

Voter Information Bulletin

Town of Douglas

May 1, 2017

**Special Town Meeting
Annual Town Meeting
Monday, May 1, 2017 at 7:00 pm
Douglas High School Auditorium
33 Davis Street**

FINANCE COMMITTEE BUDGET MESSAGE FOR FISCAL YEAR 2018

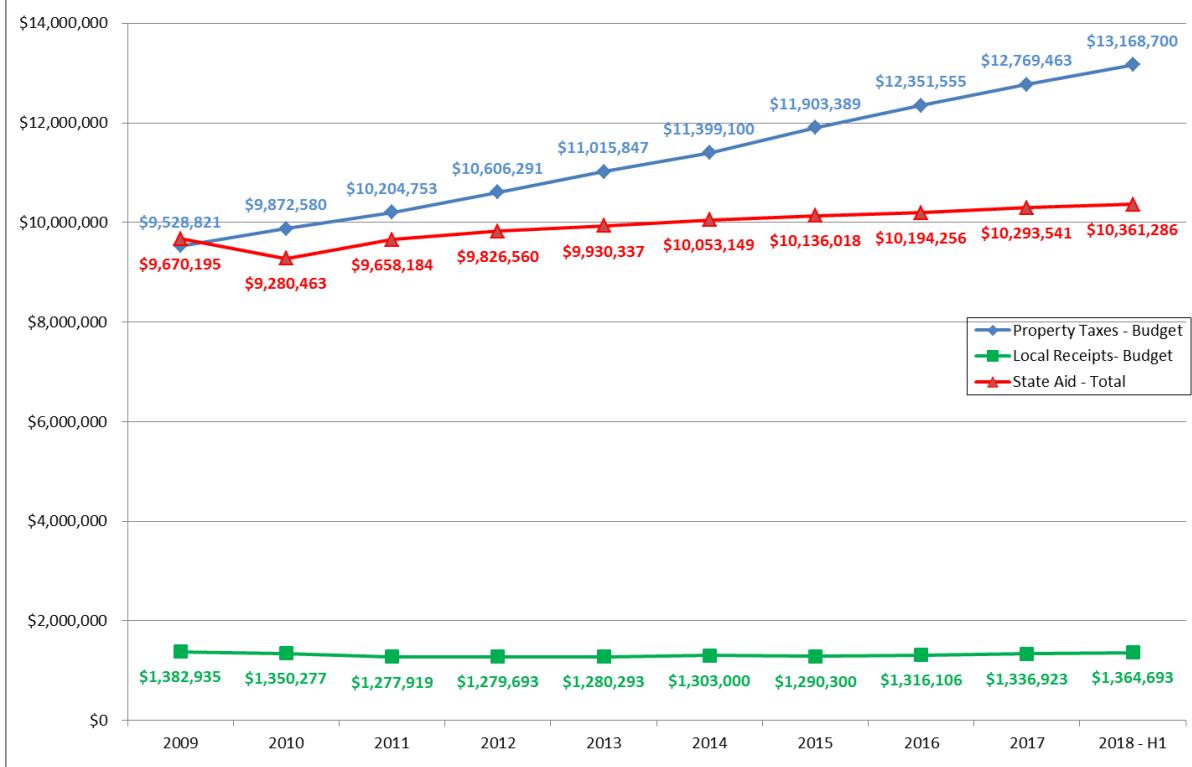
The Town's continuing financial struggles have made balancing the budget more and more difficult over the last few years. The ability of the Town to maintain basic services with minimal increases in revenue were highlighted in budget discussions this year. The Board of Selectmen and the Finance Committee seriously discussed cost savings such as turning off streetlights, reducing the library budget by \$100,000 and closing the library. The reduction to the Library's Budget would have caused it to reduce hours and lose its certification. The certification allows the Library to share services with other town libraries in the state. Both Boards ultimately recommended a budget without these cuts by increasing the use of the Town's one time revenues (i.e. free cash) by 20%. This decision was not agreed to by all; members on each board voted against the recommended budget for the first time in several years.

Expenses continue to rise at a much higher rate than revenue generated under Proposition 2 1/2. Many of these increases are out of the Town's control. Examples of these include our assessment from Blackstone Valley Tech which increased by \$196,977 this year and the Worcester County Retirement Assessment which increased by \$101,712. We are also closely monitoring the school budget compared to the state mandated net minimum school spending. All of these factors have the Finance Committee fearing that budget cuts for expected basic services for the Town will need to be made next fiscal year.

The state continues to contribute a lesser percentage to the Town revenues which is a continuing trend over the past nine years. This graph highlights how much of a higher percentage of revenues Douglas property owners have had to contribute this year.

REVENUE SOURCES

FY09 - FY18(H1) Property Taxes, Local Receipts and State Aid



The Town continues to do all it can to trim costs while making Douglas a wonderful community to live in. The final audits for the recent school building projects was completed in February 2017 and I am happy to let you know that the project came in UNDER BUDGET by approximately \$500,000. (In March 2011, the voters authorized the Town to spend \$49,904,389 to build the new Elementary School and make major renovations to the Middle School). Congratulations to the School Building Committee, School Committee, and Town Staff who worked so hard to make this happen.

The Town also moved to a new health plan for the Town employees this past year. Douglas is one of the first towns in the state to introduce and implement a high deductible plan for its employees. This was the second major change in the Town's health insurance plans in four years. The Town continues to attempt to control and manage health care costs.

At the Fall Special Town Meeting, the voters approved increased spending for the Fire & Ambulance Department, funding full 24 hours/7 days per week EMT coverage. Also, the voters approved two debt exclusions under Proposition 2 ½ to replace a new fire truck and Highway Catch Basin Cleaner Truck/Sander/Plow. These new vehicles replaced older vehicles which were over 20 years old.

Douglas continues to be a great place to live but we need your help to keep it this way. Please consider contributing your skills, expertise, and energy to one of the various boards and committees (including the Finance Committee) looking for people to help out. Please contact the Town Administrator's office if interested and they will be happy to find you a board or committee where you can help.

The FY2018 Budget will be funded by the projected revenues below:

Revenue Sources

Tax Levy	13,188,700
Debt Exclusions	2,493,446
Transfer from Reserved for Reduction of Excluded Debt Account	39,413
Local Receipts	1,364,693
Net State Aid	9,319,269
Ambulance Receipts Reserved for Appropriation	195,000
Wetland Protections Fund	10,000
Free Cash	600,000
Post Office Lease	48,810
Estimated Overlay Requirement	(100,000)
Total Available Revenue	27,159,331

SPECIAL TOWN MEETING

Article 1.	Prior Year Bills
Article 2.	Fiscal Year 2017 Budget Transfers/Amendments
Article 3.	Snow & Ice Account Transfer
Article 4	Fire Rescue/Pumper Truck
Article 5.	Highway Catch Basin Cleaner Truck/Sander/Plow
Article 6.	Rescind School Debt Authorization
Article 7	Paint Town Common Gazebo

Article 1. Prior Year Bills

To see if the Town will vote to approve the following prior year bill for the Insurance Department, and to transfer from the 'Health Insurance Expense' account to the 'Prior Year Bill' account the sum of **\$6,206.00**:

MIA Property & Casualty Group Inc, Group Pool Coverages Deductible \$6,206.00 or take any other action relative thereto."

