25,492	
	Veterans Services Expense	15431	50,000	50,000	40,000	40,000	
	Veterans Graves Expense	15432	4,000	4,000	4,000	4,000	
	N. Essex Vet Dist. Assess	15433	26,000	25,000	25,000	30,246	
	Comm. For Equal Access-Ex	15451					
Total For Special Programs			160,357	159,942	151,124	161,541	
TOTAL FOR HUMAN SERVICES			258,146	257,728	250,070	260,387	
CULTURE & RECREATION							
	Library Salary & Wages	16111	176,591	184,737	188,432	193,143	
	Library Expense	16112	104,100	103,182	107,041	108,145	
Total of Library			280,691	287,919	295,473	301,288	
	Recreation Wages	16311	14,403	14,547	14,838	15,209	
	Park and Rec. Expense	16312	25,400	25,256	25,256	19,885	
Total of Parks & Recreation			39,803	39,803	40,094	35,094	
	Historical Comm. Expense	16911	500	500	500	500	
	Memorial Day Service Expense	16921	1,300	1,300	1,300	1,300	
TOTAL CULTURE & RECREATION			322,294	329,522	337,367	338,182	

TOWN OF GEORGETOWN			EXPENSE DETAIL				
FY2013 BUDGET							
Category	Department	Line Item Number	FY10 Actual	FY11 Budget	FY12 Budget	FY13 Level Service Proposed	FY13 ** Utilities Moved to Line Items 11512 & 11513
TAX RECAP CHARGES (Cherry Sheet)							
		Transfer to Capital Projects					
		Snow & Ice Deficit					
		State Charges	98,558	101,631	99,817	99,817	
		School Choice Assessments -Sending	140,213	128,500	123,000	123,000	
		Charter School Sending		9,493	54,814	54,814	
		Essex County Tech Sending Tuition	61,339	59,618	110,447	110,447	
		Teachers Pay Deferral	25,647	-	-	-	
		Overlay	70,000	70,000	70,000	70,000	
		Subtotal	395,757	369,242	458,078	458,078	
STATE OFFSETS							
		Remediation Assistance					
		School Choice - Receiving Tuition	284,919	249,198	216,400	216,400	
		School Lunch	8,603	7,586	8,325	8,325	
		Public Library	8,229	7,237	7,510	7,510	
		Subtotal	301,751	264,021	232,235	232,235	
		TOTAL STATE CHARGES	697,508	633,263	690,313	690,313	
WATER DEPARTMENT							
		Water Salaries & Wages	74501	472,402	472,402	472,402	491,086
		Water Expenses & Rent	74502	352,950	441,285	508,039	541,456
		Water Department Direct Costs	74503	221,113	233,094	258,550	283,003
		Water Treatment Plant-Interest	74505	27,533	26,828	24,932	21,108
		Water Treatment Plant-Principal	74504	71,091	72,132	72,131	75,118
		Water Transmission Loop Interest	74509	15,777	15,122	14,454	13,717
		Water Transmission Loop Principal	74511	20,000	20,000	20,000	20,000
		Art#5 ATM 6/02 Dual trans Loop	74507				
		ART # 29 ATM 5/05 Land Purchase	74512				
		Water Operating Reserve Fund	74506	25,000	35,000	37,000	36,700
		Admin Fees	745011	4,690	4,532	2,000	2,000
		TOTAL WATER DEPARTMENT	1,210,556	1,320,395	1,409,508	1,484,188	(497,552)

SPECIAL TOWN MEETING WARRANT

COMMONWEALTH OF MASSACHUSETTS

May 7, 2012

ESSEX, ss. To the Constables of the Town of Georgetown, in the County of Essex, Greetings.

In the name of the Commonwealth of Massachusetts, you are hereby directed to notify and warn the inhabitants of said Town, qualified to vote in the elections and in Town affairs, to meet at the Georgetown Middle/High School on May 7, 2012 at 7 o'clock in the evening then and there to act on the following articles:

Article 1: Adjustments to the Fiscal Year 2012 operating budget (STM5/12-01)

To see if the Town will vote to amend the vote taken under Article 2 of the 2011 Annual Town Meeting warrant for the purpose of adjusting line items in the FY12 budget, and, as necessary, to raise and appropriate or transfer and appropriate from available funds a sum of money for the purpose of supplementing departmental expenses, or take any other action relative thereto.

Consent Calendar

The use of a Consent Calendar speeds the passage of warrant articles which the Selectmen and Moderator, in consultation with Town Counsel and the Finance and Advisory Committee, believe should generate no controversy and can be properly voted without debate.

Each year there are a number of warrant articles which past experience suggests that the action taken on the floor of the Town Meeting will be routine, non-controversial, and predictable.

At Town Meeting, said list is then read by the Moderator as "Articles 7, 8, 9, 10, 11, 12, 13, 14, and 15". If any voter has any doubt about passing a motion, or wishes an explanation of any article included in the Consent Calendar, the voter will say "hold" in a loud voice as each article is called out.

The Moderator will then ask if the "hold" is for a question or debate. If it is for a question, an explanation will be given and the article remains on the Consent Calendar. If the "hold" is for debate on the article it is removed from the Consent Calendar and restored to its original place on the warrant to be brought up, debated, and voted in the usual manner.

After calling the individual articles on the Consent Calendar, the Moderator will ask that all articles be passed as a unit by a unanimous vote.

Article 7: Municipal Light Department Continuation of Operation (ATM12-06)

To see if the Town will appropriate receipts of the Municipal Light Department for the operation of said Department under the direction and control of the Municipal Light Board, as defined in Section 34, Chapter 164, General Laws, for the Fiscal Year beginning July 1, 2012, or take any other action in relation thereto.

