

Finance and Advisory Board
Annual Report and Recommendations
For
Fiscal Year 2016



Annual and Special Town Meeting

Monday May 4, 2015

7:00 PM

Georgetown Middle/Senior High School Auditorium

Please bring this book with you to the Annual Town Meeting

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To The Citizens of Georgetown

We are pleased to present a balanced budget for the coming fiscal year. There were major challenges due to fixed costs. Health insurance increased significantly, other insurance areas and pension benefit costs increased as well. Operational costs are up slightly due to contractual obligations, thus no additional personnel have been added.

The revenue situation is somewhat less clear at this time. The new Governor was not required to file a budget until mid-February. Although there were some increases in that budget, the possibility of reductions in other areas created uncertainty in state funding. As a result we have level funded state aid in our proposed budget.

Despite both expense increases and limited revenue increases, the budget is balanced. Perhaps adjustments can be made in the fall when our revenue information is clearer.

On a more positive note, construction on the new Penn Brook School has made great strides and is nearing completion. The High School renovations are also on schedule, and construction will begin this spring. Kindergarten, first and sixth grades will join the other elementary classes in the new Penn Brook Building. This will leave only the pre-school students and system administrators in the Perley building. This presents a great opportunity to finally have a Senior Center in town. The Selectmen have submitted a warrant article to renovate the first grade wing to get this underway.

This year the Finance and Advisory Board has added some new members. We are delighted that we have so many people willing to commit to spending their time to insure the town is well managed. New voices are always welcome.

Finally, we would be remiss if we didn't mention the time and energy Sandy Gerraughty has given to the town. Sandy is planning to retire from the Fin Com, but has graciously agreed to stay on until a replacement is found. Sandy has been a major part of a successful effort to keep Georgetown on an even keel financially. She has our gratitude and thanks for her efforts.

Respectfully submitted;

Sandy Gerraughty-Chair

Jim Lacey-vice chair

Joe Bonavita

Ed Dobie

Matt Newhall

Robin O'Malley

Ashley Pierson

Wayne Snow

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 July1.

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 2016 BUDGET SUMMARY**

	BUDGET	BUDGET	BUDGET	BUDGET		
	2013	2014	2015	2016	\$ Chg.	% Chg.
REVENUE						
Taxes	15,398,997	15,852,065	18,169,125	18,576,281	407,156	2.2%
State Revenue	6,180,712	6,252,733	6,292,799	6,380,867	88,068	1.4%
Local Receipts/Enterprise	1,872,000	2,030,412	2,306,571	2,446,571	140,000	6.1%
Other Available Funds	33,687	139,698	75,149	75,338	189	0.3%
OTHER REVENUE SOURCES						
Override						
Free Cash	250,000					
Transfer from Stabilization Fund						
Transfer from Water Dept.	233,057	262,164	262,164	262,164	-	0.0%
TOTAL REVENUE	23,968,453	24,537,072	27,105,808	27,741,221	635,413	2.3%
OPERATING EXPENSES BY DEPARTMENT						
General Government						
Town Meeting Expense	1,600	1,600	1,600	1,600	-	0.0%
Selectmen	2,000	2,000	98,000	52,000	(46,000)	-46.9%
Administration and Finance	541,188	1,131,491	1,212,799	1,249,291	36,492	3.0%
Operation Support	807,034	206,607	0	0	-	
Town Clerk	87,569	77,944	96,644	91,274	(5,370)	-5.6%
Land Use	185,797	192,533	195,136	177,711	(17,425)	-8.9%
Total General Government	1,625,188	1,612,175	1,604,179	1,571,876	(32,303)	-2.0%
Public Safety						
Police Protection	1,414,484	0	0	0		
Police Public Safety Building	16,487	0	0	0		
Other Public Safety	14,683	0	0	0		
Total Police	1,445,654	1,480,642	1,508,572	1,549,407	40,835	2.7%
Fire/Emergency Medical	422,134	429,594	434,579	442,899	8,320	1.9%
Protective Inspections	0	moved to BOH	0	0		
Total Public Safety	1,867,788	1,910,236	1,943,151	1,992,306	49,155	2.5%
Code Enforcement						
Code Enforcement	124,170	127,147	128,978	130,834		
Total Code Enforcement	124,170	127,147	128,978	130,834	1,856	1.4%
Education						
Public Schools	12,860,426	13,189,893	13,577,807	13,803,254	225,447	1.7%
School Assessments	313,345	481,499	620,562	713,062	92,500	14.9%
Total of Education	13,173,771	13,671,392	14,198,369	14,516,316	317,947	2.2%
Public Works & Facilities	742,407	758,749	824,081	833,397	9,316	1.1%
Undesignated (Street/Traffic Lights)	0	0	0	0		
Human Services						
Health Services	102,949	104,568	105,501	111,247	5,746	5.4%
Special Programs	161,541	164,901	174,324	185,022	10,698	6.1%
Total of Human Services	264,490	269,469	279,825	296,269	16,444	5.9%
Culture & Recreation	338,182	343,391	351,937	365,029	13,092	3.7%
Debt Service						
Principal	816,356	740,061	1,768,061	1,656,061	(112,000)	-6.3%
Interest	166,288	216,404	1,151,977	1,172,773	20,796	1.8%
Total of Debt Service	982,644	956,465	2,920,038	2,828,834	(91,204)	-3.1%
Insurance	4,174,641	4,263,766	4,287,077	4,654,932	367,855	8.6%
Overlay/State/Snow & Ice	649,223	624,282	551,428	551,428	-	0.0%
TOTAL EXPENSES	23,942,504	24,537,072	27,089,063	27,741,221	652,158	2.4%
TOTAL REVENUES	23,968,453	24,537,072	27,105,808	27,741,221	635,413	2.3%
Excess Levy	25,949	0	16,745	0		

TOWN OF GEORGETOWN		EXPENCES				
FY2016 BUDGET						
	Line Item	FY13	FY14	FY15	FY16	
Category	Department	Number	Budget	Budget	Budget	Proposed
GENERAL GOVERNMENT						
	Town Meeting Expense	11131	1,600	1,600	1,600	1,600
Selectmen:						
	Reserve Fund			96,000	50,000	
	Selectmen Expenses	11224	2,000	2,000	2,000	2,000
Total Selectmen			2,000	2,000	98,000	52,000
Administration and Finance						
	Personal Services			481,645	496,295	508,787
	Purchase of Services			649,846	716,504	740,504
Total Administration and Finance			541,188	1,131,491	1,212,799	1,249,291
Licensing & Registration:						
	Town Clerk Personal Services			62,334	71,914	69,119
	Town Clerk Purchase of Services			15,610	24,730	22,155
Total Licensing & Registration			87,569	77,944	96,644	91,274
Land Use:						
	Conservation Personal Services			77,933	79,102	60,287
	Conservation Purchase of Services			3,000	3,000	3,000
	Planning Board Personal Services	11752	74,704	78,546	79,724	80,860
	Planning Board Purchase of Services	11751	18,829	15,106	15,106	15,100
	ZBA Personal Services	11761	13,232	17,088	17,344	17,604
	ZBA Purchase of Services	11762	0	860	860	860
Total Land Use			185,797	192,533	195,136	177,711
TOTAL OF GENERAL GOVERNMENT			1,625,188	1,612,175	1,604,179	1,571,876
PUBLIC SAFETY						
Police Protection:						
	Personal Services			1,313,359	1,341,289	1,382,124
	Purchase of Services			167,283	167,283	167,283
Total of Police Department			1,445,654	1,480,642	1,508,572	1,549,407
Fire Protection:						
	Personal Services	12211	324,892	332,352	337,337	345,657
	Purchase of Services	12214	97,242	97,242	97,242	97,242
Total of Fire/Emergency Medical			422,134	429,594	434,579	442,899
TOTAL OF PUBLIC SAFETY			453,304	1,910,236	1,943,151	1,992,306
Code Enforcement:						
	Personal Services	12951	119,063	122,040	123,871	125,227
	Purchase of Services	12952	5,107	5,107	5,107	5,607
TOTAL OF CODE ENFORCEMENT			124,170	127,147	128,978	130,834

TOWN OF GEORGETOWN		EXPENCES				
FY2016 BUDGET		Line Item	FY13	FY14	FY15	FY16
Category	Department	Number	Budget	Budget	Budget	Proposed
EDUCATION						
Public School:						
	Personal Services	13111	10,835,685	10,934,079	11,385,533	11,663,531
	Purchase of Services	13112	1,942,741	2,255,814	2,192,274	2,139,723
	<i>Reduction of School's Requested Increase</i>		<i>(168,000)</i>			
	<i>STM SPED</i>		<i>250,000</i>			
Total Public Schools			12,860,426	13,189,893	13,577,807	13,803,254
School Assessments:						
	Whittier Reg'l. Assess	13121	313,345	418,733	519,384	611,884
	Essex County Tech Sending Tuition		New from State Chrg	62,766	101,178	101,178
Total School Assessments			313,345	481,499	620,562	713,062
TOTAL OF EDUCATION			13,173,771	13,671,392	14,198,369	14,516,316
PUBLIC WORKS AND FACILITIES						
	Personal Services		284,970	296,094	360,426	369,742
	Purchase of Services		416,287	462,655	463,655	463,655
TOTAL OF PUBLIC WORKS & FACILITIES			742,407	758,749	824,081	833,397
HUMAN SERVICES						
Health Services:						
	Personal Services	15111	64,759	66,378	67,311	68,257
	Purchase of Services	15112	38,190	38,190	38,190	42,990
Total of Health Services			102,949	104,568	105,501	111,247
Special Programs:						
	COA Personal Services	15411	61,803	63,348	68,771	82,489
	COA Purchase of Services	15412	25,492	26,508	26,508	23,488
	Veterans Services Expense	15431	40,000	40,000	44,000	44,000
	Veterans Graves Expense	15432	4,000	4,000	4,000	4,000
	N. Essex Vet Dist. Assess	15433	30,246	31,045	31,045	31,045
Total For Special Programs			161,541	164,901	174,324	185,022
TOTAL FOR HUMAN SERVICES			264,490	269,469	279,825	296,269
CULTURE & RECREATION						
	Library Personal Services	16111	193,143	197,972	200,942	201,874
	Library Purchase of Services	16112	108,145	108,145	108,145	120,304
Total of Library			301,288	306,117	309,087	322,178
	P&R Personal Services	16311	15,209	15,589	15,823	15,824
	P&R Purchase of Services	16312	19,885	19,885	25,227	25,227
Total of Parks & Recreation			35,094	35,474	41,050	41,051
	Historical Comm. Purchase of Services	16911	500	500	500	500
	Memorial Day Service Expense	16921	1,300	1,300	1,300	1,300
TOTAL CULTURE & RECREATION			338,182	343,391	351,937	365,029

