

Voter Information Bulletin

Town of Douglas

May 2010

Special Town Meeting

Annual Town Meeting

Monday, May 3, 2010 at 7:00 PM

Douglas High School Auditorium

Finance Committee Budget Message for Fiscal Year 2011

After a series of difficult financial years, fiscal year 2011 looks to be a continuation of the same. Unfortunately, while the town has demonstrated the ability over the last several years to piece together a financial strategy to weather the financial difficulties, as we prepare this mailing for the Annual Town Meeting, we are faced with significant uncertainty on the levels of local aid. There have been varying reports of local aid being level funded to communities, while others report local aid reductions of as much as 4%. It is not expected that the Massachusetts legislature will begin any meaningful debate on the budget until the end of April, and we do not expect to have any reliable information regarding local aid amounts until late May. In a Town like Douglas, these types of ranges could mean as much as \$375,000 in funding and create difficult budgetary decisions. Without credible local aid estimates, there is a consensus among the Board of Selectmen, Finance Committee, and the other members of the Town's government that the financial portion of the Annual Town Meeting should be continued to mid June so that we may have more reliable local aid numbers to enable the community to finalize the fiscal year 2011 budget. The Finance Committee therefore has deferred recommendations on most of the financial articles in the warrant for the Annual Town Meeting. We will provide information on the updated Finance Committee recommendations in advance of the mid June continued town meeting via the Town's website and also will provide copies at the meeting. We appreciate the patience and support of the community and we certainly encourage your attendance and participation in the upcoming Town Meeting.

Special Town Meeting
Monday, May 3, 2010
Douglas High School Auditorium

Article 1.	Unemployment Expenses
Article 2.	Ambulance Wages
Article 3.	Tax Taking Expenses
Article 4.	Water/Sewer Enterprise Expenses.

Article 1. Unemployment Expenses:

To see if the Town will vote to transfer from available funds the sum of \$20,000 to Unemployment Expenses, or take any other action related thereto.

Explanation: The unemployment expenses this year have been higher than anticipated. This article would transfer amounts from Free Cash to fund the additional unemployment expenses.

Finance Committee: RECOMMEND

Article 2. Ambulance Wages:

To see if the Town will vote to transfer the sum of \$7,500 from Ambulance Receipts Reserved for Appropriation to the Ambulance Wages Account, or take any other action related thereto.

Explanation: This article would transfer monies from the Ambulance Receipts Reserved for Appropriation Account to the Ambulance Wages Account.

Finance Committee: RECOMMEND

Article 3. Tax Taking Expenses

To see if the Town will vote to transfer from available funds the sum of \$10,000 to Tax Taking Expenses, or take any other action related thereto.

Explanation: The tax taking expenses this year are expected to be higher than originally anticipated. This article would transfer \$10,000 from Free Cash to fund the additional tax taking expenses.

Finance Committee: RECOMMEND

Article 4. Water/Sewer Enterprise Expenses

To see if the Town will vote to transfer from Water & Sewer Retained Earnings the sum of \$50,000 to Water/Sewer Enterprise Expenses, or take any other action related thereto.

Explanation: This article would transfer \$50,000 from the Water & Sewer Retained Earnings to fund a water monitoring system and related expenses which are required by regulation.

Finance Committee: RECOMMEND

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1. Finance Committee Report	10. Purchase of a Freezer/Refrigerator for the Douglas Elementary School
2. FY11 Budget	11. Water & Sewer Department – New Pickup Truck
3. Salaries of Elected Officials	12. Zoning Bylaw Amendments – Site Plan Review
4. FY11 Transfer Station Enterprise Fund	13. Zoning Bylaw Amendments – Repetitive Petitions
5. FY11 Water/Sewer Enterprise Fund	14. Stormwater Management Bylaw
6. Personnel Bylaw Classification & Update	15. Wind Energy Conversion Facilities Bylaw
7. Recurring Business	16. Petition Article – Zoning By-law Amendment - Accessory Apartments
8. Adoption of Revised FY 11 – 16 Capital Improvement Plan	
9. Douglas Elementary School Partial Roof Replacement	

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: This will be part of a combination of Articles 1,2 and 3. It presents the Finance Committee's recommended FY 11 budget along with funding sources and the embedded salaries and stipends of elected officials.

