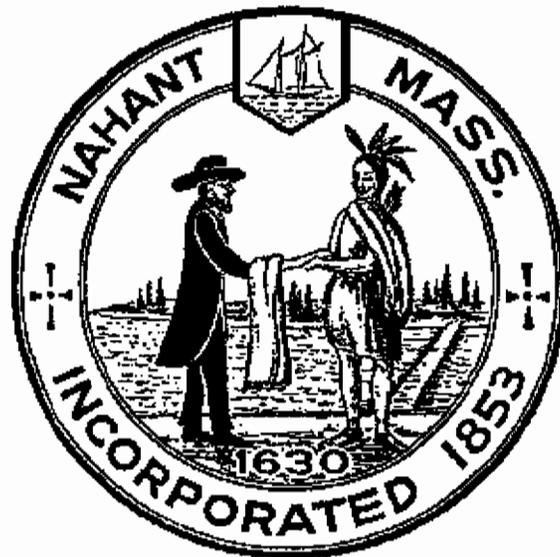


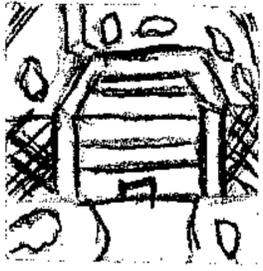
**Report and Recommendations
of the
Advisory and Finance Committee**



**Town of Nahant
Massachusetts**

Annual Town Meeting
Saturday, April 25, 2009
12:30 P.M.

Please bring this book with you to the Town Meeting



Some of our Fondest Musings
about our Quaint Utopia by the Sea...

WE LOVE
NAHANT!

When you walk through the Bunkers, it feels like you're walking through history.
~ Steven Albright

The Nahant American Legion Hall was a very special place. It was filled with pleasant memories for me and many other people, too. Since I live across the street from where it used to be, it seems strange not having all of the activities there. ~ Charlie Arena



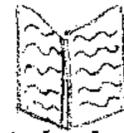
When I think of Nahant, I remember bringing my pug, Cleo, to Doggy Beach at sunset and seeing the gorgeous twilight resting over the Boston skyline. ~ Olivia Aswad



I remember when my mom first brought me to Swallows Cave, and I was in complete shock of how superlative it was! (Besides, I was only about 5 years old.) ~ Emma Bartholomew



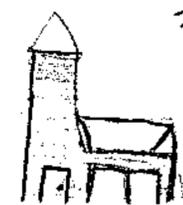
I go to find a book to read, and I find myself in a magical land. The Nahant Public Library is the passport to wherever you want to go. ~ Kiana Burke-Monsanto



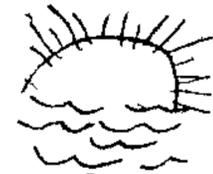
If you could go and have a superlative time at Canoe Beach and only think about optimistic things, I would say, "YES!" the first time anyone asked me to do so! ~ Sarah Cook



Every time I come into Nahant and I see the Life Saving Station, I feel safe. The lifeguards used to be there, always ready to save all the wonderful people in Nahant, but now everybody just goes to the magnificent Life Saving Station to hang out. ~ Jason Dignan



There is nothing better than swimming at Short Beach and then making a majestic sand castle. ~ Jamie Dunleavy



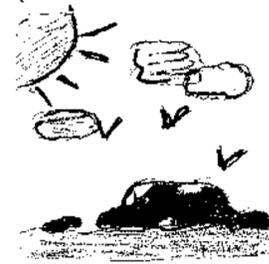
When I'm at Bailey's Hill, sometimes I like to watch the light go around on the lighthouse at Graves Light. I just like watching lighthouses, especially when storms come.
~ Joseph Fernald



When I was younger, I would hike up to the cliff at Bailey's Hill. It still gives me a precarious feeling, and I feel salubrious! ~ Brian Fitzpatrick



Egg Rock is my all time favorite place in Nahant because from my house I can see a superlative view of it. It's also cool seeing all the seagulls land on it. To me and the seagulls, it seems and feels like 'home'. ~ Matt Gooding



For adrenaline-loving kids and teens, take a daring jump off Castle Rock to unleash your inner daredevil! ~ Kristian Hosker





Advisory and Finance Committee
TOWN OF NAHANT, MASSACHUSETTS 01908

April 6, 2009

Dear Friends and Neighbors,

The Advisory and Finance Committee presents to you its recommendations for Fiscal Year 2010. In the next fiscal year, the Town of Nahant will continue to feel the crunch resulting from the fiscal challenges facing all communities in the Commonwealth. Governor Patrick's budget reduces the amount of Nahant's fiscal year 2009 budget. Our estimated fiscal year 2010 state aid is likewise lower than previously expected.

The proposed 2010 budget presented in this report is balanced, with few increases from fiscal year 2009 except personnel salary increases. The Town should be able to maintain current staffing levels, operations and service levels with the proposed budget. The Town expects a decrease in the customary hiring of summer help. The proposed budget for the school in the coming year also provides personnel salary increases with otherwise flat funding compared to fiscal year 2009. The Advisory and Finance Committee commends all Town departments, the School Committee, and the School Administration for their help in achieving a balanced budget under the current trying circumstances.

This year, there are 25 Articles with 9 sub-Articles (A-I) for the Community Preservation Act (CPA) for your review and consideration. In Article 15, the Advisory and Finance Committee recommends that the Town adjust the 2009 budget to reflect the amount reduced by the Governor. The reductions are taken from identified appropriated line items and are expected to have a negligible impact on 2009 operations.

In Article 8, the Town will be asked to vote to petition the Commonwealth of Massachusetts for special legislation to allow the Town to extend the current Coast Guard housing property bond up to ten years. The Development Agreement with Bass Point Residences LLC is progressing, and is expected to move ahead as planned. However, given the tight schedule to the expected closing on the sale of the property, if special legislation is granted the Town will have a financial cushion to better manage the debt, if necessary. The Advisory and Finance Committee also recommends passage of Article 9 to allow the Town to appropriate Coast Guard housing property costs from either proceeds of the sale of the property or from rental income, whichever is available when payment is due.

In Article 17, the Advisory and Finance Committee asks the Town to amend the bylaw regarding the distribution of the Advisory and Finance Committee Annual Town Meeting recommendations book prior to Town meeting. The amendment will allow it to be made available to voters by various means including but not limited to delivery by mail. The Advisory and Finance Committee recommends passage of Article 21 to change the Town Police Conduct bylaws to require a state licensed masseur or masseuse to obtain an establishment license for the place of practice from the Town Board of Health.

Town Zoning bylaws are the topic of three Articles at this year's Town Meeting. Articles 18 and 19 seek changes in the Town Zoning bylaws. Article 20 requests that the Town appoint a Zoning Study Committee.

The Advisory and Finance Committee recommends acceptance of the Community Preservation Committee's (CPC) proposed appropriations in the sub Articles in Article 10. For each sub- Article, voters will be asked to accept, reduce or reject the requested appropriation as submitted by the CPC. For more information on the CPC proposed appropriations, refer to the Appendices for the annual CPC report, which includes the assessment process to determine eligibility and community needs for CPA funding, tax impact information, and estimated borrowing.

For FY2010, the Omnibus Budget (Article 16) recommended appropriation is \$9,816,535.

The Advisory and Finance Committee encourages an annual contribution to the Stabilization Fund. Due to the tight finances and relatively flat funding for department operating costs for the coming fiscal year the Committee is not able to recommend that the Town make a contribution to the Stabilization Fund at this Town Meeting (Article 3).

We recommend continuation of the Cemetery Revolving Account (Article 6), the Water and Sewer Enterprise Fund (Articles 14 and 23) appropriations, and to receive MGL Chapter 90 funding for paving town streets (Article 7). We also recommend that the Town ratify the Commonwealth laws regarding policies that the Town currently follows to implement health insurance for retirees and their dependents (Article 22).

Article 23 asks the Town to consider implementing a tax exemption for small personal property accounts for a fair cash value of \$1,000 and less.

In the Appendices to this book, the Advisory and Finance Committee has included additional information for you to consider when voting for Articles at the 2009 Town Meeting, as well as status reports regarding previous Town Meeting commitments.

In addition, a series of "Frequently Asked Questions" is provided in the Appendices to assist you as you read the Articles in preparation for Town Meeting. You can find additional information at <http://www.nahant.org>.

As always, we urge you to attend and participate in Town Meeting on Saturday April 25th, beginning at 12:30 PM. The polls will be open from 7 AM until 8 PM to allow you to vote in the Town Annual Election.

Respectfully,

Jeanne Fiore, Chair
David Hunt
Kathleen Marden
Robert Vanderslice

Peter Fitzpatrick, Vice Chair
Henry G. Clausen
Joyce Maroney
Dr. Bernard Yadoff

Table of Contents

There are 25 Articles and 9 sub Articles for this Annual Town Meeting. For each Article, we present the text of the Article as adopted by the Board of Selectmen, followed by any Supporting Statement provided, and conclude with the Advisory and Finance Committee's Recommendation.

Article 1	Elections	Page 1
Article 2	Borrowing, Compensating Balance	Page 1
Article 3	FY2009 Transfers	Page 1
Article 4	Stabilization Fund	Page 2
Article 5	FY 2009 Snow and Ice	Page 2
Article 6	Cemetery Revolving Account	Page 2
Article 7	Chapter 90 Highway	Page 2
Article 8	Special Legislation	Page 3
Article 9	Debt Payment	Page 3
Article 10	Community Preservation	Page 3
Sub-Article A	Transfer to Town Wharf Debt Service	Page 4
Sub-Article B	Nahant Life Saving Station Debt Service	Page 4
Sub-Article C	Forty Steps Debt Service	Page 5
Sub-Article D	Town Wharf Debt Service	Page 5
Sub-Article E	Study & Mapping Public Ways	Page 5
Sub-Article F	Community Garden	Page 5
Sub-Article G	Nahant Housing Authority	Page 5
Sub-Article H	Administrative & Operating Expenses	Page 5
Sub-Article I	CPA Reserves	Page 5
Article 11	Salary and Classification Plan	Page 5
Article 12	Compensation for Elected Positions	Page 10
Article 13	Water and Sewer Enterprise	Page 10
Article 14	Water/Sewer	Page 10
Article 15	9C-Reductions	Page 11
Article 16	Omnibus	Page 11
Article 17	Finance Reports	Page 11
Article 18	Zoning	Page 12
Article 19	Zoning	Page 12
Article 20	Zoning Committee	Page 13
Article 21	Massage License	Page 14
Article 22	Health Insurance	Page 18
Article 23	Personal Property Exemption	Page 18
Article 24	Gifts	Page 18
Article 25	Standing Committees	Page 19
	Advisory and Finance Committee Recommended Budget for Fiscal Year 2010	Page 20

APPENDICES

Appendix Description	Appendix Number
One Time Revenue/ Expenses/Sources and Uses	1
Five Year Plan	2
Water and Sewer Rate Comparison	3
School Department Proposed Budget	4
School Department Five Year Plan	5
Debt Service Schedule	6
Reserve Fund Transfers	7
Community Preservation Act Overview and Tax Impact Sheet	8
Report of the Community Preservation Committee	9
Military Housing Finance Report	10
Zoning Maps	11
Zoning Table	12
Frequently Asked Questions	13

We present the Articles and Supporting Statements exactly as submitted.

FRONT AND BACK COVERS

The front and back covers of this book were prepared by the Johnson School sixth grade students, Class of 2009. We thank the sixth grade students and Mrs. Dunion, their teacher, for their timeless reflections that remind us of the many reasons to love our Town of Nahant.

**Warrant
For the Annual Town Meeting
April 25, 2009**

TO THE CONSTABLE OF THE TOWN OF NAHANT:

GREETINGS:

In the name of the Commonwealth of Massachusetts, you are hereby required forthwith to warn the inhabitants of the Town of Nahant, qualified as the law directs, to assemble at the Town Hall for the Annual Town Meeting on Saturday the 25th day of April 2009 at 7:00 a.m. then and there to act on Article One and to commence action on the remaining Articles at 12:30 p.m.

ARTICLE 1. (Elections) To choose a Moderator for a term of one year, one member of the Board of Selectmen for a term of three years, one Town Clerk for a term of one year, one member of the Board of Assessors for a term of three years, one Constable for a term of one year, one member of the Public Library Trustees for a term of three years, two members of the School Committee for a term of three years, and two members of the Planning Board for a term of five years:

NO RECOMMENDATION:

The election of Town Officials is vested solely with the voters.

ARTICLE 2. (Borrowing & Compensating Balance) To see if the Town will vote to authorize the Town Treasurer, with approval of the Selectmen, to borrow from time to time in anticipation of revenue in the fiscal year beginning July 1, 2009, in accordance with the provisions of General Laws, Chapter 44, Section 4 and to issue a note or notes therefore, payable within one year, in accordance with General Laws, Chapter 44, Section 17, and to authorize the Treasurer/Collector to enter into a compensating balance agreement or agreements with banking institutions with the approval of the Selectmen, for FY10 , pursuant to Chapter 44, Section 53F of the General Laws.

RECOMMENDED:

This is a routine article to authorize the Treasurer to borrow money to cover current spending needs until expected income arrives. This article also authorizes the Treasurer to enter into compensating balance agreements if the terms are favorable and if approved by the Selectmen.

ARTICLE 3. (FY09 Transfers) To see if the Town will vote to raise and appropriate and/or appropriate from available funds in the treasury and/or transfer the following sums or to take other action relative thereto.

NO RECOMMENDATION:

At the time this book went to print, transfer requests have not been finalized. Inter-departmental transfers are anticipated. The Advisory and Finance Committee will provide our recommendations at Town Meeting. We will provide specific details, and explain the nature of the transfers in our motion at Town Meeting.

ARTICLE 4. (Stabilization Fund) To see if the Town will vote to raise and appropriate and/or appropriate from available funds in the treasury and/or transfer a sum of money to the Stabilization Funds, or take any other action relative thereto.

NOT RECOMMENDED:

The Advisory and Finance Committee maintains a position to provide funding to the Stabilization Fund from a portion of available free cash to continue building this reserve fund. However, due to other budgetary requirements for fiscal year 2010, the Advisory and Finance Committee does not recommend additional funding to this account at this time.

ARTICLE 5. (Snow and Ice) To see if the Town will vote to raise and appropriate and/or appropriate from available funds in the treasury, and/or transfer from available funds, a sum of money for the FY2009 snow and ice account or take any other action relative thereto.

RECOMMENDED:

Each year, the Town appropriates the sum of \$20,000 for Snow and Ice removal. Under the law we are allowed to overspend this budget. Therefore, we have traditionally used a figure of \$20,000 as a baseline for this account – with the understanding that we will spend more as necessary.

ARTICLE 6. (Cemetery Revolving) To see if the Town will vote to continue to allow the Town to have a special revolving account utilizing revenues from burial opening fees, cremation fees and grave-stone-setting fees, and to authorize said funds to be expended in fiscal year by the Public Works Department for maintenance, operation and capital improvements of the Greenlawn Cemetery, pursuant to M.G.L. Chapter 44, section 53E1/2. The total expenditure is not to exceed \$12,000, or take any other action relative thereto.

RECOMMENDED:

The Article authorizes the use of a revolving account for Greenlawn Cemetery during FY 2010. The account allows burial opening fees, cremation fees, and grave-stone-setting fees to be received and expended for maintenance, renovation, and improvements to the cemetery and Ellingwood Chapel.

ARTICLE 7. (Chapter 90 Highway) To see if the Town will vote to raise and appropriate and/or appropriate from available funds in the treasury, or raise by borrowing, a sum of money in order to accomplish certain highway construction and maintenance under the provisions of the General Laws, Chapter 90, Section 34, or Chapter 206 of the Acts of 1986, Section 2, or take any other action relative thereto.

RECOMMENDED:

A vote to approve this article allows the Town to receive MGL Chapter 90 funding for paving town streets. This article is not intended to lead to additional borrowing.

ARTICLE 8. (Special Legislation) To see if the Town will vote to authorize the Board of Selectmen to petition the General Court of the Commonwealth of Massachusetts to enact a special law to allow the Town to issue bond anticipation notes to finance the acquisition of the so-called Coast Guard housing property as authorized by the vote of the Town passed August 9, 2004 (Article 1) for a term of not in excess of ten years and to allow such notes to be issued for such term without any required payment of principal during such period; or take any other action relative thereto.

Supporting Statement from Town Administrator: This article will allow the Town to continue the terms on 'short-term' borrowing, thereby paying only interest on the original \$2,100,000 borrowing until the purchase closing date of the property, which is anticipated on August 31, 2009. If this article is not passed the Town may be required to pay an additional principal payment on the borrowing.

RECOMMENDED:

Passage of this article provides the Town with a means to continue short term borrowing for the Coast Guard Housing property, in the event the sale of the property is not completed as anticipated in the Development Agreement. The Town expects to complete the sale of the Coast Guard Housing property on August 31, 2009. Through a Town petition, the Commonwealth of Massachusetts may enact a special law that will allow the continuance of short term borrowing until the closing of the property. The Advisory and Finance Committee recommends passage of this article.

ARTICLE 9. (Debt Payment) To see if the Town will vote to appropriate the debt service for the Coast Guard Housing property in the amount of \$46,521 from proceeds of the sale of property or from rental proceeds from said property, or to take any other action relative thereto.

Supporting Statement from Town Administrator: It is anticipated that the interest payment on this debt, in fact the entire debt, will be made with proceeds from the sale of the property; however, there is a possibility that some or all of the interest payments could be from rental proceeds. This article would allow the Town to pay this debt using either revenue source.

RECOMMENDED:

This article provides the Town with alternative means to fund debt due on the Coast Guard Housing property. The Town expects to complete the sale of the Coast Guard Housing property to satisfy the existing debt. In the event the sale of the property is not completed as anticipated in the Development Agreement, the Town may continue to rent the current housing units to maintain a stream of income from the property. The Advisory and Finance Committee recommends passage of this Article to allow the Town to appropriate Coast Guard housing property costs from either proceeds of the sale of the property or from rental income, which ever is available when payment is due.

ARTICLE 10. (Community Preservation) To see whether the Town shall vote to accept the recommendations of the Community Preservation Committee to spend, or set aside for later spending, not less than 10 per cent of the annual revenues in the Community Preservation Fund for open space, but not including land for recreational use, not less than 10 per cent of the annual revenues for historic resources and not less than 10 per cent of the annual revenues for community housing or to take any other action as may be allowed under the Community Preservation Act.

RECOMMENDED:

Under the Provisions of the Community Preservation Act (CPA), Nahant was required to establish a Community Preservation Committee (the Committee) that would make annual recommendations to Town Meeting as to how the money raised through the Act should be spent (within certain restrictions of the program).

Town Meeting approval is required in order to appropriate funds based on the Committee's recommendations. While alternative recommendations may not be made from the floor, Town Meeting may reject or reduce the amounts recommended by the Committee as the town is not required to spend the funds in any particular year. Funds that are raised but not spent (including the State Match) are set aside until a later appropriation is recommended at a future Town Meeting. The CPA has its own dedicated revenue source consisting of a local property tax surcharge and State Matches from the CPA Trust Fund.

At this Town Meeting, the Advisory and Finance Committee will make individual motions on each proposed appropriation. We will explain how procedurally, you may vote to accept, amend to reduce, or vote to reject on each individually moved proposed appropriation.

The Advisory and Finance Committee is recommending each of the Community Preservation Committee Articles. They are listed here as "sub Articles", lettered "A" through "I". As part of our review of the sub Articles, The Advisory and Finance Committee met with the Community Preservation Committee, at which time the Community Preservation Committee presented its recommendations. The Advisory and Finance Committee had the opportunity for a question and answer session relative to the submitted proposals.

After review, discussion, and vote on each of the proposals, the Advisory and Finance Committee is recommending sub Articles A through I be accepted at this Town Meeting.

The CPA Surcharge remains in effect until all debt obligations are met.

The Community Preservation Committee has approved the following recommendations (identified as sub Articles A-I):

- A. To recommend that the Town transfer \$10,768.75 from the unexpended funds appropriated to the payment of debt service on the \$450,000.00 Nahant Life Savings Station Bonding authorized by the 2006 Annual Town Meeting (Article 9A, the "\$450,000.00 NLSS Bonding") to the payment of debt service of principal and interest owing on the \$625,000.00 Town Wharf Bonding authorized by the 2008 Annual Town Meeting (Article 11F);
- B. To recommend that the Town appropriate \$92,451.25 from Fiscal Year 2010 Community Preservation Fund revenues for the payment of debt service of principal and interest due and owing on the \$450,000.00 NLSS Bonding. (Total debt service for fiscal Year 2010 is \$98,460; however, \$6,008.75 shall be paid from the balance of unexpended funds appropriated to the \$450,000.00 NLSS Bonding by the 2006 Annual Meeting.);

- C. To recommend that the Town appropriate for the payment of debt service of principal and interest due and owing on the Forty Steps Stairs Bonding authorized by the 2007 Annual Town Meeting (Article 7A) the sum of \$52,400.00 of which \$17,283.52 shall be appropriated from the Community Preservation Act Open Space Reserve Account, \$12,882.48 from the Community Preservation Act General Reserves account and \$22,234.00 from Fiscal Year 2010 Community Preservation Fund revenues;
- D. To recommend that the Town appropriate for the payment of debt service of principal and interest due and owing on the \$625,000.00 Town Wharf Bonding authorized by the 2008 Annual Town Meeting (Article 11F), the sum of \$84,843.75 from Fiscal Year 2010 Community Preservation Fund revenues;
- E. To recommend that the Town appropriate \$12,500.00 from Fiscal Year 2010 Community Preservation Fund revenues for the purpose of completing the next phase of study and mapping of public ways in the Town of Nahant, as applied for by the Planning Board of the Town of Nahant, subject to the following conditions: acceptance by the Nahant Planning Board (or its successor) of the Community Preservation Fund Grant, and execution of a Funding Grant Agreement in form and substance acceptable to the Town;
- F. To recommend that the Town appropriate \$10,000.00 from Fiscal Year 2010 Community Preservation Fund revenues for the purpose of completing a study and establishing guidelines for the introduction of a community garden program in the Town of Nahant, as applied for by the Town of Nahant;
- G. To recommend that the Town appropriate \$60,000.00 to fund the replacement of windows and storm doors at the Nahant Housing Authority Veterans Housing located on Spring and Emerald Roads, of which \$34,500.00 shall be appropriated from the Community Preservation Act Affordable Housing Fund Reserve Account and \$25,500.00 shall be appropriated from Fiscal Year 2010 Community Preservation Fund revenues subject to the following conditions: acceptance by the Nahant Housing Authority (or its successor) of the Community Preservation Fund grant, and execution of a Funding Grant Agreement in form and substance acceptable to the Town;
- H. To recommend that the Town appropriate \$5,000.00 from Fiscal Year 2010 Community Preservation Fund revenues for administrative and operating expenses of the Community Preservation Committee; and
- I. To recommend that the Town set aside from Fiscal Year 2010 Community Preservation Fund revenues for later appropriation any other amount not otherwise set aside or appropriated as aforesaid to be maintained in the Community Preservation Fund General Reserves Account for later appropriation.

ARTICLE 11. (Salary & Classification Plan) To see if the Town will vote to amend Article XIII, Section 5, Subsection B of the bylaws for the fiscal year beginning July 1, 2009, or take any other action relative thereto.

RECOMMENDED:

This recommendation discusses the salaries and wages of all non-elected employees even though this Town Meeting cannot change the terms of the union contracts or the other agreements. The Advisory and Finance Committee believes this comparative presentation is important to help assure salary equity among positions subject to different approval and funding mechanisms.

The Town must take two steps before actually paying employees:

1. Set the rate of pay. This simply establishes how much the Town may pay an employee, but does not authorize an expenditure of funds to actually pay the employee.
2. Fund the line items containing the wages. Most salaries and wages are now included in the various bottom line department budgets in Article 16 (the Omnibus Budget). Approving the line items containing salaries and wages authorizes their payment.