Explanation: The Town of Douglas has acknowledged that this charge is for agreed upon amount and payment is due.

Finance Committee recommends.

Article 2. Fiscal Year 2017 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 2, 2016 by transferring from available funds the following sums of money to the following budget line items in the Fiscal Year 2017 Budget:

Increase Board of Selectmen Expenses	\$1,500
Increase Assessors Expense	\$5,000
Increase Fire Wages	\$8,000
Increase Fire Expense	\$7,000
Increase Ambulance Wages	\$6,000
Increase Technology Expense	\$15,000
Increase Highway Maintenance Expense	\$14,000
Increase Veterans Expense	\$3,000
Increase Veterans Benefits	\$4,000
Increase Debt Service	\$1,000
Increase Douglas Schools Personnel & Expenses	\$140,000
Decrease Health Insurance	\$200,000
Decrease Ambulance Expense	\$6,000

Or take any other action related thereto.

Explanation: The accounts listed above require additional funds to satisfy FY2017 operational needs. All revenues have been budgeted for the year; therefore, the funds must be transferred from other departmental accounts.

Finance Committee recommends.

Article 3. Snow & Ice Account Transfer

To see if the Town will vote to transfer a sum of money from available funds to the FY17 Snow & Ice Account, or take any other action related thereto.

Explanation: The cost of our winter storm clean-ups continues to outpace our budget estimates and we supplement the budget in the Spring after all costs have been finalized. (Costs of sand, salt and personnel continue to rise.)

Finance Committee recommends.

Article 4. Fire Rescue/Pumper Truck

To see if the Town will vote to transfer the sum of **\$475,000** from the School Construction Projects Funds (for constructing, equipping, and furnishing a the new Douglas Elementary School, and for remodeling, reconstructing, and making extraordinary repairs to the Douglas Intermediate/Elementary School, now known as Douglas Middle School) as approved by Article 1 at the Special Town Meeting of March 28, 2011, to fund the purchase and equipping the Fire Rescue/Pumper Truck as approved by Article 6 of the Special Town Meeting of November 14, 2016, or to take any other action relative thereto.

Explanation: This article will transfer borrowed funds from the completed school construction projects to pay for the Fire/Rescue Pumper Truck. This will save borrowing costs and ultimately tax-payer dollars. The purchase of the Fire Rescue/Pumper Truck was previously authorized by Ballot and Town Meeting as a Debt Exclusion under Proposition 2 1/2.

Finance Committee recommends.

Article 5. Highway Catch Basin Cleaner Truck/Sander/Plow

To see if the Town will vote to transfer the sum of **\$235,000** from the School Construction Projects Funds (for constructing, equipping, and furnishing a the new Douglas Elementary School, and for remodeling, reconstructing, and making extraordinary repairs to the Douglas Intermediate/Elementary School, now known as Douglas Middle School) as approved by Article 1 at the Special Town Meeting of March 28, 2011, to fund the purchase and equipping the Catch Basin Cleaner Truck/Sander/Plow as approved by Article 7 of the Special Town Meeting of November 14, 2016, or to take any other action relative thereto.

***Explanation:** This article will transfer borrowed funds from the completed school construction projects to pay for the Highway Catch Basin Cleaner Truck/Sander/Plow. This will save borrowing costs and ultimately tax-payer dollars. The purchase of the Highway Catch Basin Cleaner Truck/Sander/Plow was previously authorized by Ballot and Town Meeting as a Debt Exclusion under Proposition 2 1/2.*

Finance Committee recommends.

Article 6. Rescind School Debt Authorization

To see if the Town will vote to rescind the authorization to issue Bonds in the amount of **\$24,404,389** for the constructing, equipping, and furnishing a the new Douglas Elementary School, and for remodeling, reconstructing, and making extraordinary repairs to the Douglas Intermediate/Elementary School, now known as Douglas Middle School, as was approved by Article 1 at the Special Town Meeting of March 28, 2011, or take any other action relative thereto.

***Explanation:** This will rescind the unused borrowing authorization for the school construction projects. The audit with MSBA was completed in February 2017.*

Finance Committee recommends.

Article 7. Paint Town Common Gazebo

To see if the Town will vote to transfer the sum of **\$1,500** from the “Health Insurance Expense Account” for the purpose of painting the Town Common Gazebo, or to take any other action relative thereto.

***Explanation:** This will augment substantial fund-raising by volunteers to upgrade and beautify the Town Common gazebo. Repairs and painting are scheduled to be completed before summer.*

Finance Committee recommends.

ANNUAL TOWN MEETING

1. Finance Committee Report	12. Old Grammar School Disposition
2. FY18 Budget	13. Constable & Town Clerk Terms of Office
3. Salaries of Elected Officials	14. Acceptance of MGL c64L § 2(a): Meals Tax
4. FY18 Transfer Station Enterprise Fund	15. Adopt MGL c40 §57: Local Licenses and Permits – Failure to Pay Muni Taxes
5. FY18 Water/Sewer Enterprise Fund	16. Acceptance of MGL c40 §22F: License Fees; Service Charges
6. FY18 PEG Access and Cable Receipts Reserved for Appropriation	17. Amend General Bylaws-Article 10 Building & Facilities Construction Committee
7. Personnel Bylaw Classification & Update	18. Adopt Stretch Energy Code
8. Recurring Business	19. Temporary Moratorium Regulating Recreational Marijuana
9. Adoption of Revised FY18-22 Capital Improvement Plan	20. Earth Removal Bylaw
10. Ratify Police Contract	21. Assisted Living Facility Bylaw
11. Ratify Fire Contract	

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:** 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. FY18 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 2018, or take any other action relative thereto.

***Explanation:** 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. There is some disagreement regarding allocating scarce budget dollars for Library and Blackstone Valley Tech additional assessment charges. Also, the Finance Committee is recommending full funding of the Street Light account through reducing its Reserve Fund Account by \$9,500.*

Finance Committee recommends on a YES 5/NO 2 vote.

TOWN OF DOUGLAS

FY18 Finance Committee/Board of Selectmen/Town Administrator's Budget Recommendation

	FY16 Final Budget	FY17 Revised Budget	FY18 BOS/Town Administrator's Recommended Budget	FY18 Finance Committee's Recommended Budget
General Fund				
General Government				
Selectmen				
Wages	176,376	181,781	182,989	182,989
Expenses	27,633	12,633	12,633	12,633
Subtotal:	204,009	194,414	195,622	195,622
Awards & Recognition	40	40	40	40
Town Hall Office Supplies	22,000	22,000	22,000	22,000
Town Reports	3,000	3,000	3,000	3,000
Town Counsel	75,000	75,000	75,000	75,000
Total Selectmen:	304,049	294,454	295,662	295,662
Finance Director/Accountant/Audit				
Wages	122,232	124,050	126,530	126,530
Expenses	2,050	2,050	2,050	2,050
Subtotal:	124,282	126,100	128,580	128,580

FY18 Finance Committee/Board of Selectmen/Town Administrator's Budget Recommendation