Article 8: Zoning Board of Appeals Revolving Fund (ATM12-07)

To see if the Town will vote to continue the Zoning Board of Appeals Revolving Fund as authorized by Chapter 44, Section 53E ½ of Massachusetts General Laws. This fund shall be funded by applicants' fees to be expended without further appropriation for the purpose of application review including, but not limited to review services, clerical, legal expenses, equipment and office supplies. The Zoning Board of Appeals may expend from this account an amount not to exceed \$20,000 for the Fiscal Year beginning July 1, 2012; or take any other action in relation thereto.

Article 9: Road Machinery Fund (ATM12-08)

To see if the Town will vote to continue the Road Machinery Fund as authorized by Chapter 44, Section 53E ½ of the Massachusetts General Laws. This fund shall be funded by payments for rental of Highway machinery and shall be expended without further appropriation for the purpose of purchasing highway equipment. The Highway Surveyor, with approval of the Board of Selectmen, may expend from this account an amount not to exceed \$25,000, or the balance in the account, whichever is lesser, for the Fiscal Year beginning July 1, 2012; or take any other action in relation thereto.

Article 10: Conservation Commission Revolving Fund for Camp Denison (ATM12-09)

To see if the Town will vote to continue a Conservation Commission Revolving Fund for Camp Denison as authorized by Chapter 44, Section 53E ½ of Massachusetts General Laws. This fund shall be funded by program fees, facility use charges and outside vendor charges to be expended without further appropriation for the purpose of maintaining the support of the land and facilities including, but not limited to utilities, seasonal staff, legal expenses, equipment and office supplies. The Conservation Commission may expend from this account an amount not to exceed \$12,000 for the Fiscal Year beginning July 1, 2012; or take any other action in relation thereto.

Article 11: Local Access Programming (ATM12-10)

To see if the Town will vote to continue a Cable Television Revolving Fund as authorized by Chapter 44, Section 53E ½ of Massachusetts General Laws. This fund shall be funded by the Annual License Fee and the PEG Capital Funding (Section 7.4 of the contract) paid by Comcast and Verizon to the Town to be expended without further appropriation for the purpose of Local Access Programming, including but not limited to, utilities, salaries, equipment, maintenance and office supplies. The Cable Advisory Committee, with the approval of the Board of Selectmen, may expend from this account an amount not to exceed \$80,000 for the Fiscal Year beginning July 1, 2012; or take any other action in relation thereto.

Article 12: Chapter 90 Reimbursement, Transportation Bond (ATM12-11)

To see if the Town will appropriate the sum of \$303,515, or any other sum to be reimbursed by the Commonwealth of Massachusetts under the Transportation Bond issue, to be spent by the Highway Surveyor, with approval of the Board of Selectmen, under the provisions of Chapter 90 of the General Laws, or take any other action in relation thereto.

Article 13: Conservation Department, Conservation Restriction Revolving Fund (ATM12-12)

To see if the Town will vote to continue a Georgetown Conservation Restriction Revolving Fund as authorized by Chapter 44, Section 53E ½ of the Massachusetts General Laws. This fund shall be funded by fees and donations to be expended without further appropriation for the purpose of inspecting the condition of land for which the Georgetown Conservation Commission is the holder of Conservation Restrictions including, but not limited to staff expenses, legal expenses, equipment and supplies. The Conservation Commission may expend from this account an amount not to exceed \$1,000 for the Fiscal Year beginning July 1, 2012; or take any other action in relation thereto.

Article 14: Fire Department, Fire Alarm Revolving Fund (ATM12-13)

To see if the Town will vote to continue a Georgetown Fire Department Revolving Fund as authorized by Chapter 44, Section 53E ½ of the Massachusetts General Laws. This fund shall be funded by the annual fees charged for connection to the Municipal Fire Alarm system to be expended without further appropriation for the purpose of maintaining the Municipal Fire Alarm System. The Fire Department may expend from the account an amount not to exceed \$10,000 for the Fiscal Year beginning July 1, 2012; or take any other action in relation thereto.

Article 15: Fire Department, Ambulance Revolving Fund (ATM12-14)

To see if the Town will vote to continue a Georgetown Fire Department Ambulance Revolving Fund as authorized by Chapter 44, Section 53E ½ of the Massachusetts General Laws. This fund shall be funded by the fees charged for ambulance services provided by the Georgetown Fire Department to be expended without further appropriation for the purpose of operating an ambulance service. The Fire Department may expend from this account an amount not to exceed \$132,000 for the fiscal year beginning July 1, 2012, or take any other action in relation thereto.

Town Warrant
Commonwealth of Massachusetts
May 7, 2012

ESSEX, ss. To the Constables of the Town of Georgetown, in the County of Essex,
Greetings:

In the name of the Commonwealth of Massachusetts, you are hereby directed to notify and warn the inhabitants of the said Town, qualified to vote in the elections and in Town affairs to meet at the Georgetown Middle/High School on the 7th day of May, 2012 (Monday) at 7 o'clock P.M. then and there to act on the articles of this warrant, and further, to meet at the Penn Brook School Gymnasium in said Town, on the 14th day of May, 2012 (Monday), where the polls will be open from 8 o'clock A.M. until 8 o'clock P.M., to vote by ballot for the following officers: two Selectmen, one Assessor, two School Committee Members, one Light Commissioner, one Water Commissioner, and two Peabody Library Trustees, one Planning Board member (to fill an unexpired term) for three years; one Planning Board Member, and one Georgetown Housing Authority Member for five years.

Article 1: Town Officers and Committee Reports (ATM12-01)

To hear and act on the reports of the Town Officers and Committees.

Article 2: General Operating Budget/Reserve Fund (ATM12-02)

To see if the Town will raise and appropriate, or appropriate by transfer from available funds, a sum of money to defray charges and expenses of the Town, including debt and interest and including support of the schools, to fix salaries of the several elected offices of the Town, as provided by Section 108, Chapter 41, General Laws, as amended, and to provide for a reserve fund for the ensuing year, as set forth in the Finance and Advisory Board Proposed Budget and Town Meeting Warrant for the Fiscal Year beginning July 1, 2012, or take any other action in relation thereto.