The Town may set the rate of pay (step 1, above) using any of four mechanisms, each with its own approval mechanism. The four mechanisms to set rate of pay are:

Rate Setting Mechanism	Approval Mechanism
1. A Classification and Salary Plan covering many clerical and professional positions.	<i>This Article (11)</i>
2. Collective bargaining agreements with the fire fighters, police, DPW and teacher’s unions.	Collective bargaining agreements ratified b Town Meeting or School Committee
3. Individual contracts with various Town government agencies.	Direct agreement between employee and Town agency
4. Elected officials.	Article 12

1. Positions subject to the Classification and Salary Plan Fiscal Year 2010

POSITION	STARTING SALARY RANGE MINIMUM – MAXIMUM (\$)	MAXIMUM SALARY (\$)
Town Administrator	75,000-86,000	110,000
Accountant	62,000-72,000	87,000
Treasurer / Collector	53,000-61,000	72,000
Police Chief	70,000-81,000	105,000
Fire Chief	62,000-72,000	87,000
DPW Superintendent.	62,000-72,000	87,000
Assistant Assessor	43,000-50,000	60,000
Assistant Treasurer / Collector	41,000-47,000	56,000
Administrative Assistant 1 (Assist Acct)	39,000-45,000	53,000
Administrative Assistant 2 (Assist Acct)	39,000-45,000	53,000
Head Librarian	53,000-61,000	72,000
Information Technology	25,000-45,000	53,000
Clerk/Dispatcher	33,000-38,000	43,700

Position	Salary Range (\$)
<i>Town Engineer</i>	16,000 - 21,000
Children's Librarian	16,500 - 20,000

Position	Salary Range (\$)
Animal Control Officer	8,300 - 9,500
Assistant Animal Control Officer	3,000 - 6,000
<i>Council on Aging Coordinator</i>	14,000 - 17,000
Health Inspector	8,000 - 9,200
Assistant Health Inspector	500 - 700
Public Health Nurse	2,500 - 2,800
Public Health Doctor	500 - 700
ADA Coordinator	500 - 700
Inspector of Buildings	9,500 - 11,000
<i>Inspector of Plumbing and Gas</i>	3,500 - 4,500
Inspector of Wiring	3,500 - 4,500
Assistant Inspector of Buildings	4,500 - 5,200
Assistant Inspector of Plumbing and Gas	1,800 - 2,200
Assistant Inspector of Wiring	1,800 - 2,200
Assistant to Inspectors	12,000 - 17,250
Harbormaster	1,100 - 1,300
Wharfinger	1,100 - 1,300
Assistant Harbormaster	400 - 500
Assistant Wharfinger	400 - 500
Board of Registrars, Clerk	1,500 - 17,000
Board of Registrars, Chairperson	300 - 400
Board of Registrars, Member	200 - 300
Veteran's Agent	800 - 1,100
Clerical Assistant/Assessors' Office	12,000 - 17,000

Position	Daily Rate (\$)
School Traffic Guide	30.00
	Hourly Range (\$)
Assistant Librarian	10.00 - 13.50
Clerical, Part Time	10.00 - 13.50
Keeper of the Lockup	10.00 - 13.50
Police Matron	10.00 - 13.50
Public Works Labor, Part Time	10.50 - 13.00
Public Works Labor, Part Time Skilled	12.50 - 14.50
Election Worker	Minimum wage
Library Page	Minimum wage
Sailing Supervisor	Min wage to 12.50
Sailing Instructor	10.00 - 11.50
Playground Supervisor	10.00 - 11.50
Playground Instructor	Minimum wage

Note: \$8.00 is the current minimum wage requirement.

2. Wage rates established by collective bargaining

The Town has collective bargaining agreements with three unions, the police, fire and public works unions. The School Committee has a collective bargaining agreement with the teacher's union. The wage rates set in these contracts are not individually subject to change by the Town Meeting.

The salary provisions of the contracts for FY 10 are as follows:

Position	Step 1	Step 2	Step 3	Step 4
Department of Public Works				
Laborer	\$ 33,815.80	\$ 35,179.85	\$ 36,575.63	\$ 37,939.68
Skilled Laborer	38,098.27	39,462.33	40,889.82	42,317.32
	40,540.17	41,890.70	43,351.56	45,473.36
Mechanic I				
Foreman	42,697.99	44,062.03	45,584.70	47,012.21
General Foreman	53,513.05	55,228.22	56,941.23	58,679.77
	49,991.53	51,491.28	53,036.03	54,627.10
Mechanic II				
Police Department				
Patrolman / EMT	45,084.00	46,638.52	48,193.02	49,744.33
Sergeant / EMT	54,794.25			
Lieutenant / EMT	60,273.69			
Fire Department				
Fire Fighter	41,320.90	42,745.69	44,170.42	45,592.28
Fire Fighter /EMT –D	44,238.16	45,763.54	47,288.87	48,811.11
Lieutenant / EMT – D				54,912.49
Captain / EMT – D				61,013.86

Union employees typically receive from the Town more than the base salary listed above. Overtime and standby pay add to the base salary. Police Officers earn additional pay for detail work. Detail work is not funded with tax dollars, but paid for by contractors, utilities or others who request the police detail. The range of gross pay from the Town based on income tax records for calendar 2008 was:

Position	Range
Police Officer	\$ 67,045 to \$117,799
Firefighter	59,384 to 94,931
Public Works Employee	51,713 to 76,822

The teacher's salary schedule in effect for FY 10 is as follows:

Step	B	B + 15	M	M + 15	M + 30 CAGS	M + 45 CAGS	M + 60 CAGS
1	39,095	40,151	42,124	45,040	47,840	49,151	51,116
2	41,446	42,511	44,393	47,457	50,267	51,507	53,567
3	43,805	44,868	46,800	49,891	52,697	53,837	55,968
4	46,158	47,226	49,159	52,319	55,123	56,219	58,468
5	48,295	49,583	51,515	54,748	57,545	58,572	60,915
6	50,877	51,936	53,873	57,169	59,790	60,934	63,371
7	53,235	54,295	56,230	59,603	62,403	63,288	65,819
8	55,587	56,653	58,584	62,031	64,831	65,646	68,273
9	57,951	59,006	60,939	64,446	67,206	67,999	70,719
10	60,329	61,365	63,298	66,884	69,690	70,363	73,177

B = Bachelors Degree

M = Masters Degree

+15 = Fifteen Graduate Credits

+30 = Thirty Graduate Credits

+45 = Forty-Five Graduate Credits

+60 = Sixty Graduate Credits

CAGS=Certificate of Advanced Graduate Study

The teacher's contract also has a longevity clause calling for annual payments depending on years of service. The range of gross pay from the Town based on income tax records in calendar 2008 was \$38,063 to \$73,428.

3. Other agreements

The School Committee has an individual contract with the Superintendent/Principal and is currently reviewing this salary agreement. In the current school year this agreement was:

Position	Annual Salary
Johnson School Superintendent/Principal	400 PER DAY 2 DAYS WK.
Johnson School Principal	85,000

The School Committee also directly employs several clerks and janitors.

4. Health Insurance

The Town pays a portion of health insurance for most full-time employees. During fiscal 2010 the Town Administrator expects the Town's share of annual health insurance premiums to be \$4,420 for individual coverage and \$11,833 for family coverage. The Town has only limited control over this expense because the type of coverage is dictated by the employment or union contracts and the insurance carriers set the rates. The Town currently pays the minimum 50% required by state law.

ARTICLE 12. (Compensation for Elected Positions) To see if the Town will vote to fix the salary and compensation of all elective officers of the Town, as provided by Chapter 41, Section 108, as amended and raise the money therefore, or take any other action relative thereto.

RECOMMENDED:

The Finance Committee recommends fixing the salaries of elected officials at:

Position	Annual Salary
Selectmen	\$ 1
Constable	50
Assessors	1
Town Clerk	14,750

ARTICLE 13. (Water & Sewer Enterprise Fund) To see if the Town will vote to raise and appropriate or transfer from available funds a sum of money to operate the Water and Sewer Enterprise, or take any other action relative thereto.

RECOMMENDED:

This article allows the transfer of money from the Town's accounts into the Water and Sewer Enterprise accounts. Money collected by the Town, for different reasons, can not be transferred to water and sewer without the passage of this article. The following sums will be appropriated for the direct expenses needed to operate the Water and Sewer Enterprise.

Salaries	\$350,008.00
Expenses	786,528.00
Capital outlay	110,000.00
Debt	347,228.00
Emergency reserve (Uncollectible)	<u>34,500.00</u>
<u>Total</u>	<u>\$1,628,264.00</u>

ARTICLE 14. (Water/Sewer) To see if the Town will vote to raise and appropriate and/or appropriate from available funds in the water and sewer enterprise, and/or transfer from available funds from the water and sewer enterprise fund, \$50,000 for the purchase of pumps and other appurtenant water and sewer equipment or take any other action relative thereto.

Supporting Statement from Town Administrator: I am asking that the Town support this article by funding this equipment with available funds from the water and sewer enterprise account, thereby not impacting the general fund and not requiring any additional borrowing. The equipment is needed to ensure the safe and efficient operation of the water and sewer operations.

RECOMMENDED:

The article allows the Water and Sewer department to purchase a backup submersible pump and other hardware. The wording allows flexibility in usage of the fund. If there are savings in the purchase of the pump, the savings can be used to purchase other needed sewer equipment and hardware.

ARTICLE 15 (9C-Reductions) To see if the Town will vote to reduce the following FY09 appropriations, as voted in Article 26 of the April 26, 2008 Annual Town Meeting, the following sums: \$21,429.00 from School Department, salary/wages and general expenses and \$24,396.00 from Pension and annuity expense, Essex Regional Retirement Board expense, Unemployment Compensation, Group Health & Life Insurance expense, Medicare tax expense, or to take any other action relative thereto.

Supporting Statement from Town Administrator: The Massachusetts State Legislature authorized the Governor to make mid-year reductions in our local aid accounts. The Governor exercised his authority by reducing the Town's FY09 account by \$45,825. This article will reduce the Town and School budgets proportionately in order for the Town to meet this obligation.

RECOMMENDED:

Section 9C of Chapter 29 of the Massachusetts General Laws requires the Governor to reduce spending whenever his administration determines that there will not be enough revenue to pay for the spending authorized in the budget. Based on this, the State Aid to Nahant was reduced by \$45,825 for FY2009. The Town Administrator met with the various town departments and they have agreed on where the cuts in the FY2009 budget can be made. The agreement was for to \$21,429.00 to be reduced from the School Department, salary/wages and general expenses; and that \$24,396.00 be reduced from Pension and annuity expense, Essex Regional Retirement Board expense, Unemployment Compensation, Group Health & Life Insurance expense, and Medicare tax expense. The Advisory and Finance Committee recommends passage of this article.

ARTICLE 16 (Omnibus) To see if the Town will vote to raise and appropriate and/or appropriate from available funds in the Treasury such sums of money as may be necessary to defray Town charges for the fiscal year ending June 30, 2010, or take any other action relative thereto.

RECOMMENDED:

The Advisory and Finance Committee recommends that the Town adopt the budget presented on the pages immediately following the Warrant and the Advisory and Finance Committee's recommendations.

ARTICLE 17. (Finance Reports) To see if the Town will vote to amend the General Bylaws of the Town of Nahant Article VI SECTION 2 E, as follows:

“It shall be the duty of the Selectmen, immediately after a Town Warrant is drawn, to send a copy thereof to each member of the Advisory and Finance Committee and this committee shall consider the various articles therein and shall **make available ~~cause to be delivered~~**, by mail or otherwise, a copy of each article in the warrant with their recommendations appended thereon, to every **registered** voter in the Town, not less than seven days before the date of the meeting.”

(Petitioned by Advisory and Finance Committee)

RECOMMENDED:

The impact of this suggested change to voters is as follows:

- The Report and Recommendations of the Advisory and Finance Committee will be published on the Nahant Town Website at least 7 days prior to Town meeting.
- One paper copy of the Report and Recommendations of the Advisory and Finance Committee will be mailed to each household in which there is a registered voter.
- For households desiring more than one paper copy, additional copies will be available in public locations such as Town Hall and the Nahant Library.

Passage of this article facilitates delivery of the Report and Recommendations of the Advisory and Finance Committee, reduces our printing and shipping costs, and reduces the carbon footprint of the Annual Town Meeting.

ARTICLE 18 (Zoning) To see if the Town will vote to amend the Official Zoning Map of the Town of Nahant by designating the property located at 96 Nahant Road (The Nahant Life Saving Station) as a B-1 Zoning District, (change from Natural Resource District)(submitted by petition)

Comments from Planning Board: The Planning Board has voted unanimously to support the amendment changing the zoning district to B-1. It believes that the uses permissible as a matter of right in such district are largely compatible with what the town envisions for that location. Any uses incompatible with that location are not permitted by the lease or by current rules for the use of the station.

RECOMMENDED:

The Advisory and Finance Committee recommends passage of this article. This article, if adopted, will amend the Town’s Official Zoning Map to designate the property located at 96 Nahant Road (Nahant Life Saving Station) as a B-1 District, a change from its existing Natural Resource District classification. The Committee believes that passage of this article will enable use of the property consistent with the Town’s contemplated use of the Nahant Life Saving Station property.

ARTICLE 19 (Zoning) To see if the Town will vote to amend Section 4.13, the Table of Use Regulations, of the Zoning Bylaw to change the designation of the Membership Club in a B-1 Zoning District to P (from S), and to change the designation of a Catering Establishment in a B-1 Zoning District to P (from S) (submitted by petition)

Comments from the Planning Board: The Planning Board has voted unanimously to support the proposed change which would permit "Membership Organizations" in all B-1 districts as compatible with other permitted uses in such districts. The Planning Board voted unanimously

not to support permitting "Catering Establishments" as a matter of right since there is no definition of that term in our Zoning bylaws and an incompatible use might be introduced. It is our understanding that the Nahant Preservation Trust will move to withdraw the latter request to the extent empowered.

Supporting Statement from the Nahant Preservation Trust: The Nahant Preservation Trust is renovating the Nahant Life Saving Station under a lease from the Town. The Trust urges a vote in favor of Article 19. This zoning change will help the Trust make the Life Saving Station into a self-sustaining resource for the Town for many years to come. The Nahant Planning Board has recommended favorable action on this zoning change, and has stated as follows:

The Board looked at each of the B-1 districts in Town, of which there are not very many. We concluded that a membership club would not be a threat in any of them, bearing in mind that the Town has the police power to insure that people act reasonably.

"Membership Organization" is defined in Section 2.02 [of the zoning bylaw] as a non-commercial social, sports or fraternal association or organization which is used exclusively by its members and their guests." We think that definition is sufficiently protective.

NOT RECOMMENDED:

This article proposes an amendment to the Table of Use Regulations, Section 4.13 of the Zoning Bylaw to change the designation of a Membership Club in the B-1 Zoning District. Currently, the designation for a Membership Club in the B-1 zoning District is "S" (Requiring Special Permit). Adoption of this article will change the designation to "P" (Permitted Use). The Advisory and Finance Committee, primarily concerned with creation of potential future Membership Clubs in the B-1 District, believes the Town's best interests will be served by maintaining the existing "S" (Requiring Special Permit) designation.

ARTICLE 20 (Zoning Committee) To see if the Town will vote to appoint a Zoning Bylaw Study committee consisting of seven (7) members, including one member of the Planning Board, one member of the Zoning Board of Appeals, the Building Inspector/Zoning Administrator and four members appointed by the Board of Selectmen to review the Town's existing Zoning bylaws and to report back to the Town Meeting with recommendations. (submitted by petition)

Supporting statement from Town Administrator: It has been over 15 years since the Town has comprehensively reviewed the zoning bylaws. During these years I have heard from many who have expressed concern and frustration with the existing bylaws. These individuals include the Building Inspector, who also serves as the Zoning Administrator, Town Counsel, members of the Planning Board and Zoning Board of Appeals, as well as many residents. It's time to take another look at what works and what doesn't.

RECOMMENDED:

The Advisory and Finance Committee recommends adoption of this article. The creation of a Zoning Bylaw Study Committee as proposed will provide residents an updated review of existing zoning bylaws along with recommendations for required bylaw changes that are in the best interest of the Town.

ARTICLE 21 (Massage License) To see if the Town will vote to amend the Town of Nahant Police Bylaws Article IX Public Conduct as follows:

ARTICLE IX-A

~~SECTION~~ RULES AND REGULATIONS OF MASSAGE OR CONDUCT OF AN ESTABLISHMENT FOR THE GIVING OF VAPOR, POOL, OR OTHER BATHS

SECTION 1. License required and fee: No person shall ~~practice massage or~~ conduct an establishment for giving of massage or vapor, pool, shower, or the baths, for hire or reward, or advertise, or hold ~~himself~~ *an establishment* out as being engaged in the business of massage, or the giving of said baths, in the Town of Nahant, without receiving a license from the Board of Selectmen, acting as the Board of Health. The license fee for each establishment shall be one hundred dollars (\$100.00) ~~and for each masseur or masseuse shall be fifty dollars (\$50.00).~~ A license to issued to an establishment, ~~masseur, or masseuse~~ shall not be transferable. All licenses shall expire December 31st following the date of issue.

SECTION 2. Definitions: for the purpose of these regulations:

A. Massage shall mean the act or technique of treating the body by rubbing, kneading, or the like by manual or mechanical means to stimulate the circulation, increase suppleness, or for the purpose of invigoration, pleasure, or for the purported health treatment.

B. Establishment shall mean the room, or group of rooms, office, building, place of business, or premises where massage is practiced, or where therapeutic or conditioning baths of water, vapor, or other substances are given.

C. Approved shall mean approved by the Board of Health.

~~D. Approved course of massage shall mean a course on the act and science of massage, which includes both theory and practice, that is approved by the Nahant Board of Health.~~

D. E. Masseur shall mean a male who practices massage.

E. F. Masseuse shall mean a female who practices massage.

SECTION 3. Exceptions and exclusions:

~~A. Individual: These regulations shall not apply to the following individuals while engaged in the regular performance of the duties of their respective professions:~~

~~1. Physicians, chiropractors, osteopaths or physical therapists licensed to practice their respective professions in the Commonwealth of Massachusetts.~~

~~2. School athletic trainers~~

~~3. Nurses who are registered or licensed under the laws of the Commonwealth of Massachusetts~~

~~4. Barbers and beauticians who are registered under the laws of the Commonwealth of Massachusetts, except that this exemption shall apply solely to the massaging of the neck, face, scalp, and hair of the customer or client for cosmetic and beautifying purposes.~~

~~5. Any person licensed to practice massage by any city or town in the Commonwealth may at the request of a physician, attend patients in the Town of Nahant without taking out an additional license.~~

~~B. Establishments: These regulations shall not apply to hospitals, nursing homes, convalescent homes, health agencies or other similarly licensed institutions.~~

~~4. Requirements for individual licensing: No person shall be licensed to practice massage in the Town of Nahant unless they meet the following requirements:~~

~~A. Submit to the Nahant Board of Health a completed application form containing all information therein requested. False statements in said application shall be grounds for denial of a license request.~~

~~B. Provide written evidence the applicant is eighteen (18) years of age or older.~~

~~C. After the effective date of this regulation, each applicant shall submit evidence of having completed a course of massage at a school which is accredited, or the curriculum of which has been approved by the Nahant Board of Health.~~

~~D. Submit one front-face photograph at least two (2) inches by two (2) inches in size, taken within thirty (30) days prior to submission of the application.~~

SECTION 4. 5. Requirements for licensing of an establishment: Every establishment for the giving of vapor, pool, shower, or other baths, shall meet the following requirements:

A. Applicant must submit to the Nahant Board of Health a completed application form, containing all information herein requested. False statements in said application shall be grounds for denial of a license request.

B. Every licensee shall notify the Nahant Board of Health prior to any change of name, address, or ownership.

C. No licensed establishment shall operate under any name or designation not specified on the license.

D. No licensed establishment shall be kept open between the hours of 10:00 p.m. and 7:00 a.m., unless specifically authorized in writing by the Board of Selectmen.

E. Every licensee shall permit the Nahant Board of Health or Police Department to inspect his/her place of business at any reasonable time, to the extent permitted by law.

F. No establishment shall employ, or shall cause to be employed, a masseur or masseuse who has no license for the practice of massage *issued by the Commonwealth of Massachusetts, Division of Registration pursuant to law, M.G.L. Chapter 112, sections 227 through 235, and regulation, 269 CMR 3.00*, or whose massage license has been revoked or suspended within the past three years.

G. It is forbidden to employ, or permit any person in or on the licensed premises to perform an act or acts, or to simulate an act which violates the laws of the Commonwealth of Massachusetts or any local ordinance regarding illicit sexual conduct.

H. If food is served, the establishment must be in compliance with Article X of the "State Sanitary Code".

I. No alcoholic beverages shall be permitted in that portion of a building used for the purpose of giving massage, vapor or other baths as determined by the Nahant Board of Health.

J. No person shall treat or be treated if afflicted with a communicable disease. However, they may treat or be treated when a written statement is received to the effect that the condition is no longer contagious. The Board shall require proof of a negative tuberculin test with a new or renewal of a massage permit, to be repeated every two (2) years, at the discretion of the Board.

K. The hands of every person practicing massage shall be thoroughly cleansed by washing with soap and hot water immediately before and after treating a patron.

L. No person may operate an X-ray, fluoroscope or other similar equipment unless licensed by the Commonwealth of Massachusetts to practice a profession requiring the use of radiation equipment.

M. All individuals employed by this establishment shall maintain a sufficient level of personal cleanliness, as determined by the Board of Health, and be properly clothed. It is forbidden to employ or permit any employee or to mingle with patrons, or in such attire so as to expose to view any portion of the areola of the female breast or any portion of the pubic hair, cleft of the buttocks or genitals.

N. The establishment shall be connected to the public sewage system or a system approved by the Nahant Board of Health.

O. All rooms shall be well-lighted, well-ventilated and properly heated, in accordance with local and/or state regulations, except during those periods declared as emergencies by local or state officials. Lighting in the areas used for massage or baths shall be of such intensity that all parts of the room are clearly visible at all times.

P. There shall be a safe, adequate supply of hot and cold running water at all times.

Q. There shall be separate toilets, hand-washing facilities, showers and treatment rooms, if the establishment is to be used concurrently by both sexes.

R. All of the areas of the establishment, including the furniture and equipment therein, shall be kept in a sanitary condition at all times.

S. All robes, sheets, towels, etc., which may come in direct contact with the body, shall be properly cleaned and stored in a sanitary manner. Single-service items are acceptable.

T. No rooms for conducting the practice of massage or giving of vapor, or other baths shall be fitted with doors capable of being locked. All establishments applying for a license after the effective date of the regulations, and having individual massage rooms, shall provide the door of each room with a window large enough to permit visual observation of the entire room from the outside of such room.

U. No room or section of a building, licensed for the purpose of giving massage, vapor or other baths, shall be used as a bedroom.

V. The licenses of the establishment and all massagists must be displayed in a conspicuous place.

SECTION 5 ~~6~~. Denial of application for license or renewal thereof: Any person or establishment who application for a license or license renewal is denied, may, within ten (10) days of said denial, request in writing a hearing upon the cause of said denial. The Board of Health may set a time and place for said hearing within a reasonable time, not to exceed fourteen (14) days.

SECTION 6 ~~7~~. Suspension/revocation of license:

A. No license granted under these regulations, whether for individual practitioners or for establishments, may be suspended or revoked without a hearing.

B. Such license may be suspended or revoked if, after a hearing, the Nahant Board of Health finds that there is satisfactory proof that the license has:

1. made a material false statement on the application form
2. violated or permitted a violation of these regulations or of any condition of the license.
3. violated or permitted a violation of any law of the Commonwealth

SECTION 7 ~~8~~. Penalties: Whoever violates any provisions of these rules and regulations shall be punished by a fine of not more than one hundred dollars, (\$100.00), or imprisonment for not more than six (6) months, or both, in accordance with General Laws, Chapter 140, Section 53, as amended.

SECTION 8 ~~9~~. Separability: If any section, sub-section, sentence, clause, phrase or portion of these regulations is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such provisions and such holding shall not affect the validity of the remaining portions thereof. (*rev. 2009 rev. 6/92*)

RECOMMENDED:

These changes are recommended to bring ARTICLE IX-A of the Nahant bylaws into compliance with state law. Massachusetts has recently licensed the practice of massage in the Commonwealth. As a consequence, our bylaw needs to remove those sections which describe the qualifications for those who administer massage. Those parts of the bylaw which pertain to the requirements for licensing of the establishment have been left unchanged.

ARTICLE 22 (Health Insurance) To see if the Town will vote to adopt the provisions of MGL Chapter 32 B, Sections 9B, 9D and 18 or to take any other action relative thereto.

Supporting statement from Town Administrator:

Section 18 requires that all Medicare eligible employees enroll in the Medicare Supplement Plan that is offered by the Town. The Internal Revenue Service imposes a penalty for the late enrollment of Medicare eligible employees in an amount that is equal to an additional 10% of the Part B premium for each year since the retiree's (or dependent's) eligibility. As the Town would be responsible for paying any penalties, adoption of Section 18 is the fiscally responsible choice.

RECOMMENDED:

All sections of this article will simply ratify policies that the Town currently follows regarding implementation of health insurance for retirees and their dependents. In Section 9B it states that in the event of the death of a retiree, the spouse will be able to continue their health insurance coverage until the remarriage or death of said surviving spouse. Section 9D insures that in the event of the death of a retiree, the town will continue to pay for one-half of the amount of the premium cost of that insurance coverage until the remarriage or death of said surviving spouse.

ARTICLE 23 (Personal Property Exemption) To see if the Town will vote to establish a small personal property account exemption according to Mass General Laws Chapter 59, section 5(54), added by Chapter 159 of the Acts of 2000 for a fair cash value of \$1,000 and less to be exempt from taxation (submitted by Board of Assessors).

Supporting Statement from Board of Assessors - Administrative costs are considerable compared to the revenues that could be generated by personal property accounts whose assessed value is less than \$1,000. In any given year, there would only be about a dozen accounts that would be affected and less than \$100.00 of taxes in jeopardy. Most of these small bills remain uncollected year after year and hold up overlay release. There are costs associated with billing, mailing and collection of this small amount that actually cost more than the taxes due. The assistant assessor, town accountant, treasurer, and town administrator all support this article.

RECOMMENDED:

The Advisory and Finance Committee recommends passage of this article which proposes to exempt values of \$1,000 and less from taxation. The insignificant revenue generated from the minimal billings falling in the \$1,000 and less category is far exceeded by the associated administrative costs incurred in the billing and collection costs for taxed values of \$1,000 and less.

ARTICLE 24. (Gifts) To see if the Town will vote to accept gift(s) of money for the Nahant Life-Saving Station, Greenlawn Cemetery, Fourth of July Committee and Fireworks, Recreation Commission, Johnson School Programs, Beautification Program, Sailing Committee, Charles Kelley Scholarship Program, Veterans Memorial Committee, or take any other action relative thereto.