	FY16 Final Budget	FY17 Revised Budget	FY18 BOS/Town Administrator's Recommended Budget	FY18 Finance Committee's Recommended Budget
		STM Nov 16		
General Fund				
Audit	21,500		23,500	23,500
Total Finance Director/Accountant/Audit	145,782		149,600	152,080
Assessors				
Wages	92,727		96,811	98,693
Expenses	34,498		34,498	34,498
Subtotal:	127,225		131,309	133,191
Revaluation			46,000	
Total Assessors:	127,225		177,309	133,191
Treasurer/Collector				
Wages	181,486		184,432	187,203
Expenses	64,970		63,726	63,726
Subtotal:	246,456		248,158	250,929
Tax Taking	6,200		5,500	5,500
Tax Title	17,800		17,000	17,000
Total Treasurer/Collector:	270,456		270,658	273,429
Finance Committee				
Wages	1,500		700	700
Expenses	4,200		5,000	5,000
Reserve Fund	35,500		50,000	40,500
Total Finance Committee:	41,200		55,700	55,700
Technology				
Wages	13,300			
Expenses	59,000		72,300	86,688
Total Technology:	72,300		72,300	86,688
Town Clerk				
Wages	111,216		106,452	101,372
Expenses	15,500		15,500	15,500
Total Town Clerk:	126,716		121,952	116,872

FY18 Finance Committee/Board of Selectmen/Town Administrator's Budget Recommendation

	FY16 Final Budget	FY17 Revised Budget	FY18 BOS/Town Administrator's Recommended Budget	FY18 Finance Committee's Recommended Budget
	STM Nov 16	STM Nov 16	STM Nov 16	STM Nov 16
General Fund				
Public Building Maintenance				
Wages	46,691	48,175	49,047	49,047
Expenses	<u>146,900</u>	<u>154,189</u>	<u>154,189</u>	<u>154,189</u>
Total Public Building Maintenance:	193,591	202,364	203,236	203,236
Permanent Building Committee				
Wages	869	600	600	600
Expenses	<u>1,500</u>	<u>1,500</u>	<u>1,500</u>	<u>1,500</u>
Total Permanent Building Comm:	2,369	2,100	2,100	2,100
Community Development				
Wages	178,307	179,609	183,214	183,214
Expenses	<u>3,500</u>	<u>3,500</u>	<u>3,500</u>	<u>3,500</u>
Subtotal:	181,807	183,109	186,714	186,714
Planning Board	2,910	2,910	2,910	2,910
Economic Development	1,000	1,000	1,000	1,000
Zoning Board - Expenses	3,460	3,460	3,460	3,460
Open Space	100	100	100	100
Conservation Commission	<u>2,789</u>	<u>2,789</u>	<u>2,789</u>	<u>2,789</u>
Total Comm Development:	192,066	193,368	196,973	196,973
Other General Government				
Moderator	250	250	250	250
Housing Authority	<u>100</u>	<u>100</u>	<u>100</u>	<u>100</u>
Total Other General Government:	350	350	350	350
Total General Government:	1,476,104	1,540,155	1,516,281	1,506,781
Public Safety				
Police				
Wages	1,440,193	1,459,236	1,481,065	1,481,065
Expenses	<u>129,887</u>	<u>129,887</u>	<u>129,887</u>	<u>129,887</u>
Cruiser	<u> </u>	<u> </u>	<u> </u>	<u> </u>
Total Police:	1,570,080	1,589,123	1,610,952	1,610,952

FY18 Finance Committee/Board of Selectmen/Town Administrator's Budget Recommendation

	FY16 Final Budget	FY17 Revised Budget	FY18 BOS/Town Administrator's Recommended Budget	FY18 Finance Committee's Recommended Budget
	STM Nov 16	STM Nov 16	STM Nov 16	STM Nov 16
General Fund				
Fire				
Wages	218,034	262,501	342,464	342,464
Expenses	<u>82,000</u>	<u>70,000</u>	<u>70,000</u>	<u>70,000</u>
Total Fire:	300,034	332,501	412,464	412,464
Ambulance				
Wages	254,632	260,585	250,286	250,286
Expenses	<u>70,500</u>	<u>70,500</u>	<u>70,500</u>	<u>70,500</u>
Total Ambulance:	325,132	331,085	320,786	320,786
Building Dept				
Wages	93,730	85,606	84,776	84,776
Expenses	<u>6,500</u>	<u>5,650</u>	<u>5,650</u>	<u>5,650</u>
Total Building Dept:	100,230	91,256	90,426	90,426
Tree Warden				
Wages	600	600	600	600
Expenses	<u>4,500</u>	<u>4,500</u>	<u>4,500</u>	<u>4,500</u>
Total Tree Dept:	5,100	5,100	5,100	5,100
Civil Defense				
Wages	325	325	325	325
Expenses	<u>1,200</u>	<u>1,200</u>	<u>1,200</u>	<u>1,200</u>
Total Civil Defense:	1,525	1,525	1,525	1,525
Sealer Weights & Measures	750	750	750	750
Animal Control	23,458	23,458	23,458	23,458
Total Public Safety:	2,326,309	2,374,798	2,465,461	2,465,461
Public Works				
Cemetery	10,000	10,000	10,000	10,000

FY18 Finance Committee/Board of Selectmen/Town Administrator's Budget Recommendation

	FY16 Final Budget	FY17 Revised Budget STM Nov 16	FY18 BOS/Town Administrator's Recommended Budget	FY18 Finance Committee's Recommended Budget
General Fund				
Highway				
Wages	416,218	418,294	426,925	426,925
Expenses	<u>26,012</u>	<u>26,012</u>	<u>26,012</u>	<u>26,012</u>
Subtotal:	442,230	444,306	452,937	452,937
Maintenance	121,200	121,200	121,200	121,200
Special Sign Acct	1,400	1,400	1,400	1,400
Snow & Ice	<u>235,000</u>	<u>135,000</u>	<u>135,000</u>	<u>135,000</u>
Total Highway:	799,830	701,906	710,537	710,537
Other Public Works				
Monitor Landfill	3,235	1,400	1,400	1,400
Monitor Wells	12,450	9,950	9,950	9,950
Street lighting	<u>48,000</u>	<u>44,000</u>	<u>34,500</u>	<u>44,000</u>
Total Other Public Works:	63,685	55,350	45,850	55,350
Total Public Works:	873,515	767,256	766,387	775,887
Health & Human Services				
Board of Health				
Wages	33,850	34,550	35,118	35,118
Expenses	<u>7,000</u>	<u>7,000</u>	<u>7,300</u>	<u>7,300</u>
Subtotal Health:	40,850	41,550	42,418	42,418
Nurse Wages	12,479	14,654	13,486	13,486
Animal Inspection				
Wages	2,913	2,913	3,213	3,213
Expenses	<u>650</u>	<u>650</u>	<u>650</u>	<u>650</u>
Subtotal Animal Inspection:	3,563	3,563	3,863	3,863
Total Board of Health:	56,892	59,767	59,767	59,767
Council on Aging				
Wages	73,980	77,379	78,980	78,980
Expenses	<u>5,900</u>	<u>5,900</u>	<u>5,900</u>	<u>5,900</u>
Total Council on Aging:	79,880	83,279	84,880	84,880

