

**Special Town Meeting
Annual Town Meeting
Monday, May 4, 2015 at 7:00 pm
Douglas High School Auditorium
33 Davis Street**

FINANCE COMMITTEE BUDGET MESSAGE FOR FISCAL YEAR 2016

As we all breathe a sigh of relief at the end of winter weather, the Finance Committee is reminded of a month of 'snow-zilla' which caused several missed Monday meetings. The review process was shortened this year and the disastrous future outlook was, thankfully, brief.

As we look to FY2016, we can see many challenges ahead. Without some change to the Revenues for the Town, our community cannot sustain and continue uninterrupted services for the Town of Douglas. This is, perhaps, the last year that the Town will appear to function in a normal manner. The 'picture' of REVENUES and EXPENSES, as shown below has been, and will probably be, negatively impacting most departments in upcoming years. What changes you ask? The first to go in this revenue-wanting Fiscal climate are usually non-essential services. You are asked to imagine where these might be found in the Douglas budget.

Who dares to speak of reducing Public Safety funding?

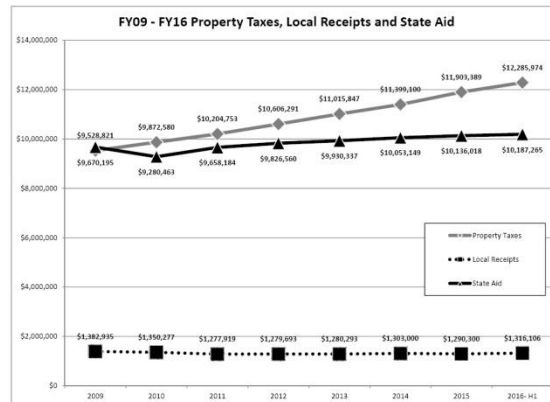
What are the costs of layoffs?

How can we send a clear and meaningful message to the State about the dire circumstances surrounding Douglas finances?

Can we return to a time when the Legislature and Governor of this State realize that Massachusetts is only as strong and as healthy as its member communities?

Priorities must be shifted to assist the few communities like Douglas through the dire fiscal times that we now endure. Please let your voice be heard not only at Town Meeting but also, to our Legislators and Governor as well.

The budget, as presented, is balanced and funds all departments to the best of the Town's ability. We encourage your attendance at Town Meeting.



The FY2016 Budget will be funded by the projected revenues below:

Revenue Source	
Tax Levy	\$12,285,974
Debt Exclusions	\$2,523,830
Transfer from Reserved for Reduction of Excluded Debt Account	\$23,784
Local Receipts	\$1,316,106
State Aid	\$9,237,506
Ambulance Receipts	\$170,303
Free Cash	\$389,798
P.O. Applied to Debt	\$29,585
Estimated Overlay Requirement	(\$100,000)
Total Available Revenue	\$25,876,886

SPECIAL TOWN MEETING WARRANT ARTICLES

Article 1.	Fiscal Year 2015 Budget Transfers/Amendments
Article 2.	Insurance Funds Transfer Related to Water Damage at the Intermediate Elementary School
Article 3.	Prior Year Bills – Water & Sewer Department/School Department
Article 4.	National Grid Easement-21 Main Street

Article 1. Fiscal Year 2015 Budget Transfers/Amendments

To see if the Town will vote to amend the action taken on Article 2 of the Annual Town Meeting of May 5, 2014 by transferring from available funds the following sums of money to the following budget line items in the Fiscal Year 2015 Budget, and by so doing fund the Collective Bargaining Agreements negotiated with the Massachusetts Coalition of Police, Local 150 and the Professional Firefighters Association of MA:

Snow & Ice Account	\$275,000
Norfolk Agriculture	\$8,999
Town Clerk Expense	\$3,000
Police Wages	\$0
Fire Wages	\$450
Fire Expenses	\$18,500
Ambulance Wages	\$1,400
Street lighting	\$12,000
Total	\$319,349

Or take any other action related thereto.

Explanation: The accounts listed above require additional funds to satisfy the FY2015 operational needs. All revenues have been budgeted for the year; therefore, the funds must be transferred from departmental accounts. By approving this article Town Meeting is also ratifying the newly negotiated collective bargaining agreements with the Police and Fire Unions.

Finance Committee recommends.

Article 2. Insurance Funds Transfer Related to Water Damage at the Intermediate Elementary School

To see if the Town will vote to transfer from the Insurance Reimbursement Receipts Reserved for Appropriation Account a sum not to exceed **\$450,000** to the Intermediate Elementary School Building Project Account (Middle School Repair Project), or take any other action related thereto.

Explanation: The Town has been patiently anticipating the Insurance Reimbursement for water damage incurred at the Intermediate Elementary School during the building project.

Finance Committee recommends.

Article 3. Prior Year Bills

To see if the Town will vote to approve the following prior year bills for the following Departments:

Water & Sewer Department - Microbac Laboratory -	\$730.00
School Department –Straight Edge Lawn & Landscape –	\$634.01

or take any other action relative thereto.”

Explanation: The Town of Douglas has acknowledged that services were performed by these vendors and payment is due.

Finance Committee recommends.

Article 4. National Grid Easement-21 Main Street

To see if the Town will vote to authorize the Board of Selectmen to grant to National Grid easements as described in a filing in the office of the Town Clerk, such easements to be used to provide 3 phase service to the soccer field behind 21 Main Street, Douglas, or to take any other action relative thereto.

Explanation: The contribution by National Grid of installing electric service to this area will encourage appropriate development and care of the property.

Finance Committee recommends.

ANNUAL TOWN MEETING WARRANT ARTICLES

1. Finance Committee Report	9. Electricity Aggregation
2. FY16 Budget	10. Grant of Easement – Monroe Street
3. Salaries of Elected Officials	11. Transfer of Custody – Old Grammar School
4. FY16 Transfer Station Enterprise Fund	12. Sale of 35 Kemey Road
5. FY16 Water/Sewer Enterprise Fund	13. Gift of Land - Sullivan Property
6. Personnel Bylaw Classification & Update	14. Acceptance of Gleason Court as a Public Way
7. Recurring Business	15. Acceptance of Olde Carriage Lane, a Portion of Cobblestone Lane & Associated Easements as Public Ways
8. Adoption of Revised FY 16 – 20 Capital Improvement Plan	16. By Petition: Zoning Change – Monroe Street

Article 1. Finance Committee Report:

To see if the Town will vote to hear and act upon the report and recommendations of the Finance Committee as presented and printed in the Finance Committee's Annual Town Meeting recommendations, or to take any other action relative thereto.

Explanation: The Finance Committee combines the first 3 articles listed here and makes a combined recommendation to Town Meeting. This will be read at Town Meeting. It encompasses salary and budget items listed below.