RECOMMENDED:

The Advisory and Finance Committee wishes to acknowledge, with sincere thanks and appreciation, the many contributors that assist these committees by making donations to their worthy projects. These gifts allow many Town programs to continue their important work. The entire Town benefits greatly from the voluntary financial support from many citizens. The Town

also receives tremendous benefits from the great effort of those who work on these various committees. We extend our gratitude and deep appreciation to all of them.

ARTICLE 25. (Continue Committees) To see if the Town will vote to continue the standing committees to June 30, 2010: Community Preservation Committee, Golf Course Management Advisory Committee, Cable TV Advisory Committee, Veterans Memorial Committee, Sailing Committee, Cemetery Advisory Committee, Open Space Management and Land Acquisition Committee, Town Owned Land Study Committee, Military Housing Design and Development Committee, Alternative Energy Committee or take any other action relative thereto.

RECOMMENDED:

The Advisory and Finance Committee recommends that the Town continue the Committees listed in this article. These Committees have been established by prior Town Meeting votes, rather than by Town bylaws. The Town therefore must vote annually to continue their existence through the next fiscal year.

**Advisory and Finance Committee
Recommended Budget
For FY 2010**

**Town of Nahant
Article 16 - Omnibus Budget
Appropriations**

Line #	FY07 Actual Expenses	FY08 Actual Expenses	FY09 Budgeted Budget	FY10 Recommended Budget	% Change from FY09
General Government					
<u>Moderator</u>					
1	0	0	60	60	0%
<u>Selectmen</u>					
2	2	2	3	3	0%
3	44,194	38,723	50,400	50,400	0%
<u>Town Administrator</u>					
4	172,618	191,740	199,642	204,805	3%
5	8,400	8,700	8,961	8,961	0%
6	2,500	2,600	2,600	2,600	0%
7	500	0	0	500	100%
8	0	500	500	500	0%
9	500	500	500	500	0%
10	4,172	4,318	4,400	4,400	0%
11	3,100	3,100	2,100	2,411	15%
<u>Finance Committee</u>					
12	7,189	7,716	10,000	10,000	0%
<u>Town Accountant</u>					
13	72,095	77,035	80,390	82,802	3%
14	2,063	4,246	7,370	7,370	0%
<u>Assessors</u>					
15	110,500	103,361	112,276	114,383	2%
<u>Treasurer/Collector</u>					
16	103,478	107,628	113,375	115,776	2%
17	18,014	34,657	27,485	27,485	0%
<u>Town Counsel</u>					
18	34,000	35,000	35,000	35,000	0%
<u>Town Hall</u>					
19	11,100	13,190	16,020	16,501	3%
20	35,374	37,449	38,000	38,000	0%
21	24,879	20,037	0	0	0%
<u>Data Processing</u>					
22	69,594	78,956	88,900	92,100	4%
<u>Town Clerk</u>					
23	0	3,598	7,000	20,250	189%
24	2,001	4,036	5,000	5,000	0%
<u>Election/Registration</u>					
25	500	500	1,500	1,500	0%
26	6,700	5,050	7,200	7,200	0%
27	0	0	4,500	0	-100%
<u>Conservation Commission</u>					
28	500	515	530	530	0%
<u>Planning Board</u>					
29	0	436	1,500	1,500	0%
30	2,408	749	1,000	1,000	0%
<u>Zoning/Board of Appeals</u>					
31	2,650	2,224	4,000	4,000	0%
Total General Government					
	739,031	786,566	830,212	855,537	3%

Amounts in dollars

**Town of Nahant
Article 16 - Omnibus Budget
Appropriations**

Line #	FY07 Actual Expenses	FY08 Actual Expenses	FY09 Budgeted Budget	FY10 Recommended Budget	% Change from FY09	
Public Safety						
<u>Police Department</u>						
32	Police Salaries/Wages	884,915	1,008,017	1,021,389	1,052,031	3%
33	General Expenses	123,531	127,938	137,666	137,666	0%
34	Capital Outlay	24,400	25,250	26,000	0	-100%
35	Public Safety - Debt Service	0	0	0	0	
36	Total Police Department	1,032,846	1,161,205	1,185,055	1,189,697	0%
<u>Fire Department</u>						
37	Fire Salaries/Wages	587,479	620,697	633,743	652,755	3%
38	General Expenses	71,701	69,378	69,685	69,685	0%
39	Capital Outlay	5,350	25,000	5,000	0	-100%
40	Total Fire Department	664,530	715,075	708,428	722,440	2%
	Total Police and Fire	1,697,376	1,876,280	1,893,483	1,912,137	1%
Other Public Safety						
<u>Inspectional Services Department</u>						
41	Part-Time Assistant for all Inspectors	11,538	12,360	12,900	14,040	9%
<u>Building Inspection</u>						
42	Salary	9,000	9,500	9,500	9,500	0%
43	Assistant	4,500	4,635	4,635	4,635	0%
44	General Expenses	861	4,161	4,013	4,013	0%
<u>Plumbing/Gas Inspection</u>						
45	Salary	3,000	3,500	3,500	3,500	0%
46	Assistant	1,800	1,800	1,800	1,800	0%
47	General Expenses	0	3,106	250	250	0%
<u>Wiring Inspection</u>						
48	Salary	3,000	3,500	3,500	3,500	0%
49	Assistant	1,800	1,800	1,800	1,800	0%
50	General Expenses	650	2,294	2,000	2,000	0%
<u>Civil Defense</u>						
51	General Expenses	0	1,000	500	500	0%
<u>Animal Control</u>						
52	Salaries/Wages	9,500	11,300	11,300	11,300	0%
53	Purchase of Services	535	545	500	500	0%
54	General Expenses	1,576	2,696	2,400	2,400	0%
<u>Parking Clerk</u>						
55	General Expenses	2,850	3,413	5,572	5,572	0%
<u>Harbormaster</u>						
56	Salary	1,100	1,200	1,200	1,200	0%
57	Assistant	1,513	1,560	1,600	1,600	0%
58	General Expenses	2,983	4,700	5,840	5,840	0%
<u>Wharfinger</u>						
59	Salary	1,100	1,200	1,200	1,200	0%
60	Assistant	300	400	400	400	0%
61	General Expenses	1,435	1,298	1,550	1,550	0%
62	Capital Outlay-Railing	0	0	0	0	0%
<u>Ocean Rescue</u>						
63	Training Wages	6,014	6,995	8,015	8,015	0%
64	General Expenses	3,139	3,122	2,311	2,311	0%
	Total Other Public Safety.	68,194	86,085	86,286	87,426	1%
	Total Public Safety	1,765,570	1,962,365	1,979,769	1,999,563	1%

Amounts in dollars

**Town of Nahant
Article 16 - Omnibus Budget
Appropriations**

Line #	FY07 Actual Expenses	FY08 Actual Expenses	FY09 Budgeted Budget	FY10 Recommended Budget	% Change from FY09
Education System					
School Department					
65	166,085	164,417	139,713	143,687	3%
66	1,373,625	1,285,120	1,280,480	1,219,648	-5%
67	1,477,608	1,536,943	1,510,828	1,520,309	1%
68	0	97,094	138,232	135,354	-2%
69	<u>3,017,318</u>	<u>3,083,574</u>	<u>3,069,253</u>	<u>3,018,998</u>	<u>-2%</u>
Transportation					
70	118,530	123,930	126,630	132,965	5%
71	36,456	50,751	25,000	30,000	20%
72	<u>154,986</u>	<u>174,681</u>	<u>151,630</u>	<u>162,965</u>	<u>7%</u>
73	103,955	655,716	534,588	541,180	1%
Assessments					
74	0	0	0	0	
75	0	0	0	0	
76	77,765	94,658	86,116	75,000	-13%
77	<u>77,765</u>	<u>94,658</u>	<u>86,116</u>	<u>75,000</u>	<u>-13%</u>
Total Education System					
	3,354,024	4,008,629	3,841,587	3,798,143	-1%

Amounts in dollars

**Town of Nahant
Article 16 - Omnibus Budget
Appropriations**

Line #	FY07 Actual Expenses	FY08 Actual Expenses	FY09 Budgeted Budget	FY10 Recommended Budget	% Change from FY09
Public Works Department					
<u>Public Works Operations</u>					
78	4,849	5,053	5,285	5,485	4%
79	1,365	1,354	1,450	1,409	-3%
	6,214	6,407	6,735	6,894	2%
<u>Highways/Streets/Parks/Beaches</u>					
80	133,305	133,543	143,006	146,543	2%
81	109,374	123,654	122,436	122,436	0%
82	74,963	72,782	0	0	0%
83	317,642	329,979	265,442	268,979	1%
84	33,644	80,592	20,000	20,000	0%
85	350,468	355,064	373,747	388,697	4%
<u>Beaches & Parks</u>					
86	44,830	43,092	44,275	45,603	3%
87	15,219	12,031	14,185	14,185	0%
88	0	10,000	10,000	0	-100%
	60,049	65,123	68,460	59,788	-13%
<u>Cemetery</u>					
89	19,760	18,438	20,865	21,491	3%
90	6,515	6,911	7,297	7,297	0%
91	26,275	25,349	28,162	28,788	2%
<u>Overhead Operations</u>					
92	7,270	5,812	7,715	7,715	0%
93	6,089	1,511	3,000	3,000	0%
94	3,751	30,676	35,037	35,943	3%
	17,110	37,999	45,752	46,658	2%
Total Public Works Department					
	811,402	900,513	808,298	819,804	1%

Amounts in dollars

**Town of Nahant
Article 16 - Omnibus Budget
Appropriations**

Line #	FY07 Actual Expenses	FY08 Actual Expenses	FY09 Budgeted Budget	FY10 Recommended Budget	% Change from FY09	
Culture/Recreation						
<u>Library</u>						
95	Salaries/Wages/Gen. Expense	162,919	173,600	182,988	185,840	2%
96	Building Repair		0	0	0	0%
<u>Recreation -General</u>						
97	General Expenses	3,000	3,090	3,090	3,090	0%
<u>Recreation-Sailing</u>						
98	General Expenses	3,500	3,605	3,605	3,605	0%
<u>Council on Aging</u>						
99	Salaries/Wages	19,404	21,052	25,000	25,000	0%
100	General Expenses	10,539	14,855	11,700	11,700	0%
<u>Veteran's Agent</u>						
101	Salaries/Wages	700	1,000	1,000	1,000	0%
102	General Expenses	5,640	5,251	5,600	5,600	0%
<u>Historical Commission</u>						
103	General Expenses	0	0	0	0	0%
<u>Memorial Day Committee</u>						
104	General Expenses	5,305	5,480	6,000	6,000	0%
<u>Fourth of July Committee</u>						
105	General Expenses	2,000	2,080	2,200	2,200	0%
<u>Beautification Committee</u>						
106	General Expenses	1,995	1,643	2,060	2,060	0%
<u>Personnel Committee</u>						
107	General Expenses	0	0	0	0	0%
<u>Military Housing</u>						
108	General Expenses	46,325	39,517	56,650	20,000	-65%
Total Culture/Recreation		261,327	271,173	299,893	266,095	-11%

Amounts in dollars

**Town of Nahant
Article 16 - Omnibus Budget
Appropriations**

Line #	FY07 Actual Expenses	FY08 Actual Expenses	FY09 Budgeted Budget	FY10 Recommended Budget	% Change from FY09
General Debt Service					
109 Debt Service	138,643	218,584	184,917	147,126	-20%
110 Military Housing Debt Service	73,631	83,767	197,000	0	-100%
Total Debt Service	212,274	302,351	381,917	147,126	-61%
Total Operation Cost	7,143,628	8,231,597	8,141,676	7,886,268	-3%
Intergovernmental					
Cherry Sheet					
111 State Assessments	92,055	88,071	87,423	86,395	-1%
112 County Assessments	0	0	0	0	0%
* See School Section for School Assessment					
Total Intergovernmental	92,055	88,071	87,423	86,395	-1%
Other Expenses					
113 Pension/Annuity Expenses	13,370	13,703	16,525	15,021	-9%
114 Essex County Retirement Expenses	340,826	358,682	403,300	423,691	5%
115 Unemployment Compensation	17,374	10,600	25,750	25,750	0%
116 Health Insurance	528,682	579,334	648,550	648,119	0%
117 Life Insurance	1,462	1,468	2,575	1,575	-39%
118 Medicare Expenses	47,463	51,497	60,000	60,000	0%
119 Insurance Committee Expenses	205,338	219,653	216,430	232,488	7%
120 Retirement Account	0	0	15,000	15,000	0%
Total Other Expenses	1,154,515	1,234,937	1,388,130	1,421,644	2%
Total Before Reserve Fund and Articles	8,390,198	9,554,605	9,617,229	9,394,307	-2%
121 Reserve Funds Appropriation	0	0	75,000	75,000	0%
Total General Funds	8,390,198	9,554,605	9,692,229	9,469,307	-2%

Amounts in dollars

**Town of Nahant
Article 16 - Omnibus Budget
Appropriations**

Line #	FY07 Actual Expenses	FY08 Actual Expenses	FY09 Budgeted Budget	FY10 Recommended Budget	% Change from FY09
Interfund Transfers-Out					
122	Debt Paydown Kelley Green's Golf Course	16,600			
123	Debt Paydown-Sewer Stations	25,500			
124	Debt Paydown-Roads	25,230			
125	Debt Paydown-School Telephone	5,400			
126	Debt Paydown-Fire Truck	32,400			
127	Debt Paydown-Ambulance	30,000			
128	Debt Paydown-Dump Truck	12,000			
129	Debt Paydown-Street Sweeper	27,000			
130	Debt Paydown-Computers	19,000			
131	Transfer to W/S Enterprise Fund FY06 Encur	37,295			
132	Transfer to Retirement Special Revenue Fun	15,000			
133	Stabilization Fund from Free Cash Art # 3 4/2	53,500			
134	Transfer to Wharf Insurance Special Revenu	2,500	2,000		
135	Debt Paydown-Military Houses		117,000		
136	Transfer to W/S Enterprise Fund Debt Shift		483,483	404,488	-14%
137	Transfer to Retirement Special Revenue Fund		15,000		
138	Free Cash to Paving Art #8 4/08 ATM		50,000		
139	RFT School Road 9/08				
140	Debt Paydown-School Roof				
141	Debt Paydown-Fire Service Truck				
		_____	_____	_____	
Total Interfund Transfers Out		301,425	667,483	404,488	-14%
TOTAL APPROPRIATIONS		8,691,623	10,222,088	10,096,717	-3%

Estimated FY10 Revenue	9,674,855
Funded from Overlay Surplus	51,780
Funded from Free Cash	89,900
Total Surplus or (Shortage)	<u>0</u>

**Town of Nahant
Fiscal Year 2010 Projected Revenues**

LINE #	<u>GENERAL FUNDS</u>	FY07 ACTUAL REVENUES	FY08 ACTUAL REVENUES	FY09 ESTIMATED REVENUES	FY10 ESTIMATED REVENUES	% Change From FY09
1	Personal Property Taxes	94,103	104,371	141,031	144,550	2%
2	Personal Property Tax Refund	0	(152)	(150)	(200)	33%
3	Real Estate Taxes	5,799,996	6,935,941	6,944,945	7,203,709	4%
4	Real Estate Tax Refund	0	(23,980)	(24,000)	(25,000)	4%
5	<i>Maximum Levy Limit</i>	5,894,099	7,016,180	7,061,826	7,323,059	4%
6	Overlay Reserve	0	0	0	(155,000)	-100%
7	Utility Liens Redeemed	19,085	0	0	0	0%
8	Tax Title Collected	0	32,122	0	0	0%
9	R/E Deferrals	0	0	0	0	0%
10	Motor Vehicle Excises	483,477	481,238	481,200	481,200	0%
11	Motor Vehicle Excise Refund	(9,540)	(9,726)	(9,700)	(9,700)	0%
12	Boat Excise Taxes	7,100	6,788	6,785	6,785	0%
13	Boat Excise Refund	(118)	(246)	(245)	(245)	0%
14	Interest on Taxes/Excises	18,817	19,541	19,540	20,029	3%
15	Penalty - Demand Payments	4,625	4,560	4,560	4,674	3%
16	Payment In Lieu of Taxes	2,057	2,067	2,065	2,067	0%
17	Water Usage Charges	0	0	0	0	0%
18	Sewer Usage Charges	0	0	0	0	0%
19	Rubbish/Recycling Fees	345,406	364,121	373,747	388,697	4%
20	Ambulance Fees	55,600	55,504	55,500	56,888	3%
21	Other Charges For Services	7,330	4,368	4,365	4,474	2%
22	Fees	33,495	40,630	40,600	41,615	3%
23	Cemetery Fees	6,350	3,850	3,850	3,850	0%
24	Rentals	130,804	170,233	165,000	195,207	18%
25	Military Housing Rentals	197,734	193,986	177,593	0	-100%
26	Alcoholic Beverage Licenses	8,100	8,100	8,100	8,100	0%
27	Other Licenses	7,245	6,780	6,780	6,950	3%
28	Permits	92,432	53,051	53,030	54,356	3%

Amounts in dollars

**Town of Nahant
Fiscal Year 2010 Projected Revenues**

LINE #	GENERAL FUNDS	FY07 ACTUAL REVENUES	FY08 ACTUAL REVENUES	FY09 ESTIMATED REVENUES	FY10 ESTIMATED REVENUES	% Change From FY09
29	Resident Stickers	2,425	1,690	1,690	1,690	0%
30	Federal Revenue - COPS	0	0	0	0	0%
31	Federal Revenue - Thru State	0	0	0	0	0%
32	State Reimbursement - Taxes	15,086	15,086	15,086	14,332	-5%
33	State Education Dist/Reimb	400,729	441,588	475,089	475,089	0%
34	Charter School Reimbursement	8,256	89,486	95,613	63,471	-34%
35	State General Dist/Reimb	499,249	514,253	507,945	427,928	-16%
36	State Other Revenues	0	0	0	0	0%
37	Fines & Forfeits	48,332	49,081	49,050	50,275	2%
38	Sale of Inventory	4,970	1,550	1,550	1,550	0%
39	Earnings on Investments	114,776	39,613	39,600	40,590	3%
40	Other Miscellaneous Revenue	24,673	22,488	0	0	0%
41	Interfund Transfer In	152,240	157,341	162,063	166,925	3%
42	TOTAL GENERAL FUNDS	8,574,834	9,785,323	9,802,282	9,674,856	-1.30%

Estimated Admin Appropriations	9,816,536
Overlay Surplus-Omnibus School	(51,780)
Free Cash-Omnibus School	(89,900)
Variance	0

AVAILABLE SOURCES - GENERAL FUND (12/31/08)

			Available
Estimated Overlay Surplus	51,780	(51,780)	0.00
Free Cash, certified FY08	89,900	(89,900)	0
	0	0	0.00
TOTAL ESTIMATED	141,680	(141,680)	0

<u>REVOLVING FUNDS</u>	BEGINNING BALANCE	FY08 REVENUES	FY08 EXPENSES	06/30/08 Balance
Police Details	2,365.00	104,781.00	105,386.00	1,760.00
Hunting & Fishing Licenses	0.00	378.50	378.50	0.00
Gun Permits	75.00	3,025.00	3,012.50	87.50
Warrant Fees	10.00	3,785.00	3,795.00	0.00
Cemetery Revolving Fund	1,035.70	10,964.30	12,000.00	0.00
School Student Activity Revolving	2,630.94	81.38	0.00	2,712.32
School Student Activity Principal	3,141.05	1,314.68	1,236.95	3,218.78
School Lunch	1,343.17	31,922.95	33,225.48	40.64
School Extended Day Care	4,520.94	71,115.25	72,132.91	3,503.28
Preschool Program	0.00	159,154.72	158,234.37	920.35
Before School Program	638.18	0.00	638.18	0.00
150th Anniversary	11,158.22	1,546.82	12,090.00	615.04
Recreation Sailing Revolving Funds	18,077.45	27,468.75	21,467.60	24,078.60
Recreation Revolving Funds	24,367.19	32,915.25	32,901.79	24,380.65
Sailing (town appropriations)	0.00	3,605.00	3,605.00	0.00
Recreation (town appropriations)	0.00	3,090.00	3,090.00	0.00
TOTAL	69,362.84	455,148.60	463,194.28	61,317.16

Amounts in dollars

APPENDIX 1

ONE TIME REVENUE/EXPENSES/SOURCES AND USES

This Appendix shows what money is available, where it came from, and what we recommended spending it on.

**Disbursements from Available Funds from Free Cash and
Other Sources of Funds**

Current Available Sources

Available Article Transfers	139,924
Available Free Cash	89,900
Overlay Surplus	51,780
Total Available Sources	281,604

Uses of Sources

FY 09 Transfers (Art 3 ATM 4/09) SPED Transportation	17,250
FY 09 Transfers (Art 3 ATM 4/09) Fire Salaries	5,000
FY 09 Snow and Ice (Art 5 ATM 4/09)	71,849
FY 09 Budget Reductions (Art 15 ATM 4/09) 9C Cuts- Various	45,825
FY 10 School Budget (Art 16 ATM 4/09) - Omnibus Article	141,680
Total Uses of Sources	281,604

Balance Remaining	0
--------------------------	----------

APPENDIX 2

FIVE-YEAR FINANCIAL PLAN

A previous Town Meeting vote required the Town Administration and the School Department to prepare five-year financial projections and publish this plan in the Finance Committee's Report.

**TOWN OF NAHANT - FIVE YEAR PLAN
FINANCIAL SUMMARY
SELECTMEN'S AND ADMINISTRATOR'S
PLAN**

Operating Budgets Vs Revenue Projections

	FY 10	FY 11	FY 12	FY 13	FY 14
Operating Budgets	9,816,536	9,939,798	10,116,823	10,340,756	10,593,600
Revenue Projections	9,674,856	9,822,741	9,988,136	10,206,260	10,432,046
Use of Available Funds (Overlay&Free Cash)	141,680	117,057	128,687	134,496	161,554
Capital Reserve (Shortage)	0	0	0	0	0

Capital Budgets Vs Capital Revenue Projections

	FY 10	FY 11	FY 12	FY 13	FY 14
Capital Budgets	75,000	425,000	500,000	570,000	695,000
Less: Capital through General Fund	0	0	0	0	0
Cost of Capital Budgets	75,000	425,000	500,000	570,000	695,000
Revenue Projections/Grants/Loans	75,000	75,000	75,000	75,000	75,000
Estimated Capital Reserve (See Above)	0	0	0	0	0
CPA Funding	0	77,000	85,000	90,000	0
Borrowings	0	273,000	340,000	405,000	620,000
Capital Using Other Sources	0	0	0	0	0
Surplus/(Shortage)	0	0	0	0	0
Total Operating and Capital Shortage	0	0	0	0	0

Water/Sewer Enterprise Fund

	FY 10	FY 11	FY 12	FY 13	FY 14
Operating Budgets	1,795,189	1,806,891	1,782,461	1,805,457	1,830,697
Revenue Projections	1,795,189	1,806,891	1,782,461	1,805,457	1,830,697
Capital Reserve (Shortage)	0	0	0	0	0

W/S Enterprise Fund Capital Budgets Vs Capital Revenue Projections

	FY 10	FY 11	FY 12	FY 13	FY 14
Capital Budgets	110,000	779,000	454,000	279,000	279,000
Less: Capital through W/S Rates	(110,000)	(110,000)	(110,000)	(110,000)	(110,000)
Cost of Capital Budgets	0	669,000	344,000	169,000	169,000
Use of Available Funds (Retained W/S Fund Balance)		500,000	0	0	0
Borrowings	0	169,000	344,000	169,000	169,000
Surplus/(Shortage)	0	0	0	0	0
Total W/S Enterprise Operating and Capital	0	0	0	0	0

This five year plan has been structured using the budgets that the Town Administrator and Board of Selectmen deem appropriate to operate the Town departments properly. Important and necessary capital improvement programs are incorporated to identify the equipment/physical needs of the Town along with the cost estimates to pay for these needs. Also included are water and sewer rates projected through FY 2014.

As you can see, this five year plan does not balance projected expenses to revenues. The Capital Plan Shortages will be funded through grants and other financing sources as they become available. If the funds are not available, the Town Administrator and Board of Selectmen will make necessary cuts to balance the budget. As needs and finances change, we will review all information necessary to update this plan or recommend a new plan based upon priorities.