FY18 Finance Committee/Board of Selectmen/Town Administrator's Budget Recommendation

	FY16 Final Budget	FY17 Revised Budget STM Nov 16	FY18 BOS/Town Administrator's Recommended Budget	FY18 Finance Committee's Recommended Budget
General Fund				
Veterans				
Expenses	16,515	15,115	17,000	17,000
Benefits	65,000	65,000	90,000	90,000
Total Veterans:	81,515	80,115	107,000	107,000
Total Health & Human Services:	218,287	223,161	251,647	251,647
Culture & Recreation				
Recreation Expenses	3,000	3,000	3,000	3,000
Library				
Wages	151,945	154,759	158,406	158,406
Expenses	58,867	58,787	56,000	56,000
Total Library:	210,812	213,546	214,406	214,406
Memorial Day	1,750	1,750	1,750	1,750
Total Culture & Recreation	215,562	218,296	219,156	219,156
Education				
Douglas Schools				
Personnel & Expenses	12,639,863	12,658,878	12,872,697	12,872,697
Transportation	1,092,682	1,242,029	1,192,593	1,192,593
Total Douglas Schools:	13,732,545	13,900,907	14,065,290	14,065,290
Blackstone Valley Regional				
Assessment	671,815	715,072	912,049	912,049
Debt Assessment	48,084	46,205	44,995	44,995
Representative Expense	500	500	500	500
Total Blackstone Valley Regional:	720,399	761,777	957,544	957,544
Medicaid Reimbursement	5,000	5,000	5,000	5,000
Norfolk County Agricultural	156,636	158,351	170,351	170,351

FY18 Finance Committee/Board of Selectmen/Town Administrator's Budget Recommendation

	FY16 Final Budget	FY17 Revised Budget	FY18 BOS/Town Administrator's STM Nov 16 Recommen ded Budget	FY18 Finance Committee 's Recommen ded Budget
General Fund				
Total Education:	14,614,580	14,826,035	15,198,185	15,198,185
Total Insurance/ Employee Benefits	3,856,645	4,126,747	4,090,245	4,090,245
Total Debt Service	2,675,647	2,655,920	2,651,969	2,651,969
Total Capital Outlay	Capital Article	Capital Article	Capital Article	Capital Article
Total Special Articles	44,715	30,000		
Transfer to Special Revenue Funds				
Transfer to Capital Projects	200,000	70,000		
Transfer to Stabilization	10,804	11,664		
Summary - Expenditures				
Total General Government:	1,476,104	1,540,155	1,516,281	1,506,781
Total Public Safety:	2,326,309	2,374,798	2,465,461	2,465,461
Total Public Works:	873,515	767,256	766,387	775,887
Total Health & Human Services:	218,287	223,161	251,647	251,647
Total Culture & Recreation	215,562	218,296	219,156	219,156
Total Education:	14,614,580	14,826,035	15,198,185	15,198,185
Total Insurance/ Employee Benefits	3,856,645	4,126,747	4,090,245	4,090,245
Total Debt Service	2,675,647	2,655,920	2,651,969	2,651,969
Total Capital Outlay	200,000	70,000	0	0
Total Special Articles	44,715	30,000	0	0
Total Transfers to Stabilization, Special Revenue, Capital Projects	10,804	11,664	0	0
TOTAL BUDGET REQUEST	26,512,168	26,844,032	27,159,331	27,159,331

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	\$71,701.80
Water/Sewer Commission	\$3,000

Or take any other action relative thereto.

Explanation: 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 above. This is a standard yearly article.

Finance Committee recommends.

Article 4. FY18 Transfer Station Enterprise Fund:

To see if the Town will vote to raise and appropriate and/or transfer the sum of **\$230,000** from Transfer Station charges and fees, and transfer the sum of **\$60,312** from Retained Earnings, for a total of **\$290,312** to operate and maintain the Transfer Station.

Salaries/Wages	\$63,002
Expenses	\$227,310
Total	\$290,312

Or take any other action relative thereto.

Explanation: The Transfer Station is an Enterprise Account which is operated using funds received from Transfer Station charges, fees, and retained earnings.

Finance Committee recommends.

Article 5. FY18 Water/Sewer Enterprise Fund:

To see if the Town will vote to raise and appropriate, and/or transfer the sum of **\$1,138,796** from Water & Sewer charges and fees, transfer the sum of **\$118,521** from the Reserved For Debt account, transfer the sum of **\$20,000** from Retained Earnings, and transfer the sum of **\$30,000** from the Reserved For Sewer System Development for a total budget of **\$1,307,317** to operate and maintain the Water/Sewer Department.

Salaries/Wages	\$383,430
Expenses	\$793,357
Debt	\$130,530
Total	\$1,307,317

Or take any other action relative thereto.

Explanation: The Water/Sewer Department is another Enterprise Account within the Town. Funds received from users of these services are used to operate and maintain the Water and Sewer Systems.

Finance Committee recommends.

Article 6. FY18 PEG Access and Cable Receipts Reserved for Appropriation:

To see if the Town will vote to transfer the sum of **\$87,164** from the PEG Access and Cable Receipts Reserved for Appropriation to operate and maintain the Cable Department.

Salaries/Wages	\$42,731
Expenses	\$12,829
Capital	\$31,604
Total	\$87,164

Or take any other action relative thereto.

***Explanation:** The Cable Department receives an annual payment from Charter Communications to provide Local Access and televised municipal meetings. This article appropriates those funds for the operational and capital needs of the Cable Department.*

Finance Committee recommends.

Article 7. Personnel Bylaw Classification & Update:

To see if the Town will vote to approve the Personnel Classification and Compensation plans for Fiscal Year 2018, or to take any other action relative thereto.

MANAGEMENT Compensation Plan - FY18 Budget											
Grade	Position	Grade	Position								
M-1		M-3	Building Commissioner Library Director Planning & Conservation Agent Treasurer/Collector								
M-2	Assistant Tax Collector Municipal Facilities Maint Mgr. Principal Assessor Senior Center Director/Outreach Coordinator	M-4	Fire Chief System Manager Water & Sewer Town Accountant								
		M-5	Highway Superintendent Town Engineer								
				COLA Increase %							
				2.00%							
1	2	3	4	5	6	7	8	9	10		
1	\$41,189.99	\$42,116.76	\$43,064.39	\$44,033.34	\$45,024.09	\$46,037.13	\$47,072.97	\$48,132.11	\$49,215.08	\$50,322.42	
2	\$51,486.27	\$52,644.71	\$53,829.22	\$55,040.37	\$56,278.78	\$57,545.06	\$58,839.82	\$60,163.72	\$61,517.40	\$62,901.54	
3	\$64,360.88	\$65,809.00	\$67,289.70	\$68,803.72	\$70,351.80	\$71,934.72	\$73,553.25	\$75,208.20	\$76,900.38	\$78,630.64	
4	\$74,012.58	\$75,677.86	\$77,380.61	\$79,121.68	\$80,901.92	\$82,722.21	\$84,583.46	\$86,486.59	\$88,432.54	\$90,422.27	
5	\$79,566.32	\$81,356.56	\$83,187.08	\$85,058.79	\$86,972.62	\$88,929.50	\$90,930.41	\$92,976.35	\$95,068.32	\$97,207.35	