Finance Committee recommends.

Article 2. FY16 Budget:

To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow such sums of money as are necessary to fund the annual operating budget of the Town for Fiscal Year 2016, or take any other action relative thereto.

Explanation: The Finance Committee combines the first 3 articles listed here and makes a combined recommendation to Town Meeting. This will be read at Town Meeting. It encompasses salary and budget items listed below.

Finance Committee recommends.

FY16 Finance Committee/Board of Selectmen/Town Administrator's Budget Recommendation			
	FY14 Final Budget STM 5/5/14	FY15 Revised Budget STM 11/17/14	FY16 Fin Comm/ BOS/ Town Admin. Recommendation
General Fund			
General Government			
Selectmen			
Wages	164,976	170,351	176,376
Expenses	15,133	15,633	12,633
Subtotal:	180,109	185,984	189,009
Awards & Recognition	40	40	40
Town Hall Office Supplies	22,000	22,000	22,000
Town Reports	3,000	3,000	3,000
Town Counsel	75,000	75,000	75,000
Total Selectmen:	280,149	286,024	289,049

General Fund		FY14 Final Budget STM 5/5/14	FY15 Revised Budget STM 11/17/14	FY16 Fin Comm/ BOS/ Town Admin. Recommendation
Finance Director/Accountant				
Wages		107,636	116,188	122,232
Expenses		<u>1,900</u>	<u>2,050</u>	<u>2,050</u>
Subtotal:		109,536	118,238	124,282
Audit		<u>20,500</u>	<u>21,000</u>	<u>21,500</u>
Finance Director/Accountant:		130,036	139,238	145,782
Assessors				
Wages		88,088	90,105	92,727
Expenses		<u>34,368</u>	<u>34,498</u>	<u>34,498</u>
Subtotal:		122,456	124,603	127,225
Revaluation		60,000		
Total Assessors:		182,456	124,603	127,225
Treasurer/Collector				
Wages		168,369	176,732	181,486
Expenses		<u>64,770</u>	<u>65,970</u>	<u>64,970</u>
Subtotal:		233,139	242,702	246,456
Tax Title		<u>17,000</u>	<u>17,000</u>	<u>17,800</u>
Total Treasurer/Collector:		250,139	259,702	264,256
Tax Taking		<u>4,700</u>	<u>7,000</u>	<u>6,200</u>
Total Tax Taking:		4,700	7,000	6,200
Finance Committee				
Wages		1,500	1,500	1,500
Expenses		4,000	4,200	4,200
Reserve Fund		<u>50,000</u>	<u>50,000</u>	<u>50,000</u>
Total Finance Committee:		55,500	55,700	55,700
Technology				
Wages		10,300	13,300	13,300
Expenses		<u>45,932</u>	<u>59,000</u>	<u>59,000</u>
Total Technology:		56,232	72,300	72,300

General Fund	FY14 Final Budget STM 5/5/14	FY15 Revised Budget STM 11/17/14	FY16 Fin Comm/ BOS/ Town Admin. Recommendation
Town Clerk			
Wages	98,358	111,582	111,216
Expenses	<u>16,500</u>	<u>12,500</u>	<u>15,500</u>
Total Town Clerk:	114,858	124,082	126,716
Public Building Maintenance			
Wages	38,680	39,945	39,191
Expenses	<u>131,000</u>	<u>144,900</u>	<u>134,900</u>
Total Public Building Maintenance	169,680	184,845	174,091
Permanent Building Committee			
Wages	805	839	869
Expenses	<u>1,500</u>	<u>1,500</u>	<u>1,500</u>
Total Permanent Building Comm:	2,305	2,339	2,369
Community Development			
Wages	171,473	173,784	178,307
Expenses	<u>3,500</u>	<u>3,500</u>	<u>3,500</u>
Subtotal:	174,973	177,284	181,807
Planning Board	2,910	2,910	2,910
Economic Development	1,000	1,000	1,000
Zoning Board - Expenses	3,460	3,460	3,460
Open Space	100	100	100
Conservation Commission	<u>2,789</u>	<u>2,789</u>	<u>2,789</u>
Total Comm Development:	185,232	187,543	192,066
Other General Government			
Moderator	250	250	250
Housing Authority	<u>100</u>	<u>100</u>	<u>100</u>
Total Other General Government:	350	350	350
Total General Government:	1,431,637	1,443,726	1,456,104

General Fund	FY14 Final Budget STM 5/5/14	FY15 Revised Budget STM 11/17/14	FY16 Fin Comm/ BOS/ Town Admin. Recommendation
Public Safety			
Police			
Wages	1,383,228	1,388,833	1,440,193
Expenses	148,518	148,518	129,887
Police - Continued			
Cruiser	151,630	72,000	
Total Police:	1,683,376	1,609,351	1,570,080
Fire			
Wages	174,387	179,415	218,034
Expenses	71,450	70,000	70,000
Total Fire:	245,837	249,415	288,034
Ambulance			
Wages	281,310	277,500	129,632
Expenses	67,000	70,500	70,500
Total Ambulance:	348,310	348,000	200,132
Building Dept			
Wages	119,121	92,729	93,730
Expenses	8,026	6,500	6,500
Total Building Dept:	127,147	99,229	100,230
Tree Warden			
Wages	600	600	600
Expenses	4,500	4,500	4,500
Total Tree Dept:	5,100	5,100	5,100
Civil Defense			
Wages	325	325	325
Expenses	1,200	1,200	1,200
Total Civil Defense:	1,525	1,525	1,525
Sealer Weights & Measures			
Expenses	750	750	750
Total Sealer Weights & Measures:	750	750	750
Animal Control			
Expenses	24,900	24,900	23,458
Total Animal Control	24,900	24,900	23,458
Total Public Safety:	2,436,945	2,338,270	2,189,309

General Fund	FY14 Final Budget STM 5/5/14	FY15 Revised Budget STM 11/17/14	FY16 Fin Comm/ BOS/ Town Admin. Recommendation
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Public Works

Cemetery			
Expenses	9,885	10,000	10,000
Total Cemetery:	9,885	10,000	10,000
Highway			
Wages	406,068	414,550	416,218
Expenses	33,012	26,012	26,012
Subtotal:	439,080	440,562	442,230
Maintenance	121,200	132,700	121,200
Special Sign Acct	1,400	1,400	1,400
Snow & Ice	300,000	125,000	135,000
Total Highway:	861,680	699,662	699,830
Other Public Works			
Monitor Landfill	1,235	1,235	1,235
Monitor Wells	9,950	9,950	9,950
Street lighting	41,550	41,550	48,000
Total Other Public Works:	52,735	52,735	59,185
Total Public Works:	924,300	762,397	769,015