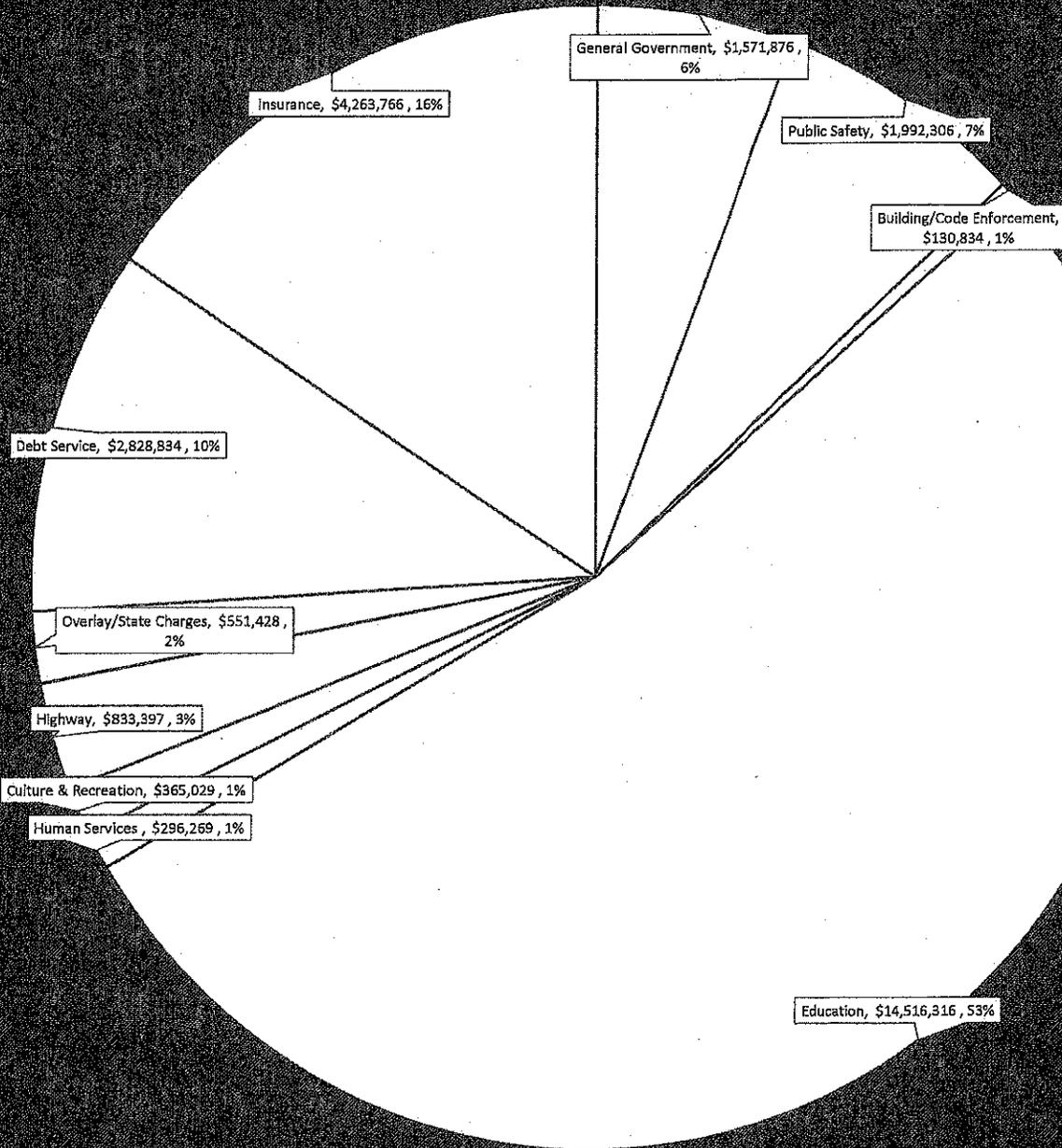
TOWN OF GEORGETOWN						
FY2016 BUDGET			EXPENCES			
		Line Item	FY13	FY14	FY15	FY16
Category	Department	Number	Budget	Budget	Budget	Proposed
DEBT SERVICE						
Principal:						
	Landfill - Principal	17112	75,000	75,000	75,000	60,000
	Land Acquis. - Series C	17114	11,000	11,000	11,000	10,000
	School Renov. - Series C	17119	214,000	199,000	174,000	165,000
	Water Pollution Abatement Bond	17120	10,400	10,400	10,400	10,400
	Town Hall Building Remodeling	17121	80,000	0	0	0
	Public Works - Building Addition	17122	25,000	0	0	0
	Water Pollution Abatement Bond #2	17123	10,661	10,661	10,661	10,661
	Library Addition Principle	17125	120,000	120,000	120,000	120,000
	Capital Equipment Principal	17126	35,000	105,000	105,000	70,000
	Elect Sub Station Prin. - Series B	17127	80,000	80,000	80,000	80,000
	Energy Services Principal	17129	155,295	129,000	130,000	130,000
	Penn Brook Feasibility Study				52,000	15,000
	Penn Brook School Project				1,000,000	985,000
	Turf Field & CR (CPC Bond)				0	0
	Middle/high School Project					0
Total Of Principal			816,356	740,061	1,768,061	1,656,061
Interest:						
	Landfill - Interest	17510	16,392	12,360	8,273	4,530
	School Renov. Interest - Series C	17518	27,878	23,598	19,618	15,703
	Land Acquisition Interest - Series C	17519	1,163	943	723	475
	Short Term Loans-Other	17521	2,700	6,000	42,500	60,000
	Town Hall Building Remodeling	17523	3,200	0	-	-
	Public Works - Building Addition	17524	1,000	0	-	-
	Library Addition - Interest	17525	56,910	52,110	47,610	43,410
	Capital Equipment Interest	17526	3,325	3,818	2,259	1,120
	Elect Sub Station Interest	17527	22,140	18,940	15,940	13,140
	Penn Brook Feasibility Study Interest	17528	3,285	2,129	14,678	12,800
	Energy Services Interest	17529	28,295	46,506	45,890	45,078
	Penn Brook Construction Project	17530		50,000	948,499	867,200
	Turf Field & Conservation Restriction-CPC				5,987	9,317
	Middle/high School Project					100,000
Total of Interest			166,288	216,404	1,151,977	1,172,773
TOTAL OF DEBT SERVICE			982,644	956,465	2,920,038	2,828,834
INSURANCE						
Employee Benefits:						
	Regional Retirement	19111	1,148,730	1,264,724	1,330,876	1,428,594
	GASB 45		0	7,500	0	0
	Workmen Comp Insurance	19121	83,928	112,479	139,054	150,757
	Unemployment Insurance	19131	100,000	95,000	95,000	95,000
	Health Insurance	19141	2,265,919	2,205,137	2,142,827	2,339,599
	Life Insurance	19151	4,800	4,800	4,800	5,040
	Medicare Insurance	19161	231,000	237,000	242,000	250,000
	Dental Insurance	19171	156,900	153,762	153,762	153,762
Other Insurance						
	Vehicle Prop & Liab. Ins	19951	183,364	183,364	178,758	232,180
TOTAL OF INSURANCE			4,174,641	4,263,766	4,287,077	4,654,932
TOTAL OPERATING BUDGET			23,293,281	23,912,790	26,537,635	27,189,793

TOWN OF GEORGETOWN		EXPENCES				
FY2016 BUDGET		Line Item	FY13	FY14	FY15	FY16
Category	Department	Number	Budget	Budget	Budget	Proposed
	Total State Charges*** see attached		102,627	116,089	105,698	105,698
	State Off-Sets		158,442	163,441	167,437	167,437
	Snow & Ice Deficit					
	School Choice Assess - Sending		167,973	187,574	193,172	193,172
	Charter School Sending		50,381	19,412	10,121	10,121
	Essex County Tech Sending Tuition		99,800	62,766	Moved to School Budge	Moved to School Bu
	Overlay		70,000	75,000	75,000	75,000
Subtotal			649,223	624,282	551,428	551,428
TOTAL EXPENSES			23,942,504	24,537,072	27,089,063	27,741,221
TAX RECAP CHARGES (Cherry Sheet)						
	Transfer to Capital Projects					
	Snow & Ice Deficit					
	State Charges		102,627	116,089	105,698	
	School Choice Assessments -Sending		167,973	187,574	193,172	
	Charter School Sending		50,381	19,412	10,121	
	Essex County Tech Sending Tuition		99,800	62,766	Moved to school Budget	
	Overlay		70,000	75,000	75,000	
Subtotal			490,781	460,841	383,991	383,991
STATE OFFSETS						
	School Choice - Receiving Tuition		142,829	148,359	151,933	
	School Lunch		8,325	7,766	7,488	
	Public Library		7,288	7,316	8,016	
Subtotal			158,442	163,441	167,437	167,437
TOTAL STATE CHARGES			649,223	624,282	551,428	551,428
WATER DEPARTMENT						
	Personal Services			718,867	724,201	505,000
	Purchase of Services			758,107	760,525	570,360
	INDIRECT EXPENSES					262,164
	RESERVE FUND					100,000
	DEBT SERVICE					138,476
	CAPITAL EXPENSES					372,000
	Water Salaries & Wages	74501	491,086	0		
	Water Expenses & Rent	74502	541,456	0		
	Water Department Direct Costs	74503	283,003	0		
	Water Treatment Plant-Interest	74505	21,108	0		
	Water Treatment Plant-Principal	74504	75,118	0		
	Water Transmission Loop Interest	74509	13,717	0		
	Water Transmission Loop Principal	74511	20,000	0		
	Water Operating Reserve Fund	74506	36,700	0		
TOTAL WATER DEPARTMENT EXPENSES			1,482,188	1,476,974	1,484,726	1,948,000
TOTAL WATER DEPARTMENT REVENUE			1,482,188	1,476,974	1,484,726	1,948,000
Ambulance Service						
	Personal Services			102,250	120,670	209,930
	Purchase of Services			114,900	117,900	102,020
Total Ambulance Expences				217,150	238,570	311,950
Total Ambulance Revenue				217,150	238,570	311,950