OFFICE ADMINISTRATIVE Compensation Plan - FY18 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-4	Asst. Town Clerk Children's Librarian
OA-2	Adm. Sec Water & Sewer Highway Clerk Circulation Librarian Principal Clerk -Fire, Building, Assessors		Adm. Sec/Comm Development Assessors' Admin Asst.
		OA-5	Adm. Asst. to Town Admin./BOS Adm. Supervisor/Bd Health

COLA Increase % **2.00%**

Grade	1	2	3	4	5	6	7	8	9	10
1 Hourly	\$14.06	\$14.38	\$14.70	\$15.03	\$15.37	\$15.71	\$16.07	\$16.43	\$16.80	\$17.18
2 Hourly	\$16.88	\$17.26	\$17.65	\$18.05	\$18.45	\$18.87	\$19.29	\$19.72	\$20.17	\$20.62
3 Hourly	\$18.57	\$18.99	\$19.42	\$19.85	\$20.30	\$20.76	\$21.22	\$21.70	\$22.19	\$22.69
4 Hourly	\$21.34	\$21.82	\$22.31	\$22.81	\$23.33	\$23.85	\$24.39	\$24.94	\$25.50	\$26.07
5 Hourly	\$23.70	\$24.23	\$24.78	\$25.34	\$25.91	\$26.49	\$27.08	\$27.69	\$28.32	\$28.95

PUBLIC WORKS Compensation Plan - FY18 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 **2.00%**

	1	2	3	4	5	6	7	8	9	10
1 Hourly	\$17.98	\$18.38	\$18.80	\$19.22	\$19.65	\$20.10	\$20.55	\$21.01	\$21.48	\$21.97
2 Hourly	\$19.65	\$20.09	\$20.54	\$21.01	\$21.48	\$21.96	\$22.46	\$22.96	\$23.48	\$24.01
3 Hourly	\$20.61	\$21.07	\$21.55	\$22.03	\$22.53	\$23.04	\$23.55	\$24.08	\$24.63	\$25.18
4 Hourly	\$21.61	\$22.10	\$22.59	\$23.10	\$23.62	\$24.15	\$24.70	\$25.25	\$25.82	\$26.40
5 Hourly	\$23.86	\$24.40	\$24.95	\$25.51	\$26.08	\$26.67	\$27.27	\$27.88	\$28.51	\$29.15

MISCELLANEOUS Compensation Plan - FY18 Budget

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

COLA % Increase **2.00%**

	1	2	3	4	5	6	7	8	9	10
0 Hourly	\$11.00	\$11.22	\$11.47	\$11.73	\$11.99	\$12.26	\$12.54	\$12.82	\$13.11	\$13.41
1 Hourly	\$14.06	\$14.38	\$14.70	\$15.03	\$15.37	\$15.71	\$16.07	\$16.43	\$16.80	\$17.18
2 Hourly	\$16.88	\$17.26	\$17.65	\$18.05	\$18.45	\$18.87	\$19.29	\$19.72	\$20.17	\$20.62
3 Hourly	\$18.57	\$18.99	\$19.42	\$19.85	\$20.30	\$20.76	\$21.22	\$21.70	\$22.19	\$22.69
4 Hourly	\$21.34	\$21.82	\$22.31	\$22.81	\$23.33	\$23.85	\$24.39	\$24.94	\$25.50	\$26.07

Public Safety Compensation Plan - FY18 Budget

Grade	Position	Grade	Position
PS-1	Probationary Call Fire Fighter	PS-5	Assistant Fire Chief Deputy Fire Chief
PS-2	Basic Call Fire Fighter Lt. Call Fire Fighter Part-time Dispatcher*	PS-6	Part-time Call EMT P
PS-3	Captain Fire Fighter Part-time Reserve Officer*	PS-7	Full-time 911 Trainer
		PS-8	
PS-4	Full-time Dispatcher Part-time Call EMT B	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	\$11.00	\$11.22	\$11.47	\$11.73	\$11.99	\$12.26	\$12.54	\$12.82	\$13.11	\$13.41
2 Hourly	\$14.06	\$14.38	\$14.70	\$15.03	\$15.37	\$15.71	\$16.07	\$16.43	\$16.80	\$17.18
3 Hourly	\$16.88	\$17.26	\$17.65	\$18.05	\$18.45	\$18.87	\$19.29	\$19.72	\$20.17	\$20.62
4 Hourly	\$18.57	\$18.99	\$19.42	\$19.85	\$20.30	\$20.76	\$21.22	\$21.70	\$22.19	\$22.69
5 Hourly	\$19.48	\$19.92	\$20.37	\$20.82	\$21.29	\$21.77	\$22.26	\$22.76	\$23.28	\$23.80
6 Hourly	\$20.45	\$20.91	\$21.38	\$21.86	\$22.35	\$22.86	\$23.37	\$23.90	\$24.43	\$24.98
7 Hourly	\$21.50	\$21.98	\$22.48	\$22.98	\$23.50	\$24.03	\$24.57	\$25.12	\$25.69	\$26.27
8 Hourly	\$22.57	\$23.08	\$23.60	\$24.13	\$24.67	\$25.23	\$25.79	\$26.37	\$26.97	\$27.57
9 Hourly	\$23.72	\$24.25	\$24.80	\$25.36	\$25.93	\$26.51	\$27.11	\$27.72	\$28.34	\$28.98

Explanation: The Board of Selectmen has approved this year's Classification & Compensation Plan. It includes a minimal salary increase for non-union workers of 2.0%. No STEPs will be applied to non-union salaries for the upcoming fiscal year.

Finance Committee recommends.

Article 8. 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 2018 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. Cable Receipts Reserved for Appropriation: To see if the Town will vote to reserve all receipts received by the Town from Cable user charges, to the Cable Receipts Reserved Account, or take any other action related thereto.

D. Simon Fairfield Public Library: To see if the Town will vote to require that all funds received in Fiscal Year 2018 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.

E. 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.

F. 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 2018 by the Simon Fairfield Library	The Simon Fairfield Library Board of Trustees may expend a sum not to exceed Two Thousand Five Hundred dollars (\$2,500) 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 \$30,000.
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 \$30,000.
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 \$30,000.

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 2018 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. Please note a clerical error was found after the warrant was printed (2 Items labeled "F").*

Finance Committee recommends.

Article 9. Adoption of Revised FY 18 – 22 Capital Improvement Plan:

To see if the Town will vote to approve the Town of Douglas FY18 – 22 Capital Improvement Plan as submitted by the Capital Improvement Committee, and to raise and appropriate and/or transfer the sum of **\$305,000** to fund the following Capital Projects, or take any other action relative thereto.