Health & Human Services

Board of Health			
Wages	42,501	38,900	33,850
Expenses	7,000	7,000	7,000
Subtotal Health:	49,501	45,900	40,850
Nurse			
Wages	14,979	14,979	14,979
Subtotal Nurse:	14,979	14,979	14,979

General Fund	FY14 Final Budget STM 5/5/14	FY15 Revised Budget STM 11/17/14	FY16 Fin Comm/ BOS/ Town Admin. Recommendation
Board of Health - Continued			
Animal Inspection			
Wages	2,885	2,913	2,913
Expenses	<u>350</u>	<u>350</u>	<u>650</u>
Subtotal Animal Inspection:	3,235	3,263	3,563
	<u> </u>	<u> </u>	<u> </u>
Total Board of Health:	67,715	64,142	59,392
Council on Aging			
Wages	88,969	82,020	73,980
Expenses	<u>6,000</u>	<u>5,900</u>	<u>5,900</u>
Total Council on Aging:	94,969	87,920	79,880
Veterans			
Expenses	15,015	16,515	16,515
Benefits	<u>90,600</u>	<u>65,000</u>	<u>65,000</u>
Total Veterans:	105,615	81,515	81,515
Total Health & Human Services:	268,299	233,577	220,787
Culture & Recreation			
Recreation			
Expenses	<u>3,000</u>	<u>3,000</u>	<u>3,000</u>
Total Recreation:	3,000	3,000	3,000
Library			
Wages	155,243	158,988	151,945
Expenses	<u>48,397</u>	<u>50,000</u>	<u>58,867</u>
Total Library:	203,640	208,988	210,812
Memorial Day	1,750	1,750	1,750
Total Culture & Recreation	208,390	213,738	215,562
Education			
Douglas Schools			
Personnel & Expenses	11,862,507	12,273,633	12,419,863
Transportation	<u>846,246</u>	<u>1,049,855</u>	<u>1,122,682</u>
Total Douglas Schools:	12,708,753	13,323,488	13,542,545

General Fund	FY14 Final Budget STM 5/5/14	FY15 Revised Budget STM 11/17/14	FY16 Fin Comm/ BOS/ Town Admin. Recommendation
Blackstone Valley Regional			
Assessment	563,647	626,220	671,815
Debt Assessment	55,559	54,177	48,084
Representative Expense	500	500	500
Total Blackstone Valley:	619,706	680,897	720,399
Medicaid Reimbursement	5,000	5,000	5,000
Norfolk County Agricultural	101,000	133,039	158,351
Total Education:	13,434,459	14,142,424	14,426,295
Total Insurance/ Employee Benefits	3,776,669	3,680,304	3,828,645
Total Debt Service	2,673,510	2,677,022	2,675,647
Total Capital Outlay		Capital Article	Capital Article
Total Special Articles	25,000	31,000	
Transfer to Capital Projects		70,000	72,000
Transfer to Stabilization	20,000	138,775	
Summary - Expenditures			
Total General Government:	1,431,637	1,443,726	1,456,104
Total Public Safety:	2,436,945	2,338,270	2,189,309
Total Public Works:	924,300	762,397	769,015
Total Health & Human Services:	268,299	233,577	220,787
Total Culture & Recreation	208,390	213,738	215,562
Total Education:	13,434,459	14,142,424	14,426,295
Total Insurance/ Employee Benefits	3,776,669	3,680,304	3,828,645
Total Debt Service	2,673,510	2,677,022	2,675,647
Total Capital Outlay	0	Capital Article	Capital Article
Total Special Articles	25,000	31,000	0
Total Transfers to Stabilization, Special Revenue, Capital Projects	20,000	208,775	72,000
TOTAL BUDGET REQUEST	25,199,209	25,731,233	25,853,364

Article 3. Salaries of Elected Officials:

To see if the Town will vote to fix the salary and compensation of all elected officials of the Town as provided by Chapter 41 Section 108 of the Massachusetts General Laws, as amended, as follows:

Board of Assessors	\$2,900
Blackstone Valley Vocational School District Rep.	\$500
Moderator	\$250
Board of Selectmen	\$1,600
Clerk	\$67,644.47
Water/Sewer Commission	\$2,400

Or take any other action relative thereto.

Explanation: The Finance Committee combines the first 3 articles listed here and makes a combined recommendation to Town Meeting. This will be read at Town Meeting. State Law requires that elected officials salaries be fixed at the Annual Town Meeting and listed separately.

Finance Committee recommends.

Article 4. FY16 Transfer Station Enterprise Fund:

To see if the Town will vote to raise and appropriate and/or transfer the sum of **\$264,000** from Transfer Station charges and fees, and transfer the sum of **\$20,810** from Retained Earnings, for a total of **\$284,810** to operate and maintain the Transfer Station.

Salaries/Wages	\$57,500
Expenses	\$227,310
Total	\$284,810

Or take any other action relative thereto.

Explanation: The Transfer Station is a separate account from the Town General Fund. It is an Enterprise or 'business' run with monies received from Transfer Station fees to pay for costs associated with operating the Transfer Station.

Finance Committee recommends.

Article 5. FY16 Water/Sewer Enterprise Fund:

To see if the Town will vote to raise and appropriate, and/or transfer the sum of **\$900,000** from Water & Sewer charges and fees, and transfer the sum of **\$170,902** from the reserved for debt account, and transfer the sum of **\$307,709** from retained earnings, for a total budget of **\$1,378,611** to operate and maintain the Water/Sewer Department.

Salaries/Wages	\$369,991
Expenses	\$664,350
Debt	\$184,270
Capital Outlay	\$160,000
Total	\$1,378,611

Or take any other action relative thereto.

Explanation: The Water/Sewer Department is another Enterprise or 'business' within the Town. Monies received from users of this service are used to operate and maintain the Water and Sewer department.

Finance Committee recommends.

Article 6. Personnel Bylaw Classification & Update:

To see if the Town will vote to approve the Personnel Classification and Compensation plans for Fiscal Year 2016, or to take any other action relative thereto.