Finance and Advisory Board recommends approval. (vote: 8-0)

Article 3: Stabilization Fund (ATM12-03)

To see if the Town will vote to raise and appropriate or transfer from available funds a sum of money to be added to the Stabilization Fund, or take any other action in relation thereto.

To be passed over

Article 4: Capital Fund (ATM12-04)

To see if the Town will vote to raise and appropriate or transfer from available funds a sum not to exceed \$50,000 to be added to the Capital Fund, a special purpose stabilization fund created by vote of the May 4, 2009 Annual Town Meeting pursuant to the provisions of Massachusetts General Laws Chapter 40, Section 5B, said funds to be further appropriated by Town Meeting for improvements and/or repairs to municipal buildings and infrastructure, or take any other action in relation thereto.

To be passed over

Article 5: Water Department Operating Budget (ATM12-05)

To see if the Town will appropriate the receipts and available funds of the Water Department Enterprise Fund for the operation of the Water Department under the direction of the Water Commissioners for the Fiscal Year beginning July 1, 2012, or take any other action in relation thereto.

Article 6: Water Department Budget (ATM12-36)

To see if the Town will vote to appropriate from the Water Department Enterprise Fund Retained Earnings, the sum of Two Hundred Thousand dollars (\$200,000) to be expended under the direction of the Board of Water Commissioners for the purpose of funding initial improvements to the Town's Water System, or take any other action in relation thereto.

{BEGIN CONSENT CALENDAR}

Article 7: Municipal Light Department Continuation of Operation (ATM12-06)

To see if the Town will appropriate receipts of the Municipal Light Department for the operation of said Department under the direction and control of the Municipal Light Board, as defined in Section 34, Chapter 164, General Laws, for the Fiscal Year beginning July 1, 2012, or take any other action in relation thereto.

Article 8: Zoning Board of Appeals Revolving Fund (ATM12-07)

To see if the Town will vote to continue the Zoning Board of Appeals Revolving Fund as authorized by Chapter 44, Section 53E ½ of Massachusetts General Laws. This fund shall be funded by applicants' fees to be expended without further appropriation for the purpose of application review including, but not limited to review services, clerical, legal expenses, equipment and office supplies. The Zoning Board of Appeals may expend from this account an amount not to exceed \$20,000 for the Fiscal Year beginning July 1, 2012; or take any other action in relation thereto.

Article 9: Road Machinery Fund (ATM12-08)

To see if the Town will vote to continue the Road Machinery Fund as authorized by Chapter 44, Section 53E ½ of the Massachusetts General Laws. This fund shall be funded by payments for rental of Highway machinery and shall be expended without further appropriation for the purpose of purchasing highway equipment. The Highway Surveyor, with approval of the Board of Selectmen, may expend from this account an amount not to exceed \$25,000, or the balance in the account, whichever is lesser, for the Fiscal Year beginning July 1, 2012; or take any other action in relation thereto.

Article 10: Conservation Commission Revolving Fund for Camp Denison (ATM12-09)

To see if the Town will vote to continue a Conservation Commission Revolving Fund for Camp Denison as authorized by Chapter 44, Section 53E ½ of Massachusetts General Laws. This fund shall be funded by program fees, facility use charges and outside vendor charges to be expended without further appropriation for the purpose of maintaining the support of the land and facilities including, but not limited to utilities, seasonal staff, legal expenses, equipment and office supplies. The Conservation Commission may expend from this account an amount not to exceed \$12,000 for the Fiscal Year beginning July 1, 2012; or take any other action in relation thereto.

Article 11: Local Access Programming (ATM12-10)

To see if the Town will vote to continue a Cable Television Revolving Fund as authorized by Chapter 44, Section 53E ½ of Massachusetts General Laws. This fund shall be funded by the Annual License Fee and the PEG Capital Funding (Section 7.4 of the contract) paid by Comcast and Verizon to the Town to be expended without further appropriation for the purpose of Local Access Programming, including but not limited to, utilities, salaries, equipment, maintenance and office supplies. The Cable Advisory Committee, with the approval of the Board of Selectmen, may expend from this account an amount not to exceed \$80,000 for the Fiscal Year beginning July 1, 2012; or take any other action in relation thereto.

Article 12: Chapter 90 Reimbursement, Transportation Bond (ATM12-11)

To see if the Town will appropriate the sum of \$303,515, or any other sum to be reimbursed by the Commonwealth of Massachusetts under the Transportation Bond issue, to be spent by the Highway Surveyor, with approval of the Board of Selectmen, under the provisions of Chapter 90 of the General Laws, or take any other action in relation thereto.

Article 13: Conservation Department, Conservation Restriction Revolving Fund(ATM12-12)

To see if the Town will vote to continue a Georgetown Conservation Restriction Revolving Fund as authorized by Chapter 44, Section 53E ½ of the Massachusetts General Laws. This fund shall be funded by fees and donations to be expended without further appropriation for the purpose of inspecting the condition of land for which the Georgetown Conservation Commission is the holder of Conservation Restrictions including, but not limited to staff expenses, legal expenses, equipment and supplies. The Conservation Commission may expend from this account an amount not to exceed \$1,000 for the Fiscal Year beginning July 1, 2012; or take any other action in relation thereto.

Article 14: Fire Department, Fire Alarm Revolving Fund (ATM12-13)

To see if the Town will vote to continue a Georgetown Fire Department Revolving Fund as authorized by Chapter 44, Section 53E ½ of the Massachusetts General Laws. This fund shall be funded by the annual fees charged for connection to the Municipal Fire Alarm system to be expended without further appropriation for the purpose of maintaining the Municipal Fire Alarm System. The Fire Department may expend from the account an amount not to exceed \$10,000 for the Fiscal Year beginning July 1, 2012; or take any other action in relation thereto.