**FIVE YEAR PLAN
SELECTMEN'S AND ADMINISTRATOR'S
BUDGET**

Town of Nahant PROJECTED APPROPRIATIONS Three % Increases	FY 10 Appropriation Budget	FY 11 Appropriation Budget	FY 12 Appropriation Budget	FY 13 Appropriation Budget	FY 14 Appropriation Budget
General Government					
Moderator					
General Expenses	60	62	64	66	68
Selectmen					
Salaries/Wages	3	3	3	3	3
General Expenses	50,400	51,912	53,469	55,073	56,726
Town Administrator					
Salaries/Wages	204,805	210,949	217,278	223,796	230,510
Asst. Health Inspector	500	515	530	546	563
Health Inspector	8,961	9,230	9,507	9,792	10,086
Public Health Nurse	2,600	2,678	2,758	2,841	2,926
Town Physician	500	515	530	546	563
ADA Coordinator	500	515	530	546	563
General Expenses	4,400	4,532	4,668	4,808	4,952
Capital Outlay	2,411	2,483	2,558	2,635	2,714
Finance Committee					
General Expenses	10,000	10,300	10,609	10,927	11,255
Town Accountant					
Salary	82,802	85,286	87,845	90,480	93,194
General Expenses	7,370	7,591	7,819	8,053	8,295
Assessors					
Salaries/Wages		0	0	0	0
General Expenses	114,383	117,814	121,349	124,989	128,739
Treasurer/Collector					
Salaries/Wages	115,776	119,249	122,827	126,512	130,307
General Expenses	27,485	28,310	29,159	30,034	30,935
Town Counsel					
Annual Fee	35,000	36,050	37,132	38,245	39,393
Town Hall					
Salaries/Wages	16,501	16,996	17,506	18,031	18,572
General Expenses	38,000	39,140	40,314	41,524	42,769
Capital Outlay	0				
Data Processing					
General Expenses	92,100	94,863	97,709	100,640	103,659
Town Clerk					
Salaries/Wages	20,250	20,858	21,483	22,128	22,792
General Expenses	5,000	5,150	5,305	5,464	5,628
Election/Registration					
Salaries/Wages	1,500	1,545	1,591	1,639	1,688
General Expenses	7,200	7,416	7,638	7,868	8,104
Capital Outlay	0				
Conservation Commission					
General Expenses	530	546	562	579	597
Planning Board					
Purchase of Services	1,500	1,545	1,591	1,639	1,688
General Expenses	1,000	1,030	1,061	1,093	1,126
Zoning/Board of Appeals					
General Expenses	4,000	4,120	4,244	4,371	4,502
Total General Government	855,537	881,203	907,639	934,868	962,914

**FIVE YEAR PLAN
SELECTMEN'S AND ADMINISTRATOR'S
BUDGET**

Town of Nahant PROJECTED APPROPRIATIONS Three % Increases	FY 10 Appropriation Budget	FY 11 Appropriation Budget	FY 12 Appropriation Budget	FY 13 Appropriation Budget	FY 14 Appropriation Budget
Public Safety					
Police Department					
Police Salaries/Wages	1,052,031	1,083,592	1,116,100	1,149,583	1,184,070
General Expenses	137,666	141,796	146,050	150,431	154,944
Capital Outlay	0	26,000	26,780	27,583	28,411
Public Safety - Debt Service	0	0	0	0	0
<i>Total Police Department</i>	<i>1,189,697</i>	<i>1,251,388</i>	<i>1,288,930</i>	<i>1,327,597</i>	<i>1,367,425</i>
Fire Department					
Fire Salaries/Wages	652,755	672,338	692,508	713,283	734,682
General Expenses	69,685	71,776	73,929	76,147	78,431
Capital Outlay	0	5,000	5,150	5,305	5,464
<i>Total Fire Department</i>	<i>722,440</i>	<i>749,113</i>	<i>771,587</i>	<i>794,734</i>	<i>818,576</i>
<i>Total Public Safety</i>	<i>1,912,137</i>	<i>2,000,501</i>	<i>2,060,516</i>	<i>2,122,332</i>	<i>2,186,002</i>
Inspectional Services Department					
Part Time Assistant for inspectors	14,040	14,461	14,895	15,342	15,802
Building Inspection					
Salaries/Wages	9,500	9,785	10,079	10,381	10,692
Assistant	4,635	4,774	4,917	5,065	5,217
General Expenses	4,013	4,133	4,257	4,385	4,517
Plumbing/Gas Inspection					
Salaries/Wages	3,500	3,605	3,713	3,825	3,939
Assistant	1,800	1,854	1,910	1,967	2,026
General Expenses	250	258	265	273	281
Wiring Inspection					
Salaries/Wages	3,500	3,605	3,713	3,825	3,939
Assistant	1,800	1,854	1,910	1,967	2,026
General Expenses	2,000	2,060	2,122	2,185	2,251
Civil Defense					
General Expenses	500	515	530	546	563
Animal Control					
Salary	11,300	11,639	11,988	12,348	12,718
General Expenses	2,900	2,987	3,077	3,169	3,264
Parking Clerk					
General Expenses	5,572	5,739	5,911	6,089	6,271
Harbormaster					
Salaries/Wages	1,200	1,236	1,273	1,311	1,351
Assistant	1,600	1,648	1,697	1,748	1,801
General Expenses	5,840	6,015	6,196	6,382	6,573
Wharfinger					
Salaries/Wages	1,200	1,236	1,273	1,311	1,351
Assistant	400	412	424	437	450
General Expenses	1,550	1,597	1,644	1,694	1,745
Capital Outlay	0	0	0	0	0
Ocean Rescue					
Training Wages	8,015	8,255	8,503	8,758	9,021
Professional Services	2,311	2,380	2,452	2,525	2,601
<i>Total Other Pub. Saf.</i>	<i>87,426</i>	<i>90,049</i>	<i>92,750</i>	<i>95,533</i>	<i>98,399</i>
Total Public Safety	1,999,563	2,090,550	2,153,266	2,217,864	2,284,400

**FIVE YEAR PLAN
SELECTMEN'S AND ADMINISTRATOR'S
BUDGET**

Town of Nahant	FY 10	FY 11	FY 12	FY 13	FY 14
PROJECTED APPROPRIATIONS	Appropriation	Appropriation	Appropriation	Appropriation	Appropriation
<i>Three % Increases</i>	Budget	Budget	Budget	Budget	Budget
Education System					
School Department					
Tuition - SPED					
Tuition - Swampscott					
Johnson School Budget					
<i>School Appropriation</i>	2,883,644	2,970,153	3,059,258	3,151,036	3,245,567
Transportation/Regular	132,965	136,954	141,063	145,294	149,653
Transportation/SPED	30,000	30,900	31,827	32,782	33,765
<i>Total Transportation</i>	162,965	167,854	172,890	178,076	183,419
School - Debt Service	541,180	528,252	515,341	502,788	490,593
School - Proposed Debt	0.00	0.00	0.00	0.00	0
North Shore Regional Voc.					
Assessment	75,000	77,250	79,568	81,955	84,413
Total Education System	3,662,789	3,743,509	3,827,056	3,913,854	4,003,991

**FIVE YEAR PLAN
SELECTMEN'S AND ADMINISTRATOR'S
BUDGET**

Town of Nahant PROJECTED APPROPRIATIONS Three % Increases	FY 10 Appropriation Budget	FY 11 Appropriation Budget	FY 12 Appropriation Budget	FY 13 Appropriation Budget	FY 14 Appropriation Budget
Public Works Department					
Public Works Operations					
Administration					
Salaries/Wages	5,485	5,650	5,819	5,994	6,173
General Expenses	1,409	1,451	1,495	1,540	1,586
<i>Subtotal DPW Administration</i>	6,894	7,101	7,314	7,533	7,759
Highways/Streets/Parks/Beaches					
Salaries/Wages	146,543	150,939	155,467	160,131	164,935
General Expenses	122,436	126,109	129,892	133,789	137,803
Capital - Paving	0	0	0	0	0
<i>Subtotal Highways/Streets/B/P</i>	268,979	277,048	285,360	293,921	302,738
Snow & Ice					
Snow & Ice Services	20,000	20,000	20,000	20,000	20,000
Waste Collection/Disposal	388,697	400,358	412,369	424,740	437,482
Beaches & Parks					
Salaries/Wages	45,603	46,971	48,380	49,832	51,327
General Expenses	14,185	14,611	15,049	15,500	15,965
Capital Outlay	0	10,000	0	0	0
<i>Subtotal Beaches & Parks</i>	59,788	71,582	63,429	65,332	67,292
Cemetery					
Salaries/Wages	21,491	22,136	22,800	23,484	24,188
General Expenses	7,297	7,516	7,741	7,974	8,213
<i>Subtotal Cemetery</i>	28,788	29,652	30,541	31,457	32,401
Overhead Operations					
Salaries/Wages	0	0	0	0	0
General Expenses	7,715	7,946	8,185	8,430	8,683
Capital Outlay	3,000	3,090	3,183	3,278	3,377
DPW - Debt Service	35,943	9,456	9,152	0	0
<i>Subtotal DPW Overhead</i>	46,658	20,492	20,520	11,709	12,060
Total Public Works Dept	819,804	826,233	839,532	854,692	879,732

**FIVE YEAR PLAN
SELECTMEN'S AND ADMINISTRATOR'S
BUDGET**

Town of Nahant PROJECTED APPROPRIATIONS Three % Increases	FY 10 Appropriation Budget	FY 11 Appropriation Budget	FY 12 Appropriation Budget	FY 13 Appropriation Budget	FY 14 Appropriation Budget
Culture/Recreation					
Council on Aging					
General Expenses	36,700	37,801	38,935	40,103	41,306
Capital Outlay					
Veteran's Agent					
Salaries/Wages	1,000	1,030	1,061	1,093	1,126
General Expenses	5,600	5,768	5,941	6,119	6,303
Library					
Salaries/Wages/Gen. Expns	185,840	191,415	197,158	203,072	209,165
Recreation					
General Recreation	3,090	3,183	3,278	3,377	3,478
Sailing Recreation	3,605	3,713	3,825	3,939	4,057
Capital Outlay	0	0	0	0	0
General Expenses	0	0	0	0	0
Memorial Day Committee					
General Expenses	6,000	6,180	6,365	6,556	6,753
Fourth of July Committee					
General Expenses	2,200	2,266	2,334	2,404	2,476
Beautification Committee					
General Expenses	2,060	2,122	2,185	2,251	2,319
Personnel Committee					
General Expenses	0	0	0	0	0
Military Houses					
General Expenses	20,000	0	0	0	0
Total Culture/Recreation	266,095	253,478	261,082	268,915	276,982
General Debt Service					
Debt Service	147,126	54,755	53,063	42,550	42,200
Total Debt Service	147,126	54,755	53,063	42,550	42,200
Total Operation Cost	7,750,914	7,849,728	8,041,639	8,232,743	8,450,220

**FIVE YEAR PLAN
SELECTMEN'S AND ADMINISTRATOR'S
BUDGET**

Town of Nahant PROJECTED APPROPRIATIONS Three % Increases	FY 10 Appropriation Budget	FY 11 Appropriation Budget	FY 12 Appropriation Budget	FY 13 Appropriation Budget	FY 14 Appropriation Budget
Intergovernmental					
Cherry Sheet					
State Assessments	86,395	88,987	91,656	94,406	97,238
Charter School Assessments	135,354	139,415	143,597	147,905	152,342
County Assessments	0	0	0	0	0
Essex Agriculture Assessment	0	0	0	0	0
<i>Total Intergovernmental</i>	<i>221,749</i>	<i>228,401</i>	<i>235,254</i>	<i>242,311</i>	<i>249,580</i>
Other Expenses					
Unemployment Compensation	25,750	26,523	27,318	28,138	28,982
Life Insurance	1,575	1,622	1,671	1,721	1,773
Health Insurance	648,119	671,146	691,280	712,018	733,379
Medicare Taxes					
Expenses	60,000	61,800	63,654	65,564	67,531
Essex County Retirement					
Expenses	423,691	436,402	449,494	462,979	476,868
Pension/Annuity					
Expenses	15,021	15,472	15,936	16,414	16,906
Insurance Committee					
General Expenses	232,488	239,463	246,647	254,046	261,667
Retirement Account					
General Expenses	15,000	15,450	15,914	16,391	16,883
<i>Total Miscellaneous</i>	<i>1,421,644</i>	<i>1,467,876</i>	<i>1,511,913</i>	<i>1,557,270</i>	<i>1,603,988</i>
Total Before Reserve Fund & Article	9,394,307	9,546,006	9,788,805	10,032,324	10,303,789
Reserve Funds					
Base Appropriation	75,000	75,000	75,000	75,000	75,000
<i>Total Reserve Fund</i>	<i>75,000</i>	<i>75,000</i>	<i>75,000</i>	<i>75,000</i>	<i>75,000</i>
Total General Funds	9,469,307	9,621,006	9,863,805	10,107,324	10,378,789
Interfund Transfers-Out	347,228	318,792	253,018	233,431	214,811
Subtotal Appropriations	9,816,535	9,939,798	10,116,823	10,340,755	10,593,600
Debt	724,249	592,463	577,556	545,338	532,793
Debt as % of Budget	7.38%	5.96%	5.71%	5.27%	5.03%

**FIVE YEAR PLAN
SELECTMEN'S AND ADMINISTRATOR'S
BUDGET**

Town of Nahant	FY 10	FY 11	FY 12	FY 13	FY 14
PROJECTED APPROPRIATIONS	Appropriation	Appropriation	Appropriation	Appropriation	Appropriation
<i>Three % Increases</i>	Budget	Budget	Budget	Budget	Budget

**PROJECTED CAPITAL
IMPROVEMENTS**

Drainage/Walls/Erosion

Storm Drains	0	10,000	10,000	10,000	0
<i>Sub Total</i>	0	10,000	10,000	10,000	0

Vehicles/Equipment

F-800 Dump Truck		62,000	0	85,000	
C30 Pick Up Truck					65,000
F-450 Pick Utility Truck					95,000
F-350 Pick Up Truck			60,000		
Air Compressor				20,000	
F-350 Utility Truck				60,000	
John Deere Backhoe					
Beach Tractor with Rack				55,000	
DPW Equipment		10,000	10,000	10,000	10,000
Jacobsen Mower		20,000			
John Deere Mower			20,000		
Street Sweeper					150,000
Police Cruiser		26,000	30,000	35,000	35,000
Fire Equipment		5,000	25,000	10,000	25,000
Senior Citizen's Van			75,000		
Ambulance					125,000
<i>Sub Total</i>	0	123,000	220,000	275,000	505,000

**FIVE YEAR PLAN
SELECTMEN'S AND ADMINISTRATOR'S
BUDGET**

Town of Nahant PROJECTED APPROPRIATIONS <i>Three % Increases</i>	FY 10 Appropriation Budget	FY 11 Appropriation Budget	FY 12 Appropriation Budget	FY 13 Appropriation Budget	FY 14 Appropriation Budget
Misc					
Public Right of Ways		50,000			
Computer Software-Town Hall		10,000		10,000	
Town Entrance Design		25,000			
<i>Sub Total</i>	0	85,000	0	10,000	0
Paving					
All Roads Chapter 90	75,000	75,000	75,000	75,000	75,000
Non-Chapter 90		100,000	100,000	100,000	100,000
<i>Sub Total</i>	75,000	175,000	175,000	175,000	175,000
Town Hall Renovation					
General Renovation	0	5,000	10,000	5,000	10,000
<i>Sub Total</i>	0	5,000	10,000	5,000	10,000
Public Safety					
Fire Station	0	0	0	30,000	0
Police Station	0	0	0	30,000	0
DPW Building	0	0	0	30,000	0
<i>Sub Total</i>	0	0	0	90,000	0
Other Town Buildings					
Ellingwood Chapel		15,000	5,000	5,000	5,000
Library Attic Workroom			30,000		
Library Renovations		12,000			
ADA Access Stack	0	0	50,000	0	0
<i>Sub Total</i>	0	27,000	85,000	5,000	5,000
Total Capital Improvement	75,000	425,000	500,000	570,000	695,000
Less: Estimated Reserve	0	0	0	0	0
Less: Capital thru Grants/Loans	0	0	0	0	0
Less: Capital thru CPA	0	(77,000)	(85,000)	(90,000)	0
Less: Capital thru Chapter 90	(75,000)	(75,000)	(75,000)	(75,000)	(75,000)
Less: Capital thru General Fund	0	0	0	0	0
Less: Borrowing	0	(273,000)	(340,000)	(405,000)	(620,000)
Less: Capital using Other Sources	0				
Total Other Sources	(75,000)	(425,000)	(500,000)	(570,000)	(695,000)
Total Capital Plan Surplus/Shortage	0	0	0	0	0
Total 5 Year Plan	9,891,535	10,364,798	10,616,823	10,910,755	11,288,600

**FIVE YEAR PLAN
SELECTMEN'S AND ADMINISTRATOR'S
BUDGET**

Town of Nahant PROJECTED APPROPRIATIONS <i>Three % Increases</i>	FY 10 <i>Appropriation Budget</i>	FY 11 <i>Appropriation Budget</i>	FY 12 <i>Appropriation Budget</i>	FY 13 <i>Appropriation Budget</i>	FY 14 <i>Appropriation Budget</i>
Water/Sewer Enterprise Fund					
Sewer Division					
Salaries/Wages	210,071	216,373	222,864	229,550	236,437
General Expenses	153,530	158,136	162,880	167,766	172,799
Lynn Water & Sewer	223,835	230,550	237,467	244,591	251,928
Capital Outlay	60,000	60,000	60,000	60,000	60,000
Sewer - Debt Service	192,476	169,999	156,403	150,643	145,948
Indirect Costs	113,046	116,437	119,931	123,528	127,234
<i>Subtotal Sewer</i>	952,958	951,495	959,544	976,079	994,347
Water Division					
Salaries/Wages	139,937	144,135	148,459	152,913	157,500
General Expenses	68,920	70,988	73,117	75,311	77,570
MWRA Assessment	340,243	350,450	360,964	371,793	382,946
Capital Outlay	50,000	50,000	50,000	50,000	50,000
Water - Debt Service	154,752	148,793	96,615	82,788	68,863
Indirect Costs	88,379	91,030	93,761	96,574	99,471
<i>Subtotal Water</i>	842,231	855,396	822,916	829,379	836,351
<i>Total Water and Sewer</i>	1,795,189	1,806,892	1,782,461	1,805,457	1,830,698
W/S Debt	347,228	318,792	253,018	233,431	214,811
W/S Debt as % of W/S Budget	19.34%	17.64%	14.19%	12.93%	11.73%
All Debt	1,071,477	911,255	830,574	778,769	747,604
All Debt as % of All Budget	9.23%	7.76%	6.98%	6.41%	6.02%

**PROJECTED CAPITAL
W/S IMPROVEMENTS**

	FY 10	FY 11	FY 12	FY 13	FY 14
Water					
Gate Valves		15,000	15,000	15,000	15,000
Hydrants		20,000	20,000	20,000	20,000
Distribution Lines		134,000	134,000	134,000	134,000
Emergency Repairs & Inventory	50,000	50,000	50,000	50,000	50,000
<i>Sub Total</i>	50,000	219,000	219,000	219,000	219,000
Sewer					
Pump Stations Wharf Street			125,000		
Pump Stations Lowlands			50,000		
New Residential Water Meters		500,000			
Emergency Repairs & Inventory	60,000	60,000	60,000	60,000	60,000
<i>Sub Total</i>	60,000	560,000	235,000	60,000	60,000
Total W/S Capital Improvement	110,000	779,000	454,000	279,000	279,000
Less: Capital thru Rates	(110,000)	(110,000)	(110,000)	(110,000)	(110,000)
Less: Borrowing	0	(169,000)	(344,000)	(169,000)	(169,000)
Less: Capital using Other Sources	0	(500,000)	0	0	0
Total Other Sources	0	0	0	0	0

FIVE YEAR PLAN

**Town of Nahant
PROJECTED REVENUES**

2.5% Increases

General Funds

	FY 10 Revenue Budget	FY 11 Revenue Budget	FY 12 Revenue Budget	FY 13 Revenue Budget	FY 14 Revenue Budget
Personal Property Taxes	144,550	148,164	151,868	155,665	159,556
Personal Property Tax Refunds	(200)	(205)	(210)	(215)	(221)
Real Estate Taxes	6,337,881	6,511,703	6,689,871	6,872,492	7,059,680
Real Estate Tax Refunds	(25,000)	(25,625)	(26,266)	(26,922)	(27,595)
School Override	503,600	491,600	479,600	467,975	456,725
W/S Debt Shift	347,228	318,792	253,018	233,431	214,811
New Growth	15,000	15,000	15,000	15,000	15,000
Levy Limit	7,323,059	7,459,429	7,562,881	7,717,425	7,877,956
Overlay Reserve	(155,000)	(158,875)	(162,847)	(166,918)	(171,091)
Property Revenue	7,168,059	7,300,554	7,400,034	7,550,507	7,706,865
Motor Vehicle Excises	481,200	493,230	505,561	518,200	531,155
Motor Vehicle Excise Refund	(9,700)	(9,943)	(10,191)	(10,446)	(10,707)
Boat Excise Taxes	6,785	6,955	7,128	7,307	7,489
Boat Excise Refund	(245)	(251)	(257)	(264)	(270)
Interest on Taxes/Excises	20,029	20,530	21,043	21,569	22,108
Penalty - Demand Payments	4,674	4,791	4,911	5,033	5,159
Payment In Lieu of Taxes	2,067	2,119	2,172	2,226	2,282
Water Usage Charges	0	0	0	0	0
Sewer Usage Charges	0	0	0	0	0
Rubbish/Recycling Fees	388,697	400,358	412,369	424,740	437,482
Ambulance Fees	56,888	58,310	59,768	61,262	62,794
Other Charges For Services	4,474	4,586	4,700	4,818	4,938
Fees	41,615	42,655	43,722	44,815	45,935
Cemetery Fees	3,850	3,946	4,045	4,146	4,250
Rentals	195,207	200,087	205,089	210,217	215,472
Military Housing Rentals	0	0	0	0	0
Alcoholic Beverage Licenses	8,100	8,303	8,510	8,723	8,941
Other Licenses	6,950	7,124	7,302	7,484	7,671
Permits	54,356	55,715	57,108	58,535	59,999
Resident Stickers	1,690	1,732	1,776	1,820	1,865

FIVE YEAR PLAN

Town of Nahant
PROJECTED REVENUES
 2.5% Increases

	FY 10 Revenue Budget	FY 11 Revenue Budget	FY 12 Revenue Budget	FY 13 Revenue Budget	FY 14 Revenue Budget
State Education Dist/Reimb					
Chapter 70	475,089	486,966	499,140	511,619	524,409
Charter Tuition Reimbursement	63,471	15,000	15,375	15,759	16,153
School Construction					
State Education Offsets					
State General Dist/Reimb					
Revenues from Meals Tax Increase	44,751	45,870	47,017	48,192	49,397
Revenues from Room Tax Increase	8,681	8,898	9,120	9,348	9,582
Lottery	246,975	253,149	259,478	265,965	272,614
Gaming Proceeds for Lottery Gap	0	0	0	0	0
Additional Assistance	89,029	91,255	93,536	95,874	98,271
Highway Fund	0	0	0	0	0
Veteran's Benefits	2,605	2,670	2,737	2,805	2,875
Exemptions Veteran's	14,992	15,367	15,751	16,145	16,548
Elderly Tax Reimbursements	14,332	14,690	15,058	15,434	15,820
State Owned Land	900	923	946	969	993
Medicaid Reimburse	0	0	0	0	0
Police Career Incentive	19,995	20,495	21,007	21,532	22,071
Prior Year Over/Under Estimates	0	0	0	0	0
Public Library Ch. 78	3,117	3,195	3,275	3,357	3,441
Public Library Ch. 78 - Offset	(3,117)	(3,195)	(3,275)	(3,357)	(3,441)
Pilot Program-State Owned Land	0	0	0	0	0
Mitigation	0	0	0	0	0
State Other Revenues	0	0	0	0	0
Fines & Forfeits	50,275	51,532	52,820	54,141	55,494
Sale of Inventory	1,550	1,589	1,628	1,669	1,711
Earnings on Investments	40,590	41,605	42,645	43,711	44,804
Other Misc Revenue	0	0	0	0	0
Interfund Transfer-In (Enterprise)	166,925	171,932	177,089	182,403	187,874
Total Revenues	9,674,856	9,822,741	9,988,136	10,206,260	10,432,046
W/S Enterprise Fund					
Water Usage Charges	687,479	706,603	726,302	746,591	767,488
Sewer Usage Charges	760,482	781,496	803,141	825,435	848,398
Transfers-In for Debt Shift	347,228	318,792	253,018	233,431	214,811
Total W/S Enterprise Fund	1,795,189	1,806,891	1,782,461	1,805,457	1,830,697

APPENDIX 3

WATER AND SEWER RATE COMPARISON

This includes projected water and sewer rates.

Water & Sewer Rate Comparison:

	FY 10	FY 11	FY 12	FY 13	FY 14
Water rate	6.08	6.25	6.42	6.60	6.79
Sewer rate	7.69	7.90	8.12	8.35	8.58
Combined rate	13.77	14.15	14.54	14.95	15.37
% Increase/(Decrease)	-0.22%	2.76%	2.76%	2.82%	2.81%

APPENDIX 4

SCHOOL DEPARTMENT PROPOSED BUDGET

This is the proposed line-item budget prepared by the School Superintendent and the School Committee. By law, Town Meeting will adopt a “bottom line” budget for the School Department, and the School Committee will determine the breakdown. A previous Town Meeting vote requires the School Department’s line-item budget to be published in the Finance Committee’s Report.

