

**TOWN OF AVON**  
**WARRANTS FOR**  
**ANNUAL**  
**TOWN MEETING**  
and  
**Finance Committee Report**



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**AVON MIDDLE/HIGH SCHOOL**

**Tuesday, May 2, 2017**

**Meetings begin at 7:30PM.**

**Bring this Copy with You to Town Meeting**

# NOTES

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## Annual Town Meeting

### Finance Committee Information Report

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#### May 2016 Annual Town Meeting

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##### **A Note from the Finance Committee:**

The Finance Committee strongly recommends that all residents of the town attend town meeting. **Remember, this is YOUR TOWN and your voice and vote counts!**

Once again, the Finance Committee has worked hard this year to see that the financial matters of the town are monitored and considered for our FY18 Annual Town Meeting. The Finance Committee met with a number of department regarding the annual budget and we are pleased to provide the town with a budget will provide our departments with the funds to operate efficiently and within our means.

This year, along with the normal “housekeeping” articles, there are a few that we would like to highlight.

We would like to draw your attention to Article 15. The Committee votes to withhold our recommendation due to a lack of information on the article. The article is requesting \$25,000 to “be used to make repairs and/or improvements to the Town Hall Building”. This article has appeared on past warrants in the same form. As most people know, the town hall has been undergoing renovations for quite some time. The committee is looking for the Board of Selectmen to explain the nature of the repairs, as the article itself is very vague.

Article 7 is the Zoning bylaw change that was voted on at our last Special Town Meeting. While the text of the article is the same, we wanted to take the opportunity to remind all residents that this is a vote for a bylaw change and is not an approval for any specific project that has been proposed. Any project would need to go through the planning board and would require additional public hearings. Please bear in mind that the change to the bylaw being submitted is to allow the town to have the most possible options and greater control over any project that may be considered for the property in question.

Article 21 is, again, an article that has been presented to town meeting in the past regarding the “Brentwood project”. This article is asking that the town allow the question to go on the town ballot for a general vote. Because the amount is outside the cap, it requires a debt exclusion vote. This article will need a 2/3 vote of town meeting to go to the ballot.

Article 27 is a change to the way the ATM and STM booklets are distributed. Most towns are moving towards making the warrant available on line and discontinuing a mass mailing. The committee was approached by some residents stating that they do not have access to a computer or the means to receive the warrant electronically. This being said, the Finance Committee can (and will) continue to produce a paper copy of the warrant and, in addition to the places required to post these, will add additional locations where the book will be made available.

Remember that this is YOUR meeting and your chance to let the leaders of the community know your feelings on the issues that govern our town.

As we’ve reminded residents in the past, there are still a large number of boards and committees that need people to run efficiently. I would ask anyone interested in serving the town to check in with our Town Clerk to see how you can serve your community, LETS MAKE AVON EVEN BETTER THAN IT IS NOW!!!

We hope to see you at this year’s town meeting. The Finance Committee meets just before town meeting in the conference room at AMHS. If anyone has questions prior to town meeting, please feel free to attend our meeting. The Finance Committee’s goal is to be accessible to the people of the town and we will do our best (as we have in the past) to assist in any way possible.

Thank you for your attention and we hope to see more new faces at town meeting this year.

# NOTES



**TOWN OF AVON**  
**COMMONWEALTH OF MASSACHUSETTS**  
**ANNUAL TOWN MEETING WARRANT**

**Tuesday, May 2, 2017**

at 7:30 o'clock in the evening at Avon High/Middle School

Norfolk, SS: To either of the constables in the Town of Avon in the County of Norfolk.

Greetings: In the name of the Commonwealth of Massachusetts you are required to notify and warn the inhabitants of the Town of Avon qualified to vote in Town affairs to meet in the Avon Middle/High School Auditorium on West Main Street, in said Town of Avon, on Tuesday, May 2, 2017, at 7:30 o'clock in the evening at Avon Middle/High School, then and there to act on the following articles:

**ARTICLE 1:** To hear the reading of the reports and minutes of the previous session(s) and to hear and act on the annual reports of the Town Officers and Town Departments for the year ending December 31, 2016 and to hear the reports of any committees, or take any other action in relation thereto.

**BOARD OF SELECTMEN**

**The Finance Committee recommends this article as written.**

**ARTICLE 2:** To see if the Town will vote to fix the salaries of the elected Town Officers for the Fiscal Year 2018, and raise and appropriate the necessary funds to defray such costs, or take any other action in relation thereto.

**BOARD OF SELECTMEN**

**The Finance Committee recommends this article as written.**

**ARTICLE 3:** To see if the Town will vote to raise and appropriate or transfer from available funds such sums of money as may be necessary to defray the Town charges for the ensuing Fiscal Year 2018, including salaries of the several elected officers of the Town, and make appropriations for the same, or take any other action in relation thereto.