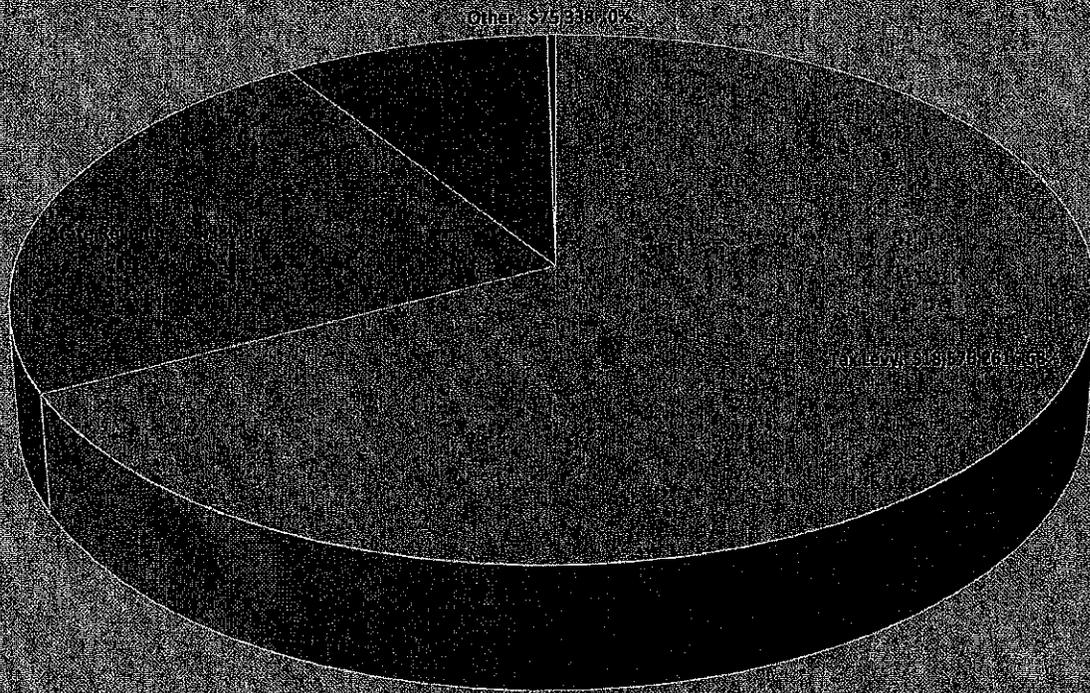
REVENUE DETAIL FY15

	FY 2013	FY 2014	FY 2015	FY 2016
FY LEVY LIMIT				
Prior Fiscal Year	14,460,453	14,941,885	15,426,877	15,917,549
Proposition 2 1/2 Levy Limit Growth	361,511	373,547	385,672	397,839
New Growth	119,921	105,000	105,000	140,000
Override				
Levy Limit	14,941,885	15,420,432	15,917,549	16,455,488
Debt Exclusions				
Penn Brook Construction			1,854,735	1,772,140
School Renovations	241,877	222,598	193,618	180,703
Library	176,910	172,110	167,610	163,410
Capital Equipment	38,325	36,925	35,613	
Middle High School Construction				4,540
Total Debt Exclusion	457,112	431,633	2,251,576	2,120,793
Allowable Levy Limit	15,398,997	15,852,065	18,169,125	18,676,281
STATE REVENUE				
Education				
Chapter 70	5,180,958	5,218,183	5,297,543	5,297,543
School Transportation				
Charter Tuition Assessment Reimb.	12,736	11,516	7,586	7,686
School Construction				
School Choice Receiving Tuition	142,829	148,359	151,933	151,933
School Lunch	8,355	7,766	7,488	7,488
Total Education	5,344,878	5,386,824	5,464,550	5,464,550
General Government				
State Funding to Local Govt.	562,104	620,237	637,437	637,437
Additional Assistance	43,810			23,068
Revenues from Meals Tax Increase				65,000
Revenues from Rooms Tax Increase				
Highway Fund				
Police Career Incentive				
Veterans Benefits	34,828	43,293	33,129	33,129
Exemptions: Vet, Blind & Surv. Spo	16,804	24,736	24,973	24,973
Exemptions: Elderly				
State Owned Land	171,200	171,325	124,694	124,694
Public Libraries	7,288	7,316	8,016	8,016
Variance per House Ways & Means unapplied				
Total General Government	835,834	866,909	828,249	916,317
Total State Revenue	6,180,712	6,252,733	6,292,799	6,380,867
ESTIMATED LOCAL REVENUE				
Local Receipts				
Motor Vehicle Excise	950,000	1,050,000	1,150,000	1,250,000
Penalties and Interest on Taxes	50,000	50,000	50,000	75,000
Payments in Lieu of Taxes	50,000	50,000	50,000	50,000
Fees	55,000	65,000	75,000	85,000
Rentals	40,000	40,000	40,000	40,000
Other Departmental Revenue	10,000	10,000	12,000	12,000
Licenses and Permits	110,000	125,000	135,000	135,000
Fines and Forfeits	90,000	70,000	70,000	70,000
Investment Income	17,000	12,000	16,000	21,000
Electrical Depart. Benefits & Debt Service	450,000	450,000	509,650	509,650
Misc. Receipts	10,000	10,000	104,350	104,350
Misc Medicaid Revenue	40,000	53,000	53,000	53,000
QEGB Tax Credit		45,412	41,571	41,571
Total Estimated Local Receipts	1,872,000	2,030,412	2,306,571	2,446,571
Other Available Funds				
Septic Betterment	21,086	21,060	21,060	21,060
Affordable Housing Trust	12,601	12,416	12,602	12,791
CPC Debt Service			41,487	41,487
Assessors Overlay Excess		108,222		
Total Other Available Funds	33,687	139,698	75,149	75,338
Water Department	233,057	262,164	262,164	262,164
Total Estimated Local Receipts	1,872,000	2,030,412	2,306,571	2,446,571
Total Revenue	23,718,453	24,537,072	27,105,808	27,741,221

FY 2016 EXPENSE BUDGET



Revenue Budget FY 2016



**TOWN WARRANT
SPECIAL TOWN MEETING
COMMONWEALTH OF MASSACHUSETTS
May 4, 2015**

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 Monday, May 4, 2015 at 7 o'clock in the evening then and there to act on the following articles:

Article 1: Adjustments to the Fiscal Year 2015 operating budget (STM15-01)

To see if the Town will vote to amend the vote taken under Article 3 of the 2014 Annual Town Meeting warrant for the purpose of adjusting line items in the FY 2015 budget, and as necessary, to transfer from available funds a sum of money for the purpose of supplementing departmental expenses, or take any other action in relation thereto.

Article 2: Police Department, Police Academy Expenses (ATM15-33)

To see if the Town will vote to transfer from available funds the sum of \$4,150.00 (four thousand-one hundred and fifty dollars) for the academy expenses of a new police officer who was hired to replace a long time employee who has since retired, or take any other action in relation thereto.

Article 3: Reserve Fund for Accrued Liabilities (STM15-02)

To see if the Town will vote to transfer from available funds a sum of money to be added to the Reserve Fund for Accrued Liabilities, or take any other action in relation thereto.

Article 4: Transfer from Overlay Surplus (ATM15-21) (Submitted by the Assessors)

To see if the Town will vote to transfer a sum of money from the Overlay Surplus Account for the purpose of funding overlay deficits, or to take any other action in relation thereto.

Finance and Advisory Board recommends approval. (Vote-6-0)

Board of Selectmen recommend approval. (Vote-4-0)

Article 5: Transfer from Overlay Surplus (ATM15-38) (Submitted by the Assessors)

To see if the Town will vote to transfer a sum of money from the Overlay Surplus Account for the purpose of funding Thermal Imaging Cameras and Automatic External Defibrillators (AED's), for the Fire Department, or to take any other action in relation thereto.

Board of Selectmen recommend approval. (Vote-4-0)

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, and 12". 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.

Finance and Advisory Board recommends approval. (Vote: 6-0)
Board of Selectmen recommends approval. (Vote: 4-0)

Article 7: Municipal Light Department Continuation of Operation (ATM15-08)

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, 2015, or take any other action in relation thereto.

Article 8: Zoning Board of Appeals Revolving Fund (ATM15-09)

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, 2015; or take any other action in relation thereto.

Article 9: Conservation Commission Revolving Fund for Camp Denison (ATM15-11)

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 \$25,000 for the Fiscal Year beginning July 1, 2015; or take any other action in relation thereto.