MANAGEMENT Compensation Plan - FY16 Budget

Grade	Position	Grade	Position
M-1		M-3	Building Commissioner Director Senior Center Library Director Planning & Conservation Agent Treasurer/Collector
M-2	Assistant Tax Collector Municipal Facilities Maint Mgr. Principal Assessor	M-4	Fire Chief System Manager Water & Sewer Town Accountant
		M-5	Highway Superintendent Town Engineer

COLA Increase % 1.25%

	1	2	3	4	5	6	7	8	9	10
1	39,687.80	40,580.78	41,493.85	42,427.46	43,382.08	44,358.17	45,356.23	46,376.75	47,420.22	48,487.18
2	49,608.59	50,724.79	51,866.09	53,033.08	54,226.32	55,446.42	56,693.96	57,969.57	59,273.89	60,607.55
3	62,013.66	63,408.97	64,835.67	66,294.47	67,786.10	69,311.29	70,870.79	72,465.38	74,095.85	75,763.01
4	71,313.37	72,917.92	74,558.58	76,236.14	77,951.46	79,705.37	81,498.74	83,332.46	85,207.44	87,124.61
5	76,664.57	78,389.52	80,153.28	81,956.73	83,800.76	85,686.28	87,614.22	89,585.54	91,601.21	93,662.24

OFFICE ADMINISTRATIVE Compensation Plan - FY16 Budget

Grade	Position	Grade	Position
OA-1	Library Assistant Meeting Minute Recorder	OA-3	Admin Assist Treasurer/Collector Asst. to the Town Accountant Asst. Treasurer
OA-2	Admin. Sec Water & Sewer Highway Clerk Circulation Librarian Principal Clerk -Fire, Building, Assessors	OA-4	Asst. Town Clerk Children's Librarian Admin. Sec/Comm Development Assessors' Admin Asst.
		OA-5	Admin. Asst. to Town Admin./BOS Admin. Supervisor/Bd Health

COLA Increase % 1.25%

Grade	1	2	3	4	5	6	7	8	9	10
1 Hourly	13.54	13.84	14.15	14.47	14.80	15.13	15.47	15.82	16.17	16.54
2 Hourly	16.27	16.64	17.01	17.39	17.79	18.19	18.59	19.01	19.44	19.88
3 Hourly	17.90	18.30	18.72	19.14	19.57	20.01	20.46	20.92	21.39	21.87
4 Hourly	20.56	21.03	21.50	21.98	22.48	22.98	23.50	24.03	24.57	25.12
5 Hourly	22.84	23.36	23.88	24.42	24.97	25.53	26.10	26.69	27.29	27.91

PUBLIC WORKS Compensation Plan - FY16 Budget

Grade	Position	Grade	Position
PM-1	Truck Driver/Laborer	PM-3	
PM-2	Asst Water/Sewer Operator Highway Laborer Operator	PM-4	Group Leader
		PM-5	Water Operator Chief Operator Highway Mechanic

COLA % Increase 1.25%

		1	2	3	4	5	6	7	8	9	10
1	Hourly	\$17.33	\$17.72	\$18.12	\$18.53	\$18.95	\$19.37	\$19.81	\$20.26	\$20.71	\$21.18
2	Hourly	\$18.93	\$19.36	\$19.80	\$20.24	\$20.70	\$21.16	\$21.64	\$22.12	\$22.62	\$23.13
3	Hourly	\$19.86	\$20.30	\$20.76	\$21.23	\$21.70	\$22.19	\$22.69	\$23.20	\$23.72	\$24.26
4	Hourly	\$20.83	\$21.30	\$21.77	\$22.26	\$22.77	\$23.28	\$23.80	\$24.34	\$24.88	\$25.44
5	Hourly	\$22.99	\$23.51	\$24.04	\$24.58	\$25.13	\$25.70	\$26.28	\$26.87	\$27.47	\$28.09

MISCELLANEOUS Compensation Plan - FY16 Budget

Grade	Position	Grade	Position
MS-0	Library Page Cable Recording Assistant	MS-3	
MS-1	Senior Center Clerk Transfer Station Employees	MS-4	Senior Outreach Coordinator
MS-2	Cable Access Coordinator		

COLA % Increase 1.25%

		1	2	3	4	5	6	7	8	9	10
0	Hourly	\$9.00	\$9.11	\$9.32	\$9.53	\$9.74	\$9.96	\$10.18	\$10.41	\$10.65	\$10.89
1	Hourly	\$13.54	\$13.84	\$14.15	\$14.47	\$14.80	\$15.13	\$15.47	\$15.82	\$16.17	\$16.54
2	Hourly	\$16.27	\$16.64	\$17.01	\$17.39	\$17.79	\$18.19	\$18.59	\$19.01	\$19.44	\$19.88
3	Hourly	\$17.90	\$18.30	\$18.72	\$19.14	\$19.57	\$20.01	\$20.46	\$20.92	\$21.39	\$21.87
4	Hourly	\$20.56	\$21.03	\$21.50	\$21.98	\$22.48	\$22.98	\$23.50	\$24.03	\$24.57	\$25.12

Public Safety Compensation Plan - FY16 Budget

Grade	Position	Grade	Position
PS-1	vacant	PS-5	Assistant Fire Chief Deputy Fire Chief
PS-2	Basic Call Fire Fighter Lt. Fire Fighter Part-time Dispatcher*	PS-6	Part-time EMT (on call)
PS-3	Captain Fire Fighter Part-time Reserve Officer*	PS-7	Full-time 911 Trainer
		PS-8	
PS-4	Full-time Dispatcher	PS-9	Administrative/Secretary/Dispatcher

* Police part-time position have a one year probationary period.

COLA % Increase

1.25%

	1	2	3	4	5	6	7	8	9	10
1 Hourly										
2 Hourly	\$13.54	\$13.84	\$14.15	\$14.47	\$14.80	\$15.13	\$15.47	\$15.82	\$16.17	\$16.54
3 Hourly	\$16.27	\$16.64	\$17.01	\$17.39	\$17.79	\$18.19	\$18.59	\$19.01	\$19.44	\$19.88
4 Hourly	\$17.90	\$18.30	\$18.72	\$19.14	\$19.57	\$20.01	\$20.46	\$20.92	\$21.39	\$21.87
5 Hourly	\$18.77	\$19.19	\$19.63	\$20.07	\$20.52	\$20.98	\$21.45	\$21.94	\$22.43	\$22.93
6 Hourly	\$19.71	\$20.16	\$20.61	\$21.07	\$21.55	\$22.03	\$22.53	\$23.04	\$23.55	\$24.08
7 Hourly	\$20.72	\$21.18	\$21.66	\$22.15	\$22.64	\$23.15	\$23.67	\$24.21	\$24.75	\$25.31
8 Hourly	\$21.75	\$22.24	\$22.74	\$23.25	\$23.77	\$24.31	\$24.85	\$25.41	\$25.99	\$26.57
9 Hourly	\$22.85	\$23.37	\$23.89	\$24.43	\$24.98	\$25.54	\$26.12	\$26.70	\$27.30	\$27.92

Explanation: The Personnel Board has recommended and the Board of Selectmen has approved this year's Classification & Compensation Plan. It includes a minimal salary increase for non-union workers of 1.25 %. The step system is used for years of work and levels designate job descriptions and skill levels.

Finance Committee recommends.