**BOARD OF SELECTMEN**

**The Finance Committee recommends this article as written.**

**ARTICLE 4:** To see if the Town will vote to authorize the Board of Selectmen to accept and to enter into a contract for the expenditure of any funds allotted or to be allotted by the Commonwealth of Massachusetts and/or County of Norfolk for the construction, reconstruction and/or improvement of Town roads, or take any other action in relation thereto.

**BOARD OF SELECTMEN**

**The Finance Committee recommends this article as written.**

**ARTICLE 5 :** To see if the Town will vote to transfer from the Septic Loan Receipts Account the sum of Ten Thousand Four Hundred Dollars (\$10,400) for repayment of the Title V Water Pollution Abatement Trust Loan voted and approved at the Annual Town Meeting of May 5, 1998, Article 23, or take any other action in relation thereto.

**BOARD OF HEALTH**

**The Finance Committee recommends this article as written.**

**ARTICLE 6:** To see if the Town will vote to transfer the sum of Eighty Four Thousand Dollars (\$84,000) from the CMVI Receipts Reserve Account for the purchase of an updated radio system to include portable and vehicle radios, dispatch base radios and the police repeater located on Page Street, or take any other action in relation thereto.

**POLICE CHIEF**

**The Finance Committee recommends this article as written.**

**ARTICLE 7:** To see if the Town will amend the Avon Zoning By Laws by adding Section 5-6 Village Overlay District and amending sections 2-1, 3-1, 4-5, 5-2, 5-3, 5-4, 6-4, 7-4, 8-6 and the Avon Zoning Map as posted with the Town Clerk and subject to a public hearing, or take any other action in relation thereto.

**PLANNING BOARD**

**The Finance Committee withholds recommendation for town meeting discussion.**

**ARTICLE 8:** To see if the Town will vote to raise and appropriate and/or transfer from available funds the sum of Five Thousand Nine Hundred Dollars (\$5,900) to be used to purchase updated voting equipment, or take any other action in relation thereto.

**TOWN CLERK**

**The Finance Committee recommends this article as written.**

**ARTICLE 9 :** To see if the Town will vote to transfer the sum of Three Hundred Thousand Dollars (\$300,000.00) from the Ambulance Revolving Fund for the purpose of purchasing and equipping a new replacement ambulance for the Fire Department, or take any other action in relation thereto.

**FIRE CHIEF**

**The Finance Committee recommends this article as written.**

**ARTICLE 10:** To see if the Town will vote to transfer the sum of One Hundred and Six Thousand Three Hundred and Ninety Four Dollars and Ninety Four Cents (\$106,394.94) from the Ambulance Revolving Fund to be used to pay the final payment of the Lease Purchase Agreement on the Fire Department's Rescue Pumper truck, or take any other action in relation thereto.

**FIRE CHIEF**

**The Finance Committee recommends this article as written.**

**ARTICLE 11:** To see if the Town will vote to transfer the sum of Twenty Thousand Dollars (\$20,000) from the Ambulance Revolving Fund to Article 12 of the 2010 STM to be used for training, continuing education and related expenses, or take any other action in relation thereto.

**FIRE CHIEF**

**The Finance Committee recommends this article as written.**

**ARTICLE 12 :** To see if the Town will vote to transfer the sum of Sixty Thousand Dollars (\$60,000) from the Ambulance Revolving Fund to be used to purchase cardiac monitors and medication pumps for use by the Fire Department, or take any other action in relation thereto.

**FIRE CHIEF**

**The Finance Committee recommends this article as written.**

**ARTICLE 13:** To see if the Town will vote to raise and appropriate and/or transfer from available funds Thirty-Two Thousand Eight Hundred and Thirty-Two Dollars (\$32,832) to replace the existing Building Inspector's vehicle with a 2017 Ford F150 pickup truck, or take any other action in relation thereto.

**BUILDING INSPECTOR**

**The Finance Committee recommends this article as written.**

**ARTICLE 14:** To see if the Town will vote to raise and appropriate and/or transfer from available funds the sum of Fifty- Eight Thousand Dollars (\$58,000) to purchase and install camera systems to be located at the Town Hall and current Police/Fire Station, or take any other action in relation thereto.

**IT DIRECTOR**

**The Finance Committee recommends this article as written.**

**ARTICLE 15:** To see if the Town will vote to raise and appropriate and/or transfer from available funds the sum of Twenty-Five Thousand Dollars (\$25,000) to be used to make repairs and/or improvements to the Town Hall building, or take any other action in relation thereto.