Article 10: Chapter 90 Reimbursement, Transportation Bond (ATM15-13)

To see if the Town will appropriate the sum of \$305,483 (Three hundred five thousand four hundred eighty three dollars) 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 11: Fire Department, Fire Alarm Revolving Fund (ATM15-15)

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 \$14,000 for the Fiscal Year beginning July 1, 2015; or take any other action in relation thereto.

Article 12: Inspections Department, Revolving Fund (ATM15-16)

To see if the Town will vote to continue 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, 2015, or take any other action in relation thereto.

Article 13: Local Access Programming

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 \$100,000 for the Fiscal Year beginning July 1, 2015; or take any other action in relation thereto.

Town Warrant
Commonwealth of Massachusetts
May 4, 2015

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, 11 Winter Street on the 4th day of May, 2015 (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, 68 Elm Street in said Town, on the 11th day of May, 2015 (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, for three years; and one School Committee Member (to fill an unexpired term) for two years; one Peabody Library Trustee (to fill an unexpired term) for one year; and one Planning Board Member (to fill an unexpired term) for three years; and one Planning Board Member, and one Housing Authority Member for five years.

Article 1: Town Officers and Committee Reports (ATM15-01)

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

Board of Selectmen recommend approval. (Vote-4-0)

Article 2: General Operating Budget/Reserve Fund (ATM15-02)

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, 2015, or take any other action in relation thereto.

Board of Selectmen recommend approval. (Vote-4-0)

Article 3: Stabilization Fund (ATM15-03)

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.

Board of Selectmen recommend approval. (Vote-4-0)

A 2/3 vote is required to approve this article.

Article 4: Capital Fund (ATM15-04)

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.

Board of Selectmen recommend approval. (Vote-4-0)

A 2/3 vote is required to approve this article.

Article 5: Water Department Operating Budget (ATM15-05)

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, 2015, or take any other action in relation thereto.

Finance and Advisory Board recommends approval. (Vote-6-0)

Board of Selectmen recommend approval. (Vote-4-0)

Article 6: Fire Department Ambulance Operating Budget (ATM15-07)

To see if the Town will appropriate the receipts and available funds of the Fire Department Ambulance Enterprise Fund for the operation of the Town's ambulance service under the direction of the Selectmen and Fire Chief for the Fiscal Year beginning July 1, 2015, or take any other action in relation thereto.

Finance and Advisory Board recommends approval. (Vote-6-0)

Board of Selectmen recommend approval. (Vote-4-0)

{BEGIN CONSENT CALENDAR}

Article 7: Municipal Light Department Continuation of Operation (ATM15-08)

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, 2015, or take any other action in relation thereto.

Finance and Advisory Board recommends approval. (Vote-6-0)

Board of Selectmen recommend approval. (Vote-4-0)

Article 8: Zoning Board of Appeals Revolving Fund (ATM15-09)

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, 2015; or take any other action in relation thereto.

Finance and Advisory Board recommends approval. (Vote-6-0)

Board of Selectmen recommend approval. (Vote-4-0)

Article 9: Conservation Commission Revolving Fund for Camp Denison (ATM15-11)

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 \$25,000 for the Fiscal Year beginning July 1, 2015; or take any other action in relation thereto.

Finance and Advisory Board recommends approval. (Vote-6-0)

Board of Selectmen recommend approval. (Vote-4-0)

Article 10: Chapter 90 Reimbursement, Transportation Bond (ATM15-13)

To see if the Town will appropriate the sum of \$305,483 (Three hundred five thousand four hundred eighty three dollars) 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.

Finance and Advisory Board recommends approval. (Vote-6-0)

Board of Selectmen recommend approval. (Vote-4-0)

Article 11: Fire Department, Fire Alarm Revolving Fund (ATM15-15)

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 \$14,000 for the Fiscal Year beginning July 1, 2015; or take any other action in relation thereto.

Finance and Advisory Board recommends approval. (Vote-6-0)

Board of Selectmen recommend approval. (Vote-4-0)

Article 12: Inspections Department, Revolving Fund (ATM15-16)

To see if the Town will vote to continue 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, 2015, or take any other action in relation thereto.

Finance and Advisory Board recommends approval. (Vote-6-0)

Board of Selectmen recommend approval. (Vote-4-0)

Article 13: Local Access Programming

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 \$100,000 for the Fiscal Year beginning July 1, 2015; or take any other action in relation thereto.

{END CONSENT CALENDAR}

Article 14: Fire Department, Ladder Truck Payment (ATM15-17)

To see if the Town will vote to raise and appropriate or transfer from available funds the sum of \$77,000 (seventy seven thousand dollars) for the Fiscal Year 2016 lease payment for the Fire Department ladder truck, or take any other action in relation thereto.

Finance and Advisory Board recommends approval. (Vote-6-0)

Board of Selectmen recommend approval. (Vote-4-0)

Article 15: Other Post-Employment Benefits Trust Fund (ATM15-18)

To see if the Town will vote to raise and appropriate or transfer from available funds a sum not to exceed \$50,000 (fifty thousand dollars) to be added to the Other Post-Employment Benefits Liability Trust Fund, created by vote of the May 7, 2012 Annual Town Meeting pursuant to the provisions of G.L. c.32B, §20, or take any other action in relation thereto.

Board of Selectmen recommend approval. (Vote-4-0)

Article 16: Council on Aging, Senior Center (ATM15-35)

To see if the Town will vote to raise and appropriate, or appropriate by transfer from available funds, a sum of money for design and engineering services and to modify and equip a portion of the Perley School to be used as the Georgetown Senior Center, including all costs incidental or related thereto, or take any other action in relation thereto.

Board of Selectmen recommend approval. (Vote-4-0)

Article 17: Capital Improvement Program, Voting Machines (ATM15-20)(Submitted by the Town Clerk)

To see if the Town will raise and appropriate, or appropriate by transfer from available funds, a sum of money to purchase three (3) new digital scan vote tabulators, or take any other action in relation thereto.

Article 18: Capital Improvement Program, Tree Removal (ATM15-30)

To see if the Town will raise and appropriate, or appropriate by transfer from available funds, a sum of money for the removal of trees around the Public Safety Building, or to take any other action in relation thereto.

Article 19: Capital Improvement Program, Auditorium Flooring (ATM15-31)

To see if the Town will raise and appropriate, or appropriate by transfer from available funds, a sum of money to replace the auditorium flooring in the Middle/High School, or to take any other action in relation thereto.

Article 20: Capital Improvement Program, Steel Exterior Door (ATM15-32)

To see if the Town will raise and appropriate, or appropriate by transfer from available funds, a sum of money to replace the exterior door in the Middle High School, or to take any other action in relation thereto.

Article 21: Fire Department, Calibration System (ATM15-22)(Submitted by the Fire Department)

To see if the Town will raise and appropriate, or appropriate by transfer from available funds, a sum of money to purchase a calibration system for the Fire Department's gas meters, or to take any other action in relation thereto.

Article 22: Fire Department, Repair Engine 1, 2003 E-One Pumper Truck (ATM15-24)

(Submitted by the Fire Department)

To see if the Town will raise and appropriate, or appropriate by transfer from available funds, a sum of money to repair and equip Engine 1, or to take any other action in relation thereto.

Finance and Advisory Board recommends approval. (Vote-6-0)

Board of Selectmen recommend approval. (Vote-4-0)

Article 23: Reduce Finance and Advisory Committee from 9 to 7 members (ATM15-29)

To see if the Town will vote to amend the General Bylaw, §63-1, *Finance and Advisory Board*, by deleting the language shown in strikethrough and adding the language shown in bold to reduce the number of members of the Finance and Advisory Board from nine to seven as follows:

It shall be the duty of the Moderator to maintain a board of ~~nine~~ **seven** members to be known as the "Finance and Advisory Board," who shall hold no elective office in the town, and who shall serve without pay. The term of appointment for said Board members shall be ~~for alternating three years terms or for such shorter periods when as may be necessary to fill vacancies.~~ **for alternating three years terms**. At or following each Annual Town Meeting, the Moderator shall appoint ~~three~~ **three** members to said Board, ~~except that the first year this article takes effect he is to appoint three members for three years, three members for (2) years, and three members for one year.~~

Provided, however, that to implement this reduction in the size of the Finance and Advisory Board, one of the Board member positions expiring June 30, 2015 and one expiring June 30, 2016 shall not be filled.

or take any other action in relation thereto.

Finance and Advisory Board recommends approval. (Vote-6-0)

Board of Selectmen recommend approval. (Vote-2-1-1)

Article 24: Community Preservation Committee (ATM15-25) (Submitted by CPC)
Finance and Advisory Board recommends approval of B, C, D, F, G, H, and I. (Vote-6-0)
Finance and Advisory Board recommends approval of E. (Vote-5-0-1)
Board of Selectmen recommend approval of A,B,C,D,E,F,G,H, and I. (Vote-4-0)

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 2016 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 2016; 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 open space, including land for recreational use; a sum of money for historic resources; and a sum of money for community housing; as well as sum of money to be placed in the 2016 Budgeted Reserve for general Community Preservation Act projects or purposes recommended by the Community Preservation Committee, as follows:

Reservations:

\$56,000 (>10% of the estimated FY revenues) for open space, including land for recreational use; and

\$56,000 (>10% of the estimated FY revenues) for historic resources; and

\$56,000 (>10% of the estimated FY revenues) for community housing.

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;

\$144,424.85 (One Hundred Forty Four Thousand four hundred twenty four dollars and eighty five cents) from Undesignated Funds and **\$56,000** (Fifty Six Thousand dollars) from the Open Space / Recreational Land Reserve for a total of **\$200,424.85** (Two Hundred Thousand Four Hundred Twenty Four dollars and eighty five cents) for: the Debt Service, principal and interest payments and any and all costs associated with Bond notes and instruments incurred by the Community Preservation Fund related to the Articles previously appropriated at Annual Town Meeting in 2013 (Articles 27(H) ATM 5-6-13 and 27(I) ATM 5-6-13);

or take any other action in relation thereto.