SCHOOL DEPARTMENT PROPOSED 2010 BUDGET

<u>ACCT #</u>		<u>FY 2007</u>	<u>FY 2008</u>	<u>FY 2008</u>	<u>FY 2009</u>	<u>FY 2010</u>
		<u>ACTUAL</u>	<u>BUDGET</u>	<u>ACTUAL</u>	<u>BUDGET</u>	<u>PROPOSAL</u>
2200	Principal's Office Salaries	\$88,124	\$91,556	\$106,889	\$110,384	\$113,696
	Principal's Office-Supplies & Materials	\$2,113	\$5,125	\$5,180	\$2,500	\$1,500
	Asst. Principal Stipend	\$1,250	\$5,250	\$1,300	\$1,350	\$0
	Attendance Officer	\$180	\$180	\$180	\$180	\$180
	TOTAL 2200	\$91,667	\$102,111	\$113,549	\$114,414	\$115,376
3200	Health Salaries	\$40,447	\$39,702	\$42,875	\$40,893	\$43,636
	Health Supplies & Materials	\$1,200	\$1,030	\$1,030	\$1,000	\$1,000
	TOTAL 3200	\$41,647	\$40,732	\$43,905	\$41,893	\$44,636
2300	Teaching					
	Substitute Salaries	\$7,125	\$7,450	\$6,865	\$7,450	\$8,000
	Teacher Salaries-Reg. Ed	\$677,746	\$732,278	\$746,044	\$740,576	\$808,361
	Teacher Salaries- SPED	\$78,405	\$79,982	\$41,028	\$40,012	\$33,012
	Teaching Aides Salaries- SPED	\$31,967	\$31,249	\$50,194	\$32,474	\$34,319
	Teaching Aides Salaries-Reg. Ed	\$14,942	\$15,000	\$15,691	\$0	\$0
	Teacher Longevity	\$18,875	\$20,750	\$11,375	\$13,875	\$14,250
	Foreign Language	\$0	\$0	\$0	\$0	\$0
	Materials & Supplies-Reg. Ed	\$7,242	\$7,500	\$7,439	\$7,500	\$7,500
	Technology Specialist Salary	\$44,071	\$43,771	\$50,989	\$51,684	\$30,735

SCHOOL DEPARTMENT PROPOSED 2010 BUDGET

ACCT #

	<u>FY 2007</u>	<u>FY 2008</u>	<u>FY 2008</u>	<u>FY 2009</u>	<u>FY 2010</u>
	<u>ACTUAL</u>	<u>BUDGET</u>	<u>ACTUAL</u>	<u>BUDGET</u>	<u>PROPOSAL</u>
Hardware	\$7,500	\$5,000	\$2,028	\$5,000	\$5,000
Software Supplies	\$1,931	\$9,000	\$3,968	\$9,000	\$1,000
Materials & Supplies-SPED	\$1,349	\$1,500	\$944	\$0	\$0
Professional Development					
Services	\$8,681	\$5,600	\$5,560	\$5,600	\$5,600
Salaries	\$2,545	\$3,500	\$1,200	\$3,500	\$0
TOTAL 2300	\$902,380	\$962,580	\$943,326	\$916,671	\$947,777
2400 Textbooks					
Reg. Ed. Textbooks	\$65,156	\$7,500	\$6,346	\$15,000	\$10,000
SPED Textbooks	\$457	\$1,500	\$0	\$0	\$0
TOTAL 2400	\$65,613	\$9,000	\$6,346	\$15,000	\$10,000
2500 Library					
Library Salaries	\$500	\$0	\$0	\$15,450	\$15,914
Library Supplies	\$1,000	\$0	\$0	\$0	\$0
TOTAL 2500	\$1,500	\$0	\$0	\$15,450	\$15,914

SCHOOL DEPARTMENT PROPOSED 2010 BUDGET

ACCI
#

FY 2007 FY 2008 FY 2008 FY 2009 FY 2010
 ACTUAL BUDGET ACTUAL BUDGET PROPOSAL

2600 Audio Visual					
Supplies	\$1,000	\$0	\$0	\$0	\$0
TOTAL 2600	\$1,000	\$0	\$0	\$0	\$0
3520 Student Body Activities					
Stipends-Salaries	\$3,275	\$5,600	\$1,450	\$6,150	\$2,750
Supplies	\$0	\$0	\$0	\$0	\$0
TOTAL 3520	\$3,275	\$5,600	\$1,450	\$6,150	\$2,750
2700 Guidance Services					
Guidance Salaries	\$0	\$0	\$0	\$0	\$0
Guidance Supplies	\$3,910	\$1,000	\$0	\$3,000	\$0
TOTAL 2700	\$3,910	\$1,000	\$0	\$3,000	\$0
2800 Psychological Services					
Salaries-Psychologists	\$0	\$0	\$0	\$0	\$0
Speech Salaries- SPED	\$38,690	\$46,690	\$40,318	\$16,768	\$12,337
Hearings- SPED	\$1,500	\$1,500	\$0	\$1,500	\$0
Tutoring- SPED	\$4,617	\$5,000	\$750	\$5,000	\$3,000
Evaluations- SPED	\$3,950	\$3,000	\$2,571	\$3,000	\$3,000

SCHOOL DEPARTMENT PROPOSED 2010 BUDGET

ACCT
#

	<u>FY 2007</u>	<u>FY 2008</u>	<u>FY 2008</u>	<u>FY 2009</u>	<u>FY 2010</u>
	<u>ACTUAL</u>	<u>BUDGET</u>	<u>ACTUAL</u>	<u>BUDGET</u>	<u>PROPOSAL</u>
Contracted Services-SPED	\$15,773	\$38,000	\$41,648	\$38,000	\$40,000
Occupational Therapy Services-SPED	\$14,345	\$30,000	\$0	\$0	\$0
TOTAL 2800	\$78,874	\$124,190	\$85,286	\$64,268	\$58,337
4110 Custodial Services					
Salaries	\$69,472	\$79,570	\$81,661	\$81,957	\$82,384
Supplies & Materials	\$4,229	\$6,850	\$6,836	\$6,000	\$6,000
Services	\$0	\$0	\$0	\$0	\$0
TOTAL 4110	\$73,701	\$86,420	\$88,497	\$87,957	\$88,384
4120 Heating					
Gas	\$72,002	\$60,000	\$52,161	\$60,000	\$50,000
TOTAL 4120	\$72,002	\$60,000	\$52,161	\$60,000	\$50,000
4130 Utilities					
Electricity	\$21,952	\$23,271	\$23,271	\$26,063	\$25,000
Gas	\$551	\$1,400	\$463	\$1,400	\$0
Telephone	\$7,290	\$3,500	\$5,828	\$7,920	\$7,000
TOTAL 4130	\$29,793	\$28,171	\$29,562	\$35,383	\$32,000

SCHOOL DEPARTMENT PROPOSED 2010 BUDGET

<u>ACCT #</u>	<u>FY 2007</u>	<u>FY 2008</u>	<u>FY 2008</u>	<u>FY 2009</u>	<u>FY 2010</u>
	<u>ACTUAL</u>	<u>BUDGET</u>	<u>ACTUAL</u>	<u>BUDGET</u>	<u>PROPOSAL</u>
4210 Maintenance of Grounds					
Supplies & Services	\$1,958	\$1,958	\$0	\$0	\$0
TOTAL 4210	\$1,958	\$1,958	\$0	\$0	\$0
4220 Maintenance of Building					
Supplies & Materials	\$12,354	\$20,000	\$21,553	\$12,000	\$10,000
Contracted Services	\$4,045	\$15,857	\$7,582	\$20,000	\$20,000
TOTAL 4220	\$16,399	\$35,857	\$29,135	\$32,000	\$30,000
4230 Maintenance of Equipment					
Services & Supplies	\$7,309	\$10,325	\$5,179	\$8,000	\$8,000
TOTAL 4230	\$7,309	\$10,325	\$5,179	\$8,000	\$8,000
5300 Rental/Lease of Equipment					
	\$6,850	\$10,325	\$9,808	\$10,325	\$10,325
TOTAL 5300	\$6,850	\$10,325	\$9,808	\$10,325	\$10,325
School total	\$1,397,879	\$1,478,269	\$1,408,204	\$1,410,511	\$1,413,499

SCHOOL DEPARTMENT PROPOSED 2010 BUDGET

<u>ACCI #</u>	<u>District</u>	<u>FY 2007</u>	<u>FY 2008</u>	<u>FY 2008</u>	<u>FY 2009</u>	<u>FY 2010</u>
		<u>ACTUAL</u>	<u>BUDGET</u>	<u>ACTUAL</u>	<u>BUDGET</u>	<u>PROPOSAL</u>
1100	School Committee-Legal	\$3,150	\$1,500	\$2,969	\$1,500	\$1,500
	School Committee-Supplies & Materials	\$2,856	\$3,352	\$6,551	\$3,352	\$3,352
	School Committee-Contracted Services	\$3,000	\$4,500	\$3,000	\$4,500	\$3,000
	Superintendent's Office- Salaries	\$59,654	\$59,313	\$100,042	\$73,779	\$80,792
	Suptintendent's Office- Services	\$5,000	\$2,000	\$0	\$0	\$0
	Superintendent's Office-Supplies & Materials	\$936	\$1,272	\$728	\$1,272	\$1,775
	TOTAL 1100	\$74,596	\$71,937	\$113,290	\$84,403	\$90,419
2100	SPED Administration Salary	\$15,091	\$15,450	\$15,450	\$15,914	\$16,391
	TOTAL 2100	\$15,091	\$15,450	\$15,450	\$15,914	\$16,391
9000	Tuition-Public Schools	\$1,373,625	\$1,285,120	\$1,285,120	\$1,280,480	\$1,219,648
	Tuition-SPED-Private Schools	\$156,085	\$125,978	\$154,417	\$129,713	\$133,687
	Tuition-SPED-Collaboratives	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000
	TOTAL 9000	\$1,539,710	\$1,421,098	\$1,449,537	\$1,420,193	\$1,363,335
	District Subtotal	\$1,629,397	\$1,508,485	\$1,578,278	\$1,520,510	\$1,470,145

SCHOOL DEPARTMENT PROPOSED 2010 BUDGET

<u>ACCT #</u>	<u>FY 2007</u>	<u>FY 2008</u>	<u>FY 2008</u>	<u>FY 2009</u>	<u>FY 2010</u>
	<u>ACTUAL</u>	<u>BUDGET</u>	<u>ACTUAL</u>	<u>BUDGET</u>	<u>PROPOSAL</u>
3300 Transportation					
SPED	\$36,456	\$17,685	\$50,751	\$25,000	\$30,000
Public Schools	\$118,530	\$123,930	\$123,930	\$126,630	\$132,965
TOTAL 3300	\$154,986	\$141,615	\$174,681	\$151,630	\$162,965
District TOTAL	\$1,784,383	\$1,650,100	\$1,752,959	\$1,672,140	\$1,633,110
School & District TOTAL	\$3,182,262	\$3,128,369	\$3,161,162	\$3,082,651	\$3,046,609
without transportation	\$3,027,276	\$2,986,754	\$2,986,481	\$2,931,021	\$2,883,644

APPENDIX 5

SCHOOL DEPARTMENT FIVE YEAR PLAN

	FY 2010	FY 2011	FY 2012	FY 2013	FY2014
Tuition- Swampscott	1,219,648	1,270,834	1,440,364	1,497,978	1,542,917
Tuition -Special Education	143,687	164,769	181,279	199,406	205,388
Transportation-Special Education	30,000	36,000	43,200	51,840	53,395
Transportation- Swampscott	132,965	153,222	168,542	185,396	190,958
Johnson School	1,413,499	1,631,918	1,697,194	1,765,081	1,818,033
Other School & District Costs	106,810	109,610	112,898	116,284	119,773
Total	3,046,609	3,366,353	3,643,477	3,815,985	3,930,464

Estimates beyond FY 2010 are based on existing placements, services and projected school enrollments.

Estimates of Swampscott tuition are based on known or projected enrollment. FY 2010 tuition is based on 152 students in grades 7-12. The anticipated tuition rate is \$8024/student.

APPENDIX 6

DEBT SERVICE SCHEDULE

This schedule was prepared by the Town Accountant at the request of the Finance Committee. We believe this information is useful to the Townspeople and helpful in planning. The Town Administrator, the Selectmen, and the Finance Committee have set debt reduction as a long-term goal.

**DEBT SERVICE INCLUDING ESTIMATED
AUTHORIZED DEBT**

Description	Reference	Borrowings	Issue Date	Interest Rate	Terms Years	Maturity Date	Balance 6/30/2008	FY09		FY10	
								Principal	Interest	Principal	Interest
Sewer Project (Nov. 1982)	#23-80	1,300,000	11/15/1982	5.00%	40	11/15/2022	487,500	\$32,500.00	\$23,562.50	\$32,500.00	\$21,937.50
Sewer Project - Phase II	#8-81	290,100	6/28/1985	5.00%	40	11/18/2025	119,900	\$7,400.00	\$5,995.00	\$7,400.00	\$5,625.00
Sewer Project - Phase III	#8-81	376,400	2/7/1986	5.00%	40	2/7/2026	169,380	\$9,410.00	\$8,469.00	\$9,410.00	\$7,998.50
Secondary Sewer - Phase 1&2	#24-89	124,800	4/15/1991	6.79%	20	4/15/2011	22,800	\$6,000.00	\$1,596.00	\$10,800.00	\$1,176.00
Secondary Sewer - Phase 1&2	#05-91	63,050	4/15/1991	6.79%	20	4/15/2011	9,450	\$3,150.00	\$661.50	\$3,150.00	\$441.00
Sewer System Rehab	#06-95	120,000	2/1/1995	5.67%	13	6/15/2008	0	\$0.00	\$0.00	\$0.00	\$0.00
Pump Stations and Lining	#8-01	475,000	9/1/2006	4.00%	10	9/1/2016	135,000	\$15,000.00	\$5,400.00	\$15,000.00	\$4,800.00
Sewer Pump Stations (Maollis)	#32-05	60,000	9/1/2006	4.00%	3	9/1/2009	20,000	\$10,000.00	\$600.00	\$10,000.00	\$200.00
Dump Truck (1/3- \$50,000)	#28-05	16,667	9/1/2006	4.00%	3	9/1/2009	5,333	\$2,666.66	\$160.00	\$2,666.66	\$53.34
Pump Stations and Lining	#8-06	300,000	9/1/2006	4.00%	10	9/1/2016	270,000	\$30,000.00	\$10,800.00	\$30,000.00	\$9,600.00
Pump Stations and Lining	#11-07	75,000	11/1/2008	3.86%	10	2/15/2018	75,000	\$3,000.00	\$8,775.00	\$7,000.00	\$2,536.26
Pump Stations and Lining	#17-08	75,000	11/1/2008	3.86%	10	2/15/2018	0	\$0.00	\$0.00	\$7,500.00	\$2,681.25
/Issuance Cost											
Total Sewer Projects							1,314,363	\$119,126.66	\$66,019.00	\$135,426.66	\$192,475.51
Interest & Principal											\$57,048.85
Causeway 1st Reline	#21-88	441,500	4/15/1991	6.79%	20	4/15/2011	80,750	\$28,850.00	\$5,652.50	\$26,050.00	\$3,633.00
Causeway 2nd Reline	#01-91	200,000	4/15/1991	6.79%	20	4/15/2011	32,000	\$12,000.00	\$2,240.00	\$10,000.00	\$1,400.00
Nahant Rd Water Main	#10-92-95	770,000	2/1/1995	5.67%	13	6/15/2008	0	\$0.00	\$0.00	\$0.00	\$0.00
CDM Priority #2 Water	#5-95	186,000	2/1/1995	5.67%	13	6/15/2008	0	\$0.00	\$0.00	\$0.00	\$0.00
Water Mains	#6-96	85,000	4/15/1999	4.50%	9	9/15/2007	0	\$0.00	\$0.00	\$0.00	\$0.00
Water Mains	#7-97	445,000	4/15/1999	4.50%	10	9/15/2008	45,000	\$45,000.00	\$1,068.75	\$0.00	\$0.00
MWRA Pipeline Asst Loan 0% Inte	#14-00	133,121	8/15/2000	0.00%	10	8/15/2010	39,936	\$13,312.10	\$0.00	\$13,312.10	\$0.00
MWRA Pipeline Asst Loan 0% Inte	#9-01	133,121	11/15/2001	0.00%	10	11/15/2011	53,248	\$13,312.10	\$0.00	\$13,312.10	\$0.00
MWRA Pipeline Asst Loan 0% Inte	#8-02	134,000	2/15/2003	0.00%	10	2/15/2013	67,000	\$13,400.00	\$0.00	\$13,400.00	\$0.00
MWRA Pipeline Asst Loan 0% Inte	#7-03	134,000	5/15/2004	0.00%	10	5/15/2014	80,400	\$13,400.00	\$0.00	\$13,400.00	\$0.00
MWRA Pipeline Asst Loan 0% Inte	#7-04	134,000	5/15/2006	0.00%	10	5/15/2016	107,200	\$13,400.00	\$0.00	\$13,400.00	\$0.00
MWRA Pipeline Asst Loan 0% Inte	#26-05	134,000	5/15/2006	0.00%	10	5/15/2016	107,200	\$13,400.00	\$0.00	\$13,400.00	\$0.00
MWRA Pipeline Asst Loan 0% Inte	#15-08	134,000	5/22/2008	0.00%	10	5/22/2018	134,000	\$13,400.00	\$0.00	\$13,400.00	\$0.00
Dump Truck (1/3- \$50,000)	#28-05	16,667	9/1/2006	4.00%	3	9/1/2009	5,333	\$2,666.67	\$160.00	\$2,666.67	\$53.33
Backhoe	#16-08	100,000	11/1/2008	3.86%	5	11/1/2013	0	\$25,000.00	\$400.00	\$15,000.00	\$2,325.00
/Issuance Cost											
Interest & Principal											\$154,752.20
Total Water Projects							752,068	\$207,140.87	\$9,521.25	\$147,340.87	\$7,411.33
Dump Truck (1/3- \$50,000)	#28-05	16,667	9/1/2006	4.00%	3	9/1/2009	5,333	\$2,666.67	\$160.00	\$2,666.67	\$53.33
Street Sweeper	#29-05	125,000	9/1/2006	4.00%	3	9/1/2009	44,000	\$22,000.00	\$1,320.00	\$22,000.00	\$440.00
Dump Truck	#12-07	\$35,000	11/1/2008	3.86%	5	11/1/2011	35,000	\$7,000.00	\$1,890.00	\$10,000.00	\$782.50
/Issuance Cost											
Interest & Principal											\$35,036.67
Total Other DPW							84,333	\$31,666.67	\$3,370.00	\$34,666.67	\$1,275.83

**DEBT SERVICE INCLUDING ESTIMATED
AUTHORIZED DEBT**

Description	Reference	Borrowings	Issue Date	Interest Rate	Terms Years	Maturity Date	Balance 6/30/2008	FY09		FY10	
								Principal	Interest	Principal	Interest
Interest & Principal							0	\$0.00	\$0.00	\$0.00	\$0.00
Total Public Safety							0	\$0.00	\$0.00	\$0.00	\$0.00
School Road Construction	#12-08	\$125,000	11/1/2008	3.86%	10	2/15/2019	0	\$0.00	\$2,343.75	\$12,500.00	\$4,468.75
School Roof	#15-07	\$175,000	11/1/2008	3.86%	20	2/15/2028	175,000	\$7,000.00	\$11,987.50	\$14,500.00	\$6,111.25
School Telephone System	#8-04	25,000	9/1/2006	4.00%	1	9/1/2007	0	\$0.00	\$0.00	\$0.00	\$0.00
School Renovations	#2-06 STM&2-05	5,693,580	9/1/2006	4.00%	19	9/1/2025	5,390,000	\$300,000.00	\$215,600.00	\$300,000.00	\$203,600.00
6,300,000 2-05 ATM & 1,200,000 2-06 STM											
Interest & Principal							5,565,000	\$307,000.00	\$536,931.25	\$327,000.00	\$541,180.00
Total School Projects							5,565,000	\$307,000.00	\$229,931.25	\$327,000.00	\$214,180.00
Kelley Greens Golf Course	#01-89	1,250,000	2/15/1990	10.25%	20	2/15/2010	120,000	\$60,000.00	\$12,300.00	\$60,000.00	\$6,150.00
Library Renovations	#15-97	125,300	4/15/1999	4.50%	10	9/15/2008	15,000	\$15,000.00	\$356.25	\$0.00	\$0.00
Ambulance	#8-03	125,000	9/1/2006	4.00%	1	9/1/2007	0	\$0.00	\$0.00	\$0.00	\$0.00
Road Construction	#5-04	100,000	9/1/2006	4.00%	2	9/1/2008	25,000	\$25,000.00	\$500.00	\$0.00	\$0.00
Coast Guard Houses	#1-04 STM	\$2,100,000	8/26/2005	6.00%	5	2/15/2027	1,983,000	\$117,000.00	\$80,000.00	\$0.00	\$46,521.00
Computer Software Town Hall	#31-05	75,000	9/1/2006	4.00%	3	9/1/2009	24,000	\$12,000.00	\$720.00	\$12,000.00	\$240.00
Golf Course Building Repairs	#33-05	75,000	9/1/2006	4.00%	3	9/1/2009	31,000	\$18,000.00	\$880.00	\$13,000.00	\$260.00
Fire Service Truck	#13-07	\$40,000	11/1/2008	3.86%	5	11/1/2011	40,000	\$8,000.00	\$2,160.00	\$11,000.00	\$901.26
Police, Fire & DPW Bldgs.	#13-08	\$100,000	11/1/2008	3.86%	10	11/1/2018	0	\$0.00	\$0.00	\$10,000.00	\$3,575.00
Issuance Cost											
Interest & Principal							2,238,000	\$255,000.00	\$351,916.25	\$106,000.00	\$163,647.26
Total General Projects							2,238,000	\$255,000.00	\$96,916.25	\$106,000.00	\$57,647.26
Short Term Interest							9,953,765	\$919,934.20	\$435,757.75	\$750,434.20	\$367,563.27
Totals							9,953,765	\$919,934.20	\$435,757.75	\$750,434.20	\$367,563.27
Long Term Debt		270,000	7,915,765				7,645,765	739,534	298,202	750,434	291,042
Short Term Military Houses		150,000	1,983,000				1,983,000	117,000	80,000	0	46,521
Short Term		150,000	475,000				325,000	25,000	24,813	0	0
Proposed								38,400	2,744	0	0
RANNS								0	30,000	0	30,000
Totals		420,000	10,373,765				9,953,765	919,934	435,758	750,434	367,563
CPA Debt											
CPA Borrowings NLSS	#9-06	450,000	11/21/2006	4.70%	5	5/15/2011	270,000	\$90,000.00	\$12,690.00	\$90,000.00	\$8,460.00
Forty Steps Stair/Decking	#7A-07	150,000	8/26/2007	6.00%	3	2/15/2011	150,000	\$50,000.00	\$7,500.00	\$50,000.00	\$2,400.00
CPA Town Wharf		700,000	11/1/2008	3.86%	10	11/1/2018	0	\$75,000.00	\$950.00	\$62,500.00	\$22,343.75
Interest & Principal							420,000	\$215,000.00	\$236,140.00	\$202,500.00	\$235,703.75
Total CPA Debt							420,000	\$215,000.00	\$21,140.00	\$202,500.00	\$33,203.75

**DEBT SERVICE INCLUDING ESTIMATED
AUTHORIZED DEBT**

Description	Reference	Borrowings	Issue Date	Interest Rate	Terms Years	FY11		FY12		FY13	
						Principal	Interest	Principal	Interest	Principal	Interest
Interest & Principal						\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total Public Safety						\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
School Road Construction	#12-08	\$125,000	11/1/2008	3.86%	10	\$12,500.00	\$4,039.06	\$12,500.00	\$3,617.19	\$12,500.00	\$3,187.51
School Roof	#15-07	\$175,000	11/1/2008	3.86%	20	\$14,500.00	\$5,612.81	\$14,500.00	\$5,123.44	\$14,500.00	\$4,625.01
School Telephone System	#8-04	25,000	9/1/2006	4.00%	1	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
School Renovations	#2-06 STM&2-05	5,693,580	9/1/2006	4.00%	19	\$300,000.00	\$191,600.00	\$300,000.00	\$179,600.00	\$300,000.00	\$167,975.00
6,300,000 2-05 ATM & 1,200,000 2-06 STM											
Interest & Principal						\$528,251.87	\$528,251.87	\$327,000.00	\$188,340.63	\$327,000.00	\$175,787.52
Total School Projects						\$327,000.00	\$201,251.87	\$327,000.00	\$188,340.63	\$327,000.00	\$175,787.52
Keiley Greens Golf Course	#01-89	1,250,000	2/15/1990	10.25%	20	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Library Renovations	#15-97	125,300	4/15/1999	4.50%	10	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Ambulance	#8-03	125,000	9/1/2006	4.00%	1	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Road Construction	#5-04	100,000	9/1/2006	4.00%	2	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Coast Guard Houses	#1-04 STM	\$2,100,000	8/26/2005	6.00%	5	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Computer Software Town Hall	#31-05	75,000	9/1/2006	4.00%	3	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Golf Course Building Repairs	#33-05	75,000	9/1/2006	4.00%	3	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Fire Service Truck	#13-07	\$40,000	11/1/2008	3.86%	5	\$11,000.00	\$523.13	\$10,000.00	\$168.75	\$0.00	\$0.00
Police, Fire & DPW Bldgs.	#13-08	\$100,000	11/1/2008	3.86%	10	\$10,000.00	\$3,231.25	\$10,000.00	\$2,893.75	\$10,000.00	\$2,550.00
Issuance Cost											
Interest & Principal						\$24,754.38	\$24,754.38	\$20,000.00	\$23,062.50	\$10,000.00	\$12,550.00
Total General Projects						\$21,000.00	\$3,754.38	\$20,000.00	\$3,062.50	\$10,000.00	\$2,550.00
Short Term Interest						\$620,434.20	\$290,818.96	\$562,122.10	\$268,450.34	\$528,810.00	\$249,958.28
Totals						\$620,434.20	\$290,818.96	\$562,122.10	\$268,450.34	\$528,810.00	\$249,958.28
Long Term Debt		7,645,765				620,434	260,819	562,122	238,450	528,810	219,958
Short Term Military Houses		1,983,000				0	0	0	0	0	0
Proposed		325,000				0	0	0	0	0	0
RANNS						0	0	0	0	0	0
Totals		9,953,765				620,434	290,819	562,122	268,450	528,810	249,958
CPA Debt											
CPA Borrowings NLSS	#9-06	450,000	11/21/2006	4.70%	5	\$90,000.00	\$4,230.00	\$0.00	\$0.00	\$0.00	\$0.00
Forty Steps StairDecking	#7A-07	150,000	8/26/2007	6.00%	3	\$50,000.00	\$1,500.00	\$0.00	\$0.00	\$0.00	\$0.00
CPA Town Wharf		700,000	11/1/2008	3.86%	10	\$62,500.00	\$20,195.31	\$62,500.00	\$18,085.94	\$62,500.00	\$15,937.51
Interest & Principal						\$228,425.31	\$228,425.31	\$62,500.00	\$80,585.94	\$62,500.00	\$78,437.51
Total CPA Debt						\$202,500.00	\$25,925.31	\$62,500.00	\$18,085.94	\$62,500.00	\$15,937.51