Municipal Center Fire Alarm System Upgrade	\$71,000
Municipal Center 1st Floor Window Replacement	\$67,100
Municipal Center Phone System Replacement	\$16,900
Municipal Center Gym Window Replacement Engineering	\$10,000
Police Department Floor Renovation	\$25,000
Primary School Exterior Door Replacement	\$15,000
Highway Front End Snow Blower Attachment	\$85,000
Fire Department - Washer/Extractor/Dryer	\$15,000
Total:	\$305,000

***Explanation:** The Capital Improvement Committee voted to fund these items based on the needs and funds available. There is disagreement on using this amount of Capital Funding for this year due to financial stress in the Operational Budget.*

Finance Committee recommends on a YES 5/NO 2 vote.

FY 2018 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-2018 to FY-2023 Capital Plan/List			
Department	Item Requested	FY-Year	Estimated Cost
FY2018 Proposed for Funding			
Municipal Center	Fire Alarm System Upgrade	2018	\$71,000
Municipal Center	1 st Floor Window Replacement	2018	\$67,100
Municipal Center	Phone System Replacement	2018	\$16,900
Municipal Center	Gym Window Replacement	2018	\$10,000
Police Department	Floor Renovation	2018	\$25,000
Primary School	Exterior Door Replacement	2018	\$15,000
Highway	Front End Snow Blower Attachment	2018	\$85,000
Fire Department	Washer/Extractor/Dryer	2018	\$15,000

FY-2018 to FY-2023 Capital Plan/List				
Department	Item Requested	FY-Year	Estimated Cost	
FY- 2018 Unfunded				
Police Department	Furniture Replacement	2018	\$10,000	
Fire Department	Replace Ambulance 1	2018	\$220,000	
Fire Department	Replacement Cardiac Monitors	2018	\$58,000	
Highway Department	Sidewalk Snowblower	2018	\$15,000	
Highway Department	One Ton Dump Truck w/Plow	2018	\$53,000	
Building Maintenance	Gym Windows	2018	\$90,000	
Building Maintenance	Municipal Building Engineering – Interior	2018	\$25,000	
School Department	Primary & High School - Crack Sealed	2018	\$15,000	
School Department	High School - I-Beam Painting	2018	\$18,000	
School Department	High School - Gym Wall Painting	2018	\$22,320	
School Department	High School - Access Road Repairs	2018	\$25,000	
Town Clerk	Voting Machine Replacement	2018	\$21,000	
Community Devel.	MS4 Storm Water Compliance	2018	\$50,000	
Water/Sewer Dpt.	Gilboa St. to North St. 12" Water Main	2018	\$470,000	
Water/Sewer Dpt.	North St. to Gilboa St. 16" Water Main	2018	\$280,000	
Water/Sewer Dpt.	Wastewater System Master Plan	2018	\$150,000	
FY- 2019				
Fire Department	Replace Engine 1	2019	\$400,000	
Highway Department	One Ton Dump Truck w/Plow	2019	\$53,000	
Highway Department	International 6 Wheel Dump Truck w/Plow & Sander	2019	\$171,000	
Building Maintenance	Municipal Main Roof Replacement	2019	\$310,000	
Building Maintenance	Police Dpt. Window Replacement	2019	\$95,000	
Building Maintenance	Municipal & Police A/C Replacement	2019	\$75,000	
Building Maintenance	Post Office & Senior Center A/C Replacements	2019	\$45,000	
School Department	Primary School - Roof Repairs	2019	\$50,000	
Water/Sewer Dpt.	North St. at Gilboa St. to dead end 12" Water Main	2019	\$675,000	
FY- 2020				
Fire Department	Replace Engine 2	2020	\$450,000	
Highway Department	Brush Chipper	2020	\$49,000	
Building Maintenance	Post Office & Senior Center Windows	2020	\$185,000	
Building Maintenance	Municipal 2 nd Floor Heat & A/C Units	2020	\$80,000	
Building Maintenance	Municipal 1 st Floor Electrical System Replacement	2020	\$185,000	
Building Maintenance	Municipal 2 nd Floor Renovation	2020	\$150,000	
School Department	Recoat & Repaint Running Track	2020	\$100,000	
School Department	High School - Phone System Replacement	2020	\$55,000	
FY- 2021				
Fire Department	Roof Replacement	2021	\$50,000	
Highway Department	Portable Air Compressor	2021	\$20,000	
Highway Department	Office Remodel	2021	\$100,000	
Building Maintenance	Post Office Parking Lot Paving	2021	\$45,000	
Building Maintenance	Municipal & Police Parking Lot Paving	2021	\$145,000	
Building Maintenance	Elevator Wing Roof Replacement	2021	\$60,000	
School Department	Primary School - Electrical Upgrade	2021	\$150,000	
School Department	Primary School - Window Replacement	2021	\$110,000	
FY - 2022				
Highway Department	International 6 Wheel Dump Truck w/Plow & Sander	2022	\$171,000	
School Department	Tractor & Mower Replacement	2022	\$55,000	
School Department	Primary School – Replace Floor Tiles	2022	\$252,000	
School Department	Primary School – Bathroom Fixture Replacement	2022	\$15,000	

FY-2018 to FY-2023 Capital Plan/List			
Department	Item Requested	FY-Year	Estimated Cost
Debt Exclusion Projects	FY2018 - FY2022		
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 10. Ratify Police Contract

To see if the Town will vote to ratify the collective bargaining agreement executed by the Board of Selectmen and the Police Union on March 21, 2017, or take any other action relative thereto.

Explanation: The Town has successfully negotiated a 1 year contract with the Police Union and Town Meeting must ratify this contract.

Finance Committee recommends.

Article 11. Ratify Fire Contract

To see if the Town will vote to ratify the collective bargaining agreement executed by the Board of Selectmen and the Fire Union on March 21, 2017, or take any other action relative thereto.

Explanation: The Town has successfully negotiated a 1 year contract with the Fire Union and Town Meeting must ratify this contract.

Finance Committee recommends.

Article 12. Old Grammar School Disposition

To see if the Town will vote to authorize the Board of Selectmen to dispose of certain real property located at 11 Gleason Court in the Town of Douglas (Assessors Map 163 Parcel 110), and, as may be necessary, Assessors Map 163 Parcel 109, and a portion of 17 Gleason Court (Assessors Map 164 Parcel 13), which is more commonly referred to as the Old Douglas Grammar School and surrounding property, or take any other action relative thereto.

Explanation: The Town has put out an RFP for sale and re-use of this building along with some surrounding land. A presentation will be made at Town Meeting on the only proposal received. By putting this building back on the tax rolls, the Town will receive tax revenue; the building will be renovated and ongoing yearly costs for stabilizing and maintaining an empty building will end.

Finance Committee recommends on a YES 4/NO 2/ ABSTENTION 1vote.

Article 13. Constable & Town Clerk - Terms of Office

To see if the Town will vote to change the term of office, commencing at the next Annual Town Election, from three years to five years for the following elected Town Officers: Constable and Town Clerk, or take any other action relative thereto.

Explanation: This article has no financial impact on the Town.

Finance Committee has no recommendation on this article.

Article 14. Acceptance of MGL c64L §2(a): Meal Tax

To see if the Town will vote accept M.G.L. Chapter 64L, Section 2(a) to impose a local meals tax, or take any other action relative thereto.

Explanation: The Town proposes joining area communities in capturing meals tax revenue from restaurants in the Town of Douglas. There should be no impact on businesses as the State DOR calculates the Town's share from normally processed business tax information. This will add to the Town's revenue. Estimates from DOR are approximately \$26,000 per year in additional revenue.