**BOARD OF SELECTMEN**

**The Finance Committee withholds recommendation for further details of repairs needed.**

**ARTICLE 16:** To see if the Town will vote to raise and appropriate and/or transfer from available funds the sum of Six Thousand Dollars (\$6,000) for Cross Connection Program updates, or take any other action in relation thereto.

**DEPARTMENT OF PUBLIC WORKS**

**The Finance Committee recommends this article as written.**

**ARTICLE 17:** To see if the Town will vote to raise and appropriate and/or transfer from available funds the sum of Fifteen Thousand Dollars (\$15,000) for projects related to drainage, including, but not limited to, cleaning of drainage ditches around Town, and to meet the new EPA Phase II Stormwater Regulations, or take any other action in relation thereto.

**DEPARTMENT OF PUBLIC WORKS**

**The Finance Committee recommends this article as written.**

**ARTICLE 18:** To see if the Town will vote to raise and appropriate and/or transfer from available funds the sum of One Hundred Twenty Five Thousand Dollars (\$125,000) for, including but not limited to, protecting, maintaining and maximizing the sustainability of the Town's water supply and treatment, evaluating and upgrading interconnects with area towns and supply capacities, projects related to water storage and distribution, or take any other action in relation thereto.

**DEPARTMENT OF PUBLIC WORKS**

**The Finance Committee recommends this article as written.**



**ARTICLE 19:** To see if the Town will vote to raise and appropriate and/or transfer from available funds the sum of Two Hundred and Thirty Thousand Dollars (\$230,000) for the purchase of vehicles, equipment and repair of facilities for the Department of Public Works, including purchase and outfitting of a replacement loader, or take any other action in relation thereto.

**DEPARTMENT OF PUBLIC WORKS**

**The Finance Committee recommends this article as written.**

**ARTICLE 20:** To see if the Town will vote to raise and appropriate and/or transfer from available funds the sum of Eight Thousand Five Hundred Dollars (\$8,500) for development of a web hosted GIS system, or take any other action in relation thereto.

**DEPARTMENT OF PUBLIC WORKS**

**The Finance Committee recommends this article as written.**

**ARTICLE 21:** To see if the Town will vote to raise and appropriate and/or transfer from available funds or borrow the sum of Eight Million One Hundred Thousand Dollars (\$8,100,000) to pay costs of public works projects, to design, engineer, reconstruct, and resurface roads and install drainage, water mains and related infrastructure where necessary upon certain streets and roads within the Brentwood area of Town, and for the payment of all costs incidental or related thereto, and to determine if this appropriation shall be raised by borrowing or otherwise and to determine whether this appropriation shall be contingent upon a so-called Proposition 2 ½ debt exclusion vote, or take any other action in relation thereto.

**DEPARTMENT OF PUBLIC WORKS**

**The Finance Committee withholds recommendation for discussion.**

**ARTICLE 22:** To see if the Town will vote to raise and appropriate and/or transfer from available funds the sum of Fifty Thousand Dollars (\$50,000) for security system upgrades at the Department of Public Works facilities, or take any other action in relation thereto.

**DEPARTMENT OF PUBLIC WORKS**

**The Finance Committee recommends this article as written.**

**ARTICLE 23:** To see if the Town will vote to raise and appropriate and/or transfer from available funds the sum of Forty Thousand Dollars (\$40,000) for projects related to records management, or take any other action in relation thereto.

**BOARD OF SELECTMEN**

**The Finance Committee withholds recommendation for further details at town meeting.**

**ARTICLE 24:** To see if the Town will vote to transfer from ATM 2014 Article 27 Crowley Back Stops Balance Twenty-One Thousand Four Hundred and Forty-Three Dollars (\$21,443) to be used for field recondition at the fields located at the former Crowley School property located on Fagan Drive, or take any other action in relation thereto.

**PARK AND RECREATION COMMISSION**

**The Finance Committee recommends this article as written.**

**ARTICLE 25:** To see if the Town will vote to raise and appropriate and/or transfer from available funds the sum of Seven Hundred Twenty-Six Dollars and Twenty-Three Cents (\$726.23) to pay prior year bills to New England Mobile, or take any action in relation thereto.

**BOARD OF SELECTMEN**

**The Finance Committee recommends this article as written.**

**ARTICLE 26:** To see if the Town will vote to raise and appropriate and/or transfer from available funds the sum of Forty-Two Thousand Two Hundred and Twenty-Two Dollars (\$42,222) to purchase a new accounting package, or take any other action in relation thereto.