The CPA was recently revised. One of the revisions allows monies in the Open Space Reserve to be used for land for recreational use. Rather than complicate things by explaining all the uses of the money, where the article already includes reference to the appropriate statute, the proposed revisions to the article are intended to simplify the same.

B: 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 the Community Preservation Fund Community Housing Reserve Account, the amount of **\$63,134** (Sixty Three Thousand one hundred thirty four dollars) and **\$16,866** (Sixteen Thousand eight hundred sixty six dollars) for a total of **\$80,000** (Eighty 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 Board of Selectmen and the Community Preservation Committee to enter into a grant agreement with the Georgetown Affordable Housing Trust setting the terms for such grant, which may include 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)

C: Community Preservation Community Housing Category, "Housing Authority Stormdoors"

To see if the Town will vote, pursuant to G.L. c.44B, to appropriate from the Community Preservation Fund Undesignated Account, the amount of **\$3,600** (Three Thousand Six Hundred Dollars) to the Georgetown Housing Authority for the costs related to the installation of storm doors at the Trestle Way Housing Authority Complex; and to authorize the Board of Selectmen and the Housing Authority, 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-6-0)

D: Community Preservation Historic Resources Category, "Digitization of Historic Documents"

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 **\$22,000** (Twenty Two Thousand dollars) to be used solely for the ongoing preservation via digitization of Georgetown's historical documents and records. These historical documents will be scanned and appropriately archived ; and to authorize the Board of Selectmen and the Georgetown Historical 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 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 Historic Reserve 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)*

E: Community Preservation Historic Resources Category, "Town Hall Shrub Fence".

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 \$9,500 (Nine Thousand five hundred dollars) to be used for the ongoing preservation of Georgetown's Historic Town Hall through the installation of a Shrub Fence for the property; and to authorize the Board of Selectmen and the Georgetown Highway Surveyor in consultation with the Community Preservation Committee, to enter into all agreements and execute any and all instruments for this purpose and 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 Historic Reserve 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-5-0-1)

F: Community Preservation Open Space / Recreational Land Category "Rehabilitation of American Legion Park (Phase 3)".

To see if the Town will vote, pursuant to G.L. c.44B, to appropriate from the Community Preservation Fund Undesignated funds the amount of \$46,833 (Forty Six Thousand Eight Hundred Thirty Three dollars) to further fund the ongoing engineering, permitting and implementation of improvements as recommended by the Georgetown Park and Recreation Commission, including all costs incidental and related to the rehabilitation of the American Legion Park. This will include the replacement of playground equipment; and improvements to comply with the Americans with Disabilities Act and other federal, state or local building, access, and safety codes; and further to authorize the Board of Selectmen and Park and Recreation Commission, in consultation with the Community Preservation Committee to enter into any and all agreements and execute any and all instruments for any grants to defer the costs associated with the rehabilitation 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-6-0)

G: Community Preservation Open Space / Recreational Land Category "West St. Soccer fields Rehabilitation (Phase 1)".

To see if the Town will vote, pursuant to G.L. c.44B, to appropriate from the Community Preservation Fund Undesignated Funds the amount of \$45,000 (Forty Five Thousand Dollars) to fund the engineering, permitting and implementation of improvements, as recommended by the Parks and Recreation Commission, to the West Street fields, including all costs incidental and related to the rehabilitation of the facility; and further to authorize the Board of Selectmen; Parks and Recreation Commission; and the Georgetown Water Commission, in consultation with the Community Preservation Committee to enter into any and all agreements and execute any and all instruments for any grants to defer the costs associated with the rehabilitation 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 Open Space /

Recreational Land Reserve 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)

H: Community Preservation Recreational Land Use Category, "East Main Street Active Recreational Land Access and Development (Phase 1 Completion Costs)"

To see if the Town will vote, pursuant to M.G.L. c.44B, to appropriate from the Community Preservation Fund Undesignated Account a total of **\$140,000** (One Hundred Forty Thousand Dollars) to fund the ongoing engineering, legal, permitting, and development costs, including all costs incidental and related thereto, for the ongoing 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 to further provide for the costs of the engineering, permitting, development and legal pursuance regarding the access to and the continued development of The Georgetown Active Recreational Greenway of which the said Recreational land Facility is a component; 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-6-0)

I: Community Preservation Recreational Land Use Category, "Active Recreational Land Purchases"

To see if the Town will vote, pursuant to M.G.L. c.44B, to appropriate from the Community Preservation Fund Undesignated Account **\$158,000** (One Hundred Fifty Eight Thousand Dollars) to fund for Active Recreational purposes, the acquisition of two parcels of land totaling approximately 29 acres, and for the appraisal, survey, title research and legal costs associated with the purchase, gift or eminent domain of the purchase of the two parcels, and to authorize the Board of Selectmen to acquire said property. The first parcel, of approximately 9 acres, is identified as Assessors Map 16, Lot 6. The second parcel, of approximately 20 acres, is identified as Assessors Map 16, Lot 7. Said parcels are to be managed and controlled by the Parks and Recreation Commission of the Town of Georgetown. And further to provide for the costs of the engineering, permitting, development and legal assistance regarding the parcels for the access to and the continued development of The Georgetown Active Recreational Greenway. And further, that the Board of Selectmen, Community Preservation Committee and the Parks and Recreation Commission be authorized to enter into all agreements and execute any and all instruments for any grants to defer the costs associated with the purchase and development of the parcels and including the conveyance of perpetual recreational restrictions in accordance with M.G.L. Chapter 184, as required by Section 12(a) of Chapter 44B as amended, as may be necessary on behalf of the Town of Georgetown to affect said purchase. Said restrictions may be granted to any organization qualified and willing to hold such a restriction in accordance with M.G.L. Ch. 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-6-0)

Article 25: Definitions and Word Usage: Subtractions and Additions (ATM15-37) (Submitted by Planning)

Definitions and Word Usage: Subtractions.

To see if the Town will vote to amend the Zoning Bylaw,
§165-7 – Definitions and word usage by *REMOVING* the following definitions:

PLANNED UNIT DEVELOPMENT – A tract developed in accordance with Article VII.

Comments – This amendment is proposed as definition is no longer required due to: 1) Article VII Planned Unit Development was repealed with Article 28 at ATM 2005 (amendment No. 155); and 2) Planned Unit Development was replaced with Open Space Residential Development §165-47 thru §165-59. D

Action – Planning Board recommends to the Board of Selectmen the amendment be placed on the warrant for Annual Town Meeting to be voted upon by the registered voters of Georgetown. The Planning Board made this recommendation by a motion and vote during a public hearing on February 25th, 2015. The Planning Board voted 4-0 in the affirmative.

Definitions and Word Usage: Additions.

To see if the Town will vote to amend the Zoning Bylaw,
§165-7 – Definitions and word usage by *ADDING* the following definitions:

MEDICAL OFFICE – Suite of rooms, including a laboratory, where a physician or group of medical practitioners receive and treat patients on an on-going basis and otherwise provide health services to consumers.

OPEN SPACE RESIDENTIAL DEVELOPMENT – Method of planning residential development that conserves open space in a manner that maximizes the protection of natural resources (wetlands, forests, agriculture lands, open space) while providing for new construction and adequately compensating landowners.

or take any other action in relation thereto.

Comments – These amendments are proposed in order to: 1) Add definitions of a use that are currently considered in Chapter §165 Zoning Bylaws. Uses in the bylaws but not defined are Medical Offices and Open Space Residential Development.

Action – Planning Board recommends to the Board of Selectmen the amendment be placed on the warrant for Annual Town Meeting to be voted upon by the registered voters of Georgetown. The Planning Board made this recommendation by a motion and vote during a public hearing on February 25th, 2015. The Planning Board voted 4-0 in the affirmative.

Board of Selectmen recommend approval. (Vote-4-0)

Planning Board recommend approval. (Vote-4-0)

A 2/3 vote is required to amend the Zoning Bylaw.

Article 26: Solar Energy Facilities (ATM15-26) (Submitted by Planning)

To see if the Town will vote to amend the Zoning Bylaw by inserting a new bylaw, Article XXIV Solar Energy Facilities, as set forth below, applicable to solar photovoltaic installations, establishing standards for the placement, design, construction, operation, monitoring, modification and removal of such installations that address public safety, minimize impacts on scenic, natural and historic resources and to provide adequate financial assurance for the eventual decommissioning of such installations, or take any other action in relation thereto.

ARTICLE XVIII Solar Energy Facility

§ 165-135 Purpose and Intent.

A.

The purpose of this bylaw is to promote the creation of new solar photovoltaic installations, herein referred to as a Solar Energy Facility, by providing standards for the placement, design, construction, operation, monitoring, modification and removal of such installations that address public safety, minimize impacts on scenic, natural and historic resources and to provide adequate financial assurance for the eventual decommissioning of such installations.

B. The Provisions set forth in this bylaw shall be applied together and consistent with all other applicable provisions of the Zoning Bylaws, provided that in the event of a conflict the more restrictive provision shall apply

§ 165-136 Scope of Authority.

A. The Planning Board shall act as the Permit Granting Authority (PGA) for Site Plan Approval of Solar Energy Facility projects.

§ 165-137 Applicability.

A. Construction and use of a Solar Energy Facility or any part thereof shall require Site Plan Approval issued in accordance with this bylaw and Section 165-83 of the Zoning Bylaws. Such approval shall be required for new Solar Energy Facilities and for subsequent modifications to existing facilities that materially alter the type, configuration, or size of such facilities or related equipment.