**DEBT SERVICE INCLUDING ESTIMATED
AUTHORIZED DEBT**

Description	Reference	Borrowings	Issue Date	FY14		FY Thereafter			
				Interest Rate	Terms Years	Principal	Interest	Principal	Interest
Sewer Project (Nov. 1982)	#23-80	1,300,000	11/15/1982	5.00%	40	\$32,500.00	\$15,437.50	\$292,500.00	\$46,312.50
Sewer Project - Phase II	#8-81	290,100	6/28/1985	5.00%	40	\$7,400.00	\$4,145.00	\$75,500.00	\$21,175.00
Sewer Project - Phase III	#8-81	376,400	2/7/1986	5.00%	40	\$9,410.00	\$6,116.50	\$112,920.00	\$36,699.00
Secondary Sewer - Phase 1&2	#24-89	124,800	4/15/1991	6.79%	20	\$0.00	\$0.00	\$0.00	\$0.00
Secondary Sewer - Phase 1&2	#05-91	63,050	4/15/1991	6.79%	20	\$0.00	\$0.00	\$0.00	\$0.00
Sewer System Rehab	#06-95	120,000	2/1/1995	5.67%	13	\$0.00	\$2,456.25	\$45,000.00	\$3,262.50
Pump Stations and Lining	#8-01	475,000	9/1/2006	4.00%	10	\$0.00	\$0.00	\$0.00	\$0.00
Sewer Pump Stations (Maolis)	#32-05	60,000	9/1/2006	4.00%	3	\$0.00	\$0.00	\$0.00	\$0.00
Dump Truck (1/3- \$50,000)	#28-05	16,667	9/1/2006	4.00%	3	\$0.00	\$0.00	\$0.00	\$0.00
Pump Stations and Lining	#8-06	300,000	9/1/2006	4.00%	10	\$30,000.00	\$4,912.50	\$90,000.00	\$6,525.00
Pump Stations and Lining	#11-07	75,000	11/1/2008	3.86%	10	\$8,000.00	\$1,420.00	\$32,000.00	\$2,620.00
Pump Stations and Lining	#17-08	75,000	11/1/2008	3.86%	10	\$7,500.00	\$1,650.01	\$37,500.00	\$3,890.64
Issuance Cost							\$145,947.76	\$685,420.00	\$805,904.64
Interest & Principal						\$109,810.00	\$36,137.76	\$685,420.00	\$120,484.64
Total Sewer Projects									
Causeway 1st Reline	#21-88	441,500	4/15/1991	6.79%	20	\$0.00	\$0.00	\$0.00	\$0.00
Causeway 2nd Reline	#01-91	200,000	4/15/1991	6.79%	20	\$0.00	\$0.00	\$0.00	\$0.00
Nahant Rd Water Main	#10-92-95	770,000	2/1/1995	5.67%	13	\$0.00	\$0.00	\$0.00	\$0.00
CDM Priority #2 Water	#5-95	186,000	2/1/1995	5.67%	13	\$0.00	\$0.00	\$0.00	\$0.00
Water Mains	#6-96	85,000	4/15/1999	4.50%	9	\$0.00	\$0.00	\$0.00	\$0.00
Water Mains	#7-97	445,000	4/15/1999	4.50%	10	\$0.00	\$0.00	\$0.00	\$0.00
MWRA Pipeline Asst Loan 0% Inte	#14-00	133,121	8/15/2000	0.00%	10	\$0.00	\$0.00	\$0.00	\$0.00
MWRA Pipeline Asst Loan 0% Inte	#9-01	133,121	11/15/2001	0.00%	10	\$0.00	\$0.00	\$0.00	\$0.00
MWRA Pipeline Asst Loan 0% Inte	#8-02	134,000	2/15/2003	0.00%	10	\$0.00	\$0.00	\$0.00	\$0.00
MWRA Pipeline Asst Loan 0% Inte	#7-03	134,000	5/15/2004	0.00%	10	\$13,400.00	\$0.00	\$0.00	\$0.00
MWRA Pipeline Asst Loan 0% Inte	#7-04	134,000	5/15/2006	0.00%	10	\$13,400.00	\$0.00	\$26,800.00	\$0.00
MWRA Pipeline Asst Loan 0% Inte	#26-05	134,000	5/15/2006	0.00%	10	\$13,400.00	\$0.00	\$26,800.00	\$0.00
MWRA Pipeline Asst Loan 0% Inte	#15-08	134,000	5/22/2008	0.00%	10	\$13,400.00	\$0.00	\$53,600.00	\$0.00
Dump Truck (1/3- \$50,000)	#28-05	16,667	9/1/2006	4.00%	3	\$0.00	\$0.00	\$0.00	\$0.00
Backhoe	#16-08	100,000	11/1/2008	3.86%	5	\$15,000.00	\$262.50	\$0.00	\$0.00
Issuance Cost							\$68,862.50	\$107,200.00	\$107,200.00
Interest & Principal						\$68,600.00	\$262.50	\$107,200.00	\$0.00
Total Water Projects									
Dump Truck (1/3- \$50,000)	#28-05	16,667	9/1/2006	4.00%	3	\$0.00	\$0.00	\$0.00	\$0.00
Street Sweeper	#29-05	125,000	9/1/2006	4.00%	3	\$0.00	\$0.00	\$0.00	\$0.00
Dump Truck	#12-07	\$35,000	11/1/2008	3.86%	5	\$0.00	\$0.00	\$0.00	\$0.00
Issuance Cost							\$0.00	\$0.00	\$0.00
Interest & Principal						\$0.00	\$0.00	\$0.00	\$0.00
Total Other DPW						\$0.00	\$0.00	\$0.00	\$0.00

APPENDIX 7

RESERVE FUND TRANSFERS

This page shows the transfers made from the Advisory and Finance Committee's Reserve Fund in FY09.

FY 2009 Reserve Fund Beginning Balance

\$75,000.00

Total Available

\$75,000.00

Reserve Fund Transfers

FinCom Approval

Date

9/30/2008

Account

School Road Construction

Account Number

30-300-678-5200

Amount

\$12,824.70

\$12,824.70

Reserve Fund Balance

\$62,175.30

APPENDIX 8

**COMMUNITY PRESERVATION ACT OVERVIEW AND
TAX IMPACT SHEET**

This is presented for information purposes to the taxpayers.

2009 ANNUAL TOWN MEETING

Overview of the Community Preservation Act

Introduction:

The Community Preservation Act (CPA) allows cities and towns in Massachusetts to raise local property taxes (via a property tax surcharge of up to 3%) to acquire and protect open space, preserve historic buildings and landscapes, and create and maintain affordable housing. It also provides state matching funds to participating communities. Participating cities and towns may modify the surcharge amount (as described below) on an annual basis or can opt out of CPA altogether, after five years.

The law went into effect December 2000. At a Special Town Election in April, 2004, the voters of Nahant accepted the CPA with a 3% surcharge. To date, 127 communities across the state have adopted the CPA.

Determining how CPA Funds Are Spent:

Under the provisions of CPA, Nahant is required to establish a Community Preservation Committee that would make annual recommendations to Town Meeting on how the money should be spent within certain restrictions of the program as defined below. Town Meeting approval is required in order to appropriate funds based on these recommendations. Town Meeting could also reject or reduce the amounts recommended by the Community Preservation Committee. The Committee is responsible for soliciting input from the community and for holding open meetings. The Committee currently consists of nine (9) members with representation from the Conservation Committee, Historical Commission, Planning Board, Recreation Committee, Housing Authority, Open Space Committee and three at-large members. All committee members are appointed by the Board of Selectmen.

Under the provisions of the Community Preservation Act, towns must allocate a minimum amount of the funds raised (including any State Match) to the following purposes:

- Ten percent (10%) for open space
- Ten percent (10%) for historic resources
- Ten percent (10%) for community housing

Beyond this requirement, it is left to each town to decide how they would like to allocate the remaining funds to the above defined three purposes. For example, a municipality could allocate the remaining seventy percent (70%) of the annual revenue to one of the purposes or spread it evenly among all three. The Town is not required to spend the funds in any particular year. As such, any monies raised by the Town and from the State Match may be invested until such time as they are needed.

Exemptions from the CPA Surcharge:

A portion of a taxpayer's real property taxes, for which a resident may claim an exemption today, are also exempt from the CPA surcharge. In addition, the act was passed for Nahant with two additional exemptions relative to the CPA surcharge: (Please contact the assessor's office for further information).

- Property owned and occupied by a person who would qualify for low income housing or moderate income senior housing.
- The first \$100,000 of taxable value of residential real estate.

Amending the Surcharge and Exemption Amount:

The level of the surcharge and the exemption amounts can be modified at any time after adoption, through a simple majority vote of Town Meeting followed by voter approval (majority of those voting on a ballot question). At no time however, can the surcharge exceed 3 percent.

As stated in the opening paragraph, the CPA must remain in effect for a minimum of five years after the date of adoption. After five years, it can be revoked in the same manner in which it was initially accepted by the town.

Projected Cost to the Average Nahant Resident:

The example below shows what the CPA would cost the average homeowner in Nahant based on an average home value of \$611,400 and assuming the same exemptions included in the ballot question. To calculate the approximate impact for an individual taxpayer, simply substitute their assessed home value for that used in the example:

<i>Home Value</i>	<i>\$611,400</i>
<i>Minus \$100,000 Exemption Equals</i>	<i>\$511,400</i>
<i>Divided by 1,000 Equals</i>	<i>511.4</i>
<i>Multiply by \$8.53 (Approximate Tax Rate per thousand dollars of valuation)</i>	<i>\$4362.24</i>
<i>Multiply by .03 (3%)-Proposed Surcharge Amount</i>	<i>\$130.87</i>

The Amount Nahant Would Raise Under the CPA

Based on the current total taxable value of property in Nahant, the proposed \$100,000 Exemption per property and the number of properties currently meeting the low income and moderate income senior criteria, Nahant would raise approximately \$168,000 through the surcharge. As described below, some portion of this amount would be matched by the State increasing the total dollars raised and available for CPA projects.

The State Match:

The State Match is funded through the CPA Trust Fund which has as a dedicated revenue source, a portion of the mortgage recording fees collected at the State’s Registry of Deeds Offices and Land Courts. As a result of decreasing collections of fees at the Registry of Deeds and the increased number of communities participating in the program, some communities may not receive a 100% match. It is estimated that Nahant will receive a 59% match in October of 2009. This is subject to change if Registry collections decline further between now and September.

APPENDIX 9

REPORT OF THE COMMUNITY PRESERVATION COMMITTEE

This Committee is charged with making recommendations to the Town in connection with the appropriation of funds from the Community Preservation Act surcharge and State match. This is the Committee's full report to the voters.

I

INTRODUCTION

AN INTRODUCTION TO THE COMMUNITY PRESERVATION ACT IN NAHANT

The Community Preservation Act (the “CPA”, M.G.L. 44B) allows any city or Town in The Commonwealth of Massachusetts to adopt a property tax surcharge with revenues from this surcharge (and state matching funds) devoted to open space, historic preservation, affordable housing, and certain specific recreational uses. Nahant was the sixty-second (62nd) community to accept the CPA at a Special Town Election in April 2004. The Act passed by a vote of 374 - 270. This action added a 3% surcharge to Town property taxes, with an exemption for the first \$100,000 of assessed value and with a further exemption for property owners who would qualify for low-income housing or low or moderate-income senior housing. The surcharge went into effect at the beginning of Fiscal Year 2005 (i.e. July 1, 2004-June 30, 2005).

Consistent with the terms of the CPA and with a bylaw adopted at Nahant’s 2004 Annual Town Meeting, a Community Preservation Committee (“CPC”) was formed to study and recommend how Nahant’s CPA revenues should be spent.

The CPC, appointed by the Selectmen, currently consists of three at-large members (Jeff Musman, Paul Spirn, and Tom Quinn) and representatives of the Town’s Conservation Commission (Tom Famulari), Historic Commission (Lynne Spencer), Housing Authority (Jane Collins/Kathryn Kouglas Hosker), Planning Board (Teri Motley), Open Space Committee (Deb Aliff on sabbatical) and Recreation Commission (vacant). Jeff Musman was elected Chair, Tom Quinn, Vice Chair, Paul Spirn serves as Financial Liaison to the Town, and Tom Famulari serves as Administrative Secretary to the Committee.

One of the CPC’s first acts was to develop a Mission Statement. The Mission Statement follows as Attachment I.

In preparation for the 2009 Annual Town Meeting, the CPC held numerous meetings, first to review and analyze the Town’s resources as well as to identify the needs and possibilities for community preservation activities to enhance open space, affordable housing, historic preservation and recreation in the Town (described in Section III) and then to develop its recommendations for projects to be funded. These recommendations are listed in Section VI of this report. The Committee’s recommendations will be presented to the Annual Town Meeting on April 25, 2009, for approval.

This document, the Community Preservation Report, Spring 2009, is a summary of the CPC’s work during the twelve (12) month period following the 2008 Annual Town Meeting. It contains an update on previously funded projects (described in Section II and summarized on Attachment II-A), the assessment of future needs (described in Section III), the process by which projects are evaluated (Sections IV and V) and the recommendations of the CPC (described in Section VI).

Attachment I

**TOWN OF NAHANT
COMMUNITY PRESERVATION COMMITTEE**

Mission Statement

OVERVIEW: On April 24, 2004, Nahant adopted the Community Preservation Act (CPA), MGL c. 44B. This action added a 3% surcharge to Town property taxes above the first \$100,000 of assessed value.

Consistent with the CPA legislation, revenues from the surcharge and matching state funds must be devoted to open space, historic preservation, affordable housing and certain recreational uses. The first three of these areas must receive an allocation of at least 10% of each year's revenues.

MISSION: The primary mission of the Community Preservation Committee is to protect and enhance Nahant's unique character as a coastal residential community by facilitating efforts to preserve historic places and structures, to retain and protect open spaces, to increase and/or develop lands available for recreational use and to seek creative solutions to the problem of affordable housing in Nahant.

PROCESS: Consistent with the terms of the CPA, the Nahant Community Preservation Committee (CPC) was formed to study and recommend to Town Meeting plans and proposals regarding the expenditure of Nahant's CPA revenues. The CPC will serve as a reliable, predictable and flexible clearing house for community preservation ideas, plans and activities recognizing its responsibility to represent the common interests and greater good of the Town. In line with this, the CPC views itself as facilitator, advisor and agent for funding recommendations. Town departments, civic organizations and property owners will be solicited for funding proposals. The committee, in turn, will provide plans and recommendations to the Town Meeting incorporating ideas and proposals that appear to best serve Nahant's community preservation needs.

II

STATUS OF CPA FUNDING AND PROJECTS

We currently are in the Fifth (5th) Fiscal Year since the acceptance of the Community Preservation Act by the Town of Nahant in 2004. At this spring's Annual Meeting we will be making recommendations to appropriate the anticipated Fiscal Year 2010 CPA funds [our Sixth (6th) Fiscal Year of CPA]. Since adoption and through the current Fiscal Year (i.e. FY 09) The Town will have raised through its CPA surtax the sum of \$716,296.53. In October, 2008 the Town of Nahant again (as it had in every other year) received a 100% match from the State CPA Fund. In October 2009 we have estimated that the Town of Nahant will receive \$79,085.00 as a state match against FY '09 CPA surcharge revenues, an approximately fifty-nine percent (59%) match, the first year that Nahant will not receive a one hundred percent (100%) match. Through October of 2009 Nahant will have received \$609,060.00 in State matching funds. A sheet showing the Source of Community Preservation Funds estimated through Fiscal Year 2010 is set forth on Attachment II-A.

As shown on Attachment II-A, exclusive of Borrowings, the Town through the next Fiscal Year 2010 will have had \$1,553,428.49 of funds made available to it to use for Community Preservation Act purposes and the chart set forth as Attachment II-B following shows by category how those funds were or are to be used.

In the four Annual Town Meetings that have been held since the Town adopted the Community Preservation Act in 2004, \$1,902,500.00 of CPA funds (including the \$450,000 raised by borrowing for the Nahant Life-Saving Station project approved at the 2006 Annual Town Meeting, \$150,000 raised by borrowing for the Forty Steps Beach Stairs Project approved at the 2007 Annual Town Meeting and \$625,000.00 raised by borrowing for the Town Wharf Project approved at the 2008 Annual Town Meeting) have been appropriated for Twenty-One (21) projects. Attachment II-C is a chart listing the projects approved in each of the prior Fiscal Years, the applicant, the category or categories under CPA that the grant was made, a brief description of the project, the original amount of the grant, the amount of the grant expended to date and a brief description of the status of the project.

Since adoption, CPA funding has stimulated projects costing \$2,838,500.00, of which CPA funding represents but a fraction of the total project cost (\$1,902,500.00), and the Town's share (i.e. the Town's surtax) is less yet (\$946,250.00).

In addition to receiving the full 100% state match for each of the years since the Town accepted the Community Preservation Act, the Town has leveraged additional multiples of private and public monies with CPA funds. Much of this money would not have been spent if CPA were not there to fill funding gaps and to stimulate qualifying projects. Since adoption of CPA, of the Twenty-One (21) projects approved, six (6) had conditions for matching funds. One, the American Legion Porch Repair Grant, was not accepted. The project cost for the Twenty (20) remaining approved projects total \$2,838,500.00. The Town's share (raised by the surtax) of the awards for those projects is \$946,250.00 or approximately 33.3% of the total cost of the approved projects. In other words, the Town has been able to achieve a Three to One (3:1) leverage from its CPA funds. (See attachment II-D).

**Attachment II-A
Community Preservation Act
Source of Funds**

	<u>Nahant Surtax</u>	<u>State Match</u>	<u>Interest</u>	<u>Borrowings</u>	<u>Total Funds</u>
FY 05	\$128,654.25		\$880.92		<u>\$129,535.17</u>
FY 06	\$135,637.19	\$129,606.00	\$4,577.99		<u>\$269,821.18</u>
FY 07	\$142,738.27 ¹	\$137,073.00	\$21,348.54	\$450,000.00	<u>\$751,159.81</u> ¹
FY 08	\$169,723.82 ²	\$142,839.00	\$22,820.51		<u>\$335,383.33</u> ²
	*	*	*	*	
FY 09	\$139,543.00 ³	\$120,457.00 ³	\$5,000.00 ³	\$725,000.00 ⁴	<u>\$990,000.00</u> ^{3,4}
FY 10	\$168,444.00 ³	\$79,085.00 ³	\$5,000.00 ³		<u>\$252,529.00</u> ³
TOTALS	<u>\$884,740.53.00</u> ^{1,2,5}	<u>\$609,060.00</u> ⁵	<u>\$59,627.96</u> ⁵	<u>\$1,175,000.00</u> ⁴	<u>\$2,728,428.49</u> ¹⁻⁵

¹ Includes surtax lien recovery of \$324.34.

² Includes surtax lien recovery of \$631.07

³ Estimated

⁴ Includes \$100,000 of Bond Anticipation Notes (BANS)

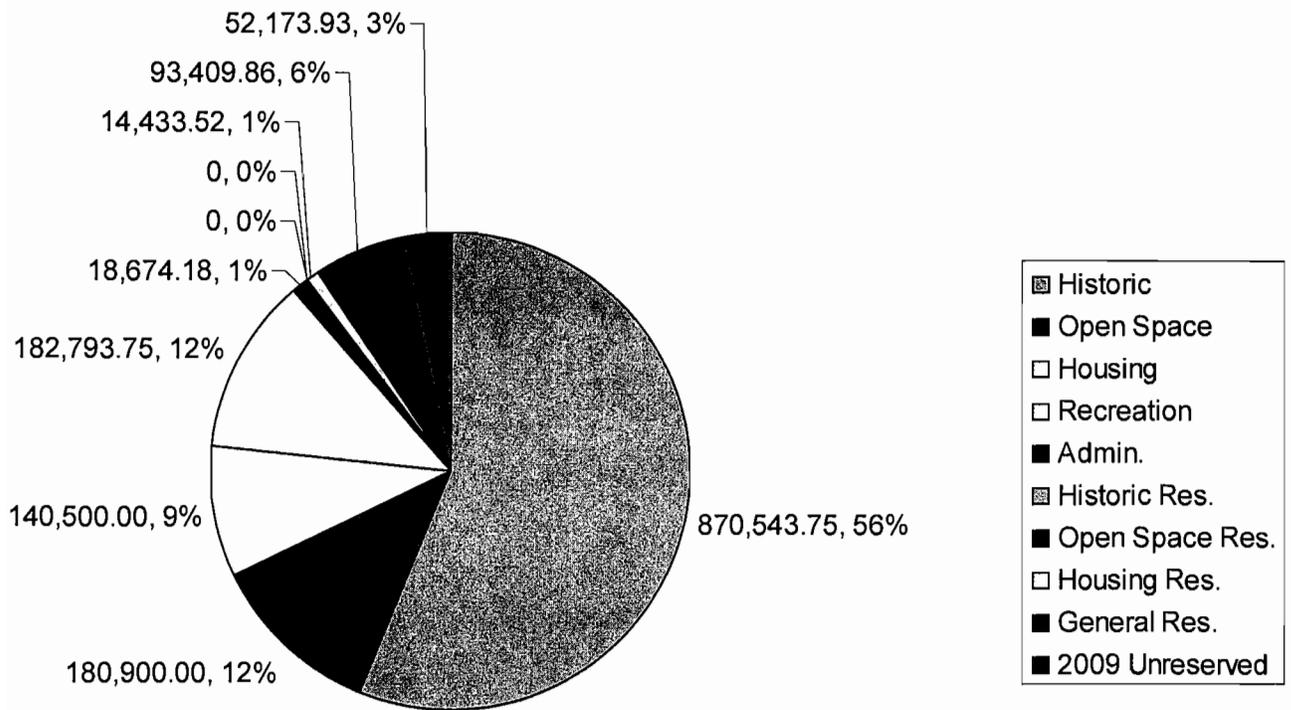
⁵ Includes estimates for FY '09 and '10

**Attachment II-B
Community Preservation Act
Use of Funds**

<u>Appropriated</u>	<u>FY05</u>	<u>FY06</u>	<u>Rescinded '06</u>	<u>FY07</u>	<u>Rescinded '07</u>	<u>FY08</u>	<u>Rescinded '08</u>
-							
Historic		154,000.00	(7,518.00)	222,000.00		106,920.00	
Open Space		5,000.00		0.00		23,500.00	
Housing		5,000.00		34,000.00		17,500.00	
Recreation		0.00		20,000.00		2,000.00	
Admin.		5,000.00	(3,189.87)	5,000.00	(1,550.35)	5,000.00	(1,585.60)
Total Appropriated:		169,000.00	(10,707.87)	281,000.00	(1,550.35)	154,920.00	(1,585.60)
Reserves							
Historic Res.	12,953.52	0.00		0.00		0.00	
Open Space Res.	12,953.52	20,500.00		27,850.00		4,980.00	
Housing Res.	12,953.52	20,500.00				10,980.00	
General Res.	90,674.61	59,821.18	10,707.87	(7,690.19)	1,550.35	113,915.00	0.00
Total Reserves:	129,535.17	100,821.18	10,707.87	20,159.81	1,550.35	129,875.00	0.00
Totals	129,535.17	269,821.18	0.00	301,159.81	0.00	284,795.00	(1,585.60)

<u>Appropriated</u>	<u>FY '09</u>	<u>Adjustments 2009</u>	<u>FY '10</u>	<u>TOTAL</u>
Historic	302,690.00		92,451.25	870,543.75
Open Space	77,500.00		74,900.00	180,900.00
Housing	24,000.00		60,000.00	140,500.00
Recreation	75,950.00		84,843.75	182,793.75
Admin.	5,000.00		5,000.00	18,674.18
Total Appropriated	485,140.00		317,195.00	1,393,411.18
Reserves				
Historic Res.	(12,953.52)		0.00	0.00
Open Space Res.	(49,000.00)		(17,283.52)	0.00
Housing Res.	4,500.00		(34,500.00)	14,433.52
General Res.	(162,686.48)		(12,882.48)	93,409.86
2009 Unreserved		52,173.93		52,173.93
Total Reserves:	(220,140.00)	52,173.93	(64,666.00)	160,017.31
Totals	265,000.00	52,173.93	252,529.00	1,553,428.49