**TOWN ACCOUNTANT**

**The Finance Committee recommends this article as written.**

**ARTICLE 27:** To see if the Town will vote to amend the General Bylaws of the Town of Avon by striking the following text in Article II Section 6, E:

The Finance Committee report shall be distributed to each dwelling within the town not less than seven (7) days prior to the annual town meeting, and posted in not less than seven (7) public places including the post Office three (3) days prior to a special town meeting.

and replacing it with:

The Finance Committee report shall be made public within the Town not less than seven (7) days prior to the Annual Town Meeting and three (3) days prior to a Special Town Meeting, the report should be posted on the Town website and in not less than seven (7) public places including the Post Office.

or take any other action in relation thereto.

**FINANCE COMMITTEE**

**The Finance Committee recommends this article as written.**

**ARTICLE 28:** To see if the Town will vote to raise and appropriate and/or transfer from available fund the sum of One Million Five Hundred Thousand Dollars (\$1,500,000) for rehabilitation or reconstruction of the Page Street water tank lot, or take any other action in relation thereto.

**DEPARTMENT OF PUBLIC WORKS**

**The Finance Committee recommends this article as written.**

**ARTICLE 29:** To see if the Town will vote to accept, on terms and conditions acceptable to the Board of Selectmen, a gift of land located at 3-5 East Main Street, identified on Assessors' Map D6, Block 4, Lot 10, containing .15 acres, owned by Vahan S. & Louise L. Boyajian, being described in a deed recorded in the Norfolk County Registry of Deeds at Book 3493, Pages 411-412, with no encumbrances, or take any other action in relation thereto.

**BOARD OF SELECTMEN**

**The Finance Committee recommends this article as written.**

**ARTICLE 30:** To see if the Town will vote to supplement each prior vote of the Town that authorizes the borrowing of money to pay costs of capital projects to provide that, in accordance with Chapter 44, Section 20 of the General Laws, the premium received by the Town upon the sale of any bonds or notes thereunder, less any such premium applied to the payment of the costs of issuance of such bond or notes, may be applied to pay project costs and the amount authorized to be borrowed for each such project shall be reduced by the amount of any such premium so applied, or take any other action in relation thereto.

**TOWN TREASURER**

**The Finance Committee withholds recommendation for further discussion.**

**ARTICLE 31:** To see if the Town will vote to raise and appropriate and/or transfer from available funds the sum of Three Hundred Thousand Dollars (\$300,000) to be placed in a stabilization account for the purposes of addressing traffic, parking and related safety concerns at the Ralph D. Butler School, or take any other action in relation thereto.

**BOARD OF SELECTMEN**

**The Finance Committee recommends this article as written.**

**ARTICLE 32:** To see if the Town will vote to raise and appropriate the sum of Four Hundred Thousand Dollars (\$400,000) to be placed in the Stabilization Account, or take any other action in relation thereto.

**BOARD OF SELECTMEN**

**The Finance Committee recommends this article as written.**

And you are hereby directed to serve this Warrant by posting attested copies thereof, at not less than seven (7) public places, including the Post Office, and by leaving not less than twenty (20) copies in each of the public places for distribution in said Town, seven (7) days at least before the time of holding said meeting.

**HEREOF FAIL NOT**, and make due return of this Warrant, with your doings thereon, to the Town Clerk, at the time and place of meeting as aforesaid.

Given under our hands this 16<sup>th</sup> day of March, in the year of our Lord Two Thousand and Seventeen.

A True Copy. Attest:

\_\_\_\_\_  
PATRICIA C. BESSETTE TOWN CLERK

\_\_\_\_\_  
FRANCIS A. HEGARTY, CHAIRMAN

\_\_\_\_\_  
STEVEN P. ROSE

\_\_\_\_\_  
DAVID MARTINEAU, POLICE CHIEF

\_\_\_\_\_  
ROBERT F. BRADY, JR.

**AVON BOARD OF SELECTMEN**

Dept LINE	Description	2016 Approved	2017 Approved	FY18 Department Request	FinCom Recommends	Increase (Decrease)	Change
114	MODERATOR						
	Salary	1,000	1,000	1,000	1,000	-	0.0%
	Expenses	250	250	250	250	-	0.0%
	Total Moderator	1,250	1,250	1,250	1,250	-	0.0%
122	SELECTMEN						
	Salary	57,414	71,100	72,222	72,222	1,122	1.6%
	Expenses	14,000	14,000	16,580	16,580	2,580	18.4%
	Salary Reserve	96,435	144,652	180,000	180,000	35,348	24.4%
	Newsletter	4,800	4,800	9,000	9,000	4,200	87.5%
	Celebrations	7,500	7,500	7,500	7,500	-	0.0%
	Total Selectmen	180,149	242,052	285,302	285,302	43,250	17.9%
125	HUMAN RESOURCES						
	Expenses	2,000	5,000	6,000	6,000	1,000	20.0%
	Total Human Resources	2,000	5,000	6,000	6,000	1,000	20.0%
129	TOWN ADMINISTRATOR						
	Salary	137,500	140,000	140,000	140,000	-	0.0%
	Expenses	3,600	3,600	3,600	3,600	-	0.0%
	Total Town Administrator	141,100	143,600	143,600	143,600	-	0.0%
131	FINANCE COMMITTEE						
	Salary, Clerical	1,800	1,800	1,800	1,800	-	0.0%
	Expenses	6,050	6,050	6,050	6,050	-	0.0%
	Total Finance Committee	7,850	7,850	7,850	7,850	-	0.0%
132	FINCOM RESERVE						
	Reserve Fund	100,000	100,000	100,000	100,000	-	0.0%
	Total Reserve Fund	100,000	100,000	100,000	100,000	-	0.0%