Finance Committee: DEFER RECOMMENDATION UNTIL SUCH TIME AS MORE UPDATED FINANCIAL INFORMATION IS AVAILABLE

Article 2. FY11 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 2011, or take any other action relative thereto.

Explanation: See Article 1 above.

Finance Committee: DEFER RECOMMENDATION UNTIL SUCH TIME AS MORE UPDATED FINANCIAL INFORMATION IS AVAILABLE

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	\$2,900.00
Blackstone Valley Vocational School District Rep.	\$500.00
Collector	\$56,704.93
Moderator	\$250.00
Board of Selectmen	\$1,600.00
Clerk	\$58,308.29
Treasurer	\$63,302.78
Water/Sewer Commission	\$2,400.00

Or take any other action relative thereto.

Explanation: See Article 1 above.

Finance Committee: DEFER RECOMMENDATION UNTIL SUCH TIME AS MORE UPDATED FINANCIAL INFORMATION IS AVAILABLE

Article 4. FY11 Transfer Station Enterprise Fund:

To see if the Town will vote to raise and appropriate and/or transfer the sum of **\$270,000** from Transfer Station charges and fees and **\$7,295** to be taken from Transfer Station retained earnings, for a total budget of **\$277,295** to operate and maintain the Transfer Station.

Salaries/Wages	\$40,745
Expenses	\$236,550
Total	\$277,295

Or take any other action relative thereto.

Explanation: This approves funding sources and amounts for operating the Transfer Station in Fiscal Year 2011.

Finance Committee: DEFER RECOMMENDATION UNTIL SUCH TIME AS MORE UPDATED FINANCIAL INFORMATION IS AVAILABLE

Article 5. FY11 Water/Sewer Enterprise Fund:

To see if the Town will vote to raise and appropriate and/or transfer the sum of **\$788,352** from Water & Sewer charges and fees, and transfer the sum of **\$259,645** from the reserved for debt account and transfer the sum of **\$54,961** from Retained Earnings for a total budget of **\$1,102,958** to operate and maintain the Water/Sewer Department.

Salaries/Wages	\$316,602
Expenses	\$526,711
Debt	\$259,645
Total	\$1,102,958

Or take any other action relative thereto.

Explanation: This approves funding sources and amounts for operating the Water & Sewer Enterprise for Fiscal Year 2011.

Finance Committee: DEFER RECOMMENDATION UNTIL SUCH TIME AS MORE UPDATED FINANCIAL INFORMATION IS AVAILABLE

Article 6. Personnel Bylaw Classification & Update:

To see if the Town will vote to approve the following Personnel Classification and Compensation plans for Fiscal Year 2011; or to take any other action relative thereto.

Explanation: This represents the proposed schedule for Fiscal Year 2011 as approved by the Personnel Board. It includes a 2% Cost of Living Adjustment for non-union employees covered by the Bylaw.

Finance Committee: DEFER RECOMMENDATION UNTIL SUCH TIME AS MORE UPDATED FINANCIAL INFORMATION IS AVAILABLE

MANAGEMENT Compensation Plan - FY11 Budget										
Grade	Position				Grade	Position				
M-1					M-4	Fire Chief				
M-2	Assistant Assessor					System Manager Water & Sewer				
	Municipal Facilities Maint Mgr.					Town Accountant				
M-3					M-5	Hwy Superintendent				
	Building Commissioner					Town Engineer				
	Director Senior Center									
	Library Director									
	Planning & Conservation Agent									
COLA Increase % 2%										
	1	2	3	4	5	6	7	8	9	10
1	37,298.15	38,137.35	38,995.44	39,872.84	40,769.98	41,687.31	42,625.27	43,584.34	44,564.99	45,567.70
2	46,621.59	47,670.57	48,743.16	49,839.88	50,961.28	52,107.91	53,280.34	54,479.15	55,704.93	56,958.29
3	58,279.72	59,591.01	60,931.81	62,302.78	63,704.59	65,137.94	66,603.55	68,102.13	69,634.42	71,201.20
4	67,019.49	68,527.43	70,069.29	71,645.85	73,257.88	74,906.19	76,591.58	78,314.89	80,076.97	81,878.70
5	72,048.48	73,669.57	75,327.13	77,021.99	78,754.99	80,526.97	82,338.83	84,191.45	86,085.76	88,022.69