Article 15: Fire Department, Ambulance Revolving Fund (ATM12-14)

To see if the Town will vote to continue a Georgetown Fire Department Ambulance Revolving Fund as authorized by Chapter 44, Section 53E ½ of the Massachusetts General Laws. This fund shall be funded by the fees charged for ambulance services provided by the Georgetown Fire Department to be expended without further appropriation for the purpose of operating an ambulance service. The Fire Department may expend from this account an amount not to exceed \$132,000 for the fiscal year beginning July 1, 2012, or take any other action in relation thereto.

{END CONSENT CALENDAR}

Finance and Advisory Board recommends approval. (vote: 7-0)

Board of Selectmen recommends approval. (vote: 5-0)

Article 16: Fire Department, Ladder Truck Payment (ATM12-15)

To see if the Town will vote to raise and appropriate or transfer from available funds the sum of \$77,000 for the Fiscal Year 2013 lease payment for the Fire Department ladder truck, or take any other action in relation thereto.

Finance and Advisory Board recommends approval. (vote: 8-0)

Article 17: Establishment of Other Post-Employment Benefits Trust Fund (ATM12-16)

To see if the Town will vote to accept the provisions of G.L. c.32B, §20, which would authorize the Town to establish an Other Post Employment Benefits Liability Trust Fund, or take any other action in relation thereto.

Finance and Advisory Board recommends approval. (vote: 7-0)

Board of Selectmen recommends approval. (vote: 5-0)

Article 18: Inspections Department, Revolving Fund (ATM12-38)

To see if the Town will vote to establish an Inspections Department Revolving Fund as authorized by Chapter 44, Section 53E ½ of the Massachusetts General Laws. This fund shall be funded by fees associated with electronic permit tracking software when permits are issued by the Town of Georgetown. Funds to be expended without further appropriation for the purpose of funding permit tracking software fees, training, computer upgrades, data storage, and electronic data conversion of existing paper files and contract work associated with the electronic permitting system. The Inspections Department may expend from this account an amount not to exceed \$12,000 for the fiscal year beginning July 1, 2012, or take any other action in relation thereto.

Finance and Advisory Board recommends approval. (vote: 7-0)

Board of Selectmen recommends approval. (vote: 5-0)

Article 19: School Bus Services Contract (ATM12-33)

To see if the Town will vote to authorize the School Committee to award two one year extensions to the current contract for school bus services between the Town of Georgetown and First Student of 51 Lowell Street, Salem, New Hampshire, or to take any other action in relation thereto.

Finance and Advisory Board recommends approval. (vote: 7-0)

Board of Selectmen recommends approval. (vote: 5-0)

Article 20: Source Capture Vehicle Exhaust System (ATM12-17)

To see if the Town will vote to raise and appropriate or transfer from available funds the sum of \$15,200 for the design, purchase and construction of a source capture vehicle exhaust system at the Central Fire Station, including all costs incidental and related thereto, or take any other action in relation thereto.

Finance and Advisory Board recommends approval. (vote: 7-0)

Board of Selectmen recommends approval. (vote: 5-0)

Article 21: Painting of Apparatus Bay (ATM12-18)

To see if the Town will vote to raise and appropriate or transfer from available funds the sum of \$6,000 to paint the Apparatus Bay at the Central Fire Station, or take any other action in relation thereto.

Finance and Advisory Board recommends approval. (vote: 7-0)

Board of Selectmen recommends approval. (vote: 5-0)

Article 22: Radio Upgrade for 2013 Narrow Band Compliance (Town-wide) (ATM12-19)

To see if the Town will vote to raise and appropriate or transfer from available funds the sum of \$139,000 for a Town-wide Radio Upgrade for 2013 Narrow Band Compliance, or take any other action in relation thereto.

Finance and Advisory Board recommends approval. (vote: 8-0)

Article 23: Police Department Holding Facility Repairs (ATM12-20)

To see if the Town will vote to raise and appropriate or transfer from available funds the sum of \$2,000 for repairs to the Police Department Holding Facility, or take any other action in relation thereto.

To be passed over.

Article 24: Town Wide Phone System (VoIP) (ATM12-21)

To see if the Town will vote to raise and appropriate or transfer from available funds the sum of \$84,000 for the design, purchase and installation of a Town Wide Phone System (VoIP), including all costs incidental and related thereto, or take any other action in relation thereto.

Finance and Advisory Board recommends approval. (vote: 8-0)

Article 25: Mini-excavator (Highway Dept) (ATM12-22)

To see if the Town will vote to raise and appropriate or transfer from available funds the sum of \$46,060 to purchase and equip a Mini-excavator for the Highway Department, or take any other action in relation thereto.

Finance and Advisory Board recommends approval. (vote: 8-0)

Article 26: 6-Wheel Dump Truck (Highway Dept) (ATM12-23)

To see if the Town will vote to raise and appropriate or transfer from available funds the sum of \$121,600 to purchase and equip a 6-Wheel Dump Truck for the Highway Department, or take any other action in relation thereto.

Finance and Advisory Board recommends approval. (vote: 8-0)

Article 27: Tractor (School Dept) (ATM12-25)

To see if the Town will vote to raise and appropriate or transfer from available funds the sum of \$50,000 to purchase and equip a Tractor for the School Department, or take any other action in relation thereto.

Finance and Advisory Board recommends approval. (vote: 8-0)

Article 28: Strategic Plan (ATM12-29)

To see if the Town will vote to raise and appropriate, or transfer from available funds, a sum of money for the purpose of retaining a consultant or consultants to prepare a Strategic Plan for the Town, or to take any other action in relation thereto.