135 TOWN ACCOUNTANT						
Salary	82,522	85,136	90,500	85,556	420	0.5%
Expenses	47,785	41,150	41,150	41,150	-	0.0%
Total Town Accountant	130,307	126,286	131,650	126,706	420	0.3%
141 ASSESSORS						
Salaries	74,188	102,285	105,600	105,600	3,315	3.2%
Expenses	20,430	20,420	20,300	20,300	(120)	-0.6%
Total Assessors	94,618	122,705	125,900	125,900	3,195	2.6%
145 TREASURER/COLLECTOR						
Salary	178,662	186,605	191,294	187,444	839	0.4%
Expenses	18,400	20,400	21,200	21,200	800	3.9%
Total Treasurer	197,062	207,005	212,494	208,644	1,639	0.8%
149 TECHNOLOGY						
Salary	68,000	70,040	72,141	72,141	2,101	3.0%
Expenses	159,666	180,227	258,154	258,154	77,927	43.2%
Total Technology	227,666	250,267	330,295	330,295	80,028	32.0%
151 LEGAL						
Retainer, Town Counsel	11,250	11,250	11,250	11,250	-	0.0%
Purchase Services	90,000	90,000	90,000	90,000	-	0.0%
Assessors Legal Expense	30,000	30,000	30,000	30,000	-	0.0%
Total Legal	131,250	131,250	131,250	131,250	-	0.0%
152 PERSONNEL BOARD						
Salary	-	-	-	-	-	0.0%
Expenses	100	100	100	100	-	0.0%
Total Personnel Board	100	100	100	100	-	0.0%
155 PAYROLL DATA PROC.						
Expenses	21,000	21,000	22,500	22,500	1,500	7.1%
Total Reserve Fund	21,000	21,000	22,500	22,500	1,500	7.1%



192 TOWN HALL & BUILDING MAINT.

Salary	750	850	36,200	850	35,350	97.7%
Expenses	105,000	109,480	113,980	113,980	4,500	4.1%
Total TH and Bldg. Maint.	105,750	110,330	150,180	114,830	39,850	36.1%

195 TOWN REPORTS

Expenses	4,000	4,000	4,000	4,000	-	0.0%
Total Town Reports	4,000	4,000	4,000	4,000	-	0.0%

210 POLICE DEPARTMENT

Salary	1,495,067	1,673,344	1,633,204	1,625,535	(47,809)	-2.9%
Expenses	129,100	129,100	254,100	254,100	125,000	96.8%
Police Cruiser		80,000	40,000	40,000	(40,000)	0.0%
CMVI transfer	-	(80,000)	(40,000)	(40,000)	40,000	0.0%
Total Police Department	1,624,167	1,802,444	1,887,304	1,879,635	77,191	4.3%

215 FIRE & POLICE DISPATCH

Salary	320,689	345,774	341,699	341,699	(4,075)	-1.2%
Total Fire & Police Dispatch	320,689	345,774	341,699	341,699	(4,075)	-1.2%

220 FIRE DEPARTMENT

Salary	1,155,109	1,155,109	1,190,236	1,156,966	1,857	0.2%
Ambulance transfer	(60,000)		-	(60,000)	(60,000)	
Expenses	212,750	215,750	226,750	251,750	36,000	16.7%
Ambulance transfer	(40,000)		-	(40,000)	(40,000)	
Total Fire Department	1,267,859	1,370,859	1,416,986	1,308,716	(62,143)	-4.5%

241 BUILDING INSPECTOR

Salary	83,108	86,106	87,732	87,732	1,626	1.9%
Alt. Inspector	2,500	2,500	2,500	2,500	-	0.0%
Expenses	10,647	11,245	11,410	11,410	165	1.5%
Total Building Inspector	96,255	99,851	101,642	101,642	1,791	1.8%