OFFICE ADMINISTRATIVE Compensation Plan - FY11 Budget											
Grade	Position				Grade	Position					
OA-1	Jr. Clerk Assessors				OA-3	Adm. Sec/Comm Development					
	Library Assistant					Assessors' Admin Asst.					
	Meeting Minute Recorder					Asst. Tax Collector					
OA-2	Adm. Sec Bd Selectmen				OA-4	Asst. to the Town Accountant					
	Highway Clerk					Asst. Treasurer					
	Principal Clerk -Fire, Bldg, Assessors					Adm. Secretary					
	Senior Clerk					Adm. Supervisor/Bd Health					
					OA-5	Asst. Town Clerk					
						Adm. Asst. to Exec Adm./BOS					
COLA Increase % 2.00%											
Grade	1	2	3	4	5	6	7	8	9	10	
1 Hourly	12.73	13.02	13.31	13.61	13.91	14.23	14.55	14.88	15.21	15.55	
2 Hourly	15.29	15.63	15.99	16.35	16.71	17.09	17.47	17.87	18.27	18.68	
3 Hourly	16.82	17.20	17.59	17.98	18.39	18.80	19.22	19.65	20.10	20.55	
4 Hourly	19.33	19.76	20.21	20.66	21.13	21.60	22.09	22.59	23.09	23.61	
5 Hourly	21.47	21.95	22.45	22.95	23.47	24.00	24.54	25.09	25.65	26.23	

PUBLIC WORKS Compensation Plan - FY11 Budget											
Grade	Position					Grade	Position				
PM-1	Truck Driver/Laborer					PM-4	Group Leader				
PM-2	Asst Water/Sewer Operator Hwy Laborer Operator					PM-5	Water Operator Chief Operator Highway Mechanic				
PM-3											
COLA % Increase 2.00%											
	1	2	3	4	5	6	7	8	9	10	
1 Hourly	\$16.29	\$16.66	\$17.03	\$17.41	\$17.81	\$18.21	\$18.62	\$19.03	\$19.46	\$19.90	
2 Hourly	\$17.79	\$18.19	\$18.60	\$19.02	\$19.44	\$19.88	\$20.33	\$20.79	\$21.25	\$21.73	
3 Hourly	\$18.67	\$19.09	\$19.52	\$19.95	\$20.40	\$20.86	\$21.33	\$21.81	\$22.30	\$22.80	
4 Hourly	\$19.58	\$20.02	\$20.48	\$20.94	\$21.41	\$21.89	\$22.38	\$22.88	\$23.40	\$23.93	
5 Hourly	\$21.62	\$22.11	\$22.61	\$23.12	\$23.64	\$24.17	\$24.71	\$25.27	\$25.84	\$26.42	

MISCELLANEOUS Compensation Plan - FY11 Budget											
Grade	Position				Grade	Position					
MS-1	Senior Center Clerk Transfer Station Employees				MS-3						
					MS-4	Senior Outreach Coordinator					
MS-2	Assessor Lister										
COLA % Increase 2.00%											
	1	2	3	4	5	6	7	8	9	10	
1	Hourly	\$12.73	\$13.02	\$13.31	\$13.61	\$13.91	\$14.23	\$14.55	\$14.88	\$15.21	\$15.55
2	Hourly	\$15.29	\$15.63	\$15.99	\$16.35	\$16.71	\$17.09	\$17.47	\$17.87	\$18.27	\$18.68
3	Hourly	\$16.82	\$17.20	\$17.59	\$17.98	\$18.39	\$18.80	\$19.22	\$19.65	\$20.10	\$20.55
4	Hourly	\$19.33	\$19.76	\$20.21	\$20.66	\$21.13	\$21.60	\$22.09	\$22.59	\$23.09	\$23.61

* All employees currently in the MS Compensation classification who are currently receiving an hourly wage higher than that presented above for their relevant grade and step, shall remain at their current hourly wage until such time that the compensation plan exceeds their current hourly wage