*Finance and Advisory Board **does not** recommend approval. (vote: 0-6-1)*

To be passed over.

Article 29: Community Preservation Committee (ATM12-30)

A: Community Preservation General Budget

To see if the Town will vote to hear and act on the report of the Community Preservation Committee on the Fiscal Year 2013 Community Preservation budget and to appropriate, pursuant to G.L. Ch. 44B §6, from the Community Preservation Fund a sum of money to

meet the administrative expenses and all other necessary and proper expenses of the Community Preservation Committee for Fiscal Year 2013; and further, pursuant to G.L. Ch. 44B §6, to reserve for future appropriation from Community Preservation Fund estimated annual revenues the following amounts as recommended by the Community Preservation Committee: a sum of money for the acquisition, creation and preservation of open space; a sum of money for acquisition, preservation, restoration and rehabilitation of historic resources; and a sum of money for the creation, preservation and support of community housing; as well as sum of money to be placed in the 2013 Budgeted Reserve for general Community Preservation Act projects or purposes recommended by the Community Preservation Committee, as follows:

Appropriations:

\$21,000 (less than 5% of the estimated FY revenues) to meet the administrative expenses and all other necessary and proper expenses of the Community Preservation Committee for the Fiscal Year;

Reservations:

\$47,000 (>10% of the estimated FY revenues) for the acquisition, creation and preservation of open space excluding land for recreational use.

\$47,000 (>10% of the estimated FY revenues) for acquisition, preservation, restoration and rehabilitation of historic resources; and

\$47,000 (>10% of the estimated FY revenues) for the creation, preservation and support of community housing.

or take any other action in relation thereto.

Finance and Advisory Board recommends approval. (vote: 7-0)

Board of Selectmen recommends approval. (vote: 5-0)

B: Community Preservation Community Housing Category, "Housing Authority Community Building"

To see if the Town will vote, pursuant to G.L. c.44B, to appropriate from Community Preservation Fund Community Housing Reserve Account, the amount of \$63,000.00 (Sixty Three Thousand dollars) as a grant to the Housing Authority for the support of community housing, and in particular for renovation and improvement of the Community Room located at Trestle Way Housing Complex and to authorize the Board of Selectmen, in consultation with the Community Preservation Committee, to enter into a grant agreement with said Housing Authority setting forth the terms and conditions of the grant. Any funds from this appropriation remaining unspent after a period of 3 years from the date of the approval of this article will be returned to the Community Preservation fund only after a vote by the Community Preservation Committee determining that it is unlikely the remaining appropriated funds will need to be spent to this effect;

or take any other action in relation thereto.

Finance and Advisory Board recommends approval. (vote: 7-0)

Board of Selectmen recommends approval. (vote: 5-0)

C: Community Preservation Community Housing Category, "Housing Authority Storm Door installation"

To see if the Town will vote, pursuant to G.L. c.44B, to appropriate from Community Preservation Fund Community Housing Reserve Account, the amount of \$7,500.00 (Seven Thousand five hundred dollars) as a grant to the Housing Authority for the support of community housing, and in particular for Storm Door installation in the Trestle Way Housing Complex and to authorize the Board of Selectmen, in consultation with the Community Preservation Committee, to enter into a grant agreement with said Housing Authority setting forth the terms and conditions of the grant. Any funds from this appropriation remaining unspent after a period of 3 years from the date of the approval of this article will be returned to the Community Preservation fund only after a vote by the Community Preservation Committee determining that it is unlikely the remaining appropriated funds will need to be spent to this effect;

or take any other action in relation thereto.

Finance and Advisory Board recommends approval. (vote: 7-0)

Board of Selectmen recommends approval. (vote: 5-0)

D: Community Preservation Community Housing Category, "Affordable Housing Trust Grant"

To see if the Town will vote, pursuant to G.L. c. 44B, to appropriate from Community Preservation Fund Community Housing Reserve Account, the amount of \$100,000 (One Hundred Thousand dollars) as a Grant to the Georgetown Affordable Housing Trust for the purposes of Affordable Housing initiatives consistent with the Trust's Articles of Incorporation and the accepted Town of Georgetown Affordable Housing Production Plan and to authorize the Community Preservation Committee to enter into a grant agreement with the Georgetown Affordable Housing Trust setting the terms for such grant, including a requirement that the owners of any dwellings subsequently receiving any of these appropriated monies from the Trust grant to the Town an Affordable Housing Restriction in said dwellings, and further, to authorize the Board of Selectmen to accept such restrictions;

or take any other action in relation thereto.

Finance and Advisory Board recommends approval. (vote: 6-0-1)

Board of Selectmen recommends approval. (vote: 4-1)

E: Community Preservation Historic Resources Category, "Town Hall Restoration and Rehabilitation" Phase 2.

To see if the Town will vote, pursuant to G.L. c.44B, to appropriate from Community Preservation Fund Historic Reserve Account, the amount of \$35,060.00 (Thirty Five Thousand and sixty dollars) for the restoration and rehabilitation of the Historic Town Hall in accordance with the Comprehensive Conditions Assessment that was performed for this historic property in order to ensure that all work accomplished is consistent with the guidelines and requirements of United States Secretary of the Interior's Standards for the Treatment of Historic Properties (Department of Interior regulations Standards for Rehabilitation codified in 36 CFR 67) including painting of the exterior of the building, and to allow an Architectural Consultant, in conjunction with a Paper Records Storage

Consultant, to develop a Archival Storage Plan for the Town's vital records, historic documents and the Clerk's Vault and for preservation and compilation of the Town Code, Regulations and Bylaws; and further, to authorize the Board of Selectmen, in consultation with the Community Preservation Committee, to enter into all agreements and execute any and all instruments for any grants to defer the costs associated with this initiative. Any funds from this appropriation remaining unspent after a period of 3 years from the date of the approval of this article will be returned to the Community Preservation fund only after a vote by the Community Preservation Committee determining that it is unlikely the remaining appropriated funds will need to be spent to this effect;

or take any other action in relation thereto.