B. Nothing in this section shall be construed to prevent the installation of accessory roof-mounted, solar photovoltaic installations on single and two-family residential dwelling structures.

§ 165-138 Definitions.

The following terms as used in this ordinance are defined as follows;

Commercial Solar Energy Facility: A ground mounted and/or roof mounted solar photovoltaic installation where the primary use is electrical generation to be sold to wholesale electricity markets. This includes, but is not limited to, transmission, storage, collection and supply equipment, substations, appurtenant structures, transformers, service and access roads utilized in connection with the conversion of solar energy into electrical power.

Ground Mounted Solar Photovoltaic Installation: A solar photovoltaic system that is structurally mounted on the ground.

On-Site Solar Energy Facility: A ground mounted and/or roof mounted solar photovoltaic installation for the purpose of electrical generation where the facility is an accessory use to the principal use of the property on which the facility is located, and will generate electricity to be primarily consumed by the principal use of the property. This includes, but is not limited to, transmission, storage, collection and supply equipment, substations, appurtenant structures,

transformers, service and access roads utilized in connection with the conversion of solar energy into electrical power.

Solar Energy Facility: For the purpose of this bylaw, a Solar Energy Facility shall mean both on-site solar energy facilities and commercial solar energy facilities. Such facility shall include, but is not limited to, transmission, storage, collection and supply equipment, substations, appurtenant structures, transformers, service and access roads utilized in connection with the conversion of solar energy into electrical power.

§ 165-139 General Provisions.

B. Administration:

Prior to construction, installation or modification of a Solar Energy Facility, all provisions of this bylaw shall be met.

C. Compliance with Zoning Laws, Ordinances and Regulations:

The construction and operation of all Solar Energy Facilities shall be consistent with all applicable local, state and federal requirements, including but not limited to all applicable safety, construction, electrical, and communications requirements. All buildings and fixtures forming part of a Solar Energy Facility shall be constructed in accordance with the State Building Code.

D. Fees:

A filing fee as established by the PGA must accompany the Solar Energy Facility Site Plan Approval Application. This filing fee is established as the minimum filing fee required by the Planning Board for Site Plan Approval as outlined in the fee schedule.

E. General:

All plans, maps and pertinent documents shall be prepared, stamped and signed by the appropriate professional engineer or landscape architect who is licensed to practice in the Commonwealth of Massachusetts.

F. Utility Notification:

No Solar Energy Facility shall be constructed until satisfactory evidence has been provided to the PGA that the Town of Georgetown Municipal Light Department has approved the connection of the Solar Energy Facility to the power grid. Installation of a Solar Energy Facility must meet the requirements of the "Qualifying Facility Power Purchase Rate" and "Standards for Interconnecting Distributed Generation" as published by the Town of Georgetown Light Department.

G. Safety Standards:

The Solar Energy Facility owner and/or operator shall cooperate with local emergency services in developing an emergency response plan. The owner or operator shall identify a responsible person for public inquiries throughout the life of the facility to the PGA, the Building Inspector, the Police Chief, and the Fire Chief.

(1) **Emergency Services Plan:** The Solar Energy Facility owner and/or operator shall provide a written plan including but not limited to a project summary, electrical schematic, and site plan to the Town's local safety officials including the Police Chief, Fire Chief and Building Inspector. The PGA shall confirm adequacy of emergency access and safety procedures with the local safety officials prior to approval of any site plan for the Solar Energy Facility.

(2) **Unauthorized Access:** The Solar Energy Facility shall be designed to allow access within the area of proposed limit of work to authorized personnel only. Electrical equipment shall be locked where possible.

H. Proof of Liability Insurance:

The applicant shall be required to provide evidence of liability insurance in an amount, and for the duration, sufficient to cover loss or damage to persons and property occasioned by the failure of the facility;

I. Financial Surety:

Proponents of solar photovoltaic projects shall provide a form of surety to the Town of Georgetown, either through escrow account, bond or otherwise, to cover the cost of removal in the event the Solar Energy Facility is discontinued and not removed and the site remediated as required herein. The surety shall be in an amount and form determined to be reasonable by the PGA but not in an amount to exceed more than 125 percent of the cost of removal and compliance with the additional requirements set forth herein, as determined by the project proponent and confirmed by the PGA. The proponents shall provide a security sufficient to cover the cost of removal for the first ten (10) year period. For every five (5) year term thereafter, the proponent shall return to the PGA to renew the surety in the amount sufficient to cover the costs of removal of the facility for the next five (5) year term. The applicant shall submit a fully inclusive estimate of the costs associated with removal of the facility as outlined in this section. The estimate of cost shall be prepared by a professional civil engineer and shall include a mechanism requiring the permit holder to continually adjust the amount of security in proportion to cost of living adjustments. Such surety will not be required for municipal and state-owned facilities.

J. Operations and Maintenance Plan:

The project proponent shall submit a plan for the operation and maintenance of the Solar Energy Facility. This plan shall include measures for maintaining safe access to the installation, storm water controls, as well as general procedures for operational maintenance of the installation

§ 165-140 Site Plan Approval Review Criteria and Procedures.

A. Criteria:

In the review and evaluation of a Solar Energy Facility application, and in making a written final determination, the PGA shall consider but not be limited to the following regulations;

- (1) Minimizes the volume of cut and fill, the number of removed trees that are six (6) inches or more in caliper, the area of wetland vegetation displaced, soil erosion, and threat of air and water pollution;
- (2) Provides adequate storm water management and other utilities, which shall at a minimum be consistent with the requirements of the Town of Georgetown Subdivision Rules and Regulations, Department of Environmental Protection, Massachusetts Stormwater Management Handbook (as revised), and other applicable regulation;
- (3) Minimizes obstruction of scenic views from publicly accessible locations;
- (4) Maximizes pedestrian and vehicular safety on-site, including points of ingress and egress;
- (5) Minimizes glare from headlights and lighting intrusion and reflection from photovoltaic panels;
- (6) Minimizes unreasonable departure from character, materials, and scale of buildings in the vicinity, as viewed from public ways and places or premises residentially used or zoned;
- (7) Provides adequate access to each structure for emergency response service equipment;

B. Submission Requirements and Required Documents:

The following information shall be provided for a Solar Energy Facility Site Plan Approval application, together with such information as is required to be submitted in accordance with the requirements of Section §165-83.

- (1) One or three line electrical diagram detailing the solar photovoltaic installation, associated components, and electrical interconnection methods, with all National Electrical Code (NEC) compliant disconnects and over current devices;
- (2) Photovoltaic panels including manufacturer and model, mounting system, collection, storage and supply equipment, and other associated components required for the conversion of solar energy into electrical energy production;
- (3) Documentation of the major system components to be used, specifications of the photovoltaic

panels including manufacturer and model, mounting system, collection, storage and supply equipment, and other associated components required for the conversion of solar energy into electrical energy production.

- (4) Name, address, and contact information for proposed system installer;
- (5) Location of the proposed solar system panels, arrangement of arrays, appurtenant structures, transmission infrastructure, foundations, and associated ground equipment, fencing, exterior lighting and access to them for maintenance and emergencies;
- (6) Outline of all existing buildings, including proposed structures (e.g. residence, garage, storage shed, etc.) on site and on adjacent parcels within 300 feet of the property lines of the site and any private access thereto. Distance from the Solar Energy Facility to each building shall also be shown on the plan;
- (7) Location and approximate height of tree cover and any potential shading from nearby structures or vegetation.
- (8) Designation of NHESP Estimated Habitats of Rare Wildlife, NH Priority Habitats of Rare Species zones and Groundwater Protection District if applicable
- (9) **Visualizations:** The PGA may select up to four sight lines, including from the nearest building with a view of the Solar Energy Facility for pre- and post-construction view representations. Sight lines for the view representations shall be selected from populated areas proximate to the proposed Solar Energy Facility. View representations shall have the following characteristics:
 - (a) View representations shall be in color and shall include actual pre- construction photographs and accurate post-construction simulations of the height and breadth of the Solar Energy Facility (e.g. superimpositions of the Solar Energy Facility onto photographs of existing views);
 - (b) All sight line view representations will include existing, or proposed, buildings or tree coverage;
- (10) Applicant shall demonstrate to the PGA's satisfaction that the following design process was followed in determining the layout of a proposed Commercial Solar Energy Facility or On-Site Solar Energy Facility;
 - (a) Understanding the development site: Inventory existing site features, taking care to identify sensitive and noteworthy natural, scenic and cultural resources on the site, and to determine the connection of these important features to each other;
 - (b) Evaluating site context: The second step is to evaluate the site in its larger context by identifying physical (e.g., stream corridors, wetlands), transportation (e.g. road and bicycle networks), and cultural (e.g., recreational opportunities) connections to surrounding land uses and activities;

The PGA may require additional information, data or evidence as it deems necessary pursuant to the site plan approval process.

C. Waivers:

The PGA may waive, by an affirmative vote, any of the submittal and design requirements if it determines that strict compliance with those submittal and design requirements, because of the size or unusual nature of proposed building(s), structure(s), or lay of the land, may not be in the best interest of the Town and general public.

D. Modifications to Approved Site Plans:

All material modifications to a Solar Energy Facility made after issuance of the required permit shall require approval by the PGA as outlined in Section 165-83.V.

E. Appeals:

The decision of the PGA and/or Building Inspector made on any project subject to the provisions of this section may be appealed pursuant to the provisions of Chapter §165-98 of Town of Georgetown's Zoning Bylaw.

F. Enforcement:

Enforcement of violations of any approvals and conditions of approvals, including violations of any development and/or performance standards identified in this Section shall be governed by Section §165-97 of the Town of Georgetown Zoning Bylaw.

G. Severability:

The invalidity of any section or provision of this Bylaw by a Court or Agency of competent jurisdiction shall not invalidate any other section or provision thereof, nor shall it invalidate any permit or determination which previously has been issued.