Article 7. Recurring Business:

A. Assessors To Work Additional Hours: To see if the Town will vote to authorize the Board of Assessors to appoint one or more of their members to work for compensation, in accordance with the provisions of the Town's Personnel Bylaw, and to establish such compensation to be paid said member for Fiscal Year 2016 or take any other action related thereto.

B. Ambulance Receipts Reserved for Appropriation: To see if the Town will vote to reserve all receipts received by the Town from ambulance user charges, user billings, and ambulance donations and gifts to the Ambulance Receipts Reserved Account, or take any other action related thereto.

C. Simon Fairfield Public Library: To see if the Town will vote to require that all funds received in Fiscal Year 2016 from State Aid Grants for the Public Library be transferred to a Special Account for the Simon Fairfield Public Library, or take any other action related thereto.

D. State and Federal Grants: To see if the Town will vote to authorize the Board of Selectmen to apply for and accept State or Federal grants they deem beneficial to the Town, provided that the Board of Selectmen shall hold a public hearing prior to the Board's acceptance of any such grant, if said grant requires the Town to meet future conditions or requirements, or take any other action related thereto.

E. Separate Account Funds: To see if the Town will vote to continue the following account funds and to authorize the expenditure of funds from said fund for the below indicated purposes and not to exceed amount, or to take other actions related thereto:

#	Department	Receipts	Expenditures
1	Simon Fairfield Library pursuant to MGL Chapter 44, § 53E ½	All fines received during Fiscal Year 2016 by the Simon Fairfield Library	The Simon Fairfield Library Board of Trustees may expend a sum not to exceed Five Hundred dollars (\$500) for the purpose of purchasing books, films and other library supplies and materials.
2	Home Composting Program pursuant to MGL Chapter 44, § 53E ½	All receipts received in connection with the Home Composting Program	The Board of Health may expend a sum not to exceed two thousand five hundred dollars (\$2,500) for the purpose of operating the Home Composting Program.
3	Planning Board & Engineering – MGL Chapter 44, §53E ½	Project fees received that are associated with staff review.	The funds may be expended without further appropriation by the Planning Board or Town Engineer for such consulting and project review costs. Expenditures from the fund may not exceed \$50,000.
4	Conservation – MGL Chapter 44, §53E ½	Project fees received that are associated with staff review.	The funds may be expended without further appropriation by the Conservation Commission or their Conservation Agent for such consulting and project review costs. Expenditures from the Fund may not exceed \$50,000.
5	Zoning Board of Appeals – MGL Chapter 44, §53E ½	Project fees received that are associated with staff review.	The funds may be expended without further appropriation by the Zoning Board of Appeals or Town Engineer for such consulting and project review costs. Expenditures from the fund may not exceed \$50,000.

F. Acceptance of Chapter 90: To see if the Town will vote to authorize to accept and enter into contracts for the expenditure of funds to be allotted by the State under authorization of Chapter 90 of the Massachusetts General Laws (as pertaining to Highway Funds), for the construction, reconstruction and improvement of Town roads, said funds may be borrowed in anticipation of State Revenue, and expended without further appropriation under the direction of the Highway Superintendent with the approval of the Board of Selectmen, or take any other action related thereto.

G. Compensating Balance Agreements: To see if the Town will vote to authorize the Treasurer to enter into a compensating balance agreement or agreements for Fiscal Year 2016 pursuant to MGL Chapter 44 § 53F, or take any other action related thereto.

H. Acceptance of Easements: To see if the Town will vote to authorize the Board of Selectmen to acquire by gift, an easement or easements for the purpose of construction, installation, maintenance and repair of municipal drainage, sewer and water systems, and roadway, or take any other action relative thereto.

Explanation: These articles are used to operate the finances and business of the Town according to State Laws. The Town affirms these yearly by voting to accept them. They are self-explanatory.

Finance Committee recommends.

Article 8. Adoption of Revised FY 16 – 20 Capital Improvement Plan:

To see if the Town will vote to approve the Town of Douglas FY16 – 20 Capital Improvement Plan as submitted by the Capital Improvement Committee, and to raise and appropriate and/or transfer the sum of **\$72,000** to fund the following Capital Projects, or take any other action relative thereto.

Municipal Center Fire Alarm System	\$36,000
Primary School Chimney Repair	\$22,400
Fire Dept.-Large Diameter Hose Replacement	\$13,600
Total:	\$72,000

Explanation: The Capital Improvement Committee voted to fund these items based on need and funds available.

Finance Committee recommends.

FY 2016 Capital Improvement Committee Report

The Capital Improvement Committee reviews, prioritizes and offers recommendations concerning all requests for funds for capital projects submitted by School and Town Departments. This plan/list represents all departmental capital requests received by the Capital Committee as of this date.

FY-2016 to FY-2020 Capital Plan/List			
Department	Item Requested	FY-Year	Estimated Cost
FY2016 Proposed for Funding			
Municipal Center	Fire Alarm System	2016	\$36,000
Fire Department	Large Diameter Hose Replacement	2016	\$13,600
School Department	Primary School Chimney Repair	2016	\$22,400
FY- 2016 Unfunded			
Municipal Center	Air Duct Cleaning	2016	\$11,000
Municipal Center	Gym Window Replacement	2016	\$62,000
Municipal Center	Architectural Plans for Interior Renovation 1 st & 2 nd Floor	2016	\$20,000
Highway Department	Brush Chipper	2016	\$51,000
Highway Department	Roof Replacement	2016	\$18,000
Police Department	Tasers	2016	\$28,000
Police Department	Live Scan Fingerprint Equipment	2016	\$26,000
Fire Department	Rescue Pumper	2016	\$460,000
Fire Department	Personal Protective Equipment	2016	\$18,000
Water & Sewer Dept.	Sewer Dept. Master Plan Upgrade	2016	\$150,000
Water & Sewer Dept.	Church Street Water Tank Painting	2016	\$100,000
Water & Sewer Dept.	Radio Read Program	2016	\$200,000
School Department	Middle School - Elevator Jack Replacement	2016	\$40,000
School Department	Primary School - Upgrade and Expand Phone System	2016	\$52,000
School Department	Primary School – Replace Exterior Doors	2016	\$12,000
School Department	High School – Replace and Rebuild High School Sign	2016	\$22,950
FY- 2017			
Cable	Studio Build-out	2017	\$50,000
Municipal Center	Interior Renovation 1 st & 2 nd Floor	2017	\$150,000
Municipal Center	Replace Phone System	2017	\$25,000
Municipal Center	Masonry Repointing & Repair	2017	\$135,000
Building Maintenance	Post Office/Sr. Ctr. Window/Door Replacement	2017	\$135,000
Building Maintenance	Post Office/Sr. Ctr. Parking Lot Paving	2017	\$17,000
Building Maintenance	Police Department Windows/Doors	2017	\$50,000
Highway Department	Catch Basin Cleaner with Plow and Sander	2017	\$234,000
School Department	Primary School – Main Roof Replacement	2017	\$345,000
School Department	High School/Primary School Parking Lot Repairs	2017	\$15,000
School Department	High School – Repair and Repave Back Access Road	2017	\$25,000
School Department	Primary School – Upgrade Network Infrastructure	2017	\$40,000
School Department	High School I-Beam Painting	2017	\$17,400
Water & Sewer Dept.	Gilboa Street - 3,000 feet of 12 inch Water Line	2017	\$470,000
FY- 2018			
Municipal Center	Replace Roof Over the Main Building	2018	\$155,000
Municipal Center	Replace First Floor AC Units	2018	\$70,000
Highway Department	One Ton Dump Truck with Plow	2018	\$49,000
School Department	Primary School – Replacement of Windows	2018	\$110,000
School Department	Primary School – Upgrade to Electrical System	2018	\$150,000
School Department	Primary School Bathroom Fixture Replacement	2018	\$15,000
School Department	Primary School/High School Gymnasium Painting	2018	\$350,000
Water & Sewer Dept.	North Street 12” Water Main from Gilboa St to End	2018	\$675,000