242 GAS INSPECTOR



Salary	8,000	8,250	8,750	8,750	500	6.1%
Alt. Inspector	700	700	700	700	-	0.0%
Expenses	600	600	600	600	-	0.0%
Total Gas Inspector	9,300	9,550	10,050	10,050	500	5.2%
243 PLUMBING INSPECTOR						
Salary	8,000	8,250	8,750	8,750	500	6.1%
Alt. Inspector	700	700	700	700	-	0.0%
Expenses	600	600	600	600	-	0.0%
Total Plumbing Inspector	9,300	9,550	10,050	10,050	500	5.2%
245 WIRING INSPECTOR						
Salary	16,000	16,500	17,500	17,500	1,000	6.1%
Alt. Inspector	800	800	800	800	-	0.0%
Expenses	1,200	1,200	1,200	1,200	-	0.0%
Total Wiring Inspector	18,000	18,500	19,500	19,500	1,000	5.4%
292 ANIMAL CONTROL						
Salary	-	-	-	-	-	0.0%
Expenses	10,000	10,000	10,000	10,000	-	0.0%
Total Animal Control	10,000	10,000	10,000	10,000	-	0.0%
294 TREE WARDEN						
Salary	1,000	1,000	1,000	1,000	-	0.0%
Expenses	20,000	20,000	20,000	20,000	-	0.0%
Total Tree Warden	21,000	21,000	21,000	21,000	-	0.0%
299 LOCAL EMERGENCY MANAGEMENT						
Salary	-	-	-	-	-	-
Expenses	10,000	10,000	10,000	10,000	-	0.0%
Total Local Emerg. Mgt.	10,000	10,000	10,000	10,000	-	-
300 AVON PUBLIC SCHOOLS						
Operating Expense	8,149,104	8,655,926	8,931,080	8,931,081	275,154	3.2%

School Choice offset	(1,093,776)	(1,198,445)	(1,047,201)	(1,047,201)	151,244	-12.6%
Total Public School	7,055,328	7,457,481	7,883,879	7,883,880	426,398	5.7%
390 BLUE HILLS REG. SCHOOLS						
Operating Expense	870,773	811,978	895,019	895,019	83,041	10.2%
Schools to Careers	12,535	12,535	14,035	14,035	1,500	12.0%
Total Blue Hills	883,308	824,513	909,054	909,054	84,541	10.3%
391 NORFOLK AGRICULTURAL						
Operating Expense	6,000	6,000	6,000	6,000	-	0.0%
Total Norfolk Aggie	6,000	6,000	6,000	6,000	-	0.0%
423 SNOW & ICE						
Expenses	100,000	100,000	100,000	100,000	-	0.0%
Total Snow & Ice	100,000	100,000	100,000	100,000	-	0.0%
424 STREET LIGHTING						
Expenses	105,000	107,000	108,000	108,000	1,000	0.9%
Total Street ilghting	105,000	107,000	108,000	108,000	1,000	0.9%
433 WASTE DISPOSAL						
Rubbish Collection	400,243	413,000	424,790	424,790	11,790	2.9%
Recycling Expenses	25,000	25,000	31,000	31,000	6,000	24.0%
Total Waste Disposal	425,243	438,000	455,790	455,790	17,790	4.1%
440 DPW						
Salary	653,515	756,463	773,018	758,192	1,729	0.2%
Expenses	649,252	664,252	664,252	664,252	-	0.0%
Total Highway Department	1,302,767	1,420,715	1,437,270	1,422,444	1,729	0.1%
510 BOARD OF HEALTH						
Salary/Service	68,970	71,760	75,050	75,050	3,290	4.6%
Animal Inspector	1,000	1,000	1,000	1,000	-	0.0%
Expenses	8,000	8,000	8,000	8,000	-	0.0%

Compost Attendant Total Board of Health	6,500	6,500	6,500	6,500	-	0.0%
	84,470	87,260	90,550	90,550	3,290	3.8%
529 HEALTH SERVICES						
Visiting Nurses Total Health Services	3,000	3,000	3,000	3,000	-	0.0%
	3,000	3,000	3,000	3,000	-	0.0%
541 COUNCIL ON AGING						
Salary Expenses	144,183	154,862	193,399	193,399	38,537	24.9%
	7,425	12,500	14,500	14,500	2,000	16.0%
Total Council on Aging	151,608	167,362	207,899	207,899	40,537	24.2%
543 VETERANS SERVICES						
Salary Expenses	15,000	15,000	17,500	17,500	2,500	16.7%
	1,500	1,500	1,500	1,500	-	0.0%
Veterans Benefits	32,300	32,300	32,300	32,300	-	0.0%
Veterans Quarters	700	700	700	700	-	0.0%
Total Veterans Services	49,500	49,500	52,000	52,000	2,500	5.1%
610 LIBRARY						
Salary Expenses	266,036	267,960	275,237	275,237	7,277	2.7%
	146,082	148,980	153,475	153,475	4,495	3.0%
Total Library	412,118	416,940	428,712	428,712	11,772	2.8%
650 PARK & RECREATION						
Salary Expenses	24,353	25,653	57,653	37,653	12,000	46.8%
	35,130	21,980	25,680	25,680	3,700	16.8%
Total Park & Rec.	59,483	47,633	83,333	63,333	15,700	33.0%
695 CULTURAL COUNCIL						
Expenses Total Cultural	100	100	100	100	-	0.0%
	100	100	100	100	-	0.0%
699 MEMORIAL DAY						