Community Preservation Act-Use FY05 - FY10*



*includes projected uses for FY10

**Attachment II-C
Nahant Community Preservation Committee: Funded Projects Status Report**

FY 2006					
<u>Project Name</u>	<u>Applicant</u>	<u>CPA Category and Description of Project</u>	<u>Appropriation Amount</u>	<u>Expended</u>	<u>Status and Comments</u>
Nahant Life-Saving Station	Town of Nahant Life-Saving Station Committee	Historic Exterior renovations to station building	\$135,000.00	(\$135,000.00)	Completed
Bailey's Hill Gazebo	Women's Club	Historic Construction of historic gazebo at Bailey's Hill	\$10,000.00	(\$10,000.00)	Completed
Building Study	American Legion	Historic Existing conditions study of Legion building	\$1,500.00	(\$1,482.00)	Completed \$18 returned to CPA General Reserve
Legion Porch Repair	American Legion	Historic Porch replacement and structural repairs Legion building	\$7,500.00	\$0.00	Not accepted \$7,500 returned to CPA General Reserve
Master Plan	Planning Board	Housing Master Plan-community housing aspects	\$5,000.00	(\$3,404.20)	Study continuing
Master Plan	Planning Board	Open Space Master Plan-open space elements	\$5,000.00	(\$5,000.00)	Study continuing
Administrative	CPC	Annual administrative costs of the committee	\$5,000.00	(\$1,810.13)	\$3,189.87 not used and returned to CPA Reserve

**Attachment II-C
Nahant Community Preservation Committee: Funded Projects Status Report**

<u>FY 2006</u>					
<u>Project Name</u>	<u>Applicant</u>	<u>CPA Category and Description of Project</u>	<u>Appropriation Amount</u>	<u>Expended</u>	<u>Status and Comments</u>
Nahant Life-Saving Station	Town of Nahant Life-Saving Station Committee	Historic Exterior renovations to station building	\$135,000.00	(\$135,000.00)	Completed
Bailey's Hill Gazebo	Women's Club	Historic Construction of historic gazebo at Bailey's Hill	\$10,000.00	(\$10,000.00)	Completed
Building Study	American Legion	Historic Existing conditions study of Legion building	\$1,500.00	(\$1,482.00)	Completed \$18 returned to CPA General Reserve
Legion Porch Repair	American Legion	Historic Porch replacement and structural repairs Legion building	\$7,500.00	\$0.00	Not accepted \$7,500 returned to CPA General Reserve
Master Plan	Planning Board	Housing Master Plan-community housing aspects	\$5,000.00	(\$3,404.20)	Study continuing
Master Plan	Planning Board	Open Space Master Plan-open space elements	\$5,000.00	(\$5,000.00)	Study continuing
Administrative	CPC	Annual administrative costs of the committee	\$5,000.00	(\$1,810.13)	\$3,189.87 not used and returned to CPA Reserve

FY 2007

<u>Project</u>	<u>Applicant</u>	<u>CPA Category and Description of Project</u>	<u>Appropriation Amount</u>	<u>Expended</u>	<u>Comments</u>
Nahant Life-Saving Station	Town of Nahant Life-Saving Station Committee	Historic Renovations to station and garage building and grounds; construction of community bathrooms and showers	\$450,000.00 by Borrowing	(\$229,926.90)	Work on exterior of garage and public bathrooms completed summer 2008; Balance of work continuing
Housing Generator	Housing Authority	Housing Emergency generator	\$19,000.00	(\$19,000.00)	Completed
Master Plan	Planning Board	Housing and Open Space Master Plan	\$15,000.00	(\$1,734.00)	Study continuing
Greenlawn Cemetery	Town of Nahant	Historic Improvements to Greenlawn Cemetery	\$15,000.00	(\$15,000.00)	Completed
Playgrounds	Swing With Me	Recreation Construction of two new playground areas	\$20,000.00	(\$20,000.00)	Completed
Dory Club Building	Dory Club	Historic Exterior renovations to Dory Club clubhouse building	\$40,000.00	(\$40,000.00)	Completed
Village Church	Village Church	Historic Roof and window restoration	\$50,000.00	(\$50,000.00)	Completed
Administrative	CPC	Annual administrative costs	\$5,000.00	(\$3,449.65)	1550.35 not used and returned to CPC General Reserve

FY 2008

<u>Project</u>	<u>Applicant</u>	<u>CPA Category and Description of Project</u>	<u>Appropriation Amount</u>	<u>Expended</u>	<u>Comments</u>
Forty Steps Beach Stairs	Town of Nahant	Open Space Provide stairway access to beach	\$150,000.00 by Borrowing	(\$150,000.00)	Completed
Military Housing Study	Town of Nahant Military Housing Committee	Housing Study of military housing property utilization	\$17,500.00	(\$17,500.00)	Completed
Nahant Little League Study	Nahant Little League	Recreation Study of Facilities	\$2,000.00	\$0.00	To be completed in FY 10
Heritage Trails	Nahant Open Space Committee	Open Space Improvements to Heritage Trail	\$23,500.00	(\$23,500.00)	Phase I completed
Administrative	CPC	Annual Administrative Costs	\$5,000.00	(\$3,414.40)	\$1,585.60 not used and returned to CPC General Reserve

FY 2009

<u>Project</u>	<u>Applicant</u>	<u>CPA Category and Description of Project</u>	<u>Appropriation Amount</u>	<u>Expended</u>	<u>Comments</u>
Chairlift Improvement	Nahant Housing Authority	Housing Chairlift and other housing improvements	\$24,000.00	(\$23,145.13)	Work completed
Town Hall, Library, Chapel	Town of Nahant	Historic	\$200,000.00	(\$187,738.89)	Work to be completed June 2009
Heritage Trails	Nahant Open Space Committee	Open Space Improvements to Heritage Trail	\$20,000.00	(\$134.40)	Phase II is to be completed FY '09-'10
Town Wharf Debt	Town of Nahant	Recreation, Open Space, Historic Preservation Wharf Preservation	\$700,000.00 Borrowing	(24,440.17)	Only \$625,000.00 borrowed. Work to be completed FY '10
Administrative	CPC	Annual Administrative Costs	\$5,000.00	(\$750.00)	Unused portion to be returned to CPC General Reserve

**Attachment II-D
Nahant Community Preservation Committee: Leverage Report**

FY 2006

<u>Project</u>	<u>Total Project Cost</u>	<u>Grant</u>	<u>Town share of Grant</u>	<u>Required Grant Match</u>	<u>Additional Investment</u>	<u>% of Total cost</u>
Life-Saving Station	\$135,000	\$135,000	\$62,500	None \$300,000 spent previously	\$0	50.0%
Bailey's Hill Gazebo	\$18,000	\$10,000	\$5,000	\$8,000	\$1,000	27.8%
Building Study	\$1,500	\$1,500	\$750	None	0	50.0%
Master Plan Phase 1(both grants)	\$20,000	\$10,000	\$5,000	None	\$10,000	25.0%
Totals FY 06	<u>\$174,500</u>	<u>\$156,500</u>	<u>\$73,250</u>	<u>\$8,000</u>	<u>\$11,000</u>	<u>42.0%</u>

FY 2007

<u>Project</u>	<u>Total Project Cost</u>	<u>Grant</u>	<u>Town share of Grant</u>	<u>Required Grant Match</u>	<u>Additional Investment</u>	<u>% of Total cost</u>
Live-Saving Station	\$1,085,000	\$450,000	\$225,000	\$450,000	\$185,000	20.7%
Generator	\$19,000	\$19,000	\$9,500	None	\$0	50.0%
Master Plan Phase 2	\$30,000	\$15,000	\$7,500	None	\$15,000	25.0%
Cemetery	\$30,000	\$15,000	\$7,500	None	\$15,000	25.0%
Playgrounds	\$44,000	\$20,000	\$10,000	\$20,000	\$4,000	22.7%
Dory Club Phase 1	\$130,000	\$40,000	\$20,000	\$40,000	\$50,000	15.4%
Village Church	\$138,000	\$50,000	\$25,000	\$50,000	\$38,000	18.1%
Totals FY 07	<u>\$1,476,000</u>	<u>\$609,000</u>	<u>\$304,500</u>	<u>\$560,000</u>	<u>\$307,000</u>	<u>20.6%</u>
Totals 2 Years	<u>\$1, 651,500</u>	<u>\$765,500</u>	<u>\$376,750</u>	<u>\$568,000</u>	<u>\$318,000</u>	<u>22.9%</u>

FY 2008

Project	Total Project Cost	Grant	Town share of Grant	Required Grant Match	Additional Investment	% of Total cost
Forty Steps Beach	\$150,000	\$150,000	\$75,000	None	\$0	50%
Military Housing Study	\$17,500	\$17,500	\$8,750	None	\$0	50%
Nahant LL Study	\$2,000	\$2,000	\$1,000	None	\$0	50%
Heritage Trails	\$53,500	\$23,500	\$11,750	None	\$30,000	22.0%
Totals FY 08	\$223,000	\$193,000	\$96,500	\$0	\$30,000	43.3%
Totals 3 Years	\$1,874,500	\$958,500	\$474,250	\$568,000	\$348,000	25.3%

FY 2009

Project	Total Project Cost	Grant	Town share of Grant	Required Grant Match	Additional Investment	% of Total cost
Chairlift and Housing Improvements	\$24,000	\$24,000	\$42,000	None	\$0	50%
Library, Chapel and Town Hall	\$200,000.00	\$200,000.00	\$100,000.00	None	\$0	50%
Heritage Trails	\$40,000	\$20,000	\$10,000	None	\$20,000.00	25%
Town Wharf	\$700,000.00	\$700,000.00	\$350,000.00	None		50%
Total FY '09	\$964,000.00	\$944,000.00	\$472,000.00	\$0	\$20,000	49%
Total 4 Years	\$2,838,500.00	\$1,902,500.00	\$946,250.00	\$568,000.00	\$368,000.00	33.3%

III

COMMUNITY PRESERVATION NEEDS

ASSESSMENT PROCESS

Funds collected under the Community Preservation Act can only be spent for four community preservation areas: open space, historic preservation, affordable housing, and certain specific recreational uses. At least 10% of the funds received in any fiscal year must be spent or set aside for each of the first three of those areas (open space, historic preservation, affordable housing). The remaining 70% of each year's funds can be spent in any of the four areas, as determined by the needs of the community. Funding may include acquisitions of ownership interests in real estate, acquisitions of easements and rights of way, acquisitions of land use restrictions (affordable housing, historic preservation and conservation), leases, studies (architectural, engineering, environmental, legal and other technical assistance). Funds also may be appropriated for the creation or support of affordable housing or for preservation or restoration purposes, however, CPA funds cannot be spent on maintenance (i.e. non-capital expenditures for ongoing upkeep of building or landscapes.) Up to 5% of annual Community Preservation revenues can be spent on administrative and operating expenses of the Community Preservation Committee.

In order to determine the Town's community preservation needs and make decisions on which projects should be funded, the Community Preservation Committee gathered information and ideas from Nahant citizens and groups who are knowledgeable about each of the community preservation areas. For instance, the CPC consulted with members of the Planning Board, the Historic Commission, the Conservation Commission, the Recreation Commission, and the Nahant Housing Authority. As part of the process, the CPC held a public meeting on December 15, 2008. The CPC publicized the hearing through a Town-wide flyer and articles in the *Harbor Review* and *Lynn Daily Item*, and notice on the Nahant cable channel. Some 40 town committees and organizations specifically were invited by mail. It was an informational session to answer questions and to gather information to assist in the assessment of the Town's community preservation needs.

At the December 15, 2008 meeting, several subjects were covered, ranging from green projects to historic preservation. On the green project side, which might be considered under the Open Space category, the idea of a study to initiate a community garden program in Nahant was suggested. There was discussion of a Town owned and operated tree farm; and there were continuing discussions concerning the Thicket and surrounding areas. Potential projects for the Public Library were discussed under the Historic Preservation category with the thought that a master planning process might be undertaken. A study was proposed to conduct systematic legal research on the public ways which would continue a program of similar studies carried out thus far for Little Nahant, Castle Road and Bass Point. Various projects under consideration by the Housing Authority were discussed, including the viability of a rental voucher program.

Assessment of the Town's community preservation needs was also derived from studies and reports already completed by other Committees, including Open Space Plan prepared by the Open Space Committee, the Historic Studies report prepared by the Historic Commission, and to a lesser extent, the report of the Capital Planning Committee and the somewhat outdated Master Plan for the Town. As part of the assessment process, the CPC also reviews the status of projects that in previous fiscal years have been awarded a Community Preservation Act Funds Grant (See Attachment II-B above).

Based on the information gathered from all of these sources, the CPC each year develops an assessment of Nahant's goals and needs in each of the community preservation areas. The results of this assessment process are set forth on the following Attachment III. Some projects are ready for immediate action and are being recommended by the CPC, while others are still being considered and developed. The process itself is a valuable one as it allows the CPC and the Town to balance priorities and plan, not only for current projects and needs, but for years ahead.

Attachment III

Nahant Community Preservation Committee: Needs Assessment

Methodology & Results:

I. Public meeting held on December 15, 2008:

Advertised by articles in *Harbor Review* and *Lynn Daily Item*, and mailings to 45 Town committees and organizations.

Discussion of possible projects by category:

Historic Preservation:

- Ellingwood Chapel ventilation study
- Civil War Monument marble monument conservation
- Public Library master planning

Open Space:

- Tree Farm study and pilot
- Public Ways legal study
- Coastal zone eelgrass -- identification, protection and growth
- Community Garden study and pilot
- Preservation Restrictions educational program and fund

Affordable Housing:

- Military Housing project
- Voucher Program
- Window & Door Replacement Spring Road
- Furnace Replacement Spindrift

II. Applications received:

Applicant	Project	Amount	Comments
Planning Board	Public Ways Study	25,000	FY '10-13
Housing Authority	Windows & Doors	60,000	FY '10
Housing Authority	Voucher Program	40,000	FY '10
Housing Authority	Furnace	50,000	FY '10, FY '11
Town Hall	Comm. Garden Study	15,000	Summer '09

III. Conclusion:

While projects related to the Historic Preservation category have historically been the most clearly defined of those surveyed in the needs assessment, projects related to open space and housing have assumed a more prevalent role as planning efforts in those areas have been initiated and beginning elements of those plans implemented.

Affordable housing is a priority and will be significantly impacted by progress of the Military Housing redevelopment. The Housing Authority also submitted several applications, one of which, an individual rental housing voucher program, will be explored in depth in the coming months. The other two (2) projects submitted by the Housing Authority aim to improve energy efficiency by replacing windows and doors in the Spring Road housing units and replacement of a failing heating system in the Spindrift.

The Planning Board is proposing a multi-year project to complete the study and mapping of public ways in the Town over a two to four year period.

Town Hall is exploring the creation of a tree farm to grow trees to replace aging trees throughout the Town and to examine the possibility of using open space for community garden purposes.

IV

SELECTION CRITERIA

The Community Preservation Committee requires that all proposed projects be eligible for CPA funding according to the requirements described in the CPA legislation. Projects are then evaluated with consideration of the criteria. The Selection Criteria adopted by the Town of Nahant CPC are set forth as Attachment IV.

Attachment IV

Nahant Community Preservation Committee: Selection Criteria

TOWN OF NAHANT COMMUNITY PRESERVATION ACT SELECTION CRITERIA

As the law requires, Town Meeting must approve all Community Preservation Committee funding recommendations.

The Community Preservation Committee requires that all proposed projects be eligible for CPA funding according to the requirements described in the state's CPA statute. In addition, the following questions include the criteria, as applicable, that the Committee will use to assess proposed projects:

- How will the proposed project contribute to the preservation of Nahant's unique character and enhance Nahant's quality of life?
- Is the proposed project consistent with town planning documents that have received wide input and scrutiny?
- What is the feasibility of the proposed project?
- How "time sensitive" is the project? Is it urgent?
- Is the cost of this project proportionate to its objectives?
- In general, will the project serve multiple needs?
- Specifically, will the project serve more than one CPA category (*i.e.* affordable housing, open space, historic preservation or recreation)?
- Does the project have demonstrated community support?
- Will the project preserve currently owned town assets?
- Will the project involve the acquisition and/or protection of threatened resources?
- Will the project involve multiple sources of funding, or will it leverage other public and/or private funding sources or in-kind services?
- If multiple sources of funding are involved, are commitments from other sources documented?
- Will this project stimulate other public/private projects in Nahant?

V

APPLICATION PROCESS

This year's grant application process began in September, 2008. All Town organizations and committees and non-profit organizations were sent an application, with the final date of application being January 31, 2009. The Application Form, together with the Selection Criteria, were made available to prospective applicants on the Town web site. The CPC also utilized the *Harbor Review*, the *Lynn Item*, our Town cable channel and sent out two mailings to encourage as broad a participation as possible.

Five applications were received from a variety of Town organizations and individuals. The applicants and the proposed projects are as set forth below:

Nahant Planning Board	Public Ways Study
Town of Nahant	Tree farm and community gardens study and pilot
Nahant Housing Authority	Rental housing voucher program
Nahant Housing Authority	Door and window replacement at Spring Road
Nahant Housing Authority	Furnace replacement at Spindrift

All of the applications were reviewed according to the grant guidelines developed by the Committee and according to the standards set forth in the Community Preservation Act legislation. During the application review period, applicants were invited to come before the committee at Town Hall to clarify their proposals and answer questions. In certain instances site visits by the CPC were arranged in order to view and better understand the proposed project.

VI

RECOMMENDATIONS

The Community Preservation Committee has approved the following recommendations:

- A. To recommend that the Town transfer \$10,768.75 from the unexpended funds appropriated to the payment of debt service on the \$450,000.00 Nahant Life Savings Station Bonding authorized by the 2006 Annual Town Meeting (Article 9A, the “\$450,000.00 NLSS Bonding”) to the payment of Fiscal Year 2009 debt service of principal and interest due and owing on the \$625,000.00 Town Wharf Bonding authorized by the 2008 Annual Town Meeting (Article 11F);
- B. To recommend that the Town appropriate \$92,451.25 from Fiscal Year 2010 Community Preservation Fund revenues for the payment of debt service of principal and interest due and owing on the \$450,000.00 NLSS Bonding. (Total debt service for Fiscal Year 2010 is \$98,460.00, however, \$6,008.75 shall be paid from the balance of unexpended funds appropriated to the \$450,000.00 NLSS Bonding by the 2006 Annual Town Meeting);
- C. To recommend that the Town appropriate for the payment of debt service of principal and interest due and owing on the Forty Steps Stairs Bonding authorized by the 2007 Annual Town Meeting (Article 7A) the sum of \$52,400.00, of which \$17,283.52 shall be appropriated from the Community Preservation Act Open Space Reserve Account, \$12,882.48 from the Community Preservation Act General Reserves account and \$22,234.00 from Fiscal Year 2010 Community Preservation Fund revenues;
- D. To recommend that the Town appropriate for the payment of debt service of principal and interest due and owing on the \$625,000.00 Town Wharf Bonding authorized by the 2008 Annual Town Meeting (Article 11F), the sum of \$84,843.75 from Fiscal Year 2010 Community Preservation Fund revenues;
- E. To recommend that the Town appropriate \$12,500.00 from Fiscal Year 2010 Community Preservation Fund revenues for the purpose of completing the next phase of study and mapping of public ways in the Town of Nahant, as applied for by the Planning Board of the Town of Nahant, subject to the following conditions: acceptance by the Nahant Planning Board (or its successor) of the Community Preservation Fund Grant; and execution of a Funding Grant Agreement in form and substance acceptable to the Town;
- F. To recommend that the Town appropriate \$10,000.00 from Fiscal Year 2010 Community Preservation Fund revenues for the purpose of completing a study and establishing guidelines for the introduction of a community garden program in the Town of Nahant, as applied for by the Town of Nahant;
- G. To recommend that the Town appropriate \$60,000.00 to fund the replacement of windows and storm doors at the Nahant Housing Authority Veterans Housing located on Spring and Emerald Roads, of which \$34,500.00 shall be appropriated from the Community Preservation Act Affordable Housing Fund Reserve Account and \$25,500.00 shall be appropriated from Fiscal Year 2010 Community Preservation Fund revenues subject to the following conditions: acceptance by the Nahant Housing Authority (or its successor) of the Community Preservation Fund grant, and execution of a Funding Grant Agreement in form and substance acceptable to the Town, and which agreement will encourage the Grant recipient to seek any available energy related rebates or other support available from the Federal Government or the Commonwealth of Massachusetts or any agency of either;
- H. To recommend that the Town appropriate \$5,000.00 from Fiscal Year 2010 Community Preservation Fund revenues for administrative and operating expenses of the Community Preservation Committee; and
- I. To recommend that the Town set aside from Fiscal Year 2010 Community Preservation Fund revenues for later appropriation any other amount not otherwise set aside or appropriated as aforesaid to be maintained in the Community Preservation Fund General Reserves Account for later appropriation.

A matrix showing the proposed appropriations and reserves being recommended by the CPC is set forth as Attachment VI.

ATTACHMENT VI

Fiscal Year 2010 Appropriation Recommendations

APPLICANT	PROJECT	AMOUNT REQUESTED	HISTORICAL	OPEN SPACE	AFFORDABLE HOUSING	REC	ADMIN	CPA GENERAL FUND	TOTAL	NOTES
NLSS	Station	Previous Year Appropriation	92,451.25						92,451.25	\$450,000.00 by bonding authorized in 2006. \$98,460.00 principal and interest payment in Fiscal Year 2010 of which \$92,451.25 is to be appropriated from FY 10 funds and \$6,008.75 was previously appropriated.
Housing Authority	Windows and Door Improvements	60,000.00			25,500.00				25,500.00	\$60,000.00 recommended, of which \$34,500.00 from Housing Reserve and \$25,500.00 from FY '10 funds.
Town	Community Gardens	10,000.00		10,000.00					10,000.00	
Planning Board	Public Way Study	12,500.00		12,500.00					12,500.00	
Town	Wharf Preservation	Previous Year Appropriation				84,843.75			84,843.75	\$625,000.00 bonding authorized in 2008. \$84,843.75 principal and interest payment in Fiscal Year 2010.
Town	Forty Steps	Previous Year Appropriation		22,234.00					22,234.00	\$150,000.00 by bonding authorized in 2007. \$52,400.00 principal and interest payment in Fiscal Year 2010 of which \$17,283.52 from Open Space Reserve, \$12,882.48 from CPA General Reserve and \$22,234.00 from FY '10 funds.
Administrative		N/A					5,000.00		5,000.00	
Housing Reserve										
Historic Reserve		N/A								
Open Space Reserve		N/A								
CPA General Reserve		N/A								
TOTALS		82,500.00	92,451.25	44,734.00	25,500.00	84,843.75	5,000.00		252,529.00	

VII

GRANT REQUIREMENTS

All grant recipients are required to accept the Grant and to sign the Grant Contract, the form of which is set forth on Attachment VII-A.

This year the CPC also adopted a requirement that all projects with a cost of \$10,000 or greater will need to comply with certain Procurement Guidelines. The Procurement Guidelines are attached to this report following the Grant Contract.

**Attachment VII-A
Nahant Community Preservation Committee: Grant Contract**

[Town of Nahant Letterhead]

[_____, 20__]

[Grant Recipient]

Re: _____ (the "Project")

Dear M_ _____:

Congratulations! It is with great pleasure that we inform you that as a result of Town Meeting action at the 20__ Annual/Special Town Meeting the Town of Nahant ("Town") has awarded [Grant Recipient] a grant under the Community Preservation Act ("CPA") in the amount of _____ and 00/00 Dollars (\$_____.00) (the "Grant").

Please note that the Grant is subject to certain requirements, including the acceptance of the Grant and the execution of this Grant Contract. A copy of the Town Meeting vote awarding the grant and the further requirements are attached to this letter. Please look them over carefully as compliance with the Town Meeting vote and the requirements is a condition of the Grant.. Please note that the Grant period begins on July 1, 20__ ,and that the project and all deliverables must be completed by ____ __, 20__[if applicable].

Please confirm your acceptance of this Grant award, and your agreement to comply with any condition referred to above by signing the enclosed acceptance form. Please mail the acceptance form to the Town to the attention of, the Town Administrator by ____ __, 20__. After you have done so, we will mail the contract for you to sign. If you have any questions, please call the office of the Town Administrator at 781.581.9927.

The Town looks forward to the contribution that your project will make to the quality and uniqueness of the Town of Nahant.

Thank you.

Sincerely,

Town of Nahant

CPA Committee

By: _____

[Name]

[Title]

**Town of Nahant
Community Preservation Act
Grant Requirements**

Project: _____

You must follow certain requirements as you carry out your Grant. If you have any questions, please call the Town Administrator, Mark Cullinan, at 781.581.9927.

Limitation on the use of Grant funds

- Grant funds may be expended only for project purposes set forth in the proposal as approved or subsequently amended.
- Grant funds are to be disbursed only after required matching funds are expended. Disbursement of Grant funds are to be made as provided in this Grant Contract either in a lump sum after completion of the project and/or upon submission of the Deliverables and Final Report, or as work progresses.
- The Grant Recipient shall promptly refund any unexpended balance of the Grant.

Other Provisions

- Preservation Grant Recipients must comply with the Secretary of Interior Standards for the Treatment of Historic Properties.
- A Preservation Grant restriction will be required for all Preservation Grants.
- The Grant Recipient must request extension of Grant period, budget changes or programmatic changes in writing.

Match

- The Grant Recipient must match their Grant award in the percentage approved by the Town. Matching funds must be in cash unless the Town has approved in-kind match. Cash matches require that actual money change hands and must be documented with copies of invoices and cancelled checks.
- In-kind matches include goods and services donated by individuals or organizations for which a fair market value can be determined. Identify, document, and value the item and/or service.

The following is a recommended format for valuing and documenting in-kind matches:

Contributed Time

Name of Individual

_____ hours X \$__ /hour= \$_____

Contributed Materials. and/or. Services .