FY-2016 to FY-2020 Capital Plan/List - Continued			
Department	Item Requested	FY-Year	Estimated Cost
FY- 2019			
Municipal Center	First Floor Electrical System Upgrade	2019	\$125,000
Municipal Center	Replace Elevator Wing Roof	2019	\$20,000
Municipal Center	Repave Municipal/Police Parking Lot	2019	\$65,000
Building Maintenance	Old Elementary School – Masonry Repairs	2019	\$50,000
Highway Department	One Ton Dump Truck with Plow	2019	\$49,000
Highway Department	Portable Air Compressor	2019	\$19,000
Highway Department	Boom Flail Mower	2019	\$32,000
School Department	Replace Tractor and Mower	2019	\$55,000

FY - 2020			
Building Maintenance	Update Master Facilities Plan	2020	\$10,000
Highway Department	Dump Truck W/ Plow & Sander	2020	\$160,000

Debt Exclusion Projects	FY2016 - FY2020		
Library	ADA & Building Upgrade	2016	\$1.3 Million
Fire Department	Fire Station Addition	TBD	TBD
Highway Department	New Highway Garage	TBD	TBD
Police Department	New Police Station	2016	\$6,000,000
Recreation	Martin Road Recreation Area	TBD	TBD
Water & Sewer Dept.	Rte. 16 Sewer Line	TBD	TBD
Water & Sewer Dept.	Construct New Tank in North End of Douglas	TBD	TBD

Article 9. Electricity Aggregation

To see if the Town will vote to grant the Board of Selectmen authority to research, develop and participate in a contract, or contracts, to aggregate the electricity load of the residents and businesses in the Town and for other related services, independently, or in joint action with other municipalities, retaining the right of individual residents and businesses to opt-out of the aggregation, or take any other action relative thereto.

Explanation: The Town of Douglas has an opportunity to join together with other communities to form a large purchasing group. Using this purchasing power, the Town can offer all residents a chance to buy electricity at a lower rate. This will be at the choice of the homeowner with full "opt-out" available to all.

Finance Committee recommends.

Article 10. Grant of Easement – Monroe Street

To see if the Town will vote to accept the grant of an easement over a certain parcel of land identified as 439 Northeast Main Street, Assessors Map 141 Parcel 71 as further depicted on a certain plan of land entitled “Easement Plan of Land in Douglas, Mass dated November 10, 2014 by Guerriere and Halnon, Inc.”, such plan being on file with the Town’s Community Development Department, and to authorize the Selectmen to take or do any and all actions to effectuate the acceptance of said easement, or take any other action relative thereto.

Explanation: The land identified involves the road width of Monroe Street. This is a benefit to the Town and will clarify the boundaries.

Finance Committee recommends.

Article 11. Transfer of Custody – Old Grammar School

To see if the Town will vote to transfer custody of the Old Grammar School and associated property from the School Committee to the Board of Selectmen, to wit:

Parcels of land in Douglas, Massachusetts, situated on the easterly and westerly sides of Gleason Court, being bounded and described as follows:

Beginning at a point created by the northwest corner of Assessors Map 163 Parcel 110 (11 Gleason Court) where Assessors Map 163, Parcels 110, 113 and 121 meet;

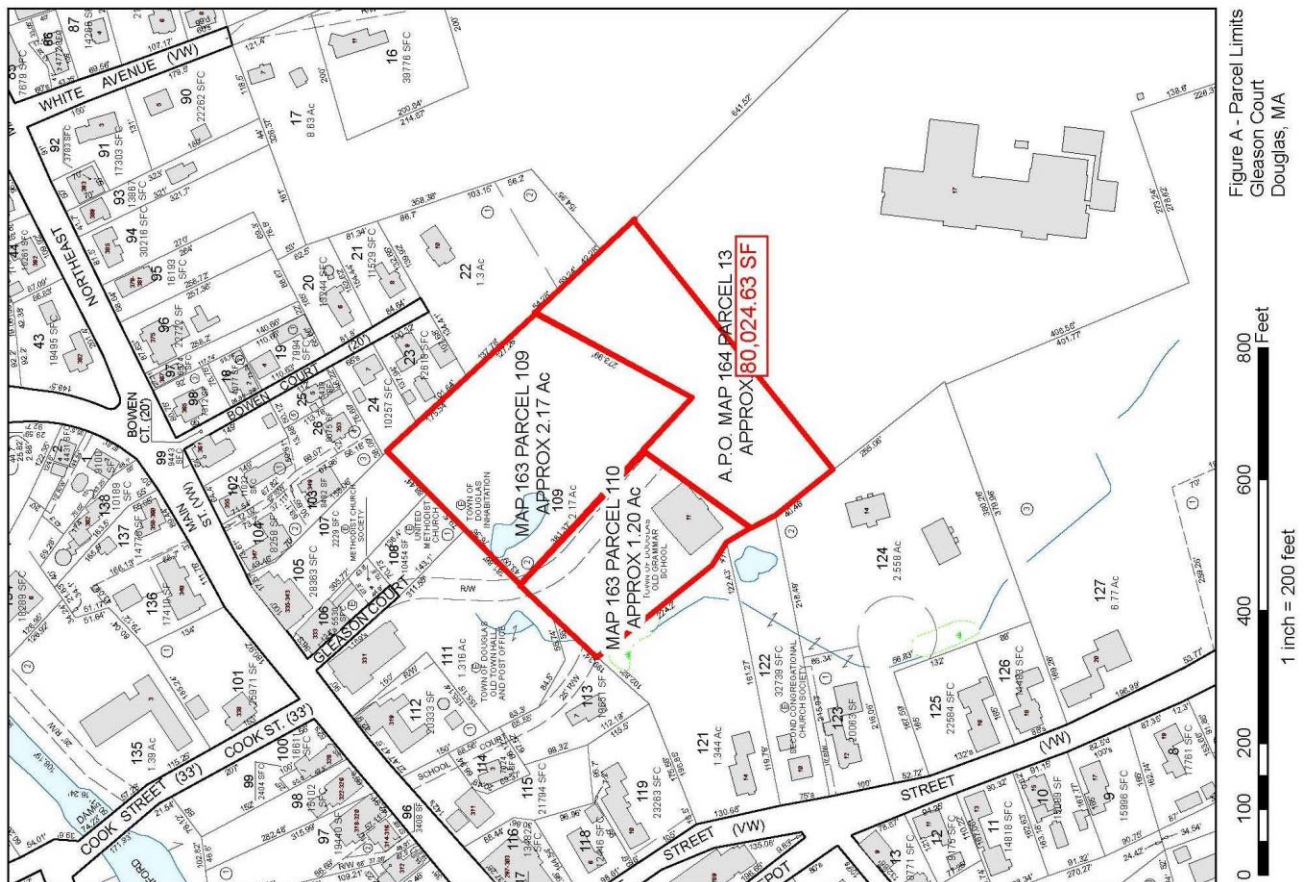
Thence: Northeasterly, a distance of 449 feet, more or less, along the northern boundary line of Assessors Map 163, Parcels 109 and 110 to the northeasterly corner of Assessors Map 163, Parcel 109;

Thence: Southeasterly, a distance of 520 feet, more or less, along the easterly boundary line of Assessors Map 163, Parcel 109 and Assessors Map 164 Parcel 13 (17 Gleason Court) to a point that is located 800 feet from the southerly edge of the Main Street, Route 16 Layout;

Thence: Southwesterly, a distance of 485 feet, more or less, to a point created at the westerly edge of Assessors Map 164, Parcel 13 (17 Gleason Court) to a point that is located 800 feet from the southerly edge of the Main Street, Route 16 Layout;

Thence: Northwesterly, a distance of 460 feet, more or less, along the westerly boundary line of Assessors Map 164, Parcel 13 (17 Gleason Court) and Assessors Map 163 Parcel 110 (11 Gleason Court) to the point of beginning;

Containing 5.2 acres of land, more or less;
or take any other action relating thereto.”



Explanation: This will transfer the entire property to the custody of the Board of Selectmen and expedite the conveyance of this property to prospective buyers. It was recommended by the Old Grammar School Disposition Committee.

Finance Committee recommends.

Article 12. Sale of 35 Kerney Road

To see if the Town will vote to authorize the Board of Selectmen to sell at public auction the Town-owned parcel located at 35 Kerney Road, identified as Lot 168 on Assessors' Map 284, containing approximately .11478 acres, which parcel was deeded to the Town by the former owner, Francis J. Sweeney, following the acceptance of the parcel at a Special Town Meeting on January 25, 1994, as set forth in a Deed recorded with the Worcester District Registry of Deeds in Book 14768, Page 55, and also to sell 35 Kerney Road at public auction jointly with the adjacent parcel located at 37 Kerney Road, identified as Lot 167 on Assessors' Map 284, containing approximately .11478 acres, and which is also a Town-owned parcel as a result of a tax foreclosure judgment issued by the Massachusetts Land Court on September 30, 1981 that was recorded with said Deeds in Book 21609, Page 194; with the Town's intention being to sell the parcels jointly in order to increase the marketability of the parcels to prospective bidders given the size of each parcel; and pass any vote or take any other action relative thereto.

Explanation: This property abuts a second lot on Kearney Road that is owned by the Town through foreclosure. The Town wishes to combine these two (2) properties to make a larger, more desirable lot that will be sold at Public Auction.

Finance Committee recommends.

Article 13. Gift of Land - Sullivan Property

To see if the Town will vote to accept as a gift 9+/- acres of land located at 286 Webster Street and shown on the Douglas Tax Assessors Maps as Map 205, Parcels 2 and 3, and as further described on a proposed deed on file with the Town Clerk, and to place such land in the custody of the Board of Selectmen for the purpose of sale, and to authorize the Board of Selectmen to dispose of said land, or take any other action relative thereto.

Explanation: This property is located on Route 16 / Webster St. It is part of the frontage to a 350 acre parcel that is being purchased by the State of Massachusetts to add to the State Forest land.

Finance Committee recommends.

Article 14. Acceptance of Gleason Court as a Public Way

To see if the Town will vote to accept as a public way "Gleason Court", as heretofore laid out by the Board of Selectmen as shown on the plan of land entitled "Plan to Show Road Layout, Gleason Court Douglas, MA 01516", dated April 10, 2015 and prepared by Heritage Design Group, LLC, a copy of which is on file with the Town Clerk, and will further vote to authorize the Board of Selectmen to acquire, by gift, purchase or eminent domain, rights sufficient to use Gleason Court for all purposes for which public ways are used in the Town of Douglas, and further, to authorize the Board of Selectmen to enter into all agreements and take all related actions necessary or appropriate to carry out such acquisitions, on such terms and conditions as the Board of Selectmen deems appropriate, or take any other action relative thereto.

Explanation: This road has never been accepted as a Public Way. The potential re-use of the Old Grammar School depends on adequate, legal access to the property.

Finance Committee recommends.

The Planning Board voted unanimously to recommend Approval of the layout and acceptance of Gleason Court.

Article 15. Acceptance of Olde Carriage Lane, a Portion of Cobblestone Lane and Associated Easements as Public Ways

To see if the Town will vote to accept as public ways "Olde Carriage Lane, a portion of Meetinghouse Lane, a portion of Cobblestone Lane and the associated drainage easement located on lots 31 and 32", as heretofore laid out by the Board of Selectmen as shown on the plans entitled "Layout Plan of Olde Carriage Lane and a Portion of Meetinghouse Lane, Layout Plan of a Portion of Cobblestone Lane and Layout Plan of Easement on Lots 31 & 32" dated February 27, 2015, copies of which are on file with the Town Clerk, and will further vote to authorize the Board of Selectmen to acquire, by gift, purchase or eminent domain, rights sufficient to use Olde Carriage Lane and such portion of Cobblestone Lane for all purposes for which public ways are used in the Town of Douglas, and further, to authorize the Board of Selectmen to enter into all agreements and take all related actions necessary or appropriate to carry out such acquisitions, on such terms and conditions as the Board of Selectmen deems appropriate, or take any other action related thereto."

Explanation: The roads are part of a sub-division known as Stonegate Estates and have been built according to standards required by the Town of Douglas. Acceptance of these roads requires the Town to maintain and plow them. The length will be added to the Total Road Miles provided to the State for Chapter 90 road funding in future years.

Finance Committee recommends.

The Planning Board voted unanimously to recommend Approval of the layout and acceptance of Olde Carriage Lane, a Portion of Cobblestone Lane and Associated Easements

Article 16. By Petition: Zoning Change – Monroe Street

To see if the Town will vote to amend the Zoning Map incorporated into its Zoning By-laws by changing the zoning description of the following parcel of land from Industry to Rural Agricultural, to wit:

A parcel of land in Douglas, Massachusetts, situated on the easterly side of Monroe Street; being bounded and described as follows:

Beginning at the northwest corner of said parcel of land, at a point on the centerline of Monroe Street, bounded northerly by land of the Commonwealth of Massachusetts, formerly the location of the New York, New Haven and Hartford Railroad and now sometimes known as the Southern New England Trunkline Trail;

Thence: Southeasterly, a distance of 3,720 feet, more or less, bounded northerly by said land of the Commonwealth of Massachusetts, to the boundary line between the Town of Douglas and the Town of Uxbridge;

Thence: Southerly, a distance of 674 feet, more or less, along said town boundary line, to the boundary line between the current Industry zoning district and the current Rural Agricultural zoning district;

Thence: Northwesterly, a distance of 3,395 feet, more or less, along said zoning boundary line, to the centerline of Monroe Street;

Thence: Northerly, a distance of 973 feet, more or less, following the centerline of Monroe Street, to the point of the beginning;

Containing 58 acres of land, more or less;

Or take any other action relating thereto.

Explanation: This site is 58 acres of land and should remain as part of the Industrial zone. The anticipated purchase by the State of 350 acres of Commercial/Industrial land along Route 16/Webster Road will significantly reduce Douglas Industrial Zoned property.

Finance Committee does NOT recommend.

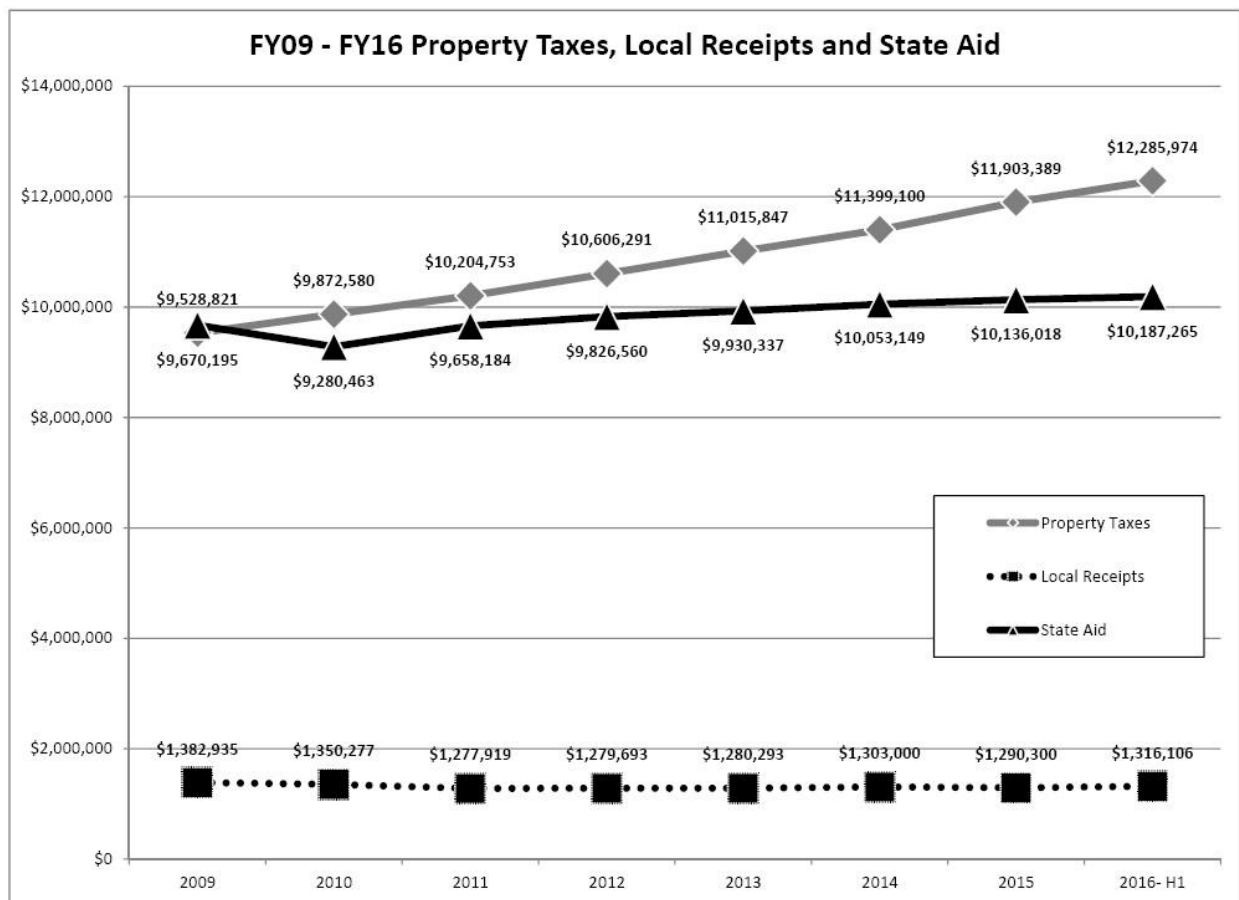
Volunteers are needed and necessary to run our Town. Many State Laws require Towns to have certain committees/boards and Douglas has many interesting opportunities. We need people to bring new ideas to our Town. The time is minimal, the need is great. Please consider joining us...pick you're A, B, C of committees!

"Many hands make light work"

Board / Committee Openings

- Building & Facilities Construction Committee
- Cable Advisory Committee
- Capital Improvement Committee
- Conservation Commission (3)
- Economic Development Commission
- Finance Committee (2) (Appointed by Town Moderator)
- Historical Commission
- Oktoberfest Committee
- Open Space Committee
- Personnel Board
- Planning Board – Associate Member (2)
- Zoning Board of Appeals – Alternate Member

For more information, please call 508-476-400 ext. 355. "Board and Committees" application can be found on the Board of Selectmen's page on the town's website under "Openings – Boards/Committees": <http://www.douglasma.org>.



DOUGLAS

Town of Douglas
29 Depot Street
Douglas, MA 01516



PRSR STD
ECRWSS
US POSTAGE PAID
PERMIT 12
DOUGLAS, MA 01516

**CURRENT RESIDENT
DOUGLAS, MA 01516**