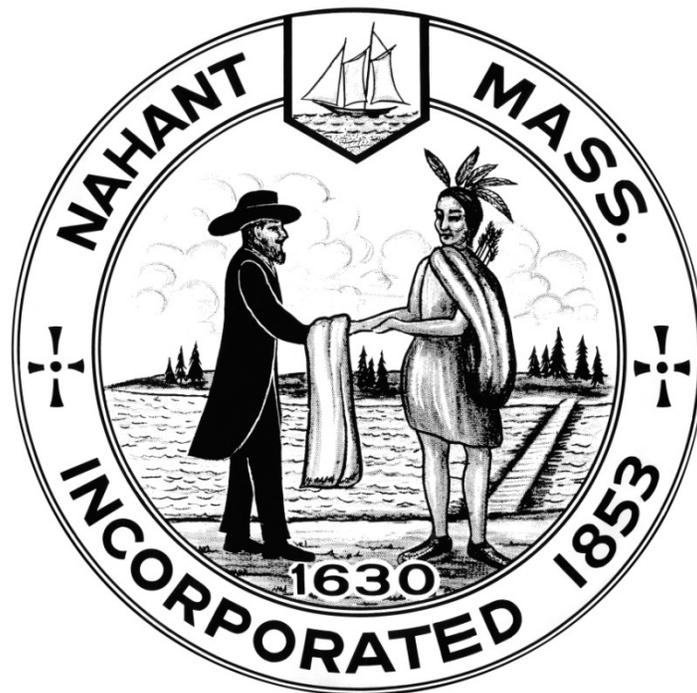


**Report and Recommendations
of the
Advisory and Finance Committee**



**Town of Nahant
Massachusetts**

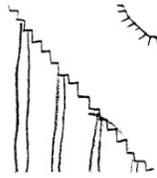
**Annual Town Meeting
Saturday, April 24, 2010
12:30 P.M.**

Please bring this book with you to Town Meeting.



~ We feel forever blessed to regard Nahant as our dear 'Home Sweet Home'.

Forty Steps is a great place because it has rocky ledges and a sandy beach. I don't know why they call it 40 Steps, though, when there are really 61 steps down to the beach! ~ Jake Baldwin



Every day when I drive by the Town Wharf now, it seems strange because it is still under construction, so it will look better and be safer for everyone. ~ Patrick Bartholomew



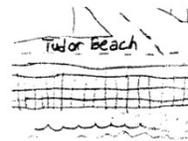
At Flash Road Park, I go to Park League, where I play baseball, basketball, tennis, kickball, and football. I have so many awesome memories from Flash Road Park. ~ Corey Bleau



The quintessential rock in the middle of the vast ocean seems so pristine. One thing I think that's really special to me is when I look at Egg Rock, I think of a magical elephant sitting in the ocean (which is a coincidence since elephants happen to be my favorite animal). ~ Casey Carmody



Whenever I go down to Tudor Beach, I look at the horizon and think about my uncles because they are fishermen. This makes me feel happy. ~ Ryan Cole



When you're at Bailey's Hill, nothing could go better. Memories are brought back that you could reminisce forever. Bailey's Hill: where dreams come true. Bailey's Hill, we'll always love you! ~ Olivia Cooke



The Nahant Public Library is a place which I love, where dreams grow up to become a reality! ~ Linda DeCicco



I love when I look out my window and see the Nahant Historical Society. There are so many interesting events held there, and Nahant's many artifacts are both important and intriguing. ~ Liam Devereaux



March 29, 2010

Dear Friends and Neighbors,

The Advisory and Finance Committee presents our recommendations for Fiscal Year 2011. Due to the continuing fiscal challenges facing all communities in the Commonwealth, the FY11 budget presented here is essentially flat from FY10, with the exception of step and longevity increases in salaries mandated by our existing collective bargaining agreements. We commend the Town departments and boards we've met with for their fiscal restraint in working within these budget limitations while continuing to deliver essential services to the Town. As a result of the continuing budget constraints we face as a Town, the Advisory and Finance Committee is not recommending a contribution to the Stabilization Fund in FY11. We recommend the FY11 Omnibus Budget appropriation of \$9,732,341 as described in Article 22.

This year there are 24 Articles with 10 sub-Articles (A-J) for the Community Preservation Act for your review. Please read this book for more information on each of these Articles. Per the changes to the Town by-laws passed at last year's Town Meeting, we are mailing only one copy of this book to each household. If you'd like additional copies, you can pick them up at Town Hall. This entire document is also available at www.nahant.org. Additional copies will also be available at Town Meeting. *Please recycle your books when you are done with them.*

Three of the Articles request borrowing. The Advisory and Finance Committee recommends you approve all three of these Articles. You can find information about the impact of this borrowing in the debt service schedule in Appendix 6.

Borrowing Articles:

- Article 9 requests that we take advantage of 0% interest MWRA borrowing to address needed water and sewer maintenance and repairs.
- Article 10 requests \$100,000 to address needed paving projects in Town.
- Article 11 requests \$60,000 to procure self-contained breathing units and upgraded radios for the Fire Department.

Article 8 asks the Town to vote to become a member of the newly formed Essex North Shore Agricultural and Technical School District. This will enable the Town to continue to provide vocational education to our students who wish to pursue it. Passage of this Article confirms our commitment to contribute 0.71% of the estimated \$133 million cost of building the new school. The Town will have no debt associated with this project until FY12.

Article 12 requests that the Town approve the FY10 appropriation of \$104,019 from available funds for the School Department that would otherwise be appropriated for their FY11 budget. The Advisory and Finance Committee recommends this Article which enables the School Department to "borrow" against this amount that would otherwise be appropriated in FY11. This is necessary in order to address cash flow timing issues associated with extraordinary special education tuition fees that are impacting the School Department in FY10. Any of the

\$104,019 not spent in FY10 will carry over to FY11. The School Department is applying for relief funds from the Massachusetts Department of Education – some of which would be received in FY10 and some in FY11. We cannot currently predict the amount of this reimbursement. The impact of this Article on the FY11 omnibus school budget is a reduction of \$104,019.

In Article 13, the Board of Assessors requests, and the Advisory and Finance Committee recommends, that the Town adopt changes that will expand the exemptions available to senior homeowners. This change will provide needed relief to a few more homeowners than would be eligible under the existing by-laws, and is not expected to have a significant impact to the Town revenues.

Article 14 requests the adoption of a cross connection by-law needed to comply with a state Department of Environmental Protection mandate. The Advisory and Finance Committee recommends this Article.

The Community Preservation Committee requests your agreement to fund five projects totaling \$140,000 in Article 15. The Advisory and Finance Committee recommends all of the sub-Articles in Article 15.

Articles 19 and 20 respectively request the purchase of water/sewer equipment and a truck to be used for water/sewer services. Neither of these is a borrowing Article and the necessary purchases can be made with available funds from the Water & Sewer Enterprise Fund.

The Advisory and Finance Committee recommends passage of Article 21 which authorizes the Town to sell a small parcel of Town-owned land so that the abutting homeowners can erect a fence between their properties.

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 2010 Town Meeting. Refer to the Table of Contents that follows for a guide to the contents of all the Appendices.

In addition, a series of “Frequently Asked Questions” is provided after 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 24th, 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,

Joyce Maroney, Chair
David Hunt
Kathleen Marden
Robert Vanderslice

Peter Fitzpatrick
Henry G. Clausen
Stephen Smith
Dr. Bernard Yadoff

Table of Contents

There are 24 Articles and 10 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. In the Appendices, you’ll find additional information pertinent to a number of these Articles.

Article 1	Elections	Page 5
Article 2	Borrowing, Compensating Balance	Page 5
Article 3	FY2010 Transfers	Page 5
Article 4	Stabilization Fund	Page 6
Article 5	FY 2010 Snow and Ice	Page 6
Article 6	Cemetery Revolving Account	Page 6
Article 7	Chapter 90 Highway	Page 7
Article 8	North Shore Voke	Page 7
Article 9	MWRA Borrowing	Page 8
Article 10	Paving	Page 8
Article 11	Fire Equipment	Page 9
Article 12	School	Page 9
Article 13	Assessors	Page 10
Article 14	Cross Connection By-law	Page 11
Article 15	Community Preservation	Page 11
Article 16	Salary and Classification Plan	Page 13
Article 17	Compensation for Elected Positions	Page 18
Article 18	Water and Sewer Enterprise	Page 19
Article 19	Water/Sewer	Page 19
Article 20	Water/Sewer Truck	Page 19
Article 21	Town Owned Land	Page 20
Article 22	Omnibus	Page 21
Article 23	Gifts	Page 21
Article 24	Continue Committees	Page 21
	Advisory and Finance Committee Recommended Budget for Fiscal Year 2011	Page 22

APPENDICES		
Appendix 1	One Time Revenue/Expenses Sources and Uses	Page 33
Appendix 2	Town of Nahant Five Year Plan	Page 34
Appendix 3	Water & Sewer Rate Comparison	Page 48
Appendix 4	School Department Proposed Budget	Page 49
Appendix 5	School Department Five Year Plan	Page 57
Appendix 6	Debt Service Schedule	Page 58
Appendix 7	Reserve Fund Transfers	Page 65
Appendix 8	Community Preservation Act Overview and Tax Impact Sheet	Page 66
Appendix 9	Report of the Community Preservation Committee	Page 68
Appendix 10	Cross Connection By-law	Page 99
Appendix 11	Documentation re: Sale of Town Owned Land (Article 21)	Page 105
Appendix 12	Town Meeting Frequently Asked Questions	Page 113

Notes:

The Advisory and Finance Committee presents the Articles, Supporting Statements, and Appendix information exactly as submitted by the Board of Selectmen, the Town Administrator, and a variety of other sources.

The inside front and back covers of this book were prepared by the Johnson School sixth grade students, class of 2010. We thank them and their teacher, Mrs. Dunion, for their evocative reflections on our beautiful town.

**Warrant
For the Annual Town Meeting
April 24, 2010**

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 24th day of April 2010 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, one member of the School Committee for a term of three years, and two members of the Planning Board one for a term of five years and one for an unexpired term of two years, and one member of the Housing Authority 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, 2010, 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 FY 2011, 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. (FY10 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.

RECOMMENDED:

At the time this book went to print, transfer requests have not been finalized. Inter-departmental transfers are anticipated and the Advisory and Finance Committee recommends approval insofar as these amounts do not exceed the available reserve funds. 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 stabilization fund currently has a balance of about \$83,000. While we believe it is fiscally prudent to make contributions to the fund when possible, the Advisory and Finance Committee is not recommending the appropriation of free cash into the fund at this time due to other budgetary constraints.

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 FY2010 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 Massachusetts State 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 2011 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 2011. 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. (North Shore Voke) To see if the Town will vote to authorize the Town to become a member of the Essex North Shore Agricultural and Technical School District (the "District") in accordance with Chapter 463 of the Acts of 2004 (as amended); and to further authorize the Town to approve the debt of the District authorized or to be authorized in the amount of \$133,000,000 dollars, the Town's share of which shall be apportioned to the Town by the District based on the Town's projected percentage of enrollment for the proposed Essex North Shore Agricultural and Technical High School, to be expended under the direction of the District for construction of the Essex North Shore Agricultural and Technical High School, which school facility shall have an anticipated useful life as an educational facility for the instruction of school children for at least 50 years, and for which the District may be eligible for a school construction grant from the Massachusetts School Building Authority. The MSBA's grant program is a non-entitlement discretionary program based on need, as determined by the MSBA, and any project costs the District incurs in excess of any grant approved by and received from the MSBA shall be the sole responsibility of the District. Any grant that the District may receive from the MSBA for the Project shall be based on a total project budget of \$125,000,000 and shall not exceed the lesser of (1) sixty-two percent (62.00%) of eligible, approved project costs, as determined by the MSBA, or (2) the total maximum grant amount as determined by the MSBA. The MSBA's grant is conditioned upon the election by cities and towns representing at least 75 percent of the October 1, 2004 foundation enrollment of the North Shore Vocational Regional School District to become a member municipality of the District, or take any other action relative thereto.

Supporting Statement from Superintendent of Schools:

This Article would continue a longstanding relationship with the North Shore Vocational-Technical High School to provide learning opportunities for high school age students from Nahant. During 2009-2010 there were 8 students enrolled in vocational technical programs that could lead to professional licensing, careers and/or post secondary education. The new facility to be built would provide state of the art learning opportunities in a wide variety of vocational and technical fields. These programs lead to a substantial opportunity for employment and career development.

RECOMMENDED:

Each year Nahant sends students to the North Shore Vocational School (the Voke). In doing so we broaden the educational choices afforded to Nahant students. The Voke and Essex Agricultural School (the Aggie) will be merging and establishing a new school on a new campus, thereby increasing the number of choices available to students. This Article enables Nahant to fund our share of the costs associated with the new school.

ARTICLE 9 (MWRA) To see if the Town will vote to raise by borrowing, a sum not to exceed \$134,000 from the Massachusetts Water Resource Authority, to repair and/or replace water distribution lines and appurtenant structures, and in connection therewith, to enter into a loan agreement and/or security agreement with the MWRA relative to such loan, or take any other action relative thereto.

Supporting Statement from the Town Administrator:

The Metropolitan Water Resource Authority makes available, to municipalities throughout the Commonwealth, a 0% loan to help offset the cost of repairs and replacement to water distribution infrastructure.

RECOMMENDED:

This Article will allow the Town to borrow up to \$134,000 from the state at a zero percent (0%) interest rate. The loan can only be used on the water delivery system and not on any other related items. Because this is a borrowing Article, a (2/3) vote is required for passage.

ARTICLE 10 (Paving) To see if the Town will vote to appropriate \$100,000, or any sum of money, to pave roads and sidewalks throughout town, to determine whether this appropriation shall be raised by borrowing or otherwise; or to take any other action relative thereto.

Supporting Statement from the Town Administrator:

Several years ago the Town commissioned a comprehensive Pavement Management Study that developed levels of funding the Town should expend to maintain streets and sidewalks in good condition. The funding level was set at \$175, 000 per year. Typically, the Town receives \$75,000 from the state and funds the \$100,000 through Town Meeting. Because of tight budget over the past few years the Town has not adequately funded this program. It is important to begin funding this program at acceptable levels in order to prevent further deterioration of our streets and sidewalks.

RECOMMENDED:

The Advisory and Finance Committee recommends a sum not to exceed \$100,000, which will come from borrowing, for this Article. This will allow the continuation of the Town's Pavement Management Program.

ARTICLE 11 (Fire Equipment) To see if the Town will vote to appropriate \$60,000, or any sum of money, to purchase self contained breathing apparatus and radios, to determine whether this appropriation shall be raised by borrowing or otherwise; or to take any other action relative thereto.

Supporting Statement from the Town Administrator:

This Article provides funding for two vital components of the Nahant Fire Department. First, the NFD owns and maintains approximately 17 self contained breathing apparatus. These units are essential for firefighters entering a burning building. The current units are nearly 20 years and many cannot pass certification. At this point the NFD is looking to replace seven (7) of these units. Secondly, all dispatch communication for the NFD goes through the City of Lynn dispatch center. This has proven to be a very good arrangement. The City of Lynn, as well as most other communities, are changing their radio frequency from analog to digital. The Town will need to follow suit. In addition, our current radios are very outdated.

RECOMMENDED:

The supporting statement (above) by the Town Administrator is self explanatory and we feel that the safety of our firefighters should be our primary concern.

ARTICLE 12. (School) To see if the Town will vote to appropriate \$104,019 from available funds to meet special education tuition expenses, or to take any other action relative thereto.

Supporting Statement from the Town Administrator:

The purpose of this transfer is to advance the FY11 \$104,019 provided to the school annually above Net School Spending. It is anticipated the school will receive additional funds from the state for this extraordinary special education tuition expense in FY11.

Supporting Statement from Superintendent of Schools:

This Article will enable the Nahant Public Schools to have the fiscal capacity to pay an unbudgeted tuition for one student of \$228,000 in FY10. This is a one-time expense as the student has moved to another community. This sum of \$104,019 would ordinarily be part of the FY11 school budget and any unused portion in FY10 will be applied to FY11.

RECOMMENDED:

Placements for Special Education (SPED) students must be funded by the city or town in which the student resides. When the costs of such placements exceed certain limits, the state provides some relief through what is referred to as a "circuit breaker". In addition, the state offers additional "extraordinary relief" funds when costs are above certain other limits. However, the anticipated amount reimbursed still does not cover the costs we are incurring this year for some placements. Applications have been filed for extraordinary relief, but as of this writing, we don't know what this reimbursement will be.

This Article insures that the Johnson School will have sufficient funds to pay the costs for this placement. Hopefully reimbursements from the state will be sufficient so that we will not have to use the entire amount requested above, in which case the amount remaining would be carried over to the following year.

ARTICLE 13 (Assessors) To see if the Town will vote to adopt the provisions of M.G.L. Chapter 59, Section 5 Clause 17E by adding the amount of the whole estate, real and personal, as set forth in our currently adopted Clause 17D, under M.G.L. Chapter 59; the asset or whole estate limit shall be increased annually by the amount equal to the increase in the Consumer Price Index published by the United States Department of Labor, Bureau of Labor Statistics, beginning in Fiscal Year 2011 (submitted by Board of Assessors).