H. Issuance of Building Permit:

No building permit for a Solar Energy Facility shall be issued until the PGA has rendered its' decision on the Site Plan Approval application. Any site clearing or disturbance done on a site proposed for a Solar Energy Facility without a Building Permit shall be deemed improper clearing; a violation of the Town of Georgetown Zoning Bylaw and shall be enforced pursuant to provisions of Chapter 165 Article XVI.

I. Expiration:

A permit issued pursuant to this bylaw shall expire if a Solar Energy Facility is not installed and operational within 24 months from the date of approval, or is discontinued or deemed discontinued pursuant to this bylaw.

J. Violations:

It shall be unlawful for any person to construct, install, or operate a Solar Energy Facility that is not in compliance with this bylaw or with any condition contained in a permit issued pursuant to this bylaw. Alterations or expansion of existing Solar Energy Facilities shall be subject to the provisions of this bylaw.

§ 165-141 Development and Performance Standards.

Any proposed Solar Energy Facility shall be subject to development and performance standards, as set forth below, for the placement, design, construction, monitoring, modification and removal. Such development and performance standards exist to address public safety and minimize impacts on scenic, natural and historic resources of the Town. Whereas all projects must demonstrate compliance with applicable provisions of Section §165, the following standards shall be in addition to and in the effect of a conflict shall take precedence over design standards of Section §165-83 and Appendix 4 Intensity of Use Schedule:

A. Dimension and Density Requirements.

(1) **Setbacks:** The purpose of setbacks is to mitigate adverse impacts on abutting properties. For a Solar Energy Facility, compliance with front, side and rear setbacks shall be as follows:

- (a) Front yard: The front yard shall have a depth of at least 20 feet from the property line provided, however, where the parcel abuts a conservation use, recreational use or residential district, the front yard shall not be less than 50 feet;
- (b) Side yard: Each side yard shall have a depth at least 20 feet from the property line provided, however, where the parcel abuts a conservation use, recreational use or residential district, the side yard shall not be less than 50 feet;
- (c) Rear yard: The rear yard depth shall be at least 20 feet from the property line provided, provided, however, where the parcel abuts a conservation use, recreational use or residential district, the rear yard shall not be less than 50 feet.

(2) The PGA may grant a waiver from setback requirements if the applicant can demonstrate:

- (a) Failing to do so would render the siting of the Solar Energy Facility unfeasible; and
- (b) The waiver will not impede access or egress for maintenance personnel or emergency responders; and
- (c) The waiver will not adversely affect the intent of this bylaw in terms of development and design standards.

B. Design Standards.

- (1) **Lighting:** Lighting of a Solar Energy Facility shall be consistent with Town of Georgetown, state and federal law and shall be limited to that required for safety and operational purposes.
- (2) **Landscaping:** Applicant shall submit a Landscape Plan detailing the following:
 - (a) All proposed changes to the landscape of the site, including temporary or permanent roads or driveways, grading, area of vegetative clearing, all proposed vegetative screening, fencing, planting, exterior lighting and structures;
 - (b) Planting design shall include details of the types and size of plant materials. To the extent feasible or practicable, landscaping shall be designed in an environmentally sensitive manner with non-invasive drought tolerant native plants, so as to reduce irrigation needs and heating and cooling needs;
 - (c) All landscaped areas shall be properly maintained and monitored for at least two growing seasons. Shrubs or trees that die shall be replaced by the applicant or property owner, at their expense, within the first growing season. The long term maintenance of approved landscaping shall be the responsibility of the individual or entity identified in the application for facilities maintenance purposes.
- (3) **Signage:** Location, materials and details of proposed signs shall be submitted. Signs shall comply with the provisions of Article X of Town of Georgetown Zoning Bylaws and shall be limited to:
 - (a) A required sign identifying the owner and providing a 24-hour emergency contact phone number;
 - (b) A sign providing identification of the manufacturer or operator of the solar photovoltaic installation;
 - (c) Educational signs providing information about the facility and the benefits of renewable energy;

No advertising signs shall be permitted.

- (4) **Fencing:** The Applicant shall demonstrate, if required by the PGA, the type and manner of installation for adequate security fencing.

C. Appurtenant Structures:

All such appurtenant structures, including but not limited to, equipment shelters, storage facilities, transformers, and substations, shall be architecturally compatible with each other. Whenever reasonable, structures should be shaded from off-site view by vegetation and joined and/or clustered to avoid adverse visual impacts. Architectural elevation drawings for structures exceeding 500 square feet of gross floor area shall be submitted as part of the application.

D. Utility Connections:

Reasonable efforts, as determined by the PGA, shall be made to place all utility connections from the Solar Energy Facility underground, depending on appropriate soil conditions, shape, and topography of the site and any requirements of the utility provider. Electrical transformers and inverters to enable

utility interconnections may be above ground if required by the Town of Georgetown Light Department.

E. Land Clearing and Soil Erosion:

Clearing of natural vegetation shall be limited to what is necessary for the construction, operation and maintenance of the solar energy facilities and per best management practices for natural and/or developed areas and otherwise prescribed by applicable laws, regulations, and bylaws, in particular but not limited to Town of Georgetown's Chapter §49 Earth Removal and Chapter §57 Erosion and Stormwater Control. The limit of work will be shown on the approved Site Plan and Proposed Installation Plan.

F. Natural Buffer and Wildlife Corridors:

An undisturbed buffer shall be part of the setback area and maintained between the Solar Energy Facility and the property line. This buffer would only be required on those projects that abut a residential district. The natural buffer should be maintained at or slightly above the highest level of the solar panels. If the natural vegetative visual buffer would have a detrimental effect on the ability to generate power, an alternative screening buffer may be proposed. A Solar Energy Facility shall be designed and constructed to optimize the existence and maintenance of natural buffers and wildlife corridors.

G. Operation, Monitoring and Maintenance:

(1) **Minimum Maintenance Responsibilities:** The applicant, owner or operator shall maintain the Solar Energy Facility in good condition. The individual or entity responsible for maintenance shall be clearly identified in the application. Maintenance shall include, but not be limited to, painting, structural repairs, and integrity of security measures. Site access shall be provided and maintained to a level acceptable to the Fire Chief and other public safety officials. The owner or operator shall be responsible for the cost of maintaining the Solar Energy Facility and any access road(s) and the cost of repairing any damage occurring as a result of operation and construction. The owner and/or operator shall be responsible for all activities identified until the Facility is discontinued or decommissioned. After decommissioning the property owner shall be responsible for all maintenance;

(2) **Operation and Maintenance Plan:** As required in and to satisfy Section 165-139.J.

H. Removal / Decommissioning / Discontinuance:

(1) **Removal Requirements:** Any Solar Energy Facility that has reached the end of its useful life or has been discontinued shall be removed. A Facility not in operation for a period of one hundred and fifty (150) continuous days or more without written permission from the PGA shall be considered discontinued. Upon written request from the Building Inspector addressed to the contact address provided and maintained by the owner and operator as required above, the owner or operator shall provide evidence to the Building Inspector demonstrating continued use of the Facility. Failure to provide such evidence within thirty (30) days of such written request shall be conclusive evidence that the Facility has been discontinued. The owner or operator shall physically remove the installation no more than 150 days after the date of discontinued operations. At least thirty (30) days prior to the proposed date of discontinuation of operations, the owner or operator shall notify the PGA and the Building Inspector by Certified Mail of the proposed date of discontinued operations and include plans for removal. If the owner or operator of the Solar Energy Facility fails to remove the Facility in accordance with the requirements of this section, the Town of Georgetown shall have the right, to the extent it is otherwise duly authorized by law, to enter the property and remove the Facility at the expense of the owner of the Facility and the owner(s) of the site on which the Facility is located.

(2) **Decommissioning:** shall consist of:

- (a) Physical removal of all solar photovoltaic installations, structures, equipment, security barriers and transmission lines from the site;
- (b) Any municipal utility connections shall be disconnected to the satisfaction of the Municipal Light Department, Highway Surveyor and Fire Department;
- (c) Disposal of all solid and hazardous waste in accordance with local, state, and federal waste disposal regulations;
- (d) Stabilization or re-vegetation of the site as necessary to minimize erosion. The PGA may require submission of a landscape plan showing post decommissioning site conditions for its review and approval. The PGA may allow the owner or operator to leave landscaping or designated below-grade foundations in order to minimize erosion and disruption to vegetation.

Comments – These amendments are proposed in order to: 1) To provide standards and promote the creation of new solar photovoltaic installations by providing standards for the placement, design, construction, operation, monitoring, modification and removal of such installations that address public safety, minimize impacts on scenic, natural and historic resources and to provide adequate financial assurance for the eventual decommissioning of such installations; and 2); Gain designation as a Green Community under the state’s Green Communities Act, G.L. c.25A, §10.

Action – Planning Board recommends to the Board of Selectmen the amendment be placed on the warrant for Annual Town Meeting to be voted upon by the registered voters of Georgetown. The Planning Board made this recommendation by a motion and vote during a public hearing on February 25th, 2015. The Planning Board voted 4-0 in the affirmative.

Planning Board recommend approval. (Vote-4-0)

A 2/3 vote is required to approve this article.