Finance and Advisory Board recommends approval. (vote: 7-0)

Board of Selectmen recommends approval. (vote: 5-0)

F: Community Preservation Historic Resources Category, "Historic Perley School Restoration and Rehabilitation" Phase 2.

To see if the Town will vote, pursuant to G.L. c.44B, to appropriate from Community Preservation Fund \$100,000 (One Hundred Thousand dollars) from the Community Preservation Fund Undesignated account and \$65,000 (Sixty Five thousand dollars) from the Historic Reserve Account, for a total amount of \$165,000.00 (One Hundred Sixty-Five Thousand dollars) for the restoration and rehabilitation of the Historic Perley School, including all costs incidental and related thereto, in accordance with the Comprehensive Conditions Assessment that was performed for this historic property in order to ensure that all work accomplished is consistent with the guidelines and requirements of United States Secretary of the Interior's Standards for the Treatment of Historic Properties (Department of Interior regulations Standards for Rehabilitation codified in 36 CFR 67); and further, to authorize the Board of Selectmen and School Committee, in consultation with the Community Preservation Committee, to enter into all agreements and execute any and all instruments for any grants to defer the costs associated with this initiative and to authorize the Board of Selectmen to grant a Historic Preservation Restriction in said property to an appropriately qualified charitable corporation or trust whose purposes include preservation of buildings or sites of historical significance under M.G.L. Chapter 184. Any funds from this appropriation remaining unspent after a period of 3 years from the date of the approval of this article will be returned to the Community Preservation fund only after a vote by the Community Preservation Committee determining that it is unlikely the remaining appropriated funds will need to be spent to this effect;

or take any other action in relation thereto.

Finance and Advisory Board recommends approval. (vote: 7-0)

Board of Selectmen recommends approval. (vote: 5-0)

G: Community Preservation Historic Category "Camp Denison Historic Preservation" Phase 2

To see if the Town will vote, pursuant to G.L. c.44B, to appropriate from the Community Preservation Fund Historic Reserve Account the amount of \$10,000.00 (Ten Thousand dollars) to fund engineering, permitting and implementation of improvements as recommended by the Georgetown Conservation Commission, in order to preserve,

protect and rehabilitate the Camp, including the restoration and preservation of the access from the main entrance to the lodge area inclusive of culvert rehabilitation; the control of runoff and erosion occurring around the historic lodge; the restoration and preservation of the access from the lodge area to the waterfront; and the installation of a new septic system for the Historic campground cabins. Any funds from this appropriation remaining unspent after a period of 3 years from the date of the approval of this article will be returned to the Community Preservation fund only after a vote by the Community Preservation Committee determining that it is unlikely the remaining appropriated funds will need to be spent to this effect; or take any other action in relation thereto.

Finance and Advisory Board recommends approval. (vote: 7-0)

Board of Selectmen recommends approval. (vote: 5-0)

H: Community Preservation Historic Resources Category, "Rowley Landing Legal Pursuance"

To see if the Town will vote, pursuant to G.L. c.44B, to appropriate from the Community Preservation Fund Historic Reserve Account, the amount of \$35,000 (Thirty Five Thousand dollars) to be used for the legal pursuance for the use and preservation of Rowley Landing, clam flats and Thatch Bank as a historical and cultural asset to the Town of Georgetown. Any funds from this appropriation remaining unspent after a period of 3 years from the date of the approval of this article will be returned to the Community Preservation Historic Reserve fund only after a vote by the Community Preservation Committee determining that it is unlikely the remaining appropriated funds will need to be spent to this effect; or take any other action in relation thereto.

*Finance and Advisory Board **does not** recommend approval. (vote: 0-7)*

*Board of Selectmen **does not** recommend approval. (vote: 0-5)*

I: Community Preservation Historic Resources Category, "Historic Structures Survey"

To see if the Town will vote, pursuant to M.G.L. c.44B, to appropriate from Community Preservation Fund Historic Reserve Account, the amount of \$24,000 (Twenty Four thousand dollars) to be allocated to document the historic structures in the Town to be included in the Massachusetts Historical Commission Inventory. Any funds from this appropriation remaining unspent after a period of 3 years from the date of the approval of this article will be returned to the Community Preservation fund only after a vote by the Community Preservation Committee determining that it is unlikely the remaining appropriated funds will need to be spent to this effect;

or take any other action in relation thereto.

Finance and Advisory Board recommends approval. (vote: 6-0-1)

Board of Selectmen recommends approval. (vote: 5-0)

J: Community Preservation Open Space Category, "Open Space Plan Funding"

To see if the Town will vote, pursuant to M.G.L. Ch. 44B to appropriate from Community Preservation Fund Open Space Reserve Account the amount of \$7,000.00 (Seven Thousand dollars) to hire a consultant to develop an Open Space and Recreation Plan for the Town in conformance with the requirements of the State's Department of Conservation and Recreation. Any funds from this appropriation remaining unspent after a period of 3 years from the date of the approval of this article will be returned to the Community Preservation fund only after a vote by the Community Preservation

Committee determining that it is unlikely the remaining appropriated funds will need to be spent to this effect;

or take any other action in relation thereto.