Finance Committee recommends.

Article 15: Adopt MGL c40 §57: Local Licenses & Permits – Failure to Pay Muni Taxes

To see if the Town will vote to rescind the language currently found in Article 4 Section 7 of the Douglas Bylaws and replace with the following:

ARTICLE 4 SECTION 7.

(a) The Tax Collector shall annually, and may periodically, furnish to each department, board, commission or division, hereinafter referred to as the licensing authority, that issues licenses or permits including renewals and transfers, a list of any person, corporation, or business enterprise, hereinafter referred to as the party, that has neglected or refused to pay any local taxes, fees, assessments, betterments or other municipal charges, and that such party has not filed in good faith a pending application for an abatement of such tax or a pending petition before the Appellate Tax Board.

(b) The licensing authority may deny, revoke or suspend any license or permit, including renewals and transfers of any party whose name appears on said list furnished to the licensing authority from the tax collector or with respect to any activity, event or other matter which is the subject of such license or permit and which activity, event or matter is carried out or exercised or is to be carried out or exercised on or about real estate owned by any party whose name appears on said list furnished to the licensing authority from the tax collector; provided, however, that written notice is given to the party and the tax collector, as required by applicable provisions of law, and the party is given a hearing, to be held not earlier than fourteen days after said notice. Said list shall be *prima facie* evidence for denial, revocation or suspension of said license or permit to any party. The tax collector shall have the right to intervene in any hearing conducted with respect to such license denial, revocation or suspension. Any findings made by the licensing authority with respect to such license denial, revocation or suspension shall be made only for the purposes of such proceeding and shall not be relevant to or introduced in any other proceeding at law, except for any appeal from such license denial, revocation or suspension. Any license or permit denied, suspended or revoked under this section shall not be reissued or renewed until the license authority receives a certificate issued by the tax collector that the party is in good standing with respect to any and all local taxes, fees, assessments, betterments or other municipal charges, payable to the municipality as the date of issuance of said certificate.

(c) Any party shall be given an opportunity to enter into a payment agreement, thereby allowing the licensing authority to issue a certificate indicating said limitations to the license or permit and the validity of said license shall be conditioned upon the satisfactory compliance with said agreement. Failure to comply with said agreement shall be grounds for the suspension or revocation of said license or permit; provided, however, that the holder be given notice and a hearing as required by applicable provisions of law.

(d) The Board of Selectmen may waive such denial, suspension or revocation if it finds there is no direct or indirect business interest by the property owner, its officers or stockholders, if any, or members of his immediate family, as defined in section one of chapter two hundred and sixty-eight A in the business or activity conducted in or on said property.

This section shall not apply to the following licenses and permits: open burning; section thirteen of chapter forty-eight; bicycle permits; section eleven A of chapter eighty-five; sales of articles for charitable purposes, section thirty-three of chapter one hundred and one; children work permits, section sixty-nine of chapter one hundred and forty-nine; clubs, associations dispensing food or beverage licenses, section twenty-one E of chapter one hundred and forty; dog licenses, section one hundred and thirty-seven of chapter one hundred and forty; fishing, hunting, trapping license, section twelve of chapter one hundred and thirty-one; marriage licenses, section twenty-eight of chapter two hundred and seven and theatrical events, public exhibition permits, section one hundred and eighty-one of chapter one hundred and forty.

or take any other action relative thereto:

Explanation: Adoption of this Article will make the current Douglas By-Laws more flexible and more consistent with recently changed state statutes.

Finance Committee recommends.

Article 16. Acceptance of MGL c40 §22F: License Fees; Service Charges

To see if the Town will vote to accept the provisions of MA General Laws, Chapter 40, Section 22F, or take any other action relative thereto.

Explanation: The Strategic Budget Committee recommended to the Board of Selectmen that fees and charges for services within the Town should all be reviewed on a regular basis. Acceptance of this MGL allows the Town to regulate its fees using these guidelines.

Finance Committee recommends.

Article 17. Amend General Bylaws-Article 10 Building & Facilities Construction Committee

To see if the Town will vote amend Article 10 of the General Bylaws: Building & Facilities Construction Committee, by deleting from the following in Section 4 – Jurisdiction “Ten Thousand Dollars (\$10,000)”, and replacing it with the following “Fifty Thousand Dollars (\$50,000)”, or take any other action relative thereto.

Explanation: This proposal raises the jurisdictional amount to follow increases in construction costs.

Finance Committee recommends on a YES 6/NO 0/ ABSTENTION 1vote

Article 18. Adopt Stretch Energy Code

To see if the Town will vote to amend Article 4 of its General Bylaws by adopting a new section 8, entitled “Stretch Energy Code” for the purpose of regulating the design and construction of buildings for the effective use of energy, pursuant to Appendix 115.AA of the Massachusetts Building Code, 780 CMR, the Stretch Energy Code, including future editions, amendments or modifications thereto, as follows:

SECTION 8: STRETCH ENERGY CODE

(a) Definitions:

International Energy Conservation Code (IECC) - The International Energy Conservation Code (IECC) is a building energy code created by the International Code Council. It is a model code adopted by many state and municipal governments in the United States for the establishment of minimum design and construction requirements for energy efficiency, and is updated on a three-year cycle. The baseline energy conservation requirements of the MA State Building Code are the IECC with Massachusetts amendments, as approved by the Board of Building Regulations and Standards.

Stretch Energy Code - Codified by the Board of Building Regulations and Standards as 780 CMR Appendix 115.AA of the 9th edition Massachusetts building code, as may be amended, the Stretch Energy Code is an appendix to the Massachusetts building August 2016 code, based on further amendments to the International Energy Conservation Code (IECC) to improve the energy efficiency of buildings built to this code.

(b) Purpose: The purpose of 780 CMR 115.AA is to provide a more energy efficient alternative to the Base Energy Code applicable to the relevant sections of the building code for new buildings.

(c) Applicability: This code applies to residential and commercial buildings. Buildings not included in this scope shall comply with 780 CMR 13, 34, 51, as applicable and amended.

(d) Stretch Code: The Stretch Code, as codified by the Board of Building Regulations and Standards as 780 CMR Appendix 115.AA, including any future editions, amendments or modifications, is herein incorporated by reference into the Town of Douglas General Bylaws under this Section. The Stretch Code is enforceable by the inspector of buildings or building commissioner.

or take any other action relative thereto.

Explanation: The Town has recently joined the Commonwealth Community Compact with the State of Massachusetts. As part of this Agreement, which opens numerous grant opportunities for the Town, Douglas must “Become a Green Community pursuant to M.G.L. c. 25A §10 to realize the energy & environmental benefits.” One of the Criterion to becoming a Green Community is adopting the Board of

Building Regulations and Standards (BFRS) Stretch Code. The current base base building code and current energy code have evolved to the point where it is indistinguishable from the so-called Stretch Code. Previously, the cost factor for new construction between the base code and the stretch code was significant. Now, is it virtually identical. Adopting the Stretch Code, and ultimately becoming a Green Community, allows the Town to receive Grants that it would otherwise not have access to.