Article 27: Use Regulations and Intensity of Use Schedule: Modifications (ATM15-27) (Submitted by Planning)

To see if the Town will vote to amend the Zoning Bylaw, §165-11 – Use Regulations and Intensity of Use Schedule by *REMOVING* the following use category and the uses thereunder:

<u>Other Uses:</u>	<u>RA</u>	<u>RB</u>	<u>CA</u>	<u>CB</u>	<u>CC</u>	<u>IA</u>	<u>IB</u>	<u>RC</u>
<u>Commercial Radio and Television Transmission</u>	O	A	O	O	O	O	A	A
<u>Signs</u>	P	P	P	P	P	P	P	P
<u>Temporary Structures</u>	P	P	P	P	O	P	P	P
<u>Pipe Organ Making</u>	O	O	P	O	O	O	O	O
<u>Housing for Elderly</u>	P	A	A	A	A	A	P	A

D = Special Permit by Planning Board, O = An excluded or prohibited use, P = A permitted use

and *INSERTING* the following uses in the categories indicated:

	RA	RB	CA	CB	CC	IA	IB	RC
Business Uses:								
Pipe Organ Making	O	O	P	O	O	O	O	O
Signs	P	P	P	P	P	P	P	P
Solar Energy Facilities	P	P	P	P	P	P	P	P
Industrial Uses:								
Commercial Radio and Television Transmission	O	A	O	O	O	O	A	A
Rural Uses:								
Temporary Structures	P	P	P	P	O	P	P	P

D = Special Permit by Planning Board, O = An excluded or prohibited use, P = A permitted use

or take any other action relative thereto.

Comments – These amendments to the use regulation and intensity of use schedule are being proposed in order to: 1) Remove the category of “Other” as the term is not an appropriate use category; and 2) Place uses into an appropriate category that properly relates its’ associated activity to a zone designation; and 3) Organize the use’s permitting description to the Town’s current zoning district designations.

Note – Uses listed in “Other Uses” category are moved to appropriate use categories with the same permitting designations. These permitting designations are to reflect what is outlined in the current bylaw. Solar Energy Facilities is proposed as a permitted use in all zoning districts. The bylaw for each use requires site plan approval for any facility as to provide the Planning Board with oversight of development. As well, this allows for conformance to the Green Communities Act. In particular, meet the intent of Section 3 of Chapter 40A and “unreasonably regulate.” The use Housing for Elderly is no longer in the zoning bylaw articles or in the 165-7 Use Definitions section and should therefore be removed from the use regulations and intensity of use schedule.

Action – Planning Board recommends to the Board of Selectmen the amendment be placed on the warrant for Annual Town Meeting to be voted upon by the registered voters of Georgetown. The Planning Board made this recommendation by a motion and vote during a public hearing on February 25th, 2015. The Planning Board voted 4-0 in the affirmative.

*Board of Selectmen recommend approval. (Vote-4-0)
 Planning Board recommend approval. (Vote-4-0)
 A 2/3 vote is required to amend the Zoning Bylaw.*

Article 28: §165 - 69 Accessory Apartments (ATM15-28) (Submitted by Planning Board)

To see if the Town will vote to amend the Zoning Bylaw, §165-69.2 *Affordable Accessory Apartments*, by INSERTING the following text:

§165-69.2 Affordable Accessory Housing

Purpose and intent. It is the specific intent of this section to allow accessory apartments, including kitchens, within single-family properties for the purpose of meeting the need for affordable housing by adding units to the town’s affordable housing census.

To achieve these goals and to promote the other objectives of this section, specific standards are set forth below for such accessory apartment uses. A special permit issued by the Zoning Board of Appeals may authorize such use that meets the criteria shown below.

REQUIREMENTS

- A. Owner occupancy required. The owners of the single-family lot upon which the accessory apartment is located shall occupy at least one of the dwelling units on the premises. An owner shall not be deemed to occupy a unit unless the owner resides in the premises for a minimum of nine (9) months per year.
- B. The acceptance of the apartment on the State Subsidized Housing Inventory "SHI" by the State Department of Housing and Community Development. Requirements may include, but not be limited to, regulatory agreements, deed riders and other restrictions, limitations and reviews as deemed necessary by DHCD and the permitting authority.
- C. Apartment size. The maximum livable floor area for an accessory apartment shall not exceed 33% of the total livable floor area of the existing primary dwelling or 700 square feet, whichever is greater. In the case of new construction, the aforementioned will apply to the planned primary dwelling. Livable floor area is defined under this chapter. *Editor's Note: See § 165-7 where "livable floor area" is defined.*
- D. The permit shall be suspended if the approved unit is no longer included on the "SHI" and the occupancy permit issued under this Zoning Bylaw shall become null and void
- E. Code compliance. The accessory apartment must be determined to comply with current safety, health and construction requirements before occupancy and at every change in occupancy.
- F. Preservation of single-family characteristics. The accessory apartment shall not change the single-family characteristic of the dwelling except for the provision of an additional access or egress.
- G. There shall be no more than one accessory apartment for a total of two dwelling units permitted per lot.
- H. Dwelling units in new developments may apply for special permit after subdivision road as-builts have been provided and approved by the Planning Board.
- I. The number of apartments approved pursuant to this bylaw shall not exceed ten (10) per year.

or take any other action in relation thereto.

Comments – This amendment is proposed in order to: 1) Preserve or create additional accessory housing units within existing owner-occupied homes for the purpose of providing affordable housing units; and 2) Allow for such accessory apartment units to be added to Georgetown's Subsidized Housing Inventory (SHI) in accordance to Department of Housing and Community Development (DHCD) requirements.

Note – The Affordable Housing Task Force (AHTF) is the proponent of this bylaw amendment will be in attendance at the meeting to discuss the proposed amendment. The AHTF has worked over the past year to formulate the bylaw amendment that is based upon the existing accessory (in-law) apartment bylaw. The AHTF has met and coordinated with the Zoning Board of Appeals as they are the Special Permit Granting Authority for accessory apartments and would be for an Accessory Affordable Housing unit.

Action – Planning Board recommends to the Board of Selectmen the amendment be placed on the warrant for Annual Town Meeting to be voted upon by the registered voters of Georgetown. The Planning Board made this recommendation by a motion and vote during a public hearing on February 25th, 2015. The Planning Board voted 3-1 in the affirmative.

Board of Selectmen recommend approval. (Vote-3-1)

Planning Board recommend approval. (Vote-3-1)

A 2/3 vote is required to approve this article.

Article 29: Town By-Law Amendment Chapter 15 (ATM15-33)

To see if the Town will vote to amend Chapter 15 of the Town's Bylaws and add the following section: **Removal of dog waste from public property or property of others**

- A. Any person having care, custody or control of a dog shall be responsible for the removal and sanitary disposal of any feces left by his or her dog in or upon any public property, including but not limited to any sidewalk, street, thoroughfare, beach or wetland, or in or upon the property of persons other than the owner or person have care, custody or control of said dog. Any person having care, custody or control of a dog off the property of the owner or person in custody of the dog shall have in his or her possession a device or equipment to pick up and remove dog feces. Individuals with disabilities aided by service dogs and law enforcement, emergency or rescue officials with dogs carrying out official duties are exempt from this paragraph.

B. Violations and Penalties:

Any person found in violation of Chapter 15 by the Animal Control Officer, Assistant Animal Control Officer or a Police Officer shall be subject to payment of a fine of \$30.00 for the first offense; \$50.00 for the second offense and \$150.00 for the third and subsequent offenses. In addition to any other legal remedies that may be available, the Animal Control Officer or other designated enforcing person, may enforce these penalties through the Town's Non-Criminal Disposition as outlined in Chapter 15, Section 5 (M.G.L. 140).

Finance and Advisory Board recommends approval. (Vote-6-0)

Board of Selectmen recommend approval. (Vote-4-0)

Article 30: Gift of land Parcel F, 172 East Main Street (ATM16-34)

To see if the Town will vote to authorize the Board of Selectmen to accept, for passive recreation purposes, a gift of land shown as "Parcel F, having an area of 14.635 acres, on a plan entitled: "Definitive Plan, Turning Leaf, Georgetown, Ma.", dated Oct. 10, 2013, and recorded with the Essex South Registry of Deeds in Plan Book 445, as Plan 49, 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 Georgetown Conservation Commission, or take any other action in relation thereto. (Majority vote)

Board of Selectmen recommend approval. (Vote-3-1)

Article 31: Intensity of Use Schedule (ATM15-36) (Submitted by Selectmen)

To see if the Town will vote to amend the Zoning Bylaw by amending Chapter §165-11 – *Intensity of Use Schedule*, specifically to remove footnotes 1, 8, and 9, which footnotes provide as follows:

1. For multiple-family units or apartments, 10,000 square feet per unit for first two units; 10,000 square feet per unit thereafter. All the required area shall consist of continuous building area (CBA) as defined in § 165-7. [Amended 6-4-1973 ATM, Art. 5 (Amdt. No. 44); 6-11-1990 ATM, Art. 37 (Amdt. No. 82)]

8. For multiple-family units, 20,000 square feet per unit for first two units; 10,000 square feet per unit thereafter. All the required area shall consist of continuous building area (CBA) as defined in § 165-7. [Amended 6-11-1990 ATM, Art. 37(Amdt.No.)]

9. For multiple-family units, 40,000 square feet per unit for first two units; 10,000 square feet per unit thereafter. All the required area shall consist of continuous building area (CBA) as defined in § 165-7. [Amended 6-11-1990 ATM, Art. 37]

and further to amend Chapter §165-68 *Apartments*, specifically to delete Section A, which section provides as follows:

There shall be a minimum usable land area of 10,000 square feet for each family or dwelling unit hereafter altered or erected. "Usable Land" shall be constructed to mean land that is continuous, without interruption by a swamp, permanent or semi-permanent body of natural water, such as a brook, river, pond or swamp. All the required area shall consist of continuous building area (CBA) as defined in §165-7. [Amended 6-11-1990 ATM, Art. 37 (Amdt.No.82)]

, or take any other action in relation thereto.

*Planning Board does not recommend approval. (Vote-0-4)
A 2/3 vote is required to amend the Zoning Bylaw.*



Please bring this book with you to the Annual Town Meeting

Monday, May 4, 2015
7:00 P.M.

At the Georgetown Middle/Senior High School Auditorium