Finance and Advisory Board does not recommend approval. (vote: 2-3-2)

Board of Selectmen recommends approval. (vote: 5-0)

K: Community Preservation Open Space Category, "Conservation Restriction Endowment"

To see if the Town will vote, pursuant to M.G.L. Ch. 44B to appropriate from Community Preservation Fund Open Space Reserve Account the amount of \$15,000.00 (Fifteen Thousand dollars) for the purpose of acquiring a conservation restriction on the parcel described as Lot 1, which contains 31.085 acres, as shown on plan entitled "Plan of Land in Georgetown, MA, Property of Victoria M. Mozykowski and Craig R. Misci, Trustee of N & N Realty Trust" prepared by Donohoe and Parkhurst, Inc., dated September 1, 2011, recorded in the Registry of Deeds in Plan Book 430, as Plan 64, and to authorize the Board of Selectmen to acquire said restriction and enter into all agreements and execute all instruments as may be needed to carry out the purposes of this vote; and to authorize the Board of Selectmen to enter into an agreement with and convey to the Essex County Greenbelt Association, as the designated holder of a proposed Conservation Restriction (as defined in M.G.L. Ch. 184 §31), a perpetual restriction in accordance with M.G.L. Chapter 184 and as required by § 12 (a) of M.G.L. Chapter 44B. Any funds from this appropriation remaining unspent after a period of 3 years from the date of the approval of this article will be returned to the Community Preservation fund only after a vote by the Community Preservation Committee determining that it is unlikely the remaining appropriated funds will need to be spent to this effect;

or take any other action in relation thereto.

Finance and Advisory Board recommends approval. (vote: 7-0)

Board of Selectmen recommends approval. (vote: 5-0)

L: Community Preservation Recreational Land Use Category, "East Main Street Active Recreational Land Access and Development (Phase 2)"

To see if the Town will vote, pursuant to M.G.L. c.44B, to appropriate from the Community Preservation Fund a total of \$200,000 (Two Hundred Thousand Dollars), from the Undesignated Account, to fund the engineering, legal, permitting, and development costs, including all costs incidental and related thereto, for the creation of an Active Recreational Facility at the location of the Recreational land off of Main Street, purchased by Art 20(E) of the Annual Town Meeting of May 4th, 2009; and further, to authorize the Board of Selectmen and Parks and Recreation Commission, in consultation with the Community Preservation Committee to enter into all agreements and execute any and all instruments for any grants to defer the costs associated with the development of this Facility. Any funds from this appropriation remaining unspent after a period of 3 years from the date of the approval of this article will be returned to the Community Preservation fund only after a vote by the Community Preservation Committee determining that it is unlikely the remaining appropriated funds will need to be spent to this effect;

or take any other action in relation thereto.

Finance and Advisory Board recommends approval. (vote: 7-0)

Board of Selectmen recommends approval. (vote: 5-0)

Article 30: Planning Board-Floodplain District Bylaw (ATM12-31)

To see if the Town will vote to amend the Zoning Bylaw of the Town of Georgetown, Article IV: Floodplain District in the following manner:

To add the italicized wording and delete the strikethrough wording in the first paragraph of **§165-28 Delineation of Floodplain**, as follows:

Nothing in this Bylaw is intended to replace or supersede the requirements of the Town of Georgetown Zoning Bylaw, the Massachusetts Wetlands Protection Act, the Town of Georgetown Wetlands Protection Bylaw, any other Bylaw that may be adopted by the Town of Georgetown, or any Rules and Regulations adopted there under.

The Floodplain Districts *is* defined as all land extending on either side of the thread of the stream which, on March 2, 1970, is below the grade indicated above sea level determined with reference to United States Coast and Geodetic Survey Markers, *and all special flood hazard areas within the Town of Georgetown designated as Zone A and AE on the current Essex County Flood Insurance Rate Maps (FIRMs) issued by the Federal Emergency Management Agency (FEMA) for the Town of Georgetown, as more fully defined herein.*

No building permit shall be issued for any structure and no other permit shall be issued for any purpose, including disposal works construction, located within any area designated as Floodplain District on a map entitled "Floodplain Zoning Map, Revised May 1, 1980," on file in the office of the Planning Board *and all special flood hazard areas within the Town of Georgetown designated as Zone A and AE on the current Essex County Flood Insurance Rate Maps (FIRMs) issued by the Federal Emergency Management Agency (FEMA) for the Town of Georgetown*, unless the applicant furnishes a plan prepared by a registered professional engineer or registered land surveyor showing the elevation in two-foot contours or otherwise demonstrates to the satisfaction of the Building Inspector, or other person or Board from whom the permit is sought, the relationship of the land to the Floodplain District.

and to add the following subsections "Q", "R" and "S" to that same §165-28:

- Q. The Floodplain District includes all special flood hazard areas within the Town of Georgetown designated as Zone A and AE on the Essex County Flood Insurance Rate Map (FIRM) issued by the Federal Emergency Management Agency (FEMA) for the administration of the National Flood Insurance Program. The map panels of the Essex County FIRM that are wholly or partially within the Town of Georgetown are map numbers 25009C0113F, 25009C0114F, 25009C0231F, 25009C0232F, 25009C0233F, 25009C0234F, 25009C0251F, 25009C0252F, 25009C0253F, 25009C0254F, and 25009C0256F with an effective date of July 3, 2012. The exact boundaries of the District shall be defined by the 100-year base flood elevations shown on the FIRM and further defined by the Essex County Flood Insurance Study (FIS) report with an effective date of July 3, 2012. The FIRM and FIS report are incorporated herein by reference and are on file with the Planning Office.