PUBLIC SAFETY Compensation Plan - FY11 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* Part-time Reserve Clerk*	PS-7	Part-time Nurse Full-time 911 Trainer
PS-4	Full-time Dispatcher	PS-8	Full-time Fire/EMT
		PS-9	Administrative/Secretary/Dispatcher

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

COLA % Increase 2.00%										
	1	2	3	4	5	6	7	8	9	10
1 Hourly										
2 Hourly	\$12.73	\$13.02	\$13.31	\$13.61	\$13.91	\$14.23	\$14.55	\$14.88	\$15.21	\$15.55
3 Hourly	\$15.29	\$15.63	\$15.99	\$16.35	\$16.71	\$17.09	\$17.47	\$17.87	\$18.27	\$18.68
4 Hourly	\$16.82	\$17.20	\$17.59	\$17.98	\$18.39	\$18.80	\$19.22	\$19.65	\$20.10	\$20.55
5 Hourly	\$17.65	\$18.04	\$18.45	\$18.86	\$19.29	\$19.72	\$20.17	\$20.62	\$21.08	\$21.56
6 Hourly	\$18.53	\$18.95	\$19.38	\$19.81	\$20.26	\$20.71	\$21.18	\$21.66	\$22.14	\$22.64
7 Hourly	\$19.47	\$19.91	\$20.36	\$20.82	\$21.28	\$21.76	\$22.25	\$22.75	\$23.27	\$23.79
8 Hourly	\$20.44	\$20.90	\$21.37	\$21.85	\$22.34	\$22.85	\$23.36	\$23.89	\$24.42	\$24.97
9 Hourly	\$21.48	\$21.96	\$22.46	\$22.96	\$23.48	\$24.01	\$24.55	\$25.10	\$25.67	\$26.24

* All employees currently in the Public Safety Compensation classification who are currently receiving an hourly wage higher than that presented above for their relevant grade and step, shall remain at their current hourly wage until such time that the compensation plan exceeds their current hourly wage.

Article 7. Recurring Business:

A. Assessor's 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 2011, 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 2011 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 2011 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 2011 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: This multi-part article relates to the Town business that must be voted and approved on an annual basis. Most clauses are self-explanatory. Section G allows the Treasurer to negotiate and offset bank charges with interest rates earned.

Finance Committee: RECOMMEND

Article 8. Adoption of Revised FY 11 – 16 Capital Improvement Plan:

To see if the Town will vote to approve the Town of Douglas FY11 – 16 Capital Improvement Plan as submitted by the Capital Improvement Committee, and to raise and appropriate, transfer, or borrow the sum of \$114,500 to fund the FY11 Capital Plan, or take any other action relative thereto.

Department	Item	Cost
Public Building Maintenance Dept.	Municipal Center Partial Roof Replacement	\$80,000
School Department	New Pickup Truck	\$25,000
Fire Department	New 4" Supply Hose & Adapters	\$9,500
		Total \$114,500

The complete Capital Plan is located at the end of this flyer.

Explanation: This article outlines the Fiscal Year 2011 capital plan for the Town.

Finance Committee: DEFER RECOMMENDATION UNTIL SUCH TIME AS MORE UPDATED FINANCIAL INFORMATION IS AVAILABLE

Article 9. Douglas Elementary School Partial Roof Replacement

To see if the Town will vote to raise and appropriate, transfer, or borrow the sum of \$150,000 to repair the Elementary School Roof, or take any other action relative thereto.

Explanation: This article would transfer monies from various capital project accounts to fund the partial replacement of the Elementary School Roof.

Finance Committee: Recommend

Article 10. Purchase of a Freezer/Refrigerator for the Douglas Elementary School

To see if the Town will vote to transfer the sum of \$21,475 from the IES Building Needs Assessment Account (Article 8 of the STM of 11-27-07), and \$4,525 from the High School Repair Account (Article 5 of the STM of 11-14-06), for a total transfer to the School Lunch Revolving Account of \$26,000 towards the purchase of a new Freezer/Refrigerator for the Douglas Elementary School, or to take any other action relative thereto.

Explanation: This article would transfer monies from various town accounts to fund the purchase of a new freezer/refrigerator for the Douglas Elementary School.

Finance Committee: Recommend

Article 11. Water & Sewer Department – New Pickup Truck

To see if the Town will vote to transfer from Water & Sewer Retained Earnings the sum of \$23,685 to purchase a pickup truck and related equipment for the Water & Sewer Department, or to take any other action relative thereto.

Explanation: This article would transfer monies from water & sewer retained earnings to fund the purchase of a new pick-up truck.

Finance Committee: Recommend

Article 12. Zoning Bylaw Amendments – Site Plan Review

To see if the Town will vote to authorize the changes to the Town of Douglas Zoning Bylaws as follows:

To Transfer Site Plan Review authority from the Zoning Board of Appeals to the Planning Board by designating the Planning Board as the Special Permit Granting Authority. Accordingly, every instance of the text “Board of Appeals” shall be replaced with the text “Planning Board” in each of the following Sections of the Douglas Zoning Bylaws:

Section 9.4 (Site Plan Review), Section 5.1 (Off-Street Parking Regulations), Section 5.2 (Loading Requirements) and Section 5.3 (General Landscaping Requirements).

Furthermore, by allowing Site Plan Review decisions to be appealed to the Zoning Board of Appeals by changing Section 9.4.12 from:

“Any decision of the Board of Appeals pursuant to this Section shall be appealed in accordance with G.L. c. 40A, s. 17 to a court of competent jurisdiction.”

to:

“Any decision of the Planning Board pursuant to this Section shall be appealed in accordance with G.L. c. 40A, s. 17 to a court of competent jurisdiction or locally to the Zoning Board of Appeals, to the extent permitted by law.”

Furthermore to revise the site plan review decision time in Section 9.4.2 by changing the last three sentences of that section from:

“The Board of Appeals shall review and act upon the site plan, with such conditions as may be deemed appropriate, within sixty (60) days of its receipt, and notify the applicant of its decision. The decision of the Board of Appeals shall be upon a majority of those present and shall be in writing. No building permit shall be issued by the Building Inspector without the written approval of the site plan by the Board of Appeals, or unless 60 days lapse from the date of the submittal of the site plan without action by the Board of Appeals.”

to:

“The Planning Board shall review and act upon the site plan, with such conditions as may be deemed appropriate, within ninety (90) days of the Public Hearing Date, and notify the applicant of its decision. The decision of the Planning Board shall be upon a majority of those present and shall be in writing. No building permit shall be issued by the Building Inspector without the written approval of the site plan by the Planning Board, or unless 90 days lapse from the date of the site plan public hearing without action by the Planning Board.”

Finance Committee: No Recommendation as this is non-financial in nature

Article 13. Zoning Bylaw Amendment – Repetitive Petitions

To see if the Town will vote to authorize the changes to the Town of Douglas Zoning Bylaws as follows:

The changes to the Town of Douglas Zoning Bylaws are to the last sentence of **Section 9.5 (Repetitive Petitions)**

From:

"No application for a special permit or petition for a variance which has been unfavorably acted upon by the Board of Appeals or the Planning Board as the case may be shall be considered on its merits by said Board(s) within two (2) years after the vote of such unfavorable action except with the unanimous consent of the Planning Board, as set forth in G.L. Chapter 40A, Section 16."

To be replaced with:

"No application for a special permit or petition for a variance which has been unfavorably acted upon by the Board of Appeals or the Planning Board as the case may be shall be considered on its merits by said Board(s) within two (2) years after the vote of such unfavorable action, except as set forth in G.L. Chapter 40A, Section 16."; or take any other action related thereto.

Finance Committee: No Recommendation as this is non-financial in nature

Article 14. Stormwater Management Bylaw

To see if the Town will vote to add the following Land Disturbance and Post-Construction Stormwater Management Bylaw to the Town General Bylaws; or take any other action related thereto.

The full text of this article is available for review at the Town Clerk's Office, the Board of Selectmen's Office and on the Town's website (www.douglasma.org).

Finance Committee: No Recommendation as this is non-financial in nature

Article 15. Wind Energy Conversion Facilities Bylaw

To see if the Town will vote to add the following Residentially-Scaled, Land-Based Wind Energy Conversion Facilities and the Commercially-Scaled, Land-Based Wind Energy Conversion Facilities to the Town Zoning Bylaws; or take any other action related thereto.

The full text of this article is available for review at the Town Clerk's Office, the Board of Selectmen's Office and on the Town's website (www.douglasma.org).

Finance Committee: No Recommendation as this is non-financial in nature

Article 16. Petition Article - Zoning By-law Amendment - Accessory Apartments

To see if the Town will vote to authorize an amendment to the Town of Douglas Zoning Bylaws as follows:

Accessory Apartments 3.3.3. (Standards) Paragraph #9.

From:

"No Accessory Apartment may be created in a detached structure".

To:

"an accessory apartment may be created in a detached structure provided it is no more than 50 feet from the main structure and continues to meet the standards set forth in by-law 3.3.3." or take any other action related thereto.

Finance Committee: No Recommendation as this is non-financial in nature

FY 2011 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 year the Capital Committee reviewed eleven requests from five Departments.

As a result of the difficult financial situation that the Town currently faces the Capital Improvement Committee is recommending a limited number of projects for funding in Fiscal Year 2011.

Fy-2011 to Fy-2016 Capital Plan			
Department	Item Requested	FY-Year	Estimated Cost
Fy-2011 Funded			
Building Maintenance Dept.	Municipal Ctr. Partial Roof Replacement	2011	\$80,000.00
School Department	New Pickup Truck	2011	\$25,000.00
Fire Department	New 4 "Supply Hose & Adapters	2011	\$9,500.00
School Department	Elem. School Partial Roof Replacement	2011	\$150,000.00
School Department	Freezer/Refrig. Douglas Elem. School	2011	\$40,000.00
Fy-2011 Unfunded			
Highway Department	Dump truck with Plow & Sander	2011	\$148,616.00
Building Maintenance Dept.	Municipal Center Exterior Upgrades	2011	\$307,250.00
Building Maintenance Dept.	Municipal Center Boiler Replacement	2011	\$395,921.00
Building Maintenance Dept.	Municipal Center Electrical Upgrade	2011	\$109,950.00
Building Maintenance Dept.	Old Elementary Exterior Masonry	2011	\$49,263.00
Council On Aging	Senior Center Entrance	2011	\$55,000.00
Fy-2012			
Fire Department	Rescue 1 Re-fit Body Only (or ↓)	2012	\$150,000.00
	Rescue 1 Total Replacement	2012	\$400,000.00
Administration	Replace Phone System	2012	\$20,000.00
Building Maintenance	Post Office/Sr. Ctr. Window Replacement	2012	\$110,000.00
Building Maintenance	4x4 Maintenance Truck	2012	\$20,000.00
Building Maintenance	Mun. Ctr Air Conditioning Replacement	2012	\$25,000.00
Community Development	New Sidewalk Construction	2012	TBD
Fy 2013			
Highway Department	Vactor Catch Basin Truck	2013	\$250,000.00
Fire Department	Engine/Tanker # 4	2013	\$375,000.00
Fire Department	Ambulance # 2	2013	\$150,000.00
Building Maintenance	Update Master Facilities Plan	2013	\$10,000.00
Building Maintenance	Paint Old Fire Station	2013	\$20,000.00
Community Development	New Sidewalk Construction	2013	TBD
Fy 2014			
Highway Department	Brush Chipper	2014	\$25,000.00
Highway Department	Portable Air Compressor	2014	\$20,000.00
Highway Department	Boom Flail Mower	2014	\$28,494.00
Community Development	New Sidewalk Construction	2014	TBD
Fy 2015			
Highway Department	Dump Truck W/ Plow & Sander	2015	\$148,616.00
Community Development	New Sidewalk Construction	2015	TBD
Debt Exclusion Projects FY2012-FY2017			
School Department	Middle School Addition		*
School Department	Middle School Renovation		*
School Department	School Administration Building		*
Building Maintenance	Municipal Center Renovation		*
Police Department	New Police Station		*
Highway Department	New Highway Garage		*
Water & Sewer Department	Rte. 16 Sewer Line		*
Fire Department	Fire Station Addition		*
Library	ADA & Building Upgrade		*
Recreation	Martin Road Recreation Area		*