Finance Committee recommends deferral of their vote until the Finance Committee's Meeting on May 1, 2017.

Article 19. Temporary Moratorium Regulating Recreational Marijuana

To see if the Town will vote to amend its zoning bylaws by adding the following new Section 8.4, imposing a temporary moratorium regulating recreational marijuana, as follows:

Section 8.4 Temporary Moratorium the Regulation and Taxation of Marijuana Act

8.4.1. Purpose.

The Initiative Petition for the Regulation and Taxation of Marijuana, also known as Ballot Question Four, Acts 2016, Chapter 334, was approved by voters at the Massachusetts State election on November 8, 2016 (the "Act"). The purpose of the Act is to control the cultivation, production, distribution and sale of marijuana under a system that licenses, regulates and taxes the entities engaged in such activities in a manner similar to alcohol and to make the use of marijuana legal for adults 21 years of age or older. The Act took effect on December 15, 2016, which effective date was postponed for six months pursuant to Acts of 2016, Chapter 351. Section 5 of the Act provides that a town may adopt by-laws that impose reasonable safeguards on the operation of marijuana establishments, provided they are not unreasonably impracticable and are not in conflict with the Act or with regulations made pursuant to the Act. However, the Act contains certain ambiguities and, to date, regulations and anticipated legislative amendments have not been adopted. As a consequence, the means by which a municipality may regulate the sale, distribution and use of recreational marijuana are unclear.

Under the current zoning by-law, a marijuana establishment is not defined and is not a specified permitted use in the town. As this is a new type of land use in the state, there will be unique and new aspects to the use that could require oversight and regulations. These local impacts, which could be legal, land use, public safety, and public health, should be evaluated and addressed in a comprehensive manner in the zoning by-law prior to the permitting of a marijuana establishment. The moratorium, of a finite duration, will allow the town to carefully study the potential impacts, both primary and secondary, of such establishments and, through a directed planning process, recommend zoning by-law amendments to address the town's concerns in the context of comprehensive land-use planning and other town planning goals and objectives.

8.4.2. Definitions. "Marijuana Establishment", a marijuana cultivator, marijuana testing facility, marijuana product manufacturer, marijuana retailer or any other type of licensed marijuana-related business. The definitions set forth in the Act, as amended, shall apply equally to this article. This definition does not include the cultivation, distribution and/or sale of medical marijuana, which is expressly excluded from regulation under the Act.

8.4.3. Establishment and Duration.

- a. Moratorium - No building permit, special permit, variance, site plan or other permit may be issued under this zoning bylaw, and no use of land or structures shall be allowed for the purpose of establishing a Marijuana Establishment.
- b. The moratorium shall be in effect through and including January 1, 2019, or until such time as zoning amendments are adopted that address marijuana establishments, whichever shall be sooner.

8.4.4. Applicability. This Bylaw shall be effective in all zoning districts in the town, including overlay districts. This Bylaw does not apply to the cultivation, distribution or sale of medical marijuana.

Or take any other action relative thereto.

***Explanation** This Article is proposed to postpone implementation of the recently passed law regarding the recreational sale and distribution of Marijuana. The Marijuana Act was brought by Petition, became a valid ballot question and won by majority at the State election. The State government is in the process of developing guidelines, regulations and laws governing the sale and distribution of recreational marijuana and/or the local prohibition of the same. The moratorium will allow the Town to both study what form of*

regulation may be appropriate and to forestall any such regulation so that it may conform with any action of the Commonwealth. The moratorium is proposed until January 1, 2019 which should be ample time for the State to resolve any issues with the new law.

Finance Committee recommends deferral of their vote until the Finance Committee's Meeting on May 1, 2017.

Article 20. Earth Removal Bylaw

To see if the Town will vote to make the amendments to Section 6.1 of the Town's Zoning Bylaws, entitled Earth Removal, as follows:

1. To amend the exemption under Section 6.1.3.1 so that, as amended, the Section will read as follows:

Building related activities, as follows:

- (a) Excavation below finished grading that is directly customary and incidental to the construction of all buildings for which all permits required for construction have been issued, including, but not limited to excavation for foundations and septic systems;
- (b) Excavation below finished grading that is directly customary and incidental to the installation of walks, driveways, swimming pools, or other similar infrastructure that are accessory to building construction.

2. To amend Section 6.1.6.3 so that, as amended, the Section will read as follows:

Excepting excavation that is exempt under Section 6.1.3.1, no excavation approved by a Special Permit issued hereunder may be within one hundred (100) feet of an existing public way or an adjacent property line.

or take any other action relative thereto.

Explanation: The proposed bylaw change, according to the Planning Board, clarifies the intent of the 100 foot setback to abutters called for in Section 6.1.6.3 for earth removal activities. As presented, the Planning Board retains the ability to waive the setback requirements as defined in Section 6.1.10 of the Zoning Bylaws.

Finance Committee recommends on a YES 4/NO 0/ ABSTENTION 3 vote

Article 21. Assisted Living Facility Bylaw

To see if the Town will vote to make the amendments to Section 7.3 of the Town's Zoning Bylaws, entitled Assisted Living Facilities, as follows:

1. To amend Section 7.3.3 by deleting "I and" from the first sentence of such section, thereby permitting Assisted Living Facilities in the Industrial "I" District, with receipt of a Special Permit.
2. To amend Section 7.3.6.8 by deleting the sentence "The facility shall be served by the municipal water system."
3. By amending Section 7.3.12.1 so that, as amended, the Section will read: "The proposed ALF complies with the requirements of the entire section 7.3;"
4. By adding a new Section 7.3.13 as follows:

7.3.13 Special Permit Relief

Strict compliance with the requirements of this Bylaw may be waived by special permit only, when, in the judgement of the Board, such action is in the public interest and not inconsistent with the Assisted Living

Facilities Bylaw. In waiving strict compliance, the Board may require such alternative conditions as will serve substantially the same objective as the standards waived.

And further to revise Appendix A, Schedule of Use Regulations, Item B. 8. as follows:

Delete:

Use	R-A	RC-1	RC-2	VR	VB	Comm	Ind	SFOS
8. Assisted Living Facility	PB	PB	PB	PB	PB	N	N	N

And Replace with:

Use	R-A	RC-1	RC-2	VR	VB	Comm	Ind	SFOS
8. Assisted Living Facility	PB	PB	PB	PB	PB	PB	PB	N

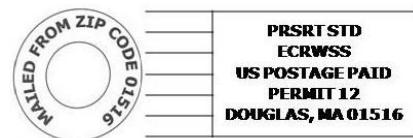
, or take any other action relative thereto.

Explanation: The Planning Board identified what they considered inconsistencies within the current Section 7.3 - Assisted Living Facilities of the Douglas Zoning Bylaws . The Proposed edits make the bylaw consistent and clarifies that assisted living facilities may be located throughout the Town allowing it, by special permit with the planning board, within every district except SFOS and not limited to areas served by the Town water system. Further, it grants the Planning Board the Ability to waive certain requirements within this section.

Finance Committee recommends.



Town of Douglas
29 Depot Street
Douglas, MA 01516



**CURRENT RESIDENT
DOUGLAS, MA 01516**