Expenses		7,000	8,500	8,500	8,500	8,500	-	0.0%
Total Memorial Day		7,000	8,500	8,500	8,500	8,500	-	0.0%
DEBT PAYMENT								
710	Debt outside cap	1,749,390	1,640,057	1,582,545	1,582,545	1,582,545	(57,512)	-3.5%
752	Short Term Borrowing	1,000	5,000	5,000	5,000	5,000	-	0.0%
760	Cost of Bond Issuance	3,000	6,000	15,000	15,000	15,000	9,000	150.0%
Total Debt Payment		1,753,390	1,651,057	1,602,545	1,602,545	1,602,545	(48,512)	-2.9%
PENSIONS								
911	Norfolk County Retirement	969,509	1,068,330	1,203,981	1,203,981	1,203,981	135,651	12.7%
911	OPEB	80171	96,791	120,000	120,000	120,000	23,209	
	Retirement Sick/Vac	-	-	36,000	36,000	36,000	36,000	100.0%
Total Pensions		1,049,680	1,165,121	1,359,981	1,359,981	1,359,981	194,860	16.7%
INSURANCE								
912	Workmens Comp	145,000	145,000	155,000	155,000	155,000	10,000	6.9%
913	Unemployment	45,000	80,000	80,000	80,000	80,000	-	0.0%
914	Medical & Life	2,582,485	2,774,700	2,908,242	2,908,242	2,908,242	133,542	4.8%
916	Medicare	147,000	164,199	170,000	170,000	170,000	5,801	3.5%
910	Medicaid	10,000	10,000	10,000	10,000	10,000	-	0.0%
945	Liability	212,000	222,000	275,000	275,000	275,000	53,000	23.9%
Total Insurance		3,141,485	3,395,899	3,598,242	3,598,242	3,598,242	202,343	6.0%
<b>Total Budget</b>		<b>21,465,275</b>	<b>22,672,786</b>	<b>24,003,300</b>	<b>23,801,363</b>	<b>23,801,363</b>	<b>1,163,927</b>	<b>5.1%</b>
less debt		19,711,885	21,021,729	22,400,755	22,198,818	22,198,818	1,212,439	5.5%

# **DUTIES OF THE FINANCE COMMITTEE**

## **TOWN OF AVON BY-LAWS: ARTICLE II, SECTION 6 (f)**

It shall be the duty of the Finance Committee to study the financial and other affairs of the Town and to advise all officers of the Town as to the expenditures and recommendations for appropriations to be made by them. All officers of the Town shall, on the request of the Committee, furnish it with all the facts, figures, and all other information pertaining to their several departments. The Finance Committee shall consider all articles in the warrants for all Town Meetings and report in print to the Town prior to each Town Meeting, Annual and Special, their estimates, and recommendations for the action of the Town. Said Finance Committee Report shall be distributed to each dwelling within the Town not less than seven (7) days prior to the Annual Town Meeting and posted in not less than seven (7) public places, including the Post Office, three (3) days prior to a Special Town Meeting.

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The Finance Committee represents the Avon taxpayers. We are the official financial watchdog of the Town. We study financial and other affairs of the Town on behalf of ALL Town citizens – not just a special interest group. We have a duty to inform, provide advice, and make recommendations on all budgets and monetary articles that come before a Town meeting.

We are appointed (and reappointed) by the Town Moderator. The Committee consists of seven (7) members:

Eric Beckerman	Appointed 2008
Jarrett Beeley	Appointed 2011
Phillip Fowler Jr,	Appointed 2014
James Panagopoulos	Appointed 2014
Michael Wilson	Appointed 2014
Jonathon D. Madore	Appointed 2014
Gary Martin	Appointed 2015

## Glossary of Financial Terms

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Available Funds -- Funds established through previous appropriations or resulting from financial operations. Examples include Free Cash Funds, Stabilization Fund, and Overlay Surplus.

Cherry Sheet -- Named for the cherry colored paper on which they were originally printed, the Cherry Sheets are the official notification of the fiscal year's state aid and assessments to communities (State and County Charges) and regional school districts.

Cherry Sheet Offset -- Local aid accounts that may be spent without appropriation in the annual budget, but must be spent for specific municipal and regional school district programs.