***All Debt Exclusion Projects are currently being reviewed to determine an accurate cost estimate and for their relative priority, and will be presented at a later time.**



TOWN OF DOUGLAS

TOWN MODERATOR

29 Depot Street • Douglas, MA 01516
508-476-4000
Fax: 508-476-4012
TTY 508-476-1619

Keith M. Menard
kmenard@douglasma.org

April 13, 2010

Dear Resident of Douglas:

Thank you for taking the time to look through the warrant for our upcoming town meeting. This will be my first Annual Town Meeting as Moderator, and I hope to see you there. Now, I know many of you probably look through the warrant and as long as there isn't a Prop 2 ½ override on it, you figure it's ok to sit this one out. Nothing could be further from the truth. Your participation in Town Meeting is vital to the long term success of Douglas. We need our citizens to be inquisitive about how their money is being spent, where the money is being spent from, what policies we are instituting, and a host of other questions.

I got involved in Town Meeting when my wife got tired of listening to me complain about the budget at the dinner table. She challenged me to do more than just yell at the mashed potatoes and get involved. Since then I have had the opportunity to work with some amazing people and really become a member of the community.

There are plenty of ways you can get involved in the town which can be guided by your interests, background, and even time constraints. For 3 years now, I have had the opportunity to be a member of the Octoberfest Committee, many of my friends are members of the Douglas Historical Society, and many more volunteer to the Recreation Committee. Events like Octoberfest, a wine tasting at the EN Jenckes store, getting the fields ready for summer fun, and even the programming on our local cable channels all happen because of great people who volunteer their time to make Douglas special.

Right now we have openings on many of our boards and committees, two of which it is my responsibility as Moderator to fill.

The Finance Committee is one of the most important committees in our town. The Finance Committee reviews town budgets and works with departments to provide recommendations to Town Meeting that are based upon financial data and sound fiscal policy. Members of this committee vary in background from small business owners to interested citizens. The Finance Committee is chaired by Todd Bari, who volunteers his expertise in public accounting to help the town. Meetings are usually held once per

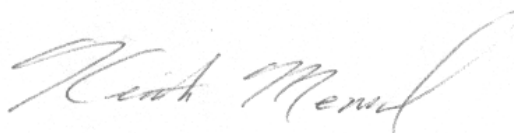
month during non-budget season and increase to once per week during the budget season. If you are not afraid to ask questions, have an interest in finance, and are looking to serve on one of the most important committees in town, then send me an email, or call Suzanne Kane at town hall (508-476-4000 ext. 100).

The Building Facilities and Construction Committee (BFCC) is tasked with steering and directing major public improvements that are constructed within the Town and to provide consistent and professional oversight over jurisdictional public construction projects within the Town of Douglas. The BFCC is comprised of seven voting members each serving a 3-year term and one non-voting member - the Town Engineer. In 2008, the BFCC completed a Building and Facilities Needs Analysis which proposed a 20-year plan to provide space to meet the needs of the various municipal departments. This committee is currently looking for 2 members with an engineering or facilities construction background to help steer the town clear of pitfalls in upcoming construction projects. Currently, this is a committee with a minimal time commitment until our next project gets started. If you believe your expertise could help the town in this area, please email me, or call Suzanne Kane at town hall.

As they say, all politics is local and while the banter at many tables revolves around what is going on at the national or state levels, it is your local town government that makes the most impact on your day to day life. From schools to our senior center, parks to roads, cemeteries to town events and everything in between, it all relies on people like you to make it happen. If you are looking to get involved, let either Suzanne or I know and we will get you in touch with the right people.

I look forward to seeing you at Town Meeting, please take a moment to introduce yourself and don't forget to vote on May 11th.

Sincerely,

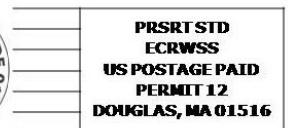


Keith M. Menard
Town Moderator, Douglas MA

NOTES



Town of Douglas
29 Depot Street
Douglas, MA 01516



CURRENT RESIDENT

DOUGLAS, MA 01516

**Special Town Meeting
Annual Town Meeting
Monday, May 3, 2010
Douglas High School Auditorium**