Types of Materials and/or Services	.	Value
_____		\$_____]

Grant Accounting Records

- The Grant Recipient shall maintain adequate and appropriate accounts, records, and other evidence pertaining to all matches.
- The Grant Recipient shall maintain adequate and appropriate accounts, records, and other evidence pertaining to costs incurred under this Grant so that project expenditures can be clearly identified.
- All disbursements by the Grant Recipient shall be supported by copies of invoices, sales slips, cash register receipts, checks, etc.
- Records must be kept on file for a minimum of three years following termination of the Grant period.

Publicity

- The Grant Recipient will acknowledge CPA support in all materials publicizing or resulting from Grant activities. All print and other production materials should include an acknowledgement of CPA Grant support.
- Acknowledgement language should read “This project is funded in part by a grant under the Community Preservation Act”.
- Preservation and Open Space Grant Recipients will prominently display an exterior project sign provided by the Town.

Deliverables and Final Report

- [If Grant funds are to be disbursed as work progresses, the Grant Recipient shall submit such documentation as may be required in this Grant Contract as a condition to such periodic disbursements.]
- Annual and Final Report: At the end of each calendar year and at the end of the project period, the Grant Recipient shall submit a report of activities undertaken and an evaluation of their effectiveness in attaining the goals of the project. The grantee shall also submit final documentation of matching funds expended, and a final budget report.
- [If applicable, All deliverables should be completed by _____, 20__]

Exhibits and Schedules

The following Exhibits and Schedules are attached to this Grant Contract and are incorporated herein and made a part hereof for all purposes:

1. Town Meeting Vote
2. Procurement Guidelines
- 3.

IMPORTANT- PLEASE KEEP THIS DOCUMENT FOR REFERENCE.

Date: _____

The undersigned, having read and understood the Town of Nahant Community Preservation Act Grant award letter dated _____, 20__, agrees to accept the Grant award and comply with all of the requirements related thereto as applicable.

‘[Grant Recipient]

BY: _____

Authorized Signature

Date: _____

The undersigned is not able to accept the Grant Award offered by the Town of Nahant under the Community Preservation Act.

‘[Grant Recipient]

BY: _____

Authorized Signature

Date: _____

PROCUREMENT GUIDELINES FOR CPA GRANT RECIPIENTS

The following procurement requirements are for all non-municipal community preservation grant recipients. These requirements pertain to all contracts, other than real property transactions, that exceed \$10,000.00. All municipal contracts are subject to Chapter 30B and must be approved by the Town's Chief Procurement Officer.

These bidding procedures are intended to award contracts to responsive and responsible bidder who offer the best price. Your objective is to obtain the best value by establishing evaluation criteria that will ensure you obtain the quality from a bidder who will perform, as you require.

STEP 1 Prepare the invitation for bids (IFB)

Your invitation for bids should provide bidders with the information necessary to prepare and submit a responsive bid. An IFB consists of the following major components.

- **Bid Submission Requirements:** This should include information about how, when and where bid forms are filled out and submitted, etc.
- **Description of Services:** This section should provide a complete description of the type of services you are looking for (Planning Contracts), construction specifications (construction contracts) or scope of services (Design Contracts)
- **Evaluation Criteria:** This section should describe such things, as relevant experience, staffing requirements, certifications, etc.
- **Standard Forms:** The following forms should be made part of all contracts
 - Price Proposal Form
 - Tax Compliance Statement
 - Disclosure of Beneficial Interest

STEP 2 Provide Public Notice.

Public notice of an IFB should be published at least once, 2 weeks before bids are due in a newspaper of general circulation, and posted in the Town Hall. You may wish to search/encourage-qualified bidders to bid, or publish in other journals or publications. Your public notice should contain the following information

- Where and when bidders can obtain the IFB.
- A brief description of the service, i.e. planning, design, construction.
- A notice that you reserve the right to reject any and all bids.
- The estimated duration of the contract and estimated cost

STEP 3 Record Keeping

A log must be kept on all vendors who received the IFB package. If you later issue an addendum to the IFB you must send the addendum to all those who have already received the IFB.

STEP 4 Evaluate Bids and Award Contract

You must evaluate bids using only the criteria identified in the IFB. The evaluation should address the responsiveness of the bid and the responsibility of the bidder, and the price. You must award the contract to the qualified bidder who offers you the best price. Both parties should sign all the necessary contract documents.

STEP 5 Retain Records

At a minimum the following records should be retained:

- Copy of the IFB package
- Copy of the Public Notice
- Log of all bidders
- Copy of all bids
- Any notice of bid rejection or cancellation
- Copy of the contract.

VIII

SOLICITATION OF PROJECT PROPOSALS

The Community Preservation Committee welcomes new project proposals that may contribute to community preservation in Nahant. Please contact the CPC with any suggestions or questions

APPENDIX 10

**TOWN OF NAHANT MILITARY HOUSING
FINANCIAL REPORT**

This Appendix provides the financial report for the Military Housing Property.

MILITARY HOUSING FINANCIAL REPORT

Revenue 5/05-6/06	\$218,273
Expenditures 5/07-6/06	(\$74,549)
Revenue FY 07	\$197,545
Expenditures FY 07	(\$46,770)
Debt Paid FY 06	(\$53,500)
Debt Paid FY 07	(\$73,631)
Debt Paid FY 08	(\$200,767)
Revenue FY 08	\$196,679
Expenditures FY 08	(\$35,857)
Estimated Revenue FY 09	\$175,397
Estimated Expenses FY 09	(\$48,485)
Debt FY 09	(\$196,100)
Estimated Debt FY 10	(\$46,521)
Estimated Surplus ending FY 10	\$11,715

APPENDIX 11

ZONING MAPS

The Zoning Maps presented provide the details regarding Article 18, regarding the property located at 96 Nahant Road.

MASSACHUSETTS

BAY

NAHANT BAY

LYNN HARBOR

HARBOR

NAHANT

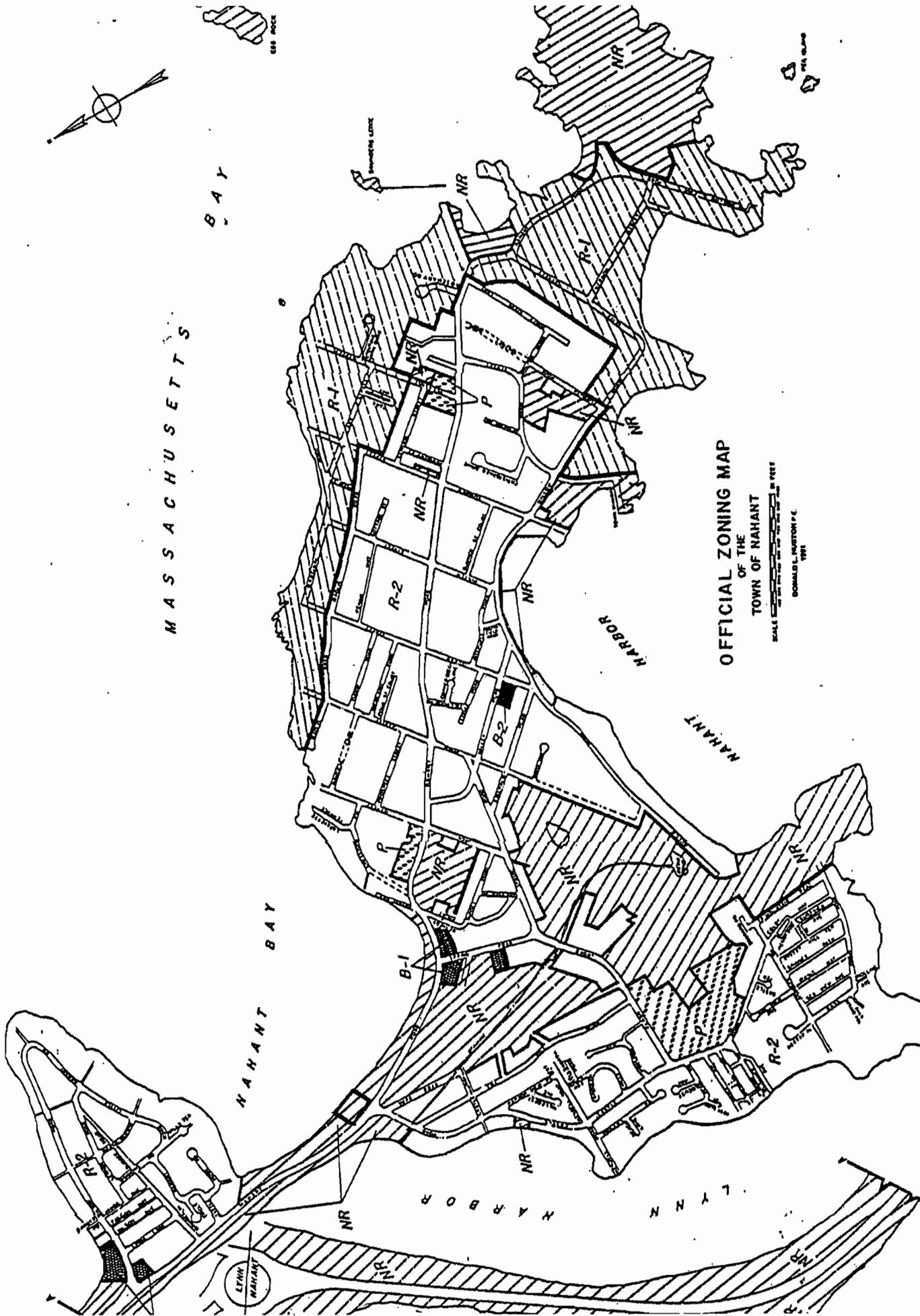
OFFICIAL ZONING MAP

OF THE
TOWN OF NAHANT

SCALE 1" = 100' 1" = 100' 1" = 100'

DONALD L. HARTON P.E.

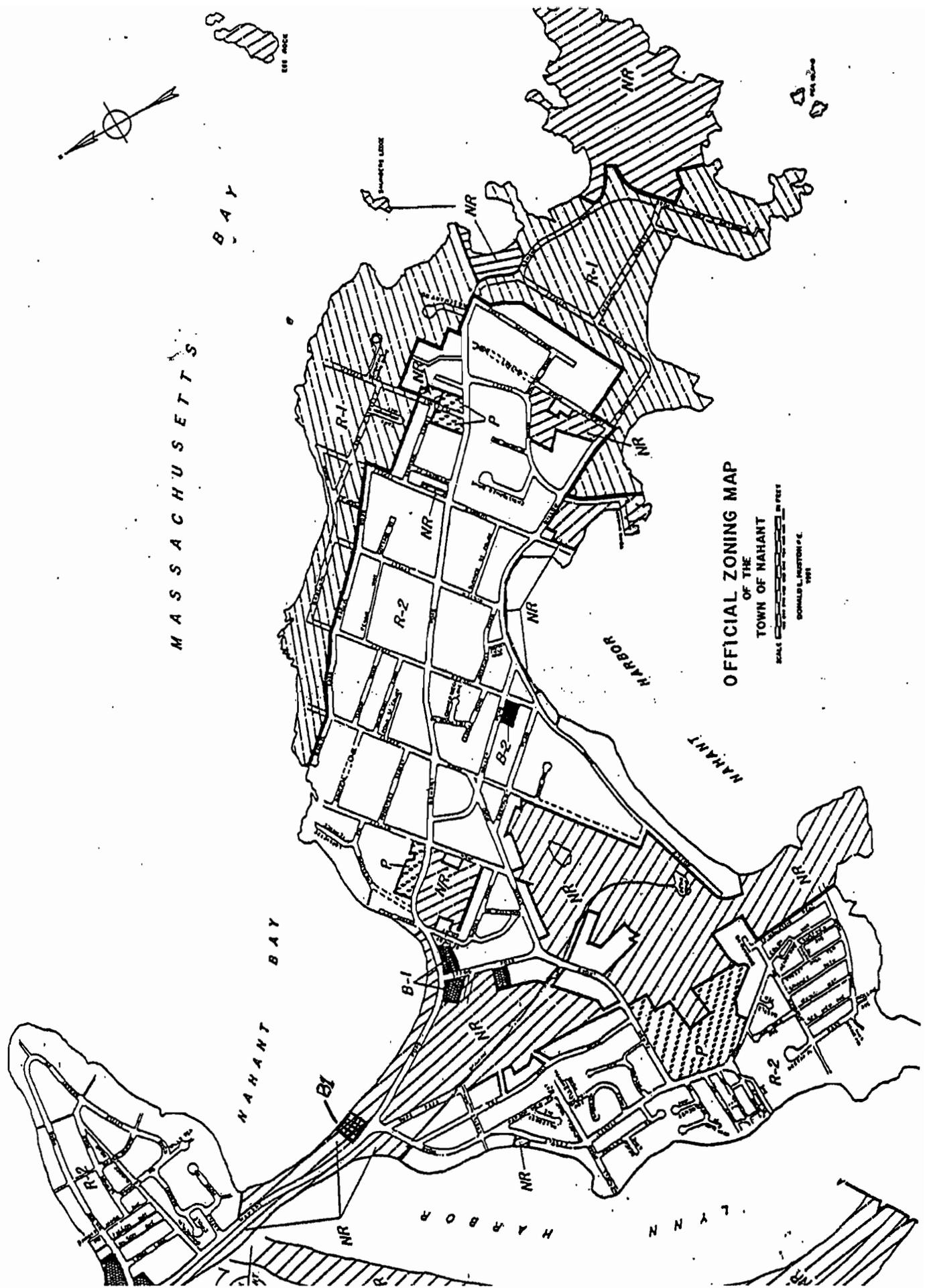
1981





MASSACHUSETTS

BAY



OFFICIAL ZONING MAP
OF THE
TOWN OF NAHANT

SCALE 1" = 100' FEET
DONALD L. HUSTON P.E.
1991

APPENDIX 12

ZONING TABLE OF USE REGULATIONS

The Zoning Table which follows provides details regarding permitted and restricted uses for all zoning districts in Nahant. Article 19 requests a change for Membership Club designation to P (permitted) for B1 Zones.

“Membership Club”: A noncommercial social, sports, or fraternal association or organization, which is used exclusively by members and their guests.” Section 2.02, Definitions, Nahant Zoning Bylaws

**ZONING BYLAW
Town of Nahant
June 2007**

**TABLE 1
TABLE OF USE REGULATIONS**

<u>Description of Use</u>	Zoning Districts:					
	<u>R-1</u>	<u>R-2</u>	<u>B-1</u>	<u>B-2</u>	<u>NR</u>	<u>P</u>
Single-family detached dwelling	P	P	P	P	N	P
Non-profit religious or educational purposes (see definition)	P	P	P	P	P	P
Municipal buildings & other public uses	P	P	P	S	N	P
Non-profit outdoor recreational uses	P	P	P	S	P	P
Golf Course	N	S	N	N	S	S
Agriculture, horticulture, floriculture, or viticulture (on site of 5 acres or more)	P	P	P	P	P	P
Neighborhood convenience retail store not exceeding 2,500 square feet or employing more than 3 persons	N	N	P	N	N	N
Other retail stores	N	N	S	N	N	N
Professional offices not exceeding 2,500 square feet or employing more than 5 persons	N	N	P	S	N	N
Other professional offices	N	N	S	S	N	N
General office use	N	N	S	S	N	N
Banks and automated teller machines	N	N	S	N	N	N
Restaurants	N	N	S	N	N	N
Catering establishment	N	N	S	N	N	N
Fast-order food establishment	N	N	N	N	N	N
Consumer service establishment	N	N	S	N	N	N
Theatre uses or places of assembly	N	N	S	S	N	S
Offices or meeting place for non-profit civic or historic organization	N	N	P	S	N	P

**ZONING BYLAW
Town of Nahant
June 2007**

(Table 1 continued)

Zoning Districts:

Description of Use	R-1	R-2	B-1	B-2	NR	P
Bowling alley or other enclosed place of amusement or assembly	N	N	S	N	N	N
Membership club (see definition)	N	N	S	N	N	N
Gasoline Station	N	N	S	N	N	N
Automobile repair garage	N	N	S	N	N	N
Commercial parking lot	N	N	S	N	N	N
Non-hazardous research (see definition)	N	N	S	S	S	N
Computer facilities (such as a computer service bureau or training center)	N	N	S	S	N	N
Arts & crafts studios	N	N	P	S	N	N
Music Studios	N	N	P	S	N	N
Video studios	N	N	P	S	N	N
Exercise & dance studios	N	N	P	S	N	N
Day care center	N	N	S	S	N	S
Family day care home	P	P	P	P	N	N
Boathouse or structure for golf club, public skating or swimming, or other recreational structures	S	S	S	S	S	S
Hotel or motel	N	N	N	N	N	N
Auto rental or sales	N	N	N	N	N	N
Junkyard or used auto parts yard	N	N	N	N	N	N
Conservation uses related to water, plants and wildlife	P	P	P	P	P	P
Environmental monitoring	P	P	P	P	P	P
Accessory decorative gardens or vegetable gardens	P	P	P	P	P	P

Article 19 : "P"



**ZONING BYLAW
Town of Nahant
June 2007**

Accessory uses incidental to the above permitted uses, subject to the limitations of Section 4.12

(See Section 4.12)

Zoning Districts:

R-1 Residential R-1
R-2 Residential R-2
B-1 Business B-1
B-2 Business B-2
NR Natural Resource
P Public

Legend:

P Permitted Use
N Not a Permitted Use
S Special Permit Required

Notes: 1. Some uses may require site plan review. See Section 9.09.

2. It is the intent of this zoning bylaw not to create any industrial districts and not to permit any industrial uses anywhere in town.

APPENDIX 13

TOWN MEETING FREQUENTLY ASKED QUESTIONS

This is a series of questions and answers to assist you as you read through this Advisory Report, and participate in Town Meeting.

2009 Town Meeting



April 25, 2009

FREQUENTLY ASKED QUESTIONS AS YOU READ THE ARTICLES AND PARTICIPATE IN TOWN MEETING

"Any registered voter of the Town shall have the right to speak and vote at Town Meeting sessions"
Charter of the Town of Nahant

1. How Do I suggest a change in what the Town is planning to spend?

- "The right to submit a proposition belongs to all members (of Town Meeting) alike. There can be no monopoly on motion-making"*
- By tradition in Nahant, as in most towns, the FinCom makes the first motion on each article, in line with the committee's recommendations which are mailed to each voter before Town Meeting. Where the FinCom is in favor of an article, the motion will spell out how the committee proposes to adopt the article. If a citizen disagrees, a motion to amend the FinCom's motion can be made.
- Where the FinCom recommends against adoption of an article, the motion will usually be to "indefinitely postpone action on this article." If, after any discussion, a majority vote in favor of that motion, no other motions or actions will be considered in connection with that article. If a citizen disagrees, the way to overcome the FinCom's proposed indefinite postponement is to convince a majority of the voters to vote against the motion for indefinite postponement. After that motion is defeated, a new motion must be made so that the Town can take the voter's desired action on the article.
- The Moderator will be giving clear instructions on each article. He will also respond to any point of information you may raise.
- In general, one can speak to the motion on the floor (rules: one may not speak more than twice or for more than 10 minutes on any one motion. Of course, decorum is important. State your name and address in Town, address your remarks to the Moderator, and speaker is not to indulge in personalities*
- The form for making an amendment: "I move the pending motion be amended by the following words _____"*
- For the sake of clarity, complicated proposed amendments need to be written out.
- Most spending is contained in the Omnibus Article. Each line will be recited. If you have any question or disagreement with any particular line item, you should yell the word "PASS" when that item is read.
- The Town Meeting will return to discuss all "passed" items for discussion before the vote is taken on the total spending. If you wish to increase spending on any line item, you must identify the source of funds - that is, what items would be reduced in order to pay for your proposed increase.

2. What Motions require a Majority vote in order to pass?

- Most motions require a simple majority vote to pass.
- Motions to indefinitely postpone require a simple majority, as well as motions to amend
- The Town Moderator will explain the requirements required to approve each motion as it is presented.

3. What Motions require a 2/3 majority?

- Generally, motions which will make substantial changes to citizens' property rights, e.g., motions to change the zoning bylaws, or motions which will put the Town into debt, require a two thirds vote.
- A few motions require more than a two-thirds vote.
- The Moderator will explain the requirements to approve each motion as it is presented.

4. What motions require a ballot vote?

- Some motions automatically require a ballot vote, most notably a motion which would set salaries of Town employees. Other motions can be by ballot vote if the requisite number of voters want it
- Nahant By-Laws Article II section 9: "the Meeting may order that the vote on any motion shall be taken by a "yes" or "no" ballot furnished by the Town Clerk if, on a motion so made, there shall be 25 or more votes in the affirmative."
- The Town Moderator will explain the requirements required to approve each motion as it is presented.

5. What is the Reserve Fund?

- This is a fund voted by the Annual Town Meeting and controlled by the Advisory and Finance Committee for extraordinary and unforeseen expenditures incurred by Town departments during the year.

6. What is Free Cash?

- The amount of money left after all prior years' uncollected taxes have been deducted from surplus revenue. The amount may be used as available funds by vote of Town Meeting.

7. What is Proposition 2 1/2. What does it mean for Nahant?

- Proposition 2 1/2 is a State law that places a ceiling on the total amount of taxes that a Town can raise; and it also limits the percentage by which a town's tax revenues can increase from year to year. Proposition 2 1/2 has no relevance as far as tax increases on individual properties are concerned; it relates only to the total amount of taxes raised by the Town. Your Town's taxes can rise by more than 2 1/2% through:

- **Exclusions** of the cost of debt or spending for capital purposes must first be approved by a two-thirds vote of the local legislative body before appearing on the ballot. The idea is that such costs are outside the regular budget for providing local services; a town may need a new school or wish to acquire land that it could not afford within its tax limits. Exclusions are limited to the life of the expenditure.
- **Overrides** are permanent increases in the tax limit. An override, for a specific amount, must be approved by the municipality's legislative body and placed on the ballot for approval by the voters. No override may increase property taxes above the maximum rate of 2.5 percent of full value**

8. How are Fees established and what are they used for?

- The Board of Selectmen set the fees for the Town. Trash collection is a fee negotiated with the contracted haulers.
- Water and Sewer fees cover assessments levied by MWRA for Water, Lynn Water & Sewer for sewage.

9. How does Education Reform Law affect the way we run our schools?

- The Education Reform Act of 1993 sets certain standards for the components and totals of local spending on the school system and at the same time sets standards for improved student performance.
- No town is permitted to spend less than Net School Spending. The formula for Net School Spending is set by the Governor's office and the Department of Education. You are free to ask at any time whether Nahant is at or above Net School Spending.

11. How can I best participate in Town government?

- Nahant has a long tradition of utilizing the talents and time of its good citizens. They are often called to share in tackling interesting assignments as members of our many committees. Almost all will tell you, as your FinCom members do here, that the experience is a good one.
- The Moderator has set up a talent/job bank and would like to see as many citizens as possible enter their names for consideration

Sources:

*** Town Meeting Time, A Handbook of Parliamentary Law**

Johnson, Trustman, Wadsworth Third Edition 2001

**** The Issues Book Public Policy Issues in Massachusetts**

Compiled By Richard Manley Senior Fellow John W. McCormack Institute of Public Affairs, University of Massachusetts Boston

Out of all the places in Nahant I find most superlative, my favorite is Forty Steps because I used to go there to walk my old dog Jakie. Now I walk my new magnificent dog Darla there.

~ Victoria Laurano



Cemetery Hill is the best place to go sledding in Nahant. You can go fast off a jump and you can even go snow boarding. To me, Cemetery Hill is very special because all my brothers went sledding there.

~ Joshua LeBlanc



In the winter, I reminisce about the past summer days when I went sailing on my neighbors' boat. I always have fun when we circle around Nahant and then anchor in Short Beach Bay, have a picnic, and jump into the cooling water.

~ Miriam Mangold



It is amazing that we have people who protect us in our small town of Nahant, and some of them are the brave and spectacular Nahant Police.

~ Alyssa Mateo



The Wave Shock Transmitter Bunker is located at East Point, and it is a place where you can just relax and feel the superlative wind ricochet off your face. It is also just a place where you can feel optimistic inside.

~ Ryan McDermott



The gazebo is a quintessential area in the summer to have a lunch under the shade and then take a look around Bailey's Hill. I always reminisce about when I would go to the gazebo with my dog and play with him in that extraordinary park.

~ Shea Nugent



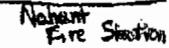
The Veterans' Memorial contains numbers of proud and blissful memories by and for soldiers, who fought with tenacity for our country.

~ Mark Rittiboon



The Fire Station is good to have because if needed, you know our firefighters will help. The Fire Station is full of memories for me because that's where I wiped out on my bike and even did a flip. When I went inside, they helped me.

~ Anthony Rizzo



I sincerely love the bird sanctuary because whenever I am frustrated, I go there to calm myself down, since it is so quiet and peaceful. I love to hear the birds chirping and leaves rustling. It feels similar to my superlative 'home sweet home'.

~ Ray Rosa



When I first moved into town, I thought our Forty Steps Lane house was tiny, but I was optimistic and had a salubrious time!

~ Barry Tevrow



When I think of Nahant, I will always treasure those lazy summer afternoons at the wharf with my friends.

~ Annie Toomajian



So many quaint memories at the Johnson School. I wish they could last forever.

~ Kate Wallach



Bailey's Hill is a great place to sled in the winter. Yes, Bailey's Hill is one of the most wonderful spots in Nahant.

~ James Whitlock