DOR -- Department of Revenue

Free Cash -- Unrestricted funds from operations of the previous fiscal year. The Department of Revenue certifies Free Cash. Each year, Free Cash is calculated based on the Town's balance sheet as of June 30. Certified Free Cash includes 1) unexpended free cash from previous year, 2) receipts in excess of estimates shown on the tax recapitulation sheet, and 3) unspent amounts in budgeted line-items. Unpaid property taxes and certain deficits reduce the amount that can be certified as free cash. *Maintenance of an adequate free cash level is not a luxury but a necessary component of sound fiscal management.*

Debt Exclusion -- A vote by the town at an election to exclude debt service payments for a particular capital project from the levy limit. The amount necessary to cover the annual debt service payment is added to the levy limit for the life of the debt only. Debt exclusion may temporarily increase the levy above the levy ceiling.

Levy Limit -- The maximum levy assessed on real and person property which grows 2½ percent of the prior year's levy limit plus new growth and any overrides.

Overlay -- (Overlay Reserve or Allowance for Abatements and Exemptions) An account established annually by the Board of Assessors to fund anticipated property tax abatements and exemptions in that year. The overlay reserve is not established by the normal appropriation process, but rather is raised on the tax rate recapitulation sheet.

Overlay Surplus--Any balance in the overlay account of a given year in excess of the amount remaining to be collected or abated. Within ten days of a written request by the Bd. Of Selectmen, the Bd. Of Assessors must provide a certification of the excess amount of overlay available to transfer. Overlay surplus may be appropriated for any lawful purpose. At the end of each fiscal year, unused overlay surplus is "closed" and becomes part of free cash.

Reserve Fund -- An amount set aside annually within the budget of the town (not to exceed 5% of the tax levy for the preceding year) to provide a funding source for extraordinary and unforeseen expenditures. The Finance Committee authorizes transfers from this fund.

Stabilization Fund -- A fund designed to accumulate amounts for capital and other future spending purposes, although it may be appropriated for any lawful purpose. Towns may appropriate into this fund in any year an amount not to exceed ten percent (10%) of the prior year's tax levy. The Fund's aggregate shall not exceed ten percent of the town's equalized value. Earned interest shall be added to and become part of the Stabilization Fund. A two-thirds vote of town meeting is required to appropriate money from this fund.

Tax Rate Recapitulation Sheet (Recap Sheet) -- A document submitted by the town to DOR in order to set a property tax rate. The recap sheet shows all estimated revenues and actual appropriations that affect the property tax rate.

Source: Massachusetts Department of Revenue Division of Local Services. [www.dls.state.ma.us](http://www.dls.state.ma.us)

# GUIDE TO PROCEDURE AT TOWN MEETING

**\*\*Please note that few people are comfortable with these procedures at their first Town Meeting, but the Moderator will be very patient and help you through if you wish to speak. Town Meeting is YOUR meeting and the Moderator is there to serve you.**

<b>TO VOTE:</b>	Be checked off voting list Sit in voting section of the hall Signal in prescribed way
<b>TO QUESTION VOTE:</b>	Stand, be recognized, question with at least seven(7)other voters
<b>TO REQUEST SECRET VOTE:</b>	Be recognized, make motion Seconded Majority vote Only allowed on appropriations (money articles)
<b>TO MAKE A MOTION:</b>	Be recognized, state name and address Must conform to article under discussion Must be in writing (presented to the Moderator) Seconded and debated Voted by Majority
<b>TO SECOND:</b>	Call out "I second the motion"
<b>TO AMEND:</b>	Be recognized Make motion (also present in writing to Moderator) Seconded, amendment debated Voted by majority Only two (2) amendments per main motion
<b>TO STOP DEBATE FOR VOTE:</b>	Be recognized, state "I move the previous question" Seconded, no debate Voted 2/3 majority
<b>TO RECONSIDER:</b>	Anyone may make motion Be recognized, make motion Seconded and debated Made no later than one (1) hour after final vote Voted by 2/3 majority
<b>TO QUESTION DECORUM OF MEETING:</b>	Rise and state "Point of Order" Moderator rules on point
<b>TO TAKE AN ARTICLE OUT OF ORDER:</b>	Be recognized, make motion Seconded, debated Voted by 4/5 majority
<b>TO ADJOURN:</b>	Be recognized, make motion Seconded, no debate Voted by majority

**FINANCE COMMITTEE  
TOWN OF AVON  
BUCKLEY CENTER  
AVON, MA 02322**

**PRSRT STD  
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AVON, MA 02322**

**ANNUAL TOWN MEETING**

**TUESDAY, MAY 2, 2017, 7:30 PM**

**WARRANTS ENCLOSED WITH THIS FINANCE COMMITTEE REPORT**