1. In Zones A and AE, along watercourses that have not had a regulatory floodway designated, the best available Federal, State, local, or other floodway data shall be used to prohibit encroachments in floodways which would result in any increase in flood levels within the community during the occurrence of the base flood discharge.
 2. In Zone A, base flood elevation data is required for subdivision proposals or other developments.
 3. In Zone AE, along watercourses within the Town of Georgetown that have a regulatory floodway designated on the Essex County FIRM maps, encroachments are prohibited in the regulatory floodway which would result in any increase in flood levels within the community during the occurrence of the base flood discharge.
 4. All subdivision proposals must be designed to assure that:
 - 1) Such proposals minimize flood damage.
 - 2) All public utilities and facilities are located and constructed to minimize or eliminate flood damage.
 - 3) Adequate drainage is provided to reduce exposure to flood hazards.
- R. All development in the Floodplain District, including structural and non-structural activities, whether permitted by right or by special permit must be in compliance with §131, Section 40 of the Massachusetts General Laws and with the following:
- 1) Sections of the Massachusetts State Building Code (§780 CMR) which address floodplain and coastal high hazard areas.
 - 2) Wetlands Protection Regulations, Department of Environmental Protection (DEP) (currently §310 CMR 10.00).
 - 3) Inland Wetlands Restriction, DEP (currently §310 CMR 13.00).
 - 4) Minimum Requirements for the Subsurface Disposal of Sanitary Sewage, DEP (currently §310 CMR 15, Title 5);

Any variances from the provisions and requirements of the above referenced state regulations may only be granted in accordance with the required variance procedures of these state regulations.

- S. In a riverine situation, the Conservation Commission shall notify the following of any alteration or relocation of a watercourse:
- 1) Adjacent Communities.
 - 2) NFIP State Coordinator
Massachusetts Department of Conservation and Recreation
251 Causeway Street, Suite 600-700
Boston, MA 02114-2104
 - 3) NFIP Program Specialist
Federal Emergency Management Agency, Region I
99 High Street, 6th Floor
Boston, MA 02110

and further to amend the Town's zoning map consistent with these changes, or take any other action in relation thereto.

Article 31: Park & Recreation –Gift of land Parcel A-1, 172 East Main Street (ATM12-37)

To see if the Town will vote to authorize the Board of Selectmen to accept, for recreation purposes, a gift of land described as "Parcel A-1, 4,598 sq. ft.±" on a plan entitled: "Site Plan of Land in Georgetown, Massachusetts, Owned by UFP Technologies, Inc., 172 East Main Street, Georgetown, MA 01833, USA", dated Sept. 28, 2011, prepared by Robert D. O'Neil, Jr., R.P.L.S., and to enter into all agreements and take all related actions necessary or appropriate to carry out this acquisition, and further to place such land in the care, custody and control of the Park and Recreation Department, or take any other action in relation thereto. (Majority vote)

Finance and Advisory Board recommends approval. (vote: 7-0)

Board of Selectmen recommends approval. (vote: 5-0)

Article 32: Planning Board-Amend Independent Senior Housing Bylaw (ATM12-39)

To see if the Town will vote to amend the Zoning Bylaw of the Town of Georgetown, Article XVII - Independent Senior Housing

§ 165-109. Number of bedrooms per dwelling unit., by adding the italicized wording after the existing text, "Maximum number of bedrooms per dwelling unit: two; exception: In the district zoned RA the maximum shall be one."

The SPGA may allow up to two bedrooms per dwelling unit in the RA district upon its finding that this waiver will not be detrimental to the natural features, drainage, watershed protection, historic features, or character of the neighborhood.

and;

§ 165-110. Parking requirements, by adding the italicized wording after the existing text,

"Two parking spaces shall be provided for each dwelling unit (with the exception of one-bedroom units which will require one parking space per unit) in reasonable proximity to the dwelling. Additional parking in proximity to any additional facilities serving residents in common or guest parking shall contain no more than 12 parking spaces, and all such areas shall be adequately landscaped."

The SPGA may allow additional parking spaces in all districts upon its finding that this waiver will provide greater ADA accessibility of the development beyond local, State, and Federal minimum requirements.

and;

§ 165-112. Number of dwelling units per development, by deleting the underlined number and replacing it with the italicized number and by adding the italicized wording.

Maximum number dwelling units per ISH development: not more than 25 in all districts with the exception of RA where the maximum shall be 12. The SPGA may approve the construction of more than 25 units if the applicant designates at least 15% (*25%*) of the total number of units for use as affordable housing dwelling units as defined in § 165-71, *and subject to the provisions of § 165-71*, provided that such affordable dwelling units shall also be restricted to occupancy by

households having all resident members 55 years or older. First priority for occupancy in such affordable units shall be given to Georgetown residents or their immediate relatives and former Georgetown residents by a process agreed to and documented as part of the special permit. The applicant must also provide additional open space in an amount to be determined by the SPGA. The SPGA must find that the construction of additional units will not be detrimental to the *natural features, drainage, watershed protection, historic features, or character of the neighborhood*

and:

§ 165-116. Project maintenance, by adding the italicized wording.

In every ISH development there shall be an organization of the homeowners of the dwelling units which shall be responsible for the maintenance and repair of internal roads and driveways, snow plowing, landscape maintenance, trash removal, utility services and maintenance and repair of other common elements and facilities serving the residents. *As a condition of approval the SPGA shall require a covenant to be recorded granting a perpetual restriction, to run with the land, stipulating that all roadways, drainage structures, sewage facilities and appurtenances shall be operated, maintained and repaired by the owners and successors in interest. Such maintenance shall include the removal of snow and ice from roadways, sidewalks, and other surfaces as required by law.*

or to take any other action in relation thereto.

Finance and Advisory Board **does not** recommend approval. (vote: 1-4-2)

Article 33: Amend Independent Senior Housing Section 165-108, 109 (Citizen Petition)
(ATM12-34)

To see if the Town will vote to amend the Zoning By-Law of the Town of Georgetown
Article XVII-Independent Senior Housing,

Section 165-108: Number of Bedrooms Per Dwelling Building, by **deleting** the following phrase
at the end of said section:

“exception: In the district zoned RA, the maximum shall be three.”

and

Section 165-109: Number of Bedrooms Per Dwelling Unit, by **deleting** the following phrase at
the end of said section:

“exception: In the district zoned RA, the maximum shall be one.”

or take any other action with respect thereto.