Supporting Statement from the Board of Assessors:

The Board of Assessors recommends the adoption of Clause 17E to assist elderly persons, surviving spouses or minors of deceased parents become eligible for an exemption by increasing the asset level or whole estate requirements that could help reduce their real estate tax bill. By accepting the provisions of Clause 17E the asset limits or whole estate for Clause 17D will increase annually by the cost of living adjustment (COLA). The Town already adopted a similar provision by increasing the amount of the exemption by the prior year's COLA of Clause 17D at the 1997 ATM. The exemption amount increased by 100% of the COLA as determined by the Commissioner of Revenue under M.G.L. Ch. 59, s5, Clause 17D. In 1996, the exemption amount was \$175.00. Today it is \$280.00. The COLA for FY2010 is 3.5%.

Currently, the Clause 17D asset limit or whole estate is \$40,000 maximum; one of many requirements to receive this real estate exemption. The asset limit or whole estate consists of real estate valuation (other than domicile), bank accounts, stocks, bonds, securities, motor vehicles and trailers, boats, and other non-exempt personal property. Again, by accepting the COLA increase, the statutory exemption becomes Clause 17E but the remaining Clause 17D requirements remain intact.

Other requirements to qualify for the Clause 17D include, age: 70 as of July 1st for seniors, a surviving spouse, or a minor of deceased parent, ownership of property to be exempted as of July 1st, and that the applicant has not received an exemption from any other community for the year.

Following is a simple example illustrating the effect of adopting Clause 17E if Nahant first adopted the local option provision in FY2005:

<i>Year</i>	<i>Asset or Whole Estate Limit</i>	<i>COLA</i>	<i>Revised Asset/Whole Estate</i>
<i>FY2005</i>	<i>\$40,000</i>	<i>3.8%</i>	<i>\$41,520</i>
<i>FY2006</i>	<i>\$41,520</i>	<i>2.8%</i>	<i>\$42,683</i>
<i>FY2007</i>	<i>\$43,683</i>	<i>3.3%</i>	<i>\$44,092</i>
<i>FY2008</i>	<i>\$44,092</i>	<i>4.3%</i>	<i>\$45,988</i>
<i>FY2009</i>	<i>\$45,988</i>	<i>3.4%</i>	<i>\$47,552</i>
<i>FY2010</i>	<i>\$47,522</i>	<i>3.5%</i>	<i>\$49,185</i>

The example above shows how the asset limit would have changed if we adopted Clause 17E in FY2005 and can be used as a good estimate to show how the future asset limit will increase if Clause 17E is adopted, now. Please vote in favor.

RECOMMENDED:

The Advisory and Finance Committee recommends passage of this Article which proposes to add a Cost of Living Adjustment (COLA) to the asset limit under Mass General Laws Chapter 59, Section 5, Clause 17E. Adoption of this law will provide certain elderly persons, surviving spouses or minors of deceased parents an increased deduction resulting in reductions to their property taxes. The Board of Assessors estimates the prospective effect of this COLA adjustment to the asset limit for FY11 would be an additional two or three people receiving reductions of approximately \$280 each.

ARTICLE 14. (Cross Connection by-law) To see if the Town will vote to adopt Article XV as a new by-law relating to Cross Connection to the public water distribution system or to take any other action relative thereto.

RECOMMENDED:

This Article was recommended for Town adoption by the MWRA and the state. It will require large establishments to install a check valve on their main water supply pipe. This will stop the reverse flow of water from the building back into the water pipe if water pressure is lost during work on the water system. The only buildings affected by this Article are the school, apartment type structures, and nursing homes.

ARTICLE 15. (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:

The Advisory and Finance Committee recommends the following sub-Articles approved by the Community Preservation Committee:

- A. To recommend that the Town appropriate \$94,230.00 from Fiscal Year 2011 Community Preservation Fund revenues for the payment of debt service of principal and interest due and owing 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”);
- B. To recommend that the Town appropriate \$49,585.42 from Fiscal Year 2011 Community Preservation Fund revenues for the payment of debt service of principal and interest due and owing on the Forty Steps Stairs Bonding authorized by the 2008 Annual Town Meeting (Article 7A). (Total debt service of principal and interest due and owing on the Forty Steps Stairs Bonding is \$50,895, however, \$1,309.58 shall be paid from the balance of unexpended funds appropriated to the Forty Steps Stairs Bonding by the 2008 Annual Town Meeting (Article 11B));

- C. 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 \$82,695.31 from Fiscal Year 2011 Community Preservation Fund revenues;
- D. To recommend that the Town (i) transfer \$1,595.80 from the unexpended funds appropriated to the Planning Board for Master Planning by the 2005 Annual Town Meeting (Article 17F), (ii) transfer \$8,266.00 from the unexpended funds appropriated to the Planning Board for Master Planning by the 2006 Annual Town Meeting (Article 9C). and (iii) to appropriate \$138.20 from Fiscal Year 2011 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;
- E. To recommend that the Town appropriate \$5,000.00 from Fiscal Year 2011 Community Preservation Fund revenues for the purpose of completing the next phase of dune grass plantings as part of the Dune Restoration Project, as applied for by the Town of Nahant;
- F. To recommend that the Town appropriate \$40,000.00 to fund the replacement of roofs on four (4) duplexes at the Nahant Housing Authority Veterans Housing located on Spring and Emerald Roads, of which (i) \$854.87 shall be transferred from the unexpended funds appropriated to the Housing Authority for the mechanical chair lift by the 2008 Annual Town Meeting (Article 11E); (ii) \$9379.63 shall be appropriated from the Community Preservation Act Affordable Housing Fund Reserve Account, and (iii) \$29,765.50 shall be appropriated from Fiscal Year 2011 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, emergency assistance or other support available from the Federal Government or the Commonwealth of Massachusetts or any agency of either;
- G. To recommend that the Town appropriate \$45,000 from the Community Preservation Act General Reserve Account for the purpose of completing the planning and design phase of a Master Planning Program for improvements to the Nahant Public Library Building as applied for by the Trustees of the Nahant Public Library, subject to the following conditions: acceptance by the Trustees of the Nahant Public Library (or their successors) 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 transfer \$2,000 from the unexpended funds appropriated to the Nahant Little League by the 2007 Annual Town Meeting to the Community Preservation Fund General Reserve Account;
- I. 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

- J. To recommend that the Town set aside from Fiscal Year 2011 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 16. (Salary & Classification Plan) To see if the Town will vote to amend Article XIII, Section 5, Subsection B of the by-laws for the fiscal year beginning July 1, 2010, 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 22 (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 16</i>
2. Collective bargaining agreements with the fire fighters, police, DPW and teacher’s unions.	Collective bargaining agreements ratified by Town Meeting or School Committee
3. Individual contracts with various Town government agencies.	Direct agreement between employee and Town agency
4. Elected officials.	Article 17

1. Positions subject to the Classification and Salary Plan Fiscal Year 2011

POSITION	STARTING SALARY RANGE	MAXIMUM
	MINIMUM – MAXIMUM (\$)	SALARY (\$)
Town Administrator	81,750-98,900	119,900
Accountant	67,580-82,800	94,830
Treasurer / Collector	57,770-70,150	78,480
Police Chief	76,300-93,150	114,450
Fire Chief	67,580-82,800	94,830
DPW Superintendent.	67,580-82,800	94,830
Assistant Assessor	46,870-57,500	65,400
Assistant Treasurer / Collector	44,690-54,050	61,040
Administrative Assistant 1 (Assist Acct)	42,510-51,750	57,770
Administrative Assistant 2 (Assist Acct)	42,510-51,750	57,770
Head Librarian	57,770-70,150	78,480
Information Technology	27,250-51,750	57,770
Clerk/Dispatcher	35,970-43,700	47,633

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

Position	Salary Range (\$)
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 hourly 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. All of these collective bargaining agreements expire prior to FY 11, therefore FY 10 salary provisions will be in effect until agreements are reached.

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
Mechanic I	40,540.17	41,890.70	43,351.56	45,473.36
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
Mechanic II	49,991.53	51,491.28	53,036.03	54,627.10

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 2009 was:

Position	Range
Police Officer	\$ 77,919 to \$106,175
Firefighter	58,879 to 81,299
Public Works Employee	50,570 to 79,781

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

+15 = Fifteen Graduate Credits

+45 = Forty-Five Graduate Credits

CAGS=Certificate of Advanced Graduate Study

M = Masters Degree

+30 = Thirty Graduate Credits

+60 = Sixty Graduate Credits

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 2009 was \$ 36,095 to \$ 71,651.

3. Other agreements

The School Committee has an individual contract with the Superintendent and the Principal and is currently reviewing this salary agreement. In school year 2010 this agreement was:

Position	Annual Salary
Johnson School Superintendent	500 PER DAY 2 DAYS WK.
Johnson School Principal	87,250

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 2011 the Town Administrator expects the Town's share of annual health insurance premiums to be \$4,787 for individual coverage and \$12,814 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.

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.

ARTICLE 17. (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 Section 108, Chapter 41 of the General Laws, as amended, and raise the money therefore, or to take any other action thereto.

RECOMMENDED:

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

Position	Annual Salary
Selectmen	\$ 1
Constable	50
Assessors	1
Town Clerk	19,620

ARTICLE 18. (Water & Sewer Enterprise) 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 revenue water and sewer usage fees collected by the Town to be transferred to the Water/Sewer Enterprise Fund. The Selectmen moved the Water/Sewer Debt to the real estate taxes. This action allows homeowners to deduct the debt from their State and Federal income taxes. Due to this action, each year the Town must transfer the collected funds back into the Enterprise Fund. The following sums will be appropriated for the direct expenses needed to operate the Water & Sewer Enterprise:

Salaries	\$360,516.00
Expenses	\$763,390.00
Capital outlay	\$120,000.00
Debt	\$334,872.00
Emergency reserve (Uncollectible)	\$35,927.00
Total:	\$1,614,705.00

ARTICLE 19. (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 fund, 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 the Town Administrator:

The Town has made great gains in updating our waste water pumping stations over the past several years. All of our pump stations now operate on submersible pumps with parts that are interchangeable. Each year we need to replace various pumps. This funding does not require any additional expense to the Town. Funds will be appropriated from the balance of the Water and Sewer Enterprise fund.

RECOMMENDED:

The Article allows the Water/Sewer Department to purchase needed pump parts, pipe, valves and other hardware associated with the repair and maintained of the water supply system.

ARTICLE 20. (Water/Sewer Truck) 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 funds \$45,000 for the purchase of a 1-1/2 utility truck or take any other action relative thereto.

Supporting Statement from the Town Administrator:

This is a schedule replacement of an 8 year old water and sewer utility truck. This funding does not require any additional expense to the Town. Funds will be appropriated from the balance of the Water and Sewer Enterprise fund.

RECOMMENDED:

This is an effort to replace aging vehicles in the Nahant Public Works. We are recommending this Article because of the need to keep up the rolling stock and to reduce its maintenance cost. We are also recommending that the terms for borrowing not exceed five (5) years, which should be the useful life for this size vehicle and the type of work it will be doing.

ARTICLE 21. (Town Owned Land) To see if the Town will vote to convey, transfer or sell a parcel of town owned land, identified on the Town Assessors Plan as Lot2-B on Map24, consisting of approximately 1,959 sq. ft. or take any other action relative thereto.

Supporting Statement from Town Owned Lands Committee:

The Town Owned Lands Committee unanimously voted to support this request to sell/transfer/convey this parcel of Town owned land. The Committee has met with the abutters and completed an evaluation and analysis for this transfer. The Town took this parcel (which ran from Fox Hill Road to Ward Road) through tax title in the 1940's. The Town divided the lot into two lots (Lot 2-A and Lot 2-B on Map 24) and sold/transferred Lot 2-A to an abutter in 1963, maintaining a drain and sewer easement. Based on a certified market value appraisal, the abutters of Lot 2-B (James and Mary Beth Godwin 1 Ward Road and Leo and Mary Barletta 3 Ward Road) are asking the Town to sell Lot 2-B for a sum not to exceed \$5,000. Although the Town assesses this lot at \$14,400, the Committee feels that \$5,000 is a reasonable sum because the buyers will have to pay for additional legal and property survey expenses that will bring their 'out-of-pocket' cost close to, or in excess of the assessed value. Additionally, the Committee recommends that the Town maintain a drain and sewer easement, which also reduces the market value. The abutters have always maintained this parcel and now wish to purchase it. The parcel is directly across from the entrance to the Lowlands parking lot and the abutters would like to erect a fence to prevent their young children from running out onto this heavy traffic area.

RECOMMENDED:

The Advisory and Finance Committee recommends passage of this Article. The Public Lands Committee completed a detailed investigation and analysis of the parcel involved and concluded that, beyond the maintenance of underground utilities presently located on the property and protected by the recommended easements, the parcel is of no historical or environmental significance and provides no potential for future public use. The fair market value of the property takes into consideration the purchasers' obligations to assume all costs associated with the transfer of the property and the restrictions on its use due to utility easements and zoning restrictions.

ARTICLE 22. (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.

RECOMMEND:

The Advisory and Finance Committee recommends that the Town adopt the budget presented in this book immediately following the Warrant and our recommendations.

ARTICLE 23. (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, Davis Memorial Fund 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 24. (Continue Committees) To see if the Town will vote to continue the standing committees to June 30, 2008: Community Preservation 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 and to see if the Town will vote to continue the Nahant Alternative Energy Committee with seven members appointed by the Town Administrator from the community at large, Golf Course Management Advisory Committee to be appointed by the Town Administrator from the community at large, or take any other action relative thereto,

RECOMMENDED:

The Advisory and Finance Committee recommends that the Town continue the Committees listed in this Article. We recommend the changes suggested to the Alternative Energy and Golf Course Management Advisory Committee. These Committees have been established by prior Town Meeting votes, rather than by Town by-laws. The Town therefore must vote annually to continue their existence through the next fiscal year.

FY 2011 Omnibus Budget Appropriations and Projected Revenues

In the following pages prior to the Appendices, you'll find the FY11 Omnibus Budget Appropriations and Fiscal Year 2011 Projected Revenues as recommended by the Advisory and Finance Committee. All amounts are in dollars unless otherwise noted. Any recommended changes that may be identified between now and April 24th will be noted at Town Meeting.

	FY08 Actual Expenses	FY09 Actual Expenses	FY10 Budget	FY11 Rec. Budget	Change from FY10	
<u>General Government</u>						
<u>Moderator</u>						
1	General Expenses	0	0	60	60	0.00%
<u>Selectmen</u>						
2	Salaries/Wages	2	2	3	3	0.00%
3	General Expenses	38,723	50,242	50,400	50,400	0.00%
<u>Town Administrator</u>						
4	Salaries/Wages	191,740	199,142	204,805	205,820	0.50%
5	Health Inspector	8,700	8,961	8,961	8,961	0.00%
6	Public Health Nurse	2,600	2,600	2,600	2,600	0.00%
7	Asst. Health Inspector	0	0	500	500	0.00%
8	Town Physician	500	0	500	500	0.00%
9	ADA Coordinator	500	500	500	500	0.00%
10	General Expenses	4,318	3,387	4,400	4,400	0.00%
11	Capital Outlay-Copier	3,100	2,100	2,411	2,411	0.00%
<u>Finance Committee</u>						
12	General Expenses	7,716	9,879	10,000	10,000	0.00%
<u>Town Accountant</u>						
13	Salary	77,035	80,390	82,802	83,272	0.57%
14	General Expenses	4,246	4,435	7,370	7,370	0.00%
<u>Assessors</u>						
15	General Expenses	103,361	110,141	114,383	114,383	0.00%
<u>Treasurer/Collector</u>						
16	Salaries/Wages	107,628	112,375	115,776	117,186	1.22%
17	General Expenses	34,657	27,465	27,485	27,485	0.00%
<u>Town Counsel</u>						
18	Annual Fee	35,000	35,000	35,000	35,000	0.00%
<u>Town Hall</u>						
19	Salaries/Wages	13,190	14,980	16,501	16,501	0.00%
20	General Expenses	37,449	33,635	38,000	38,000	0.00%
21	Capital Outlay	20,037	5,000	0	5,000	0.00%
<u>Data Processing</u>						
22	General Expenses	78,956	89,853	92,100	92,100	0.00%
<u>Town Clerk</u>						
23	Salaries/Wages	3,598	4,515	20,250	19,620	-3.11%
24	General Expenses	4,036	3,278	5,000	5,500	10.00%
<u>Election/Registration</u>						
25	Salaries/Wages	500	500	1,500	1,500	0.00%
26	General Expenses	5,050	6,887	7,200	7,200	0.00%
27	Capital Outlay-Voting Machine	0	0	0	0	0.00%
<u>Conservation Commission</u>						
28	General Expenses	515	530	530	530	0.00%
<u>Planning Board</u>						
29	Purchase of Services	436	1,096	1,500	1,500	0.00%
30	General Expenses	749	356	1,000	1,000	0.00%
<u>Zoning/Board of Appeals</u>						
31	General Expenses	2,224	2,053	4,000	4,000	0.00%
Total General Government		786,566	809,302	855,537	863,302	0.91%

Public Safety		FY08 Actual Expenses	FY09 Actual Expenses	FY10 Budget	FY11 Rec. Budget	Change from FY10
<u>Police Department</u>						
32	Police Salaries/Wages	1,008,017	1,007,703	1,052,031	1,007,495	-4.23%
33	General Expenses	127,938	131,579	137,666	138,566	0.65%
34	Capital Outlay	25,250	26,000	0	30,000	100.00%
35	Public Safety - Debt Service	0	0	0	0	
36	Total Police Department	1,161,205	1,165,282	1,189,697	1,176,061	-1.15%
<u>Fire Department</u>						
37	Fire Salaries/Wages	620,697	638,368	652,755	662,755	1.53%
38	General Expenses	69,378	66,141	69,685	79,685	14.35%
39	Capital Outlay	25,000	0	0	0	0.00%
40	Total Fire Department	715,075	704,509	722,440	742,440	2.77%
Total Police and Fire		1,876,280	1,869,791	1,912,137	1,918,501	0.33%
Other Public Safety						
<u>Inspectional Services Department</u>						
41	Part-Time Assistant for all Inspectors	12,360	12,900	14,040	14,560	3.70%
<u>Building Inspection</u>						
42	Salary	9,500	9,500	9,500	9,500	0.00%
43	Assistant	4,635	4,635	4,635	4,635	0.00%
44	General Expenses	4,161	2,560	4,013	4,013	0.00%
<u>Plumbing/Gas Inspection</u>						
45	Salary	3,500	3,500	3,500	3,500	0.00%
46	Assistant	1,800	1,800	1,800	1,800	0.00%
47	General Expenses	3,106	164	250	250	0.00%
<u>Wiring Inspection</u>						
48	Salary	3,500	3,500	3,500	3,500	0.00%
49	Assistant	1,800	1,800	1,800	1,800	0.00%
50	General Expenses	2,294	778	2,000	2,000	0.00%
<u>Civil Defense</u>						
51	General Expenses	1,000	500	500	500	0.00%
<u>Animal Control</u>						
52	Salaries/Wages	11,300	8,300	11,300	11,300	0.00%
53	Purchase of Services	545	883	900	900	0.00%
54	General Expenses	2,696	2,000	2,000	2,000	0.00%
<u>Parking Clerk</u>						
55	General Expenses	3,413	5,537	5,572	5,572	0.00%
<u>Harbormaster</u>						
56	Salary	1,200	1,200	1,200	1,200	0.00%
57	Assistant	1,560	1,600	1,600	1,600	0.00%
58	General Expenses	4,700	5,810	5,840	5,840	0.00%
<u>Wharfinger</u>						
59	Salary	1,200	1,200	1,200	1,200	0.00%
60	Assistant	400	400	400	400	0.00%
61	General Expenses	1,298	616	1,550	1,550	0.00%
62	Capital Outlay	0	0	0	0	0.00%
<u>Ocean Rescue</u>						
63	Training Wages	6,995	6,210	8,015	8,015	0.00%
64	General Expenses	3,122	2,117	2,311	2,311	0.00%
Total Other Public Safety.		86,085	77,510	87,426	87,946	0.59%
Total Public Safety		1,962,365	1,947,301	1,999,563	2,006,447	0.34%

Education System		FY08 Actual Expenses	FY09 Actual Expenses	FY10 Budget	FY11 Rec. Budget	Change from FY10
School Department						
65	Tuition - SPED	164,417	91,293	143,687	67,687	-52.89%
66	Tuition - Swampscott	1,285,120	1,155,504	1,219,648	1,155,456	-5.26%
67	Johnson School Budget* (See Below)	1,536,943	1,595,583	1,520,309	1,395,683	-8.20%
68	Charter School Assessment	97,094	177,285	145,611	177,194	21.69%
69	Total School Appropriation	3,083,574	3,019,665	3,029,255	2,796,020	-7.70%
* Note: Johnson School \$104,019 in Article 12				1,520,309	1,499,702	-1.36%
Transportation						
70	Transportation/Regular	123,930	126,630	132,965	132,965	0.00%
71	Transportation/SPED	50,751	42,250	30,000	30,000	0.00%
72	Total Transportation	174,681	168,880	162,965	162,965	0.00%
73	School - Debt Service	655,716	529,724	541,180	528,252	-2.39%
Assessments						
74	Essex Agricultural	0	0	0	0	
75	SPED School Assessment	0	0	0	0	
76	North Shore Regional Voc.	94,658	85,801	75,000	95,000	26.67%
77	Total Assessments	94,658	85,801	75,000	95,000	26.67%
Total Education System		4,008,629	3,804,070	3,808,400	3,582,237	-5.94%

Public Works Department		FY08 Actual Expenses	FY09 Actual Expenses	FY10 Budget	FY11 Rec. Budget	Change from FY10
<u>Public Works Operations</u>						
78	Salaries/Wages	5,053	5,285	5,485	5,835	6.38%
79	General Expenses	1,354	1,410	1,409	1,409	0.00%
	Total Public Works Operations	<u>6,407</u>	<u>6,695</u>	<u>6,894</u>	<u>7,244</u>	5.08%
<u>Highways/Streets/Parks/Beaches</u>						
80	Salaries/Wages	133,543	138,522	146,543	146,638	0.06%
81	General Expenses	123,654	115,636	122,436	122,436	0.00%
82	Capital	72,782	2,183	0	0	0.00%
83	Total Highways/Streets/B/P	<u>329,979</u>	<u>256,341</u>	<u>268,979</u>	<u>269,074</u>	0.04%
84	Snow & Ice Services	80,592	91,849	20,000	20,000	0.00%
85	Waste Collection/Disposal	355,064	359,239	388,697	370,098	-4.78%
<u>Beaches & Parks</u>						
86	Salaries/Wages	43,092	43,865	27,603	27,603	0.00%
87	General Expenses	12,031	12,121	32,185	32,185	0.00%
88	Capital Outlay-Small Equipment	10,000	9,993	0	0	0.00%
	Total Beaches & Parks	<u>65,123</u>	<u>65,979</u>	<u>59,788</u>	<u>59,788</u>	0.00%
<u>Cemetery</u>						
89	Salaries/Wages	18,438	20,865	21,491	21,491	0.00%
90	General Expenses	6,911	7,069	7,297	7,297	0.00%
91	Total Cemetery	<u>25,349</u>	<u>27,934</u>	<u>28,788</u>	<u>28,788</u>	0.00%
<u>Overhead Operations</u>						
92	General Expenses	5,812	5,715	7,715	7,715	0.00%
93	Capital Outlay-Phone Equipment	1,511	2,107	3,000	3,000	0.00%
94	Public Works - Debt Service	30,676	28,344	35,943	9,456	-73.69%
	Total Overhead Operations	<u>37,999</u>	<u>36,166</u>	<u>46,658</u>	<u>20,171</u>	-56.77%
Total Public Works Department		900,513	844,203	819,804	775,163	-5.45%

Culture/Recreation	FY08 Actual Expenses	FY09 Actual Expenses	FY10 Budget	FY11 Rec. Budget	Change from FY10
<u>Library</u>					
95 Salaries/Wages/Gen. Expense	173,600	177,461	185,840	187,260	0.76%
96 Building Repair	0	0	0	0	0.00%
<u>Recreation -General</u>					
97 General Expenses	3,090	3,090	3,090	3,090	0.00%
<u>Recreation-Sailing</u>					
98 General Expenses	3,605	3,605	3,605	3,605	0.00%
<u>Council on Aging</u>					
99 Salaries/Wages	21,052	11,467	25,000	25,000	0.00%
100 General Expenses	14,855	8,759	11,700	11,700	0.00%
<u>Veteran's Agent</u>					
101 Salaries/Wages	1,000	1,000	1,000	1,000	0.00%
102 General Expenses	5,251	5,500	5,600	5,600	0.00%
<u>Historical Commission</u>					
103 General Expenses	0	0	0	0	0.00%
<u>Memorial Day Committee</u>					
104 General Expenses	5,480	6,000	6,000	6,000	0.00%
<u>Fourth of July Committee</u>					
105 General Expenses	2,080	2,200	2,200	2,200	0.00%
<u>Beautification Committee</u>					
106 General Expenses	1,643	1,517	2,060	2,060	0.00%
<u>Personnel Committee</u>					
107 General Expenses	0	0	0	0	0.00%
<u>Military Housing</u>					
108 General Expenses	39,517	81,981	20,000	55,000	175.00%
Total Culture/Recreation	271,173	302,580	266,095	302,515	13.69%

General Debt Service		FY08 Actual Expenses	FY09 Actual Expenses	FY10 Budget	FY11 Rec. Budget	Change from FY10
109	Debt Service	218,584	173,698	144,224	85,695	-40.58%
110	Military Housing Debt Service	83,767	79,100	49,423	27,990	-43.37%
Total Debt Service		302,351	252,798	193,647	113,685	-41.29%
Total Operation Cost		8,231,597	7,960,254	7,943,046	7,643,349	-3.77%
Intergovernmental						
Cherry Sheet						
111	State Assessments	88,071	85,931	86,378	87,874	1.73%
112	County Assessments	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	0.00%
* See School Section for School Assessments						
Total Intergovernmental		88,071	85,931	86,378	87,874	1.73%
Other Expenses						
113	Pension/Annuity Expenses	13,703	14,062	15,021	15,625	4.02%
114	Essex County Retirement Expenses	358,682	382,419	423,691	446,855	5.47%
115	Unemployment Compensation	10,600	16,198	25,750	55,790	116.66%
116	Health Insurance	579,334	577,606	648,119	712,931	10.00%
117	Life Insurance	1,468	1,460	1,575	1,575	0.00%
118	Medicare Expenses	51,497	53,144	60,000	61,800	3.00%
119	Insurance Committee Expenses	219,653	213,068	232,488	281,670	21.15%
120	Retirement Account	<u> </u>	<u>23,064</u>	<u>15,000</u>	<u>15,000</u>	0.00%
Total Other Expenses		1,234,937	1,281,021	1,421,644	1,591,246	11.93%
Total Before Reserve Fund and Articles		9,554,605	9,327,206	9,451,068	9,322,469	-1.36%
121	Reserve Funds Appropriation	<u>0</u>	<u>0</u>	<u>75,000</u>	<u>75,000</u>	0.00%
Total General Funds		9,554,605	9,327,206	9,526,068	9,397,469	-1.35%

Interfund Transfers-Out		FY08 Actual Expenses	FY09 Actual Expenses	FY10 Budget	FY11 Rec. Budget	Change from FY10
122	Transfer to Wharf Insurance Special Revenue Fund	2,000	3,000			
123	Debt Paydown-Military Houses	117,000	117,000			
124	Transfer to W/S Enterprise Fund Debt Shift	483,483	404,488	347,228	334,872	-3.56%
125	Transfer to Retirement Special Revenue Fund	15,000				
126	Free Cash to Paving Art #8 4/08 ATM	50,000				
127	Transfer to Retirement Special Revenue Fund		35,000			
128	RFT School Road 9/08		12,824			
129	Debt Paydown-School Roof		7,000			
130	Debt Paydown-Fire Service Truck		8,000			
131	Debt Paydown-Dump Truck		7,000			
Total Interfund Transfers Out		667,483	594,312	347,228	334,872	-3.56%
TOTAL APPROPRIATIONS		10,222,088	9,921,518	9,873,296	9,732,341	-1.43%

Estimated FY11 Revenue	9,682,341
Funded from Overlay Surplus	20,751
Funded from Free Cash	29,249
Total Surplus or (Shortage)	0

LINE #	<u>GENERAL FUNDS</u>	FY08 Actual Revenues	FY09 Actual Revenues	FY10 Estimated Revenues	FY11 Estimated Revenues	% Change From FY10
1	Personal Property Taxes	104,371	140,668	156,421	156,421	0.00%
2	Personal Property Tax Refund	(152)	(90)	(150)	(150)	0.00%
3	Real Estate Taxes	6,935,941	6,984,863	7,043,140	7,350,549	4.36%
4	Real Estate Tax Refund	<u>(23,980)</u>	<u>(15,039)</u>	<u>(16,000)</u>	<u>(16,000)</u>	0.00%
5	<i>Maximum Levy Limit</i>	<i>7,016,180</i>	<i>7,110,402</i>	<i>7,183,411</i>	<i>7,490,820</i>	4.28%
6	Overlay Reserve	0	0	0	(155,000)	-100.00%
7	Utility Liens Redeemed	0	0	0	0	0.00%
8	Tax Title Collected	32,122	33,103	0	0	0.00%
9	R/E Deferrals	0	0	0	0	0.00%
10	Motor Vehicle Excises	481,238	429,222	426,374	400,325	-6.11%
11	Motor Vehicle Excise Refund	(9,726)	(9,483)	(9,500)	(9,738)	2.50%
12	Boat Excise Taxes	6,788	7,441	7,460	7,647	2.50%
13	Boat Excise Refund	(246)	(878)	(900)	(923)	2.50%
14	Interest on Taxes/Excises	19,541	23,684	23,650	24,241	2.50%
15	Penalty - Demand Payments	4,560	4,005	4,000	4,100	2.50%
16	Payment In Lieu of Taxes	2,067	6,513	6,512	6,675	2.50%
17	Rubbish/Recycling Fees	364,121	370,248	388,697	370,098	-4.78%
18	Ambulance Fees	55,504	82,719	82,700	80,000	-3.26%
19	Other Charges For Services	4,368	4,625	4,625	4,741	2.50%
20	Fees	40,630	38,489	38,475	39,437	2.50%
21	Cemetery Fees	3,850	8,150	8,100	8,303	2.50%
22	Rentals	170,233	189,889	180,875	185,397	2.50%
23	Military Housing Rentals	193,986	150,492	144,193	115,473	-19.92%
24	Alcoholic Beverage Licenses	8,100	8,100	8,100	8,100	0.00%
25	Other Licenses	6,780	6,750	6,750	6,919	2.50%
26	Permits	53,051	64,198	64,195	65,800	2.50%

LINE #	<u>GENERAL FUNDS</u>	FY08 Actual Revenues	FY09 Actual Revenues	FY10 Estimated Revenues	FY11 Estimated Revenues	% Change From FY10
27	Resident Stickers	1,690	325	325	0	-100.00%
28	State Reimbursement - Taxes	15,086	31,264	29,324	25,805	-12.00%
29	State Education Dist/Reimb	441,588	425,127	465,587	409,717	-12.00%
30	Charter School Reimbursement	89,486	149,411	92,880	52,638	-43.33%
31	State General Dist/Reimb	514,253	451,052	340,888	309,726	-9.14%
32	State Other Revenues	0	0	0	0	0.00%
33	Fines & Forfeits	49,081	47,097	47,070	48,247	2.50%
34	Sale of Inventory	1,550	14,501	14,500	1,500	-89.66%
35	Earnings on Investments	39,613	6,408	6,400	6,560	2.50%
36	Other Miscellaneous Revenue	22,488	17,790	0	0	0.00%
37	Interfund Transfer In	157,341	162,063	166,925	175,734	5.28%
38	TOTAL GENERAL FUNDS	9,785,323	9,832,707	9,731,616	9,682,341	-0.51%

Estimated Admin Appropriations	9,732,341
Overlay Surplus-Omnibus Retirement	(20,000)
Overlay Surplus-Omnibus Cruiser	(751)
Free Cash-Omnibus Cruiser	(29,249)
Variance	(0)

AVAILABLE SOURCES - GENERAL FUND (12/31/09)

			<u>Available</u>
Estimated Overlay Surplus	20,751	(20,751)	0
Free Cash, certified FY09	133,268	(29,249)	104,019
TOTAL ESTIMATED	154,019	(50,000)	104,019

<u>REVOLVING FUNDS</u>	BEGINNING BALANCE	FY09 REVENUES	FY09 EXPENSES	06/30/09 Balance
Police Details	1,760.00	90,330.58	90,100.58	1,990.00
Hunting & Fishing Licenses	0.00	204.70	204.70	0.00
Gun Permits	87.50	887.50	975.00	0.00
Warrant Fees	0.00	3,575.00	3,575.00	0.00
Cemetery Revolving Fund	0.00	12,000.00	12,000.00	0.00
Memorial Benches Revolving Fund	3,656.01	11,497.00	9,164.00	5,989.01
School Student Activity Revolving	2,712.32	51.40	0.00	2,763.72
School Student Activity Principal	3,218.78	799.06	3,084.85	932.99
School Lunch	40.64	36,881.00	30,243.20	6,678.44
School Extended Day Care	3,503.28	67,391.40	62,755.69	8,138.99
Preschool	920.35	139,451.00	129,180.79	11,190.56
150th Anniversary	615.04	16.19	0.00	631.23
Recreation Sailing Revolving Funds	24,078.60	23,911.12	23,636.95	24,352.77
Recreation Revolving Funds	13,506.57	11,662.75	8,560.34	16,608.98
Recreation 4th of July	10,874.08	19,952.78	17,406.08	13,420.78
Recreation Playground Equipment	0.00	6,784.53	6,436.49	348.04
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	64,973.17	432,091.01	404,018.67	93,045.51

APPENDIX 1

One Time Revenue/Expenses/Sources & Uses

This Appendix shows what money is available to spend, its source, and what we recommend spending it on.

Current Available Sources

Available Article Transfers	29,310
Available Free Cash	133,268
Overlay Surplus	54,441
Total Available Sources	217,019

Uses of Sources

FY 11 (Art 22 ATM 4/10) Police Cruiser-Omnibus	30,000
FY 11 (Art 22 ATM 4/10) Retirement-Omnibus	20,000
FY 10 Transfers (Art 3 ATM 4/10) Fire Salaries	5,000
FY 10 Transfers (Art 3 ATM 4/10) SPED Transportation	7,000
FY 10 Transfers (Art 3 ATM 4/10) Unemployment	8,000
FY 10 Snow and Ice (Art 5 ATM 4/10)	43,000
FY 10 School Budget (Art 12 ATM 4/10) - SPED Tuition	104,019
Total Uses of Sources	217,019

Balance Remaining	0
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APPENDIX 2

Town of Nahant Five Year Financial Plan

A previous Town Meeting vote required the Town Administration and the School Department to prepare five-year financial projections for inclusion in the Report and Recommendations of the Advisory and Finance Committee.

Town of Nahant Five Year Financial Plan - Appropriations

<i>PROJECTED APPROPRIATIONS</i>	<i>FY 11 Appropriation Budget</i>	<i>FY 12 Appropriation Budget</i>	<i>FY 13 Appropriation Budget</i>	<i>FY 14 Appropriation Budget</i>	<i>FY 15 Appropriation Budget</i>
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	205,820	211,995	218,354	224,905	231,652
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	83,272	85,770	88,343	90,994	93,723
General Expenses	7,370	7,591	7,819	8,053	8,295
Assessors					
Salaries/Wages					
General Expenses	114,383	117,814	121,349	124,989	128,739
Treasurer/Collector					
Salaries/Wages	117,186	120,702	124,323	128,052	131,894
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	5,000				
Data Processing					
General Expenses	92,100	94,863	97,709	100,640	103,659
Town Clerk					
Salaries/Wages	19,620	20,209	20,815	21,439	22,082
General Expenses	5,500	5,665	5,835	6,010	6,190
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	863,302	884,051	910,573	937,890	966,026

Public Safety	<i>FY 11 Budget</i>	<i>FY 12 Budget</i>	<i>FY 13 Budget</i>	<i>FY 14 Budget</i>	<i>FY 15 Budget</i>
Police Department					
Police Salaries/Wages	1,007,495	1,037,720	1,068,851	1,100,917	1,133,944
General Expenses	138,566	142,723	147,005	151,415	155,957
Capital Outlay	30,000	30,000	30,000	35,000	35,000
Public Safety - Debt Service	0	0	0	0	0
<i>Total Police Department</i>	<i>1,176,061</i>	<i>1,210,443</i>	<i>1,245,856</i>	<i>1,287,332</i>	<i>1,324,902</i>
Fire Department					
Fire Salaries/Wages	662,755	737,638	759,767	782,560	806,037
General Expenses	79,685	82,076	84,538	87,074	89,686
Capital Outlay	0	5,000	5,150	5,305	5,464
<i>Total Fire Department</i>	<i>742,440</i>	<i>824,713</i>	<i>849,455</i>	<i>874,938</i>	<i>901,186</i>
<i>Total Public Safety</i>	<i>1,918,501</i>	<i>2,035,156</i>	<i>2,095,311</i>	<i>2,162,270</i>	<i>2,226,088</i>
Inspectional Services Department					
Part Time Assistant for inspectors		14,997	15,447	15,910	16,387
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>87,946</i>	<i>90,584</i>	<i>93,302</i>	<i>96,101</i>	<i>98,984</i>
Total Public Safety	2,006,447	2,125,740	2,188,613	2,258,371	2,325,072

Town of Nahant Five Year Financial Plan - Appropriations

Education System	<i>FY 11 Budget</i>	<i>FY 12 Budget</i>	<i>FY 13 Budget</i>	<i>FY 14 Budget</i>	<i>FY 15 Budget</i>
School Department					
Tuition - SPED					
Tuition - Swampscott					
Johnson School Budget					
<i>School Appropriation</i>	<i>2,618,826</i>	<i>2,804,530</i>	<i>2,888,666</i>	<i>2,975,326</i>	<i>3,064,586</i>
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>	<i>162,965</i>	<i>167,854</i>	<i>172,890</i>	<i>178,076</i>	<i>183,419</i>
School - Debt Service	528,252	515,341	502,788	490,593	481,395
School - Proposed Debt	0.00	0.00	0.00	0.00	0
North Shore Regional Voc. Assessment	95,000	97,850	100,786	103,809	106,923
Total Education System	3,405,043	3,585,575	3,665,129	3,747,805	3,836,323

Town of Nahant Five Year Financial Plan - Appropriations

Public Works Department	<i>FY 11 Budget</i>	<i>FY 12 Budget</i>	<i>FY 13 Budget</i>	<i>FY 14 Budget</i>	<i>FY 15 Budget</i>
Public Works Operations					
Administration					
Salaries/Wages	5,835	6,010	6,190	6,376	6,567
General Expenses	1,409	1,451	1,495	1,540	1,586
<i>Subtotal DPW Administration</i>	<i>7,244</i>	<i>7,461</i>	<i>7,685</i>	<i>7,916</i>	<i>8,153</i>
Highways/Streets/Parks/Beaches					
Salaries/Wages	146,638	151,037	155,568	160,235	165,042
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>	<i>269,074</i>	<i>277,146</i>	<i>285,461</i>	<i>294,024</i>	<i>302,845</i>
Snow & Ice					
Snow & Ice Services	20,000	20,000	20,000	20,000	20,000
Waste Collection/Disposal	370,098	381,201	392,637	404,416	416,549
Beaches & Parks					
Salaries/Wages	27,603	28,431	29,284	30,163	31,067
General Expenses	32,185	33,151	34,145	35,169	36,225
Capital Outlay	0	10,000	0	0	0
<i>Subtotal Beaches & Parks</i>	<i>59,788</i>	<i>71,582</i>	<i>63,429</i>	<i>65,332</i>	<i>67,292</i>
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>	<i>28,788</i>	<i>29,652</i>	<i>30,541</i>	<i>31,457</i>	<i>32,401</i>
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	9,456	9,152	0	0	0
<i>Subtotal DPW Overhead</i>	<i>20,171</i>	<i>20,188</i>	<i>11,368</i>	<i>11,709</i>	<i>12,060</i>
Total Public Works Dept	775,163	807,230	811,121	834,854	859,300

Town of Nahant Five Year Financial Plan - Appropriations

Culture/Recreation	<i>FY 11 Budget</i>	<i>FY 12 Budget</i>	<i>FY 13 Budget</i>	<i>FY 14 Budget</i>	<i>FY 15 Budget</i>
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	187,260	192,878	198,664	204,624	210,763
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	55,000	56,650	58,350	60,100	61,903
Total Culture/Recreation	302,515	311,590	320,938	330,566	340,483

	<i>FY 11 Budget</i>	<i>FY 12 Budget</i>	<i>FY 13 Budget</i>	<i>FY 14 Budget</i>	<i>FY 15 Budget</i>
General Debt Service					
Debt Service	113,685	82,683	70,850	69,180	67,498
Total Debt Service	113,685	82,683	70,850	69,180	67,498
Total Operation Cost	7,466,155	7,796,870	7,967,223	8,178,666	8,394,703

Town of Nahant Five Year Financial Plan - Appropriations

Intergovernmental	<i>FY 11 Budget</i>	<i>FY 12 Budget</i>	<i>FY 13 Budget</i>	<i>FY 14 Budget</i>	<i>FY 15 Budget</i>
Cherry Sheet					
State Assessments	87,874	90,510	93,226	96,022	98,903
Charter School Assessments	177,194	182,510	187,985	193,625	199,433
County Assessments	0	0	0	0	0
Essex Agriculture Assessment	0	0	0	0	0
<i>Total Intergovernmental</i>	<i>265,068</i>	<i>273,020</i>	<i>281,211</i>	<i>289,647</i>	<i>298,336</i>
 Other Expenses					
Unemployment Compensation	55,790	57,464	59,188	60,963	62,792
Life Insurance	1,575	1,622	1,671	1,721	1,773
Health Insurance	712,931	737,902	760,039	782,840	806,325
Medicare Taxes					
Expenses	61,800	63,654	65,564	67,531	69,556
Essex County Retirement					
Expenses	446,855	460,261	474,068	488,291	502,939
Pension/Annuity					
Expenses	15,625	16,094	16,577	17,074	17,586
Insurance Committee					
General Expenses	281,670	290,120	298,824	307,788	317,022
Retirement Account					
General Expenses	15,000	15,450	15,914	16,391	16,883
<i>Total Miscellaneous</i>	<i>1,591,246</i>	<i>1,642,566</i>	<i>1,691,843</i>	<i>1,742,599</i>	<i>1,794,877</i>
 Total Before Reserve Fund & Article	 9,322,469	 9,712,457	 9,940,277	 10,210,911	 10,487,916
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	 9,397,469	 9,787,457	 10,015,277	 10,285,911	 10,562,916
 Interfund Transfers-Out	 334,872	 268,831	 248,975	 230,087	 195,348
 Subtotal Appropriations	 9,732,341	 10,056,288	 10,264,252	 10,515,998	 10,758,264
 Debt	 651,393	 607,176	 573,638	 559,773	 548,893
Debt as % of Budget	6.69%	6.04%	5.59%	5.32%	5.10%

Town of Nahant Five Year Financial Plan – Capital Improvements

PROJECTED CAPITAL IMPROVEMENTS	<i>FY 11 Budget</i>	<i>FY 12 Budget</i>	<i>FY 13 Budget</i>	<i>FY 14 Budget</i>	<i>FY 15 Budget</i>
Drainage/Walls/Erosion					
Storm Drains	0	10,000	10,000	10,000	10,000
<i>Sub Total</i>	<i>0</i>	<i>10,000</i>	<i>10,000</i>	<i>10,000</i>	<i>10,000</i>
Vehicles/Equipment					
F-800 Dump Truck		62,000		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					150,000
Beach Tractor with Rack				55,000	
DPW Equipment		10,000	10,000	10,000	10,000
Jacobsen Mower		20,000		20,000	
John Deere Mower			20,000		20,000
Street Sweeper			150,000		
Police Cruiser	30,000	30,000	30,000	35,000	35,000
Fire Equipment	60,000	5,000	25,000	10,000	25,000
Fire Ladder Truck			650,000		
Senior Citizen's Van			75,000		
Ambulance				125,000	
<i>Sub Total</i>	<i>90,000</i>	<i>127,000</i>	<i>1,020,000</i>	<i>420,000</i>	<i>400,000</i>

Town of Nahant Five Year Financial Plan - Appropriations

	<i>FY 11</i> <i>Budget</i>	<i>FY 12</i> <i>Budget</i>	<i>FY 13</i> <i>Budget</i>	<i>FY 14</i> <i>Budget</i>	<i>FY 15</i> <i>Budget</i>
Misc					
Public Right of Ways		50,000			
Computer Software-Town Hall		10,000		10,000	
Town Entrance Design		25,000			
<i>Sub Total</i>	<i>0</i>	<i>85,000</i>	<i>0</i>	<i>10,000</i>	<i>0</i>
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	100,000
<i>Sub Total</i>	<i>175,000</i>	<i>175,000</i>	<i>175,000</i>	<i>175,000</i>	<i>175,000</i>
Town Hall Renovation					
General Renovation	0	5,000	10,000	5,000	10,000
<i>Sub Total</i>	<i>0</i>	<i>5,000</i>	<i>10,000</i>	<i>5,000</i>	<i>10,000</i>
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>	<i>0</i>	<i>0</i>	<i>0</i>	<i>90,000</i>	<i>0</i>
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>	<i>0</i>	<i>27,000</i>	<i>85,000</i>	<i>5,000</i>	<i>5,000</i>
Total Capital Improvement	265,000	429,000	1,300,000	715,000	600,000
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)	(5,000)	(5,000)
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	(160,000)	(277,000)	(1,140,000)	(635,000)	(520,000)
Less: Capital using Other Sources	(30,000)				
Total Other Sources	(265,000)	(429,000)	(1,300,000)	(715,000)	(600,000)
Total Capital Plan Surplus/Shortage	0	0	0	0	0
Total 5 Year Plan	9,997,341	10,485,288	11,564,252	11,230,998	11,358,264

Town of Nahant Five Year Financial Plan – Water/Sewer Enterprise Fund

Water/Sewer Enterprise Fund	FY 11	FY 12 Budget	FY 13 Budget	FY 14 Budget	FY 15 Budget
Sewer Division					
Salaries/Wages	216,380	222,871	229,558	236,444	243,538
General Expenses	158,137	162,881	167,768	172,801	177,985
Lynn Water & Sewer	230,550	237,467	244,590	251,928	259,486
Capital Outlay	60,000	60,000	60,000	60,000	60,000
Sewer - Debt Service	169,998	156,403	150,643	145,948	140,140
Indirect Costs	118,337	121,887	125,544	129,310	133,189
<i>Subtotal Sewer</i>	<i>953,402</i>	<i>961,509</i>	<i>978,102</i>	<i>996,431</i>	<i>1,014,338</i>
Water Division					
Salaries/Wages	144,136	148,460	152,914	157,501	162,226
General Expenses	70,990	73,120	75,313	77,573	79,900
MWRA Assessment	303,713	312,824	322,209	331,875	341,832
Capital Outlay	60,000	60,000	60,000	60,000	60,000
Water - Debt Service	164,875	112,428	98,332	84,139	55,208
Indirect Costs	93,323	96,122	99,007	101,977	105,036
<i>Subtotal Water</i>	<i>837,037</i>	<i>802,954</i>	<i>807,775</i>	<i>813,065</i>	<i>804,202</i>
<i>Total Water and Sewer</i>	1,790,439	1,764,463	1,785,878	1,809,496	1,818,540
W/S Debt	334,873	268,831	248,975	230,087	195,348
W/S Debt as % of W/S Budget	18.70%	15.24%	13.94%	12.72%	10.74%
All Debt	986,266	876,007	822,613	789,860	744,241
All Debt as % of All Budget	8.56%	7.41%	6.83%	6.41%	5.92%

Town of Nahant Five Year Financial Plan – Water/Sewer Enterprise Fund

**PROJECTED CAPITAL
W/S IMPROVEMENTS**

	<i>FY 11</i>	<i>FY 12</i>	<i>FY 13</i>	<i>FY 14</i>	<i>FY 15</i>
Water					
Gate Valves		15,000	15,000	15,000	15,000
Hydrants		20,000	20,000	20,000	20,000
Utility Truck 1 1/12	45,000				
Distribution Lines	134,000	134,000	134,000	134,000	134,000
Emergency Repairs & Inventory	60,000	60,000	60,000	60,000	60,000
<i>Sub Total</i>	<i>239,000</i>	<i>229,000</i>	<i>229,000</i>	<i>229,000</i>	<i>229,000</i>
Sewer					
Pump Stations Wharf Street	125,000				
Pump Stations Lowlands		50,000			15,000
W/S Pumps & Equipment	50,000		30,000		30,000
New Residential Water Meters		500,000			
Emergency Repairs & Inventory	60,000	60,000	60,000	60,000	60,000
<i>Sub Total</i>	<i>235,000</i>	<i>610,000</i>	<i>90,000</i>	<i>60,000</i>	<i>105,000</i>
Total W/S Capital Improvement	474,000	839,000	319,000	289,000	334,000
Less: Capital thru Rates	(120,000)	(120,000)	(120,000)	(120,000)	(120,000)
Less: Borrowing	(134,000)	(169,000)	(199,000)	(169,000)	(169,000)
Less: Capital using Other Sources	(220,000)	(550,000)	0	0	(45,000)
Total Other Sources	0	0	0	0	0

Town of Nahant Five Year Financial Plan – Projected Revenues

<i>Town of Nahant</i> PROJECTED REVENUES <i>2.5% Increases</i>	FY 11 <i>Budget</i>	FY 12 <i>Budget</i>	FY 13 <i>Budget</i>	FY 14 <i>Budget</i>	FY 15 <i>Budget</i>
General Funds					
Personal Property Taxes	156,421	160,332	164,340	168,448	172,660
Personal Property Tax Refunds	(150)	(154)	(158)	(162)	(166)
Real Estate Taxes	6,509,077	6,687,179	6,869,734	7,056,852	7,248,648
Real Estate Tax Refunds	(16,000)	(16,400)	(16,810)	(17,230)	(17,661)
School Override	491,600	479,600	467,975	456,725	443,600
W/S Debt Shift	334,872	268,830	248,975	230,087	195,348
New Growth	15,000	15,000	15,000	15,000	15,000
Levy Limit	7,490,820	7,594,387	7,749,056	7,909,721	8,057,429
Overlay Reserve	(155,000)	(158,875)	(162,847)	(166,918)	(171,091)
Property Revenue	7,335,820	7,435,512	7,586,209	7,742,803	7,886,338
Motor Vehicle Excises	400,325	410,333	420,591	431,106	441,884
Motor Vehicle Excise Refund	(9,738)	(9,981)	(10,231)	(10,487)	(10,749)
Boat Excise Taxes	7,647	7,838	8,034	8,235	8,441
Boat Excise Refund	(923)	(946)	(970)	(994)	(1,019)
Interest on Taxes/Excises	24,241	24,847	25,468	26,105	26,758
Penalty - Demand Payments	4,100	4,203	4,308	4,415	4,526
Payment In Lieu of Taxes	6,675	6,842	7,013	7,188	7,368
Water Usage Charges	0	0	0	0	0
Sewer Usage Charges	0	0	0	0	0
Rubbish/Recycling Fees	370,098	381,201	392,637	404,416	416,549
Ambulance Fees	80,000	82,000	84,050	86,151	88,305
Other Charges For Services	4,741	4,860	4,981	5,106	5,233
Fees	39,437	40,423	41,433	42,469	43,531
Cemetery Fees	8,303	8,511	8,723	8,941	9,165
Rentals	185,397	190,032	194,783	199,652	204,644

Town of Nahant Five Year Financial Plan – Projected Revenues

PROJECTED REVENUES	FY 11 Budget	FY 12 Budget	FY 13 Budget	FY 14 Budget	FY 15 Budget
Military Housing Rentals	115,473	118,360	121,319	124,352	127,461
Alcoholic Beverage Licenses	8,100	8,303	8,510	8,723	8,941
Other Licenses	6,919	7,092	7,269	7,451	7,637
Permits	65,800	67,445	69,131	70,859	72,631
Resident Stickers	0	0	0	0	0
State Education Dist/Reimb					
Chapter 70	409,717	419,960	430,459	441,220	452,251
Charter Tuition Reimbursement	52,638	15,000	15,375	15,759	16,153
School Construction					
State Education Offsets					
State General Dist/Reimb	303,375	310,959	318,733	326,702	334,869
Revenues from Meals Tax Increase		0	0	0	0
Revenues from Room Tax Increase		0	0	0	0
Lottery	0	0	0	0	0
Gaming Proceeds for Lottery Gap	0	0	0	0	0
Additional Assistance	0	0	0	0	0
Highway Fund	0	0	0	0	0
Veteran's Benefits	3,449	3,535	3,624	3,714	3,807
Exemptions Veteran's	15,000	15,375	15,759	16,153	16,557
Elderly Tax Reimbursements	10,805	11,075	11,352	11,636	11,927
State Owned Land	366	375	385	394	404
Medicaid Reimburse	0	0	0	0	0
Police Career Incentive	2,536	2,599	2,664	2,731	2,799
Prior Year Over/Under Estimates	0	0	0	0	0
Public Library Ch. 78	2,499	2,561	2,626	2,691	2,758
Public Library Ch. 78 - Offset	(2,499)	(2,561)	(2,626)	(2,691)	(2,758)
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	48,247	49,453	50,690	51,957	53,256
Sale of Inventory	1,500	1,538	1,576	1,615	1,656
Earnings on Investments	6,559	6,723	6,891	7,063	7,240
Other Misc Revenue	0	0	0	0	0
Interfund Transfer-In (Enterprise)	175,734	181,006	186,435	192,029	197,791
Total Revenues	9,682,341	9,804,471	10,017,202	10,237,467	10,446,352
W/S Enterprise Fund					
Water Usage Charges	672,163	690,527	709,443	728,926	748,994
Sewer Usage Charges	783,404	805,106	827,460	850,483	874,198
Transfers-In for Debt Shift	334,872	268,830	248,975	230,087	195,348
Total W/S Enterprise Fund	1,790,439	1,764,463	1,785,878	1,809,496	1,818,540

Operating/Capital Budgets vs. Revenue Projections

Operating Budgets Vs Revenue Projections

	<i>FY 11</i>	<i>FY 12</i>	<i>FY 13</i>	<i>FY 14</i>	<i>FY 15</i>
Operating Budgets	9,732,341	10,056,288	10,264,252	10,515,998	10,758,264
Revenue Projections	9,682,341	9,804,471	10,017,202	10,237,467	10,446,352
Use of Available Funds (Overlay&Free Cash)	50,000	251,817	247,050	278,531	311,912
Capital Reserve (Shortage)	0	0	0	0	0

Capital Budgets Vs Capital Revenue Projections

	<i>FY 11</i>	<i>FY 12</i>	<i>FY 13</i>	<i>FY 14</i>	<i>FY 15</i>
Capital Budgets	265,000	429,000	1,300,000	715,000	600,000
Less: Capital through General Fund	0	0	0	0	0
Cost of Capital Budgets	265,000	429,000	1,300,000	715,000	600,000
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	5,000	5,000
Borrowings	160,000	277,000	1,140,000	635,000	520,000
Capital Using Other Sources	30,000	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

	<i>FY 11</i>	<i>FY 12</i>	<i>FY 13</i>	<i>FY 14</i>	<i>FY 15</i>
Operating Budgets	1,790,439	1,764,463	1,785,878	1,809,496	1,818,540
Revenue Projections	1,790,439	1,764,463	1,785,878	1,809,496	1,818,540
Capital Reserve (Shortage)	0	0	0	0	0

W/S Enterprise Fund Capital Budgets Vs Capital Revenue Projections

	<i>FY 11</i>	<i>FY 12</i>	<i>FY 13</i>	<i>FY 14</i>	<i>FY 15</i>
Capital Budgets	474,000	839,000	319,000	289,000	334,000
Less: Capital through W/S Rates	(120,000)	(120,000)	(120,000)	(120,000)	(120,000)
Cost of Capital Budgets	354,000	719,000	199,000	169,000	214,000
Use of Available Funds (Retained W/S Fund Balance)	220,000	550,000	0	0	45,000
Borrowings	134,000	169,000	199,000	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 and other capital needs of the Town along with estimates of the costs of these programs. This five year plan does not balance projected expenses to revenues. These gaps will be funded through grants and other financing sources as they become available. If 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 and update this plan based on priorities.

APPENDIX 3

Five Year Projected Water & Sewer Rates

Water & Sewer Rate Comparison:

	FY 11	FY 12	FY 13	FY 14	FY 15
Water rate	5.70	5.86	6.02	6.18	6.35
Sewer rate	7.91	8.12	8.35	8.58	8.82
Combined rate	13.61	13.98	14.37	14.76	15.17
% Increase/(Decrease)	-1.16%	2.72%	2.79%	2.71%	2.78%

APPENDIX 4

School Department Proposed Budget

In the following section you'll find 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 line item allocations within the actual budget. A previous Town Meeting vote requires that the School Department's line item budget be published in the Report and Recommendations of the Advisory and Finance Committee.

ACCT #	FY 2010	FY 2011	#240	#770	#760	#305	#140	#701
	<u>BUDGET</u>	<u>REQUEST</u>	<u>Special Ed.</u>	<u>AARA-TITLE I</u>	<u>AARA-IDEA</u>	<u>TITLE I</u>	<u>TITLE IIA</u>	<u>KINDERGARTEN</u>
2200								
Principal's Office Salaries	\$113,696	\$113,696						
Principal's Office-Supplies & Materials	\$1,500	\$1,500						
Asst. Principal Stipend	\$0	\$0						
Attendance Officer	\$180	\$180						
TOTAL 2200	\$115,376	\$115,376						
3200								
Health Salaries	\$43,636	\$43,636						
Health Supplies & Materials	\$1,000	\$1,000						
TOTAL 3200	\$44,636	\$44,636						
2300								
Teaching								
Substitute Salaries	\$8,000	\$8,000	\$650					
Teacher Salaries-Reg. Ed	\$808,361	\$678,760						
Teacher Salaries- SPED	\$33,012	\$32,970	\$42,523					
Teaching Aides Salaries- SPED	\$34,319	\$71,143	\$8,473					
Teaching Aides Salaries-Reg. Ed	\$0	\$0						
Teaching Aides Salaries-Title I		\$1,479				\$15,987		
Teaching Aides Salaries-Kindergarten								\$14,900
Teacher Longevity	\$14,250	\$14,250						
Foreign Language	\$0	\$0						
Materials & Supplies-Reg. Ed	\$7,500	\$7,500			\$3,927			
Technology Specialist Salary	\$0	\$0						
Technology Services	\$24,735	\$22,335			\$12,000			
Hardware	\$5,000	\$2,500						

	<u>FY 2010</u>	<u>FY 2011</u>	<u>#240</u>	<u>#770</u>	<u>#760</u>	<u>#305</u>	<u>#140</u>	<u>#701</u>
	<u>BUDGET</u>	<u>REQUEST</u>	<u>Special Ed.</u>	<u>AARA-TITLE I</u>	<u>AARA-IDEA</u>	<u>TITLE I</u>	<u>TITLE IIA</u>	<u>KINDERGARTEN</u>
Software Supplies	\$1,000	\$1,000			\$1,500			
Materials & Supplies-SPED	\$0	\$0						
Professional Development								
Services	\$5,600	\$5,600		\$6,873			\$4,062	
Salaries	\$0	\$0						
TOTAL 2300	\$941,777	\$845,537						

	FY 2010	FY 2011	#240	#770	#760	#305	#140	#701
	<u>BUDGET</u>	<u>REQUEST</u>	<u>Special Ed.</u>	<u>AARA-TITLE I</u>	<u>AARA-IDEA</u>	<u>TITLE I</u>	<u>TITLE IIA</u>	<u>KINDERGARTEN</u>
2400 Textbooks								
Reg. Ed. Textbooks	\$10,000	\$10,000	\$500		\$2,000	\$2,960		
SPED Textbooks	\$0	\$0						
TOTAL 2400	\$10,000	\$10,000						
2500 Library								
Library Salaries	\$15,914	\$18,100						
Library Supplies	\$0	\$0						
TOTAL 2500	\$15,914	\$18,100						
2600 Audio Visual								
Supplies	\$0	\$0						
TOTAL 2600	\$0	\$0						
3520 Student Body Activities								
Stipends-Salaries	\$2,750	\$1,750						
Supplies	\$0	\$0						
TOTAL 3520	\$2,750	\$1,750						
2700 Guidance Services								
Guidance Salaries	\$0	\$0						
Guidance Supplies	\$0	\$0						
TOTAL 2700	\$0	\$0						

	FY 2010	FY 2011	#240	#770	#760	#305	#140	#701
	<u>BUDGET</u>	<u>REQUEST</u>	<u>Special Ed.</u>	<u>AARA-TITLE I</u>	<u>AARA-IDEA</u>	<u>TITLE I</u>	<u>TITLE IIA</u>	<u>KINDERGARTEN</u>
2800 Psychological Services								
Salaries-Psychologists	\$0	\$0						
Speech Salaries- SPED	\$12,337	\$0						
Hearings- SPED	\$0	\$0						
Tutoring- SPED	\$3,000	\$3,000						
Evaluations- SPED	\$3,000	\$3,000						
Contracted Services- SPED	\$40,000	\$52,337	\$17,713					
Occupational Therapy Services- SPED	\$0	\$0						
TOTAL 2800	\$58,337	\$58,337						
4110 Custodial Services								
Salaries	\$82,384	\$82,384						
Supplies & Materials	\$6,000	\$6,000						
Services	\$0	\$0						
TOTAL 4110	\$88,384	\$88,384						
4120 Heating								
Gas	\$50,000	\$48,000						
TOTAL 4120	\$50,000	\$48,000						
4130 Utilities								
Electricity	\$25,000	\$31,000						
Gas	\$0	\$0						
Telephone	\$7,000	\$6,000						
TOTAL 4130	\$32,000	\$37,000						

		<u>FY 2010</u>	<u>FY 2011</u>	<u>#240</u>	<u>#770</u>	<u>#760</u>	<u>#305</u>	<u>#140</u>	<u>#701</u>
		<u>BUDGET</u>	<u>REQUEST</u>	<u>Special Ed.</u>	<u>AARA-TITLE I</u>	<u>AARA-IDEA</u>	<u>TITLE I</u>	<u>TITLE IIA</u>	<u>KINDERGARTEN</u>
4210	Maintenance of Grounds								
	Supplies & Services	\$0	\$0						
	TOTAL 4210	\$0	\$0						
4220	Maintenance of Building								
	Supplies & Materials	\$10,000	\$10,000						
	Contracted Services	\$20,000	\$20,000						
	TOTAL 4220	\$30,000	\$30,000						
4230	Maintenance of Equipment								
	Services & Supplies	\$8,000	\$8,000						
	TOTAL 4230	\$8,000	\$8,000						
5300	Rental/Lease of Equipment								
		\$10,325	\$10,325						
	TOTAL 5300	\$10,325	\$10,325						
	School total	\$1,407,499	\$1,315,445						

		FY 2010	FY 2011	#240	#770	#760	#305	#140	#701
		BUDGET	REQUEST	Special Ed.	AARA-TITLE I	AARA-IDEA	TITLE I	TITLE IIA	KINDERGARTEN
	District								
1100	School Committee-Legal	\$1,500	\$1,500						
	School Committee-Supplies & Materials	\$3,352	\$3,352						
	School Committee-Contracted Services	\$3,000	\$3,000						
	Superintendent's Office- Salaries	\$86,792	\$86,792						
	Suptintendent's Office- Services	\$0	\$0						
	Superintendent's Office-Supplies & Mater	\$1,775	\$1,775						
	TOTAL 1100	\$96,419	\$96,419						
2100	SPED Administration Salary	\$16,391	\$16,391						
	TOTAL 2100	\$16,391	\$16,391						
9000	Tuition-Public Schools (Swampscott)	\$1,219,648	\$1,190,448						
	Tuition- SPED -Private Schools	\$133,687	\$57,687						
	Tuition- SPED -Collaboratives	\$10,000	\$10,000						
	TOTAL 9000	\$1,363,335	\$1,258,135						
	District Subtotal	\$1,476,145	\$1,370,945						

		<u>FY 2010</u>	<u>FY 2011</u>	<u>#240</u>	<u>#770</u>	<u>#760</u>	<u>#305</u>	<u>#140</u>	<u>#701</u>
		<u>BUDGET</u>	<u>REQUEST</u>	<u>Special Ed.</u>	<u>AARA-TITLE I</u>	<u>AARA-IDEA</u>	<u>TITLE I</u>	<u>TITLE IIA</u>	<u>KINDERGARTEN</u>
3300	Transportation								
	SPED	\$30,000	\$30,000						
	Public Schools (Swampscott)	\$132,965	\$132,030						
	TOTAL 3300	\$162,965	\$162,030						
	District TOTAL	\$1,639,110	\$1,532,975						
	School & District TOTAL	\$3,046,609	\$2,848,420						
	without transportation	\$2,883,644	\$2,686,390						

APPENDIX 5

School Department Five Year Plan

	FY 2011	FY2012	FY 2013	FY2014	FY 2015
Tuition- Swampscott	1,190,448	1,309,492	1,497,978	1,542,917	1,697,208
Tuition -Special Education	67,687	74,456	81,902	90,092	99,101
Transportation-Special Education	30,000	33,000	36,000	39,000	42,000
Transportation-Swampscott	132,030	134,730	148,203	163,023	179,505
Johnson School	1,391,445	1,433,188	1,476,183	1,518,468	1,564,022
Other School & District Costs	112,810	116,194	119,769	123,362	127,062
Total	\$2,924,420	\$3,101,060	\$3,360,035	\$3,476,862	\$3,708,898

Estimates beyond FY 2011 are based on existing placements, services and projected school enrollments. Estimates of Swampscott tuition are based on known or projected enrollment. FY 2011 tuition is based on 144 students in grades 7-12 @ \$8,267 per 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

Description	Reference	Borrowings	Issue Date	Interest Rate	Terms Years	Maturity Date	Balance 6/30/2009	FY10		FY11	
								Principal	Interest	Principal	Interest
Sewer Project (Nov. 1982)	#23-80	1,300,000	11/15/1982	5.00%	40	11/15/2022	455,000	\$32,500.00	\$21,937.50	\$32,500.00	\$20,312.50
Sewer Project - Phase II	#8-81	290,100	6/28/1985	5.00%	40	11/18/2025	112,500	\$7,400.00	\$5,625.00	\$7,400.00	\$5,255.00
Sewer Project - Phase III	#8-81	376,400	2/7/1986	5.00%	40	2/7/2026	159,970	\$9,410.00	\$7,998.50	\$9,410.00	\$7,528.00
Secondary Sewer - Phase 1&2	#24-89	124,800	4/15/1991	6.79%	20	4/15/2011	16,800	\$10,800.00	\$1,176.00	\$6,000.00	\$4,200.00
Secondary Sewer - Phase 1&2	#05-91	63,050	4/15/1991	6.79%	20	4/15/2011	6,300	\$3,150.00	\$441.00	\$3,150.00	\$220.50
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	120,000	\$15,000.00	\$4,800.00	\$15,000.00	\$4,200.00
Sewer Pump Stations (Maolis)	#32-05	60,000	9/1/2006	4.00%	3	9/1/2009	10,000	\$10,000.00	\$2,000.00	\$0.00	\$0.00
Dump Truck (1/3- \$50,000)	#28-05	16,667	9/1/2006	4.00%	3	9/1/2009	2,667	\$2,666.66	\$53.34	\$0.00	\$0.00
Pump Stations and Lining	#8-06	300,000	9/1/2006	4.00%	10	9/1/2016	240,000	\$30,000.00	\$9,600.00	\$30,000.00	\$8,400.00
Pump Stations and Lining	#11-07	75,000	11/1/2008	3.86%	10	2/15/2018	72,000	\$7,000.00	\$2,536.26	\$8,000.00	\$2,278.76
Pump Stations and Lining	#17-08	75,000	11/1/2008	3.86%	10	2/15/2018	75,000	\$7,500.00	\$2,681.25	\$7,500.00	\$2,423.44
Issuance Cost											
Interest & Principal									\$192,475.51		\$169,998.20
Total Sewer Projects							1,270,237	\$135,426.66	\$57,048.85	\$118,960.00	\$51,038.20
Causeway 1st Reline	#21-88	441,500	4/15/1991	6.79%	20	4/15/2011	51,900	\$26,050.00	\$3,633.00	\$25,850.00	\$1,809.50
Causeway 2nd Reline	#01-91	200,000	4/15/1991	6.79%	20	4/15/2011	20,000	\$10,000.00	\$1,400.00	\$10,000.00	\$700.00
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	0	\$0.00	\$0.00	\$0.00	\$0.00
MWRA Pipeline Asst Loan 0% Inte	#14-00	133,121	8/15/2000	0.00%	10	8/15/2010	26,624	\$13,312.10		\$13,312.10	
MWRA Pipeline Asst Loan 0% Inte	#9-01	133,121	11/15/2001	0.00%	10	11/15/2011	39,936	\$13,312.10		\$13,312.10	
MWRA Pipeline Asst Loan 0% Inte	#8-02	134,000	2/15/2003	0.00%	10	2/15/2013	53,600	\$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	67,000	\$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	93,800	\$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	93,800	\$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	120,600	\$13,400.00	\$0.00	\$13,400.00	\$0.00
MWRA Pipeline Asst Loan 2% Inte	#9-11	134,000	8/26/2010	2.00%	10	2/15/2020	0	\$0.00	\$0.00	\$13,400.00	\$2,680.00
Dump Truck (1/3- \$50,000)	#28-05	16,667	9/1/2006	4.00%	3	9/1/2009	2,667	\$2,666.67	\$53.33	\$0.00	\$0.00
Backhoe	#16-08	100,000	11/1/2008	3.86%	5	11/1/2013	75,000	\$15,000.00	\$2,325.00	\$15,000.00	\$1,809.38
Issuance Cost											
Interest & Principal									\$154,752.20		\$164,873.08
Total Water Projects							644,927	\$147,340.87	\$7,411.33	\$157,874.20	\$6,998.88
Dump Truck (1/3- \$50,000)	#28-05	16,667	9/1/2006	4.00%	3	9/1/2009	2,667	\$2,666.67	\$53.33	\$0.00	\$0.00
Street Sweeper	#29-05	125,000	9/1/2006	4.00%	3	9/1/2009	22,000	\$22,000.00	\$440.00	\$0.00	\$0.00
Dump Truck	#12-07	\$35,000	11/1/2008	3.86%	5	11/1/2011	28,000	\$10,000.00	\$782.50	\$9,000.00	\$455.63
Issuance Cost											
Interest & Principal									\$35,942.50		\$9,455.63
Total Other DPW							52,667	\$34,666.67	\$1,275.83	\$9,000.00	\$455.63
Interest & Principal							0		\$0.00		\$0.00
Interest & Principal							0	\$0.00	\$0.00	\$0.00	\$0.00
Total Public Safety							0	\$0.00	\$0.00	\$0.00	\$0.00

Description	Reference	Borrowings	Issue Date	Interest Rate	Terms Years	Maturity Date	Balance 6/30/2009	FY10		FY11	
								Principal	Interest	Principal	Interest
School Road Construction	#12-08	\$125,000	11/1/2008	3.86%	10	2/15/2019	125,000	\$12,500.00	\$4,468.75	\$12,500.00	\$4,039.06
School Roof	#15-07	\$175,000	11/1/2008	3.86%	20	2/15/2028	168,000	\$14,500.00	\$6,111.25	\$14,500.00	\$5,612.81
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	5,090,000	\$300,000.00	\$203,600.00	\$300,000.00	\$191,600.00
6,300,000 2-05 ATM & 1,200,000 2-06 STM											
Interest & Principal	Less \$2,256,420										
Total School Projects							5,383,000	\$327,000.00	\$214,180.00	\$327,000.00	\$201,251.87
Kelley Greens Golf Course	#01-89	1,250,000	2/15/1990	10.25%	20	2/15/2010	60,000	\$60,000.00	\$6,150.00	\$0.00	\$0.00
Library Renovations	#15-97	125,300	4/15/1999	4.50%	10	9/15/2008	0	\$0.00	\$0.00	\$0.00	\$0.00
Ambulance	#8-03	125,000	9/1/2006	4.00%	1	9/1/2007	0				
Road Construction	#5-04	100,000	9/1/2006	4.00%	2	9/1/2008	0				
Coast Guard Houses	#1-04 STM	\$2,100,000	1/1/2005	6.00%	10	10/13/2014	1,866,000	\$0.00	\$49,424.00	\$0.00	\$27,990.00
Computer Software Town Hall	#31-05	75,000	9/1/2006	4.00%	3	9/1/2009	12,000	\$12,000.00	\$240.00	\$0.00	\$0.00
Golf Course Building Repairs	#33-05	75,000	9/1/2006	4.00%	3	9/1/2009	13,000	\$13,000.00	\$260.00	\$0.00	\$0.00
Fire Service Truck	#13-07	\$40,000	11/1/2008	3.86%	5	11/1/2011	32,000	\$11,000.00	\$901.26	\$11,000.00	\$523.13
Police, Fire & DPW Bldgs.	#13-08	\$100,000	11/1/2008	3.86%	10	11/1/2018	100,000	\$10,000.00	\$3,575.00	\$10,000.00	\$3,231.25
Fire Air Pacs/Radios		\$60,000	8/26/2010	6.00%	5	2/15/2015				\$12,000.00	\$3,240.00
Paving		\$100,000	8/26/2010	6.00%	10	2/15/2020				\$10,000.00	\$5,700.00
Issuance Cost											
Interest & Principal									\$166,550.26		\$83,684.38
Total General Projects		\$16,935,973					2,083,000	\$106,000.00	\$60,550.26	\$43,000.00	\$40,684.38
Short Term Interest									\$30,000.00		\$30,000.00
Totals			As of 6/09				9,433,831	\$750,434.20	\$370,466.27	\$655,834.20	\$330,428.96
Long Term Debt	General Fund	805,000	8,372,831				7,567,831	750,434	291,042	655,834	272,439
Short Term Military Houses	1,866,000	1,866,000	1,866,000				1,866,000	0	49,424	0	27,990
Short Term	100,000	100,000	100,000				0	0	0	0	0
Proposed							0	0	0	0	0
RANNS							0	0	30,000	0	30,000
Totals	9,433,831	905,000	10,338,831				9,433,831	750,434	370,466	655,834	330,429
Proposed	150,000	50,000									
CPA Debt											
CPA Borrowings NLSS	#9-06	450,000	11/21/2006	4.70%	5	5/15/2011	180,000	\$90,000.00	\$8,460.00	\$90,000.00	\$4,230.00
Forty Steps Stair/Decking	#7A-07	150,000	8/26/2007	6.00%	3	2/15/2011	100,000	\$50,000.00	\$2,400.00	\$50,000.00	\$895.00
CPA Town Wharf		700,000	11/1/2008	3.86%	10	11/1/2018	625,000	\$62,500.00	\$22,343.75	\$62,500.00	\$20,195.31
Interest & Principal									\$236,703.75		\$227,820.31
Total CPA Debt							905,000	\$202,500.00	\$33,203.75	\$202,500.00	\$25,320.31

Description	Reference	Borrowings	Issue Date	Interest Rate	Terms Years	Maturity Date	Balance 6/30/2009	FY12		FY13	
								Principal	Interest	Principal	Interest
Sewer Project (Nov. 1982)	#23-80	1,300,000	11/15/1982	5.00%	40	11/15/2022	455,000	\$32,500.00	\$18,687.50	\$32,500.00	\$17,062.50
Sewer Project - Phase II	#8-81	290,100	6/28/1985	5.00%	40	11/18/2025	112,500	\$7,400.00	\$4,885.00	\$7,400.00	\$4,515.00
Sewer Project - Phase III	#8-81	376,400	2/7/1986	5.00%	40	2/7/2026	159,970	\$9,410.00	\$7,057.50	\$9,410.00	\$6,587.00
Secondary Sewer - Phase 1&2	#24-89	124,800	4/15/1991	6.79%	20	4/15/2011	16,800	\$0.00	\$0.00	\$0.00	\$0.00
Secondary Sewer - Phase 1&2	#05-91	63,050	4/15/1991	6.79%	20	4/15/2011	6,300	\$0.00	\$0.00	\$0.00	\$0.00
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	120,000	\$15,000.00	\$3,600.00	\$15,000.00	\$3,018.75
Sewer Pump Stations (Maolis)	#32-05	60,000	9/1/2006	4.00%	3	9/1/2009	10,000	\$0.00	\$0.00	\$0.00	\$0.00
Dump Truck (1/3- \$50,000)	#28-05	16,667	9/1/2006	4.00%	3	9/1/2009	2,667	\$0.00	\$0.00	\$0.00	\$0.00
Pump Stations and Lining	#8-06	300,000	9/1/2006	4.00%	10	9/1/2016	240,000	\$30,000.00	\$7,200.00	\$30,000.00	\$6,037.50
Pump Stations and Lining	#11-07	75,000	11/1/2008	3.86%	10	2/15/2018	72,000	\$9,000.00	\$1,991.88	\$8,000.00	\$1,700.00
Pump Stations and Lining	#17-08	75,000	11/1/2008	3.86%	10	2/15/2018	75,000	\$7,500.00	\$2,170.32	\$7,500.00	\$1,912.51
Issuance Cost											
Interest & Principal							\$156,402.20	\$109,810.00	\$45,592.20	\$109,810.00	\$150,643.26
Total Sewer Projects							1,270,237	\$110,810.00	\$45,592.20	\$109,810.00	\$40,633.26
Causeway 1st Reline	#21-88	441,500	4/15/1991	6.79%	20	4/15/2011	51,900	\$0.00	\$0.00	\$0.00	\$0.00
Causeway 2nd Reline	#01-91	200,000	4/15/1991	6.79%	20	4/15/2011	20,000	\$0.00	\$0.00	\$0.00	\$0.00
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%	0	9/15/2008	0	\$0.00	\$0.00	\$0.00	\$0.00
MWRA Pipeline Asst Loan 0% Inte	#14-00	133,121	8/15/2000	0.00%	10	8/15/2010	26,624	\$0.00	\$0.00	\$0.00	\$0.00
MWRA Pipeline Asst Loan 0% Inte	#9-01	133,121	11/15/2001	0.00%	10	11/15/2011	39,936	\$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	53,600	\$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	67,000	\$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	93,800	\$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	93,800	\$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	120,600	\$13,400.00	\$0.00	\$13,400.00	\$0.00
MWRA Pipeline Asst Loan 2% Inte,	#9-11	134,000	8/26/2010	2.00%	10	2/15/2020	0	\$13,400.00	\$2,412.00	\$13,400.00	\$2,144.00
Dump Truck (1/3- \$50,000)	#28-05	16,667	9/1/2006	4.00%	3	9/1/2009	2,667	\$0.00	\$0.00	\$0.00	\$0.00
Backhoe	#16-08	100,000	11/1/2008	3.86%	5	11/1/2013	75,000	\$15,000.00	\$1,303.13	\$15,000.00	\$787.50
Issuance Cost											
Interest & Principal							\$112,427.23	\$108,712.10	\$3,715.13	\$95,400.00	\$98,331.50
Total Water Projects							644,927	\$108,712.10	\$3,715.13	\$95,400.00	\$2,931.50
Dump Truck (1/3- \$50,000)	#28-05	16,667	9/1/2006	4.00%	3	9/1/2009	2,667	\$0.00	\$0.00	\$0.00	\$0.00
Street Sweeper	#29-05	125,000	9/1/2006	4.00%	3	9/1/2009	22,000	\$0.00	\$0.00	\$0.00	\$0.00
Dump Truck	#12-07	\$35,000	11/1/2008	3.86%	5	11/1/2011	28,000	\$9,000.00	\$151.88	\$0.00	\$0.00
Issuance Cost											
Interest & Principal							\$9,151.88	\$9,000.00	\$151.88	\$0.00	\$0.00
Total Other DPW							52,667	\$9,000.00	\$151.88	\$0.00	\$0.00
Interest & Principal							0	\$0.00	\$0.00	\$0.00	\$0.00
Total Public Safety							0	\$0.00	\$0.00	\$0.00	\$0.00

Description	Reference	Borrowings	Issue Date	Interest Rate	Terms Years	Maturity Date	Balance 6/30/2009	FY12		FY13	
								Principal	Interest	Principal	Interest
School Road Construction	#12-08	\$125,000	11/1/2008	3.86%	10	2/15/2019	125,000	\$12,500.00	\$3,617.19	\$12,500.00	\$3,187.51
School Roof	#15-07	\$175,000	11/1/2008	3.86%	20	2/15/2028	168,000	\$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	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	5,090,000	\$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											
	Less \$2,256,420										
Total School Projects							5,383,000	\$327,000.00	\$188,340.63	\$327,000.00	\$175,787.52
Kelley Greens Golf Course	#01-89	1,250,000	2/15/1990	10.25%	20	2/15/2010	60,000	\$0.00	\$0.00	\$0.00	\$0.00
Library Renovations	#15-97	125,300	4/15/1999	4.50%	10	9/15/2008	0	\$0.00	\$0.00	\$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	0	\$0.00	\$0.00	\$0.00	\$0.00
Coast Guard Houses	#1-04 STM	\$2,100,000	1/1/2005	6.00%	10	10/13/2014	1,866,000	\$0.00	\$0.00	\$0.00	\$0.00
Computer Software Town Hall	#31-05	75,000	9/1/2006	4.00%	3	9/1/2009	12,000	\$0.00	\$0.00	\$0.00	\$0.00
Golf Course Building Repairs	#33-05	75,000	9/1/2006	4.00%	3	9/1/2009	13,000	\$0.00	\$0.00	\$0.00	\$0.00
Fire Service Truck	#13-07	\$40,000	11/1/2008	3.86%	5	11/1/2011	32,000	\$10,000.00	\$168.75	\$0.00	\$0.00
Police, Fire & DPW Bldgs.	#13-08	\$100,000	11/1/2008	3.86%	10	11/1/2018	100,000	\$10,000.00	\$2,893.75	\$10,000.00	\$2,550.00
Fire Air Pacs/Radios		\$60,000	8/26/2010	6.00%	5	2/15/2015		\$12,000.00	\$2,520.00	\$12,000.00	\$1,800.00
Paving		\$100,000	8/26/2010	6.00%	10	2/15/2020		\$10,000.00	\$5,100.00	\$10,000.00	\$4,500.00
Issuance Cost									\$52,682.50		\$40,850.00
Interest & Principal									\$30,000.00		\$8,850.00
Total General Projects		\$16,935,973					2,083,000	\$42,000.00	\$10,682.50	\$32,000.00	\$8,850.00
Short Term Interest							9,433,831	\$597,522.10	\$278,482.34	\$564,210.00	\$258,402.28
Totals			As of 6/09								
			General Fund								
			CPA Fund								
			Total								
Long Term Debt		805,000	8,372,831				7,567,831	597,522	248,482	564,210	228,402
Short Term Military Houses		1,866,000	1,866,000				1,866,000	0	0	0	0
Short Term		100,000	100,000				0	0	0	0	0
Proposed							0	0	0	0	0
RANNS							0	0	0	0	0
Totals		905,000	10,338,831				9,433,831	597,522	278,482	564,210	288,402
Proposed		150,000									
CPA Debt											
CPA Borrowings NLSS	#9-06	450,000	11/21/2006	4.70%	5	5/15/2011	180,000	\$0.00	\$0.00	\$0.00	\$0.00
Forty Steps Stair/Decking	#7A-07	150,000	8/26/2007	6.00%	3	2/15/2011	100,000	\$0.00	\$0.00	\$0.00	\$0.00
CPA Town Wharf		700,000	11/1/2008	3.86%	10	11/1/2018	625,000	\$62,500.00	\$18,085.94	\$62,500.00	\$15,937.51
Interest & Principal									\$80,585.94		\$78,437.51
Total CPA Debt							905,000	\$62,500.00	\$18,085.94	\$62,500.00	\$15,937.51

Description	Reference	Borrowings	Issue Date	Interest Rate	Terms Years	Maturity Date	Balance 6/30/2009	FY14		FY15	
								Principal	Interest	Principal	Interest
Sewer Project (Nov. 1982)	#23-80	1,300,000	11/15/1982	5.00%	40	11/15/2022	455,000	\$32,500.00	\$15,437.50	\$32,500.00	\$13,000.00
Sewer Project - Phase II	#8-81	290,100	6/28/1985	5.00%	40	11/18/2025	112,500	\$7,400.00	\$4,145.00	\$7,400.00	\$3,775.00
Sewer Project - Phase III	#8-81	376,400	2/7/1986	5.00%	40	2/7/2026	159,970	\$9,410.00	\$6,116.50	\$9,410.00	\$5,646.00
Secondary Sewer - Phase 1&2	#24-89	124,800	4/15/1991	6.79%	20	4/15/2011	16,800	\$0.00	\$0.00	\$0.00	\$0.00
Secondary Sewer - Phase 1&2	#05-91	63,050	4/15/1991	6.79%	20	4/15/2011	6,300	\$0.00	\$0.00	\$0.00	\$0.00
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	120,000	\$15,000.00	\$2,456.25	\$15,000.00	\$1,800.00
Sewer Pump Stations (Maolis)	#32-05	60,000	9/1/2006	4.00%	3	9/1/2009	10,000	\$0.00	\$0.00	\$0.00	\$0.00
Dump Truck (1/3-\$50,000)	#28-05	16,667	9/1/2006	4.00%	3	9/1/2009	2,667	\$0.00	\$0.00	\$0.00	\$0.00
Pump Stations and Lining	#8-06	300,000	9/1/2006	4.00%	10	9/1/2016	240,000	\$30,000.00	\$4,912.50	\$30,000.00	\$3,600.00
Pump Stations and Lining	#11-07	75,000	11/1/2008	3.86%	10	2/15/2018	72,000	\$8,000.00	\$1,420.00	\$8,000.00	\$1,130.00
Pump Stations and Lining	#17-08	75,000	11/1/2008	3.86%	10	2/15/2018	75,000	\$7,500.00	\$1,650.01	\$7,500.00	\$1,378.13
Issuance Cost											
Interest & Principal							1,270,237	\$109,810.00	\$36,137.76	\$109,810.00	\$30,329.13
Total Sewer Projects											
Causeway 1st Reline	#21-88	441,500	4/15/1991	6.79%	20	4/15/2011	51,900	\$0.00	\$0.00	\$0.00	\$0.00
Causeway 2nd Reline	#01-91	200,000	4/15/1991	6.79%	20	4/15/2011	20,000	\$0.00	\$0.00	\$0.00	\$0.00
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	0	\$0.00	\$0.00	\$0.00	\$0.00
MWRA Pipeline Asst Loan 0% Inte	#14-00	133,121	8/15/2000	0.00%	10	8/15/2010	26,624	\$0.00	\$0.00	\$0.00	\$0.00
MWRA Pipeline Asst Loan 0% Inte	#9-01	133,121	11/15/2001	0.00%	10	11/15/2011	39,936	\$0.00	\$0.00	\$0.00	\$0.00
MWRA Pipeline Asst Loan 0% Inte	#8-02	134,000	2/15/2003	0.00%	10	2/15/2013	53,600	\$0.00	\$0.00	\$0.00	\$0.00
MWRA Pipeline Asst Loan 0% Inte	#7-03	134,000	5/15/2004	0.00%	10	5/15/2014	67,000	\$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	93,800	\$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	93,800	\$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	120,600	\$13,400.00	\$0.00	\$13,400.00	\$0.00
MWRA Pipeline Asst Loan 2% Inte	#9-11	134,000	8/26/2010	2.00%	10	2/15/2020	0	\$13,400.00	\$1,876.00	\$13,400.00	\$1,608.00
Dump Truck (1/3-\$50,000)	#28-05	16,667	9/1/2006	4.00%	3	9/1/2009	2,667	\$0.00	\$0.00	\$0.00	\$0.00
Backhoe	#16-08	100,000	11/1/2008	3.86%	5	11/1/2013	75,000	\$15,000.00	\$262.50	\$15,000.00	\$0.00
Issuance Cost											
Interest & Principal							644,927	\$82,000.00	\$21,138.50	\$82,000.00	\$55,208.00
Total Water Projects											
Dump Truck (1/3-\$50,000)	#28-05	16,667	9/1/2006	4.00%	3	9/1/2009	2,667	\$0.00	\$0.00	\$0.00	\$0.00
Street Sweeper	#29-05	125,000	9/1/2006	4.00%	3	9/1/2009	22,000	\$0.00	\$0.00	\$0.00	\$0.00
Dump Truck	#12-07	\$35,000	11/1/2008	3.86%	5	11/1/2011	28,000	\$0.00	\$0.00	\$0.00	\$0.00
Issuance Cost											
Interest & Principal							52,667	\$0.00	\$0.00	\$0.00	\$0.00
Total Other DPW											
Interest & Principal							0	\$0.00	\$0.00	\$0.00	\$0.00
Total Public Safety							0	\$0.00	\$0.00	\$0.00	\$0.00

Description	Reference	Borrowings	Issue Date	Interest Rate	Terms Years	Maturity Date	Balance 6/30/2009	FY14		FY15	
								Principal	Interest	Principal	Interest
School Road Construction	#12-08	\$125,000	11/1/2008	3.86%	10	2/15/2019	125,000	\$12,500.00	\$2,750.01	\$12,500.00	\$2,296.88
School Roof	#15-07	\$175,000	11/1/2008	3.86%	20	2/15/2028	168,000	\$14,500.00	\$4,117.51	\$19,500.00	\$3,498.13
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,	5,693,680	9/1/2006	4.00%	19	9/1/2025	5,090,000	\$300,000.00	\$156,725.00	\$300,000.00	\$143,600.00
6,300,000 2-05 ATM & 1,200,000 2-06 STM	School Includes \$450,000 from #24-02 for Architect										
Interest & Principal	Less \$2,256,420								\$490,592.52	\$332,000.00	\$481,395.01
Total School Projects							5,383,000	\$327,000.00	\$163,592.52	\$332,000.00	\$149,395.01
Kelley Greens Golf Course	#01-89	1,250,000	2/15/1990	10.25%	20	2/15/2010	60,000	\$0.00	\$0.00	\$0.00	\$0.00
Library Renovations	#15-97	125,300	4/15/1999	4.50%	10	9/15/2008	0	\$0.00	\$0.00	\$0.00	\$0.00
Ambulance	#8-03	125,000	9/1/2006	4.00%	1	9/1/2007	0				
Road Construction	#5-04	100,000	9/1/2006	4.00%	2	9/1/2008	0				
Coast Guard Houses	#1-04 STM	\$2,100,000	1/11/2005	6.00%	10	10/13/2014	1,866,000				
Computer Software Town Hall	#31-05	75,000	9/1/2006	4.00%	3	9/1/2009	12,000	\$0.00	\$0.00	\$0.00	\$0.00
Golf Course Building Repairs	#33-05	75,000	9/1/2006	4.00%	3	9/1/2009	13,000	\$0.00	\$0.00	\$0.00	\$0.00
Fire Service Truck	#13-07	\$40,000	11/1/2008	3.86%	5	11/1/2011	32,000	\$0.00	\$0.00	\$0.00	\$0.00
Police, Fire & DPW Bldgs.	#13-08	\$100,000	11/1/2008	3.86%	10	11/1/2018	100,000	\$10,000.00	\$2,200.00	\$10,000.00	\$1,837.50
Fire Air Pacts/Radios		\$60,000	8/26/2010	6.00%	5	2/15/2015		\$12,000.00	\$1,080.00	\$12,000.00	\$360.00
Paving		\$100,000	8/26/2010	6.00%	10	2/15/2020		\$10,000.00	\$3,900.00	\$10,000.00	\$3,300.00
Issuance Cost									\$39,180.00		\$37,497.50
Interest & Principal							2,083,000	\$32,000.00	\$7,180.00	\$32,000.00	\$5,497.50
Total General Projects		\$16,935,973					2,083,000	\$32,000.00	\$7,180.00	\$32,000.00	\$5,497.50
Short Term Interest							9,433,831	\$550,810.00	\$239,048.78	\$527,410.00	\$216,829.64
Totals							9,433,831	\$550,810.00	\$239,048.78	\$527,410.00	\$216,829.64
Long Term Debt	General Fund	305,000	8,372,831				7,567,831	550,810	209,049	527,410	186,830
Short Term Military Houses	CPA Fund	100,000	100,000				1,866,000	0	0	0	0
Proposed							0	0	0	0	0
RANNS							0	0	0	0	0
Totals		905,000	10,338,831				9,433,831	550,810	239,049	527,410	216,830
Proposed		150,000									
CPA Debt											
CPA Borrowings NLSS	#9-06	450,000	11/21/2006	4.70%	5	5/15/2011	180,000	\$0.00	\$0.00	\$0.00	\$0.00
Forty Steps Stair/Decking	#7A-07	150,000	8/26/2007	6.00%	3	2/15/2011	100,000	\$0.00	\$0.00	\$0.00	\$0.00
CPA Town Wharf		700,000	11/1/2008	3.86%	10	11/1/2018	625,000	\$62,500.00	\$13,750.01	\$62,500.00	\$11,484.38
Interest & Principal									\$76,250.01		\$73,984.38
Total CPA Debt							905,000	\$62,500.00	\$13,750.01	\$62,500.00	\$11,484.38

APPENDIX 7

Reserve Fund Transfers

This shows the transfers made from the Advisory and Finance Committee's Reserve Fund in FY10.

Reserve Fund Beginning Balance FY 2010				\$75,000.00
Total Available				\$75,000.00
Reserve Fund Transfers:				
FinCom Approval				
Date	Account	Account Number	Amount	
12/31/2009	Division of Unemployment Assistance	1-910-570-517003	\$22,000.00	
12/31/2009	Treasurer/Collector Services	1-145-520-5200	\$5,000.00	
12/31/2009	Military Hosing Services	1-696-520-5200	\$15,000.00	
Total Transferred to Date				\$42,000.00
Reserve Fund Balance				\$33,000.00

APPENDIX 8

Community Preservation Act Overview and Tax Impact Analysis

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, create and maintain affordable housing, and develop land for certain recreational uses. The CPA also provides for state matching funds to participating communities. Participating cities and towns may modify the surcharge amount on an annual basis or can opt out of CPA altogether after five years.

The CPA went into effect in December of 2000. At a Special Town Election in April, 2004, the voters of Nahant accepted the statute with a 3% surcharge. To date, 142 communities across the state have adopted the CPA.

Determining how CPA Funds Are Spent:

Under the provisions of the CPA, Nahant is required to establish a Community Preservation Committee (CPC). The CPC 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. The Committee is responsible for soliciting input from the community and for holding open meetings regarding possible uses of CPC funds for the coming year.

The CPC then makes annual recommendations to Town Meeting on how the funds raised through the surtax and the state matching funds should be spent, within certain restrictions as defined below. Town Meeting approval is required in order to appropriate funds based on these recommendations. Town Meeting can also reject or reduce the amounts recommended by the CPC.

Under the provisions of the Community Preservation Act, towns must allocate a minimum of 10% of funds raised (including state matching funds) to each of the following three purposes: open space; historic resources; and community housing. Beyond this requirement, it is left to each town to decide how they would like to allocate the remaining funds among each of the act's four designated purposes (open space, historic resources, community housing, and recreation). The Town is not required to spend the funds in any particular year. Any monies raised by the Town and any matching funds may be invested until such time as they are needed.

Exemptions from the CPA Surcharge:

That portion of real property taxes for which a taxpayer may presently claim an exemption is also exempt from the CPA surcharge. In addition, the bylaws by which Nahant voters accepted the CPA contain two additional exemptions of property subject to the surcharge:

- The first \$100,000 of taxable value of residential real estate.
- Property owned and occupied by a person who would qualify for low income housing or moderate income senior housing. (Please contact the assessor's office for further information).

Projected Cost to the Average Nahant Resident:

The chart below shows what the CPA would cost the average homeowner in Nahant in 2010 based on an average home value of \$560,265 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:

Home Value	\$560,265
Minus \$100,000 Exemption Equals	\$460,265
Divided by 1,000 Equals	\$460.27
Multiply by \$9.42 (Approximate Tax Rate per thousand dollars of valuation)	\$4335.74
Multiply by .03 (3%)-Proposed Surcharge Amount	\$130.07

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 will raise approximately \$173,000 through the surcharge. As described below, some portion of this amount will 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 recording fees collected at the state's registries of deeds. As a result of decreasing collections of fees at the registries and the increased number of communities participating in the program, some communities may not receive a 100% match in 2010. It is estimated that Nahant will receive a match of 70% in October of 2010. This is subject to change if registry collections decline further between now and September.

APPENDIX 9

TOWN OF NAHANT

**COMMUNITY PRESERVATION COMMITTEE
REPORT**

SPRING 2010

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 Charles DiGrande) and representatives of the Town’s Conservation Commission (Tom Famulari), Historic Commission (Lynne Spencer), Housing Authority (Kathryn Hosker), Planning Board (Carl Easton), Open Space Committee (Deb Aliff on sabbatical) and Recreation Commission (vacant). Jeff Musman was elected 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 2010 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 24, 2010, for approval.

This document, the Community Preservation Report, Spring 2010 is a summary of the CPC’s work during the twelve (12) month period following the 2009 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 Sixth (6th) 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 2011 CPA funds [our Seventh (7th) Fiscal Year of CPA]. Since adoption and through the current Fiscal Year (i.e. FY '10) The Town will have raised through its CPA surtax the sum of \$914,493.84. In October, 2009 the Town of Nahant received an approximately 77% match from the State CPA Fund, the first year that Nahant did not receive a one hundred percent (100%) match. In October 2010 we have estimated that the Town of Nahant will receive \$120,000 as a state match against FY '10 CPA surcharge revenues, an approximately seventy percent (70%) match. Through October of 2010 Nahant will have received \$831,237.00 in State matching funds. A sheet showing the Source of Community Preservation Funds estimated through Fiscal Year 2011 is set forth on Attachment II-A.

As shown on Attachment II-A, exclusive of Borrowings, the Town through the next Fiscal Year 2011 will have had \$1,986,475.60 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 five Annual Town Meetings that have been held since the Town adopted the Community Preservation Act in 2004, \$1,982,500 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 raised by borrowing for the Town Wharf Project approved at the 2008 Annual Town Meeting) have been appropriated for 24 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 \$2,958,500, of which CPA funding represents but a fraction of the total project cost (\$1,982,500), and the Town's share (i.e. the Town's surtax) is less yet (\$986,250.00).

In addition to receiving the 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 24 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-three (23) remaining approved projects total \$2,958,500.00. 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 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	\$169,296.31	\$171,436.00	\$8,461.80	\$625,000.00	<u>\$974,194.11</u> ³
FY 10	\$168,444.00 ⁴	\$130,283.00	\$5,000.00 ⁴	\$50,000.00 ⁵	<u>\$353,727.00</u> ⁴
FY 11	\$172,655.00 ⁴	\$120,000.00 ⁴	\$5,000.00 ⁴		<u>\$297,655.00</u> ⁴
TOTALS	<u>\$1,087,148.84</u> ^{1,2,3,6}	<u>\$831,237.00</u> ⁷	<u>\$68,089.76</u> ⁶	<u>\$1,125,000.00</u> ⁵	<u>\$3,111,475.60</u> ¹⁻⁷

¹ Includes surtax lien recovery of \$324.34.

² Includes surtax lien recovery of \$631.07.

³ Includes surtax lien recovery of \$598.54.

⁴ Estimated

⁵ Includes \$50,000 of Bond Anticipation Notes (BANS)

⁶ Includes estimates for FY '10 and '11

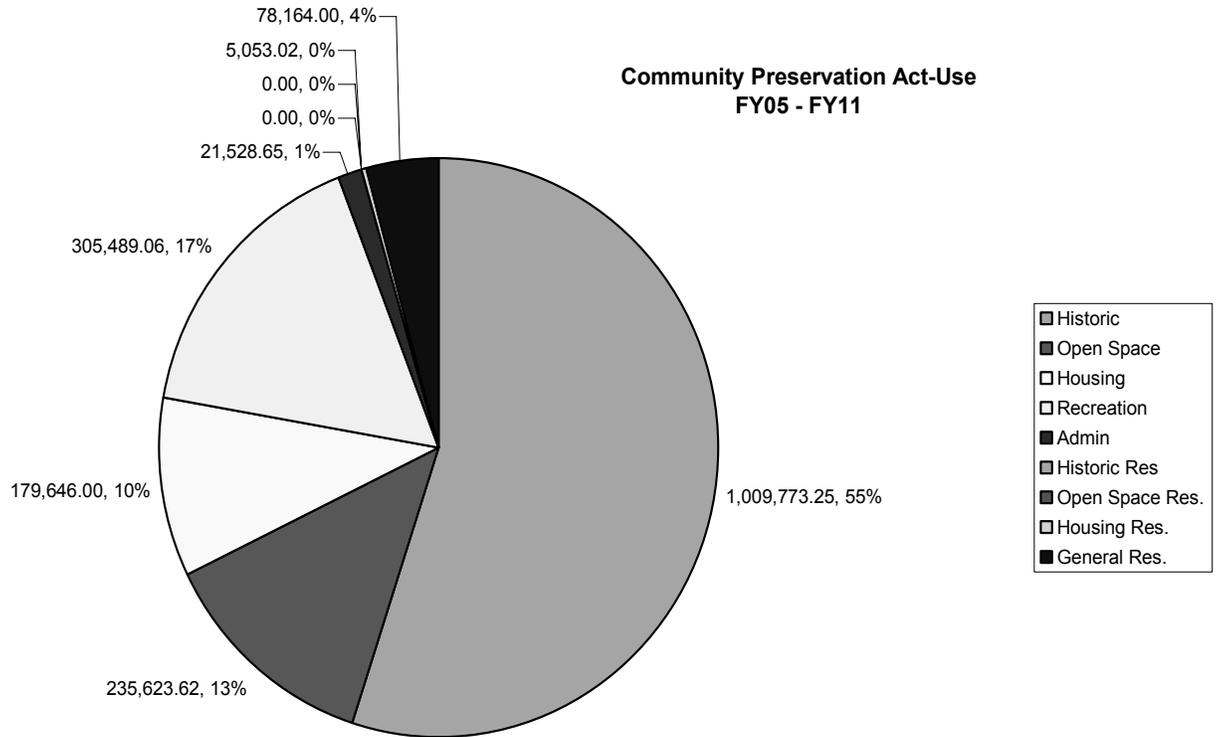
⁷ Includes estimate for FY '11

**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:		<u>169,000.00</u>	<u>(10,707.87)</u>	<u>281,000.00</u>	<u>(1,550.35)</u>	<u>154,920.00</u>	<u>(1,585.60)</u>
<u>Reserves</u>							
Historic Res.	<u>12,953.52</u>	0.00		0.00		0.00	
Open Space Res.	<u>12,953.52</u>	20,500.00		27,850.00		4,980.00	
Housing Res.	<u>12,953.52</u>	20,500.00				10,980.00	
General Res.	<u>90,674.61</u>	59,821.18	10,707.87	(7,690.19)	1,550.35	113,915.00	1,585.60
Total Reserves:	<u>129,535.17</u>	<u>100,821.18</u>	<u>10,707.87</u>	<u>20,159.81</u>	<u>1,550.35</u>	<u>129,875.00</u>	<u>1,585.60</u>
Totals	<u>129,535.17</u>	<u>269,821.18</u>	<u>0.00</u>	<u>301,159.81</u>	<u>0.00</u>	<u>284,795.00</u>	<u>0.00</u>

<u>Appropriated</u>	<u>FY '09</u>	<u>Rescinded '09</u>	<u>FY '10</u>	<u>FY '11</u>	<u>TOTAL</u>
Historic	302,690.00		92,451.25	139,230.00	1,009,773.25
Open Space	77,500.00		74,900.00	54,723.62	235,623.62
Housing	24,000.00		60,000.00	39,146.00	179,646.00
Recreation	75,950.00		84,843.75	122,695.31	305,489.06
Admin.	5,000.00	(2,145.53)	5,000.00	5,000.00	21,528.65
Total Appropriated	485,140.00	(2,145.53)	317,195.00	360,794.93	1,752,060.58
<u>Reserves</u>					
Historic Res.	(12,953.52)		0.00	0.00	0.00
Open Space Res.	(49,000.00)		(17,283.52)	0.00	0.00
Housing Res.	4,500.00		(34,500.00)	(9,380.50)	5,053.02
General Res.	(127,904.04)	2,145.53	(12,882.48)	(53,759.43)	(78,164.00)
2009 Unreserved				(53,759.43)	
Total Reserves:	<u>(185,357.56)</u>	<u>2,145.53</u>	<u>(64,666.00)</u>	<u>(63,139.93)</u>	<u>(83,217.02)</u>
Totals	<u>299,782.44</u>	<u>0.00</u>	<u>252,529.00</u>	<u>297,655.00</u>	<u>1,835,277.60</u>

**Community Preservation Act-Use
FY05 - FY11**



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; \$1595.80 recommended to be transferred for Public Ways Study
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	(\$229,926.96)	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; \$8,266 recommended to be transferred to Public Ways Study
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

<u>FY 2008</u>					
<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	\$2,000 recommended to be transferred to Community Preservation Act General Reserves
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; \$854.87 recommended to be transferred to Roof Replacement
Town Hall, Library, Chapel	Town of Nahant	Historic	\$200,000.00	(\$200,000.00)	Completed
Heritage Trails	Nahant Open Space Committee	Open Space Improvements to Heritage Trail	\$20,000.00	(\$7,617..30)	Phase III is to be completed FY '10-'11
Town Wharf Debt	Town of Nahant	Recreation, Open Space, Historic Preservation Wharf Preservation	\$700,000.00 Borrowing	(330,635.56)	Only \$625,000.00 borrowed. Work to be completed FY '10
Administrative	CPC	Annual Administrative Costs	\$5,000.00	(\$2,854.47)	\$2,145.53 not used and returned to CPC General Reserve

FY 2010

<u>Project</u>	<u>Applicant</u>	<u>CPA Category and Description of Project</u>	<u>Appropriation Amount</u>	<u>Expended</u>	<u>Comments</u>
Windows/Doors	Nahant Housing Authority	Housing Replace Windows and Doors	\$60,000.00	(\$487.20)	Work awaiting additional state funding
Community Garden	Town of Nahant	Open Space	\$10,000.00	(\$0.00)	Work to be accomplished in 'FY 10-11
Public Way Study	Nahant Planning Board Committee	Open Space	\$12,500.00	(\$3,690.00)	Study continuing
Administrative	CPC	Annual Administrative Costs	\$5,000.00	(\$750.00)	Unused portion to be returned to CPC General Reserve

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

<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>
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	<u>\$223,000</u>	<u>\$193,000</u>	<u>\$96,500</u>	<u>\$0</u>	<u>\$30,000</u>	<u>43.3%</u>
Totals 3 Years	<u>\$1,874,500</u>	<u>\$958,500</u>	<u>\$474,250</u>	<u>\$568,000</u>	<u>\$348,000</u>	<u>25.3%</u>

FY 2009

<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>
Chairlift and Housing Improvements	\$24,000	\$24,000	\$12,000	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	<u>\$700,000.00</u>	<u>\$700,000.00</u>	<u>\$350,000.00</u>	None		50%
Total FY '09	\$964,000.00	\$944,000.00	<u>\$472,000.00</u>	\$0	\$20,000	49%
Total 4 Years	<u>\$2,838,500.00</u>	<u>\$1,902,500.00</u>	<u>\$946,250.00</u>	<u>\$568,000.00</u>	<u>\$368,000.00</u>	<u>33.3%</u>

FY 2010

<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>
Housing Authority Roof Replacement	\$100,000.00	\$60,000.00	\$30,000.00	None	\$40,000.00	30%
Community Garden	\$10,000.00	\$10,000.00	\$5,000.00	None	\$0	50%
Public Way Study	\$10,000.00	\$10,000.00	\$5,000.00	None	\$0	50%
Total FY '010	\$120,000.00	\$80,000.00	\$40,000.00	\$0	\$40,000.00	33.3%
Total 5 Years	<u>\$2,958,500.00</u>	<u>\$1,982,500.00</u>	<u>\$986,250.00</u>	<u>\$568,000.00</u>	<u>\$408,000.00</u>	<u>33.3%</u>

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 7, 2009, and January 14, 2010. The CPC publicized the hearing through Articles in the *Harbor Review* and *Lynn Daily Item*, and notice on the Nahant cable channel. These were informational sessions to answer questions and to gather information to assist in the assessment of the Town's community preservation needs.

At the December 7 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 dune grass planting at Short Beach was suggested. 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 need for roof replacement on the Veterans Housing units. The January 14, 2010, public meeting had discussion about concerns for additional funding for the Town Wharf project. Unforeseen conditions related to the concrete pilings has drawn down the contingency for the remainder of the project, which include the reconstruction of the Wharf building and burying the electrical wires underground and with it, improved site lighting. Therefore the Town may be submitting an application for additional funding for this project.

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 7 2009 and January 14, 2010:

Advertised by Articles in *Harbor Review* and *Lynn Daily Item*, and on the Town web site.

Discussion of possible projects by category:

Historic Preservation:

- Public Library - master planning
- Coastal zone - dune grass planting

Open Space:

Recreation:

- Town Wharf

Affordable Housing:

- Veterans Housing roof replacement

II. Applications received:

Applicant	Project	Amount	Comments
Planning Board	Public Ways Study	25,000	FY '10
Housing Authority	Roof replacement	40,000	FY '10
Town Hall	Dune Grass planting	5,000	FY '10
Public Library	Master Plan	\$60,000	FY '10
Town Wharf	Building, Underground Electrical , Site Lighting	\$50,000	FY'10

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 the future Military Housing redevelopment. The project submitted by the Housing Authority will replace asphalt shingle roofs on the 4 Veterans housing units. These roofs have exceeded their service life and have been patched several times.

The Planning Board is proposing to continue the study and mapping of public ways in the Town. The methodology of this project was developed in the mapping and public notification process for Little Nahant in 2008-09.

The trustees of the Public Library have been assisted by a dedicated committee formed to assist in the needs assessment and planning process for improvements to the building. Their collective efforts coalesced in the application for a master plan for the preservation and improvement of this most beloved Nahant landmark.

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 2009. Town organizations and committees and non-profit organizations were notified, with the final date of application being January 31, 2010. 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* and the *Lynn Item* to encourage as broad as 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 Housing Authority	Roof replacement at Veterans Housing
Town of Nahant	Dune grass planting
Nahant Planning Board	Public Ways Study
Public Library	Master planning
Town of Nahant	Wharf Building, electrical lines underground, site Lighting

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:

- K. To recommend that the Town appropriate \$94,230.00 from Fiscal Year 2011 Community Preservation Fund revenues for the payment of debt service of principal and interest due and owing 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”);
- L. To recommend that the Town appropriate \$49,585.42 from Fiscal Year 2011 Community Preservation Fund revenues for the payment of debt service of principal and interest due and owing on the Forty Steps Stairs Bonding authorized by the 2008 Annual Town Meeting (Article 7A). (Total debt service of principal and interest due and owing on the Forty Steps Stairs Bonding is \$50,895, however, \$1,309.58 shall be paid from the balance of unexpended funds appropriated to the Forty Steps Stairs Bonding by the 2008 Annual Town Meeting (Article 11B));
- M. 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 \$82,695.31 from Fiscal Year 2011 Community Preservation Fund revenues;
- N. To recommend that the Town (i) transfer \$1,595.80 from the unexpended funds appropriated to the Planning Board for Master Planning by the 2005 Annual Town Meeting (Article 17F), (ii) transfer \$8,266.00 from the unexpended funds appropriated to the Planning Board for Master Planning by the 2006 Annual Town Meeting (Article 9C). and (iii) to appropriate \$138.20 from Fiscal Year 2011 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;
- O. To recommend that the Town appropriate \$5,000.00 from Fiscal Year 2011 Community Preservation Fund revenues for the purpose of completing the next phase of dune grass plantings as part of the Dune Restoration Project, as applied for by the Town of Nahant;
- P. To recommend that the Town appropriate \$40,000.00 to fund the replacement of roofs on four (4) duplexes at the Nahant Housing Authority Veterans Housing located on Spring and Emerald Roads, of which (i) \$854.87 shall be transferred from the unexpended funds appropriated to the Housing Authority for the mechanical chair lift by the 2008 Annual Town Meeting (Article 11E); (ii) \$9379.63 shall be appropriated from the Community Preservation Act Affordable Housing Fund Reserve Account, and (iii) \$29,765.50 shall be appropriated from Fiscal Year 2011 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, emergency assistance or other support available from the Federal Government or the Commonwealth of Massachusetts or any agency of either;
- Q. To recommend that the Town appropriate \$45,000 from the Community Preservation Act General Reserve Account for the purpose of completing the planning and design phase of a Master Planning Program for improvements to the Nahant Public Library Building as applied for by the Trustees of the Nahant Public Library, subject to the following conditions: acceptance by the Trustees of the Nahant Public Library (or their successors) of the Community Preservation Fund Grant; and execution of a Funding Grant Agreement in form and substance acceptable to the Town;

- R. To recommend that the Town transfer \$2,000 from the unexpended funds appropriated to the Nahant Little League by the 2007 Annual Town Meeting to the Community Preservation Fund General Reserve Account;
- S. 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
- T. To recommend that the Town set aside from Fiscal Year 2011 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 2011 Appropriation Recommendations										
APPLICANT	PROJECT	AMOUNT REQUESTED	HISTORICAL	OPEN SPACE	AFFORDABLE HOUSING	REC	ADMIN	CPA GEN. FUND	TOTAL	NOTES
NLSS	Station	Previous Year Appropriation	94,230.00						94,230.00	\$450,000.00 by bonding authorized in 2006. \$94,230.00 principal and interest payment in Fiscal Year 2011.
Housing Authority	Roof Replacement	40,000.00			29,765.50				29,765.50	\$40,000 recommended. \$854.87 by transfer (Article 11E 2008); \$9,379.63 from Housing Reserve; and \$29,765.50 from FY11 funds.
Town	Dunc Grass	5,000.00		5,000					5,000	
Planning Board	Public Way Study	25,000.00		138.20					138.20	\$10,000 recommended. \$1,595.80 by transfer (Article 17F 2005); \$8,266 by transfer (Article 9C 2006), and \$138.20 from FY11 funds.
Town	Wharf Preservation	Previous year Appropriation				82,695.31			82,695.31	\$625,000.00 bonding authorized in 2008. \$82,695.31 principal and interest payment in FY 2011.
Town	Wharf Preservation	50,000.00				31,240.57			31,240.57	\$40,000 recommended, of which \$8,759.43 from General Reserve, and \$31,240.57 from FY11 funds.
Town	Forty Steps	Previous Year Appropriation		49,585.42					49,585.42	\$150,000.00 by bonding authorized in 2007. \$50,895.00 principal and interest payment in Fiscal Year 2011, \$1,309.58 from (Article 11B 2008) and \$49,585.42 from FY11 funds.
Library	Library	60,000.00								\$45,000 recommended from CPA General Reserves.
Administrative		N/A					5,000.00		5,000.00	
Housing Reserve		N/A							0.00	
Historic Reserve		N/A							0.00	
Open Space Reserve		N/A							0.00	
CPA General Reserve		N/A							0.00	
TOTALS		82,500.00	94,230	54,723.62	29,765.50	113,935.88	5,000.00		297,655.00	

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.

STATE TAX COMPLIANCE

I certify under the penalties of perjury that I, to my best knowledge and belief, have filed all state tax returns and paid all state taxes required under law.

* Signature of Individual or
Corporate Name (mandatory)

By: Corporate Officer or Partner
(mandatory, if applicable)

** Social Security or Federal
Identification Number

* Approval of a contract or other agreement will not be granted unless the proposer signs this certification clause.

** Your social security number will be furnished to the Massachusetts Department of Revenue to determine whether you have met tax filing or tax payment obligations. Providers who fail to correct their non-filing or delinquency will not have a contract or other agreement issued, renewed, or extended. Improperly stated information shall be grounds to forfeit the proposal deposit in favor of the Town. This request is made under the authority of MGL C.62C §49A.

CERTIFICATE OF NON-COLLUSION

The undersigned certifies under penalties of perjury that this proposal has been made and submitted in good faith and without collusion or fraud with any other person. As used in this certification, the word "person" shall mean any natural person, business, partnership, corporation, union, committee, club, or any other organization, entity, or group of individuals.

(Name of person signing proposal)

(Name of business)

(Authorized signature)

(Date)

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

Cross Connection Control Ordinance

Town of Nahant Cross-Connection Control Program

I. Purpose

- A. To protect the public potable water supply served by the Town of Nahant Water Division of the Department of Public Works (Water Division) from the possibility of contamination or pollution by isolating such contaminants or pollutants which could backflow or back-siphon into the public water system.
- B. To promote the elimination or control of existing cross connections, actual or potential, between its customers in-plant potable water system, and non-potable systems.
- C. To provide for the maintenance of a continuing program of cross connection control which will effectively prevent the contamination or pollution of all potable water systems by cross connection.

II. Authority

- A. As provided for in the Federal Safe Drinking Water Act of 1974, (Public Law 93-523), and the Commonwealth of Massachusetts Drinking Water Regulations, 310 CMR 22.22, the water purveyor has the primary responsibility for preventing water from unapproved sources, or any other substances, from entering the public potable water system.
- B. Water Division, policies and procedures.

III. Responsibility

The Water Division through its Water Superintendent shall be responsible for the protection of the public potable water distribution system from contamination or pollution due to the backflow or backsiphonage of contaminants or pollutants. If, as a result of a survey of the premises, the Water Division determines that an approved backflow prevention device is required at the town's water service connection or as in-plant protection on any customer's premises, the Water Division, or its delegated agent, shall issue a cross connection violation form to said customer to install approved backflow prevention devices. The customer shall, within a time frame determined by the Water Division, install such approved device or devices at his own expense, and failure or refusal or inability on the part of the customer to install said device or devices within the specified time frame shall constitute a ground for discontinuing water service to the premises until such device or devices have been properly installed.

IV. Definitions

- A. Approved - Accepted by the Reviewing Authority as meeting an applicable specification stated or cited in this regulation, or as suitable for the proposed use.
- B. Approved Backflow Prevention Device or Device - A testable or non-testable cross connection control device that is approved by the MassDEP for use in Massachusetts.
- C. Auxiliary Water Supply - Any water supply, on or available, to the premises other than the purveyor's approved public potable water supply.
- D. Backflow - The flow of water or other liquids, mixtures or substances, under positive or reduced pressure in the distribution pipes of a potable water supply from any source other than its intended source.

E. Backflow Preventer - A device or means designed to prevent backflow or backsiphonage. Most commonly categorized as air gap, reduced pressure principle device, double check valve assembly, pressure vacuum breaker, atmospheric vacuum breaker, hose bibb vacuum breaker, residential dual check, double check with intermediate atmospheric vent, and barometric loop.

E.1. Air Gap - The method of preventing backflow through the use of an unobstructed vertical distance through the free atmosphere between the lowest opening from any pipe or faucet supplying water to a tank, plumbing fixture, or other device and the flood level rim of the receptacle. The air gap separation shall be at least twice the internal diameter of the supply pipe discharge line but in no case less than one inch.

E.2. Atmospheric Vacuum Breaker - A device which prevents backsiphonage by creating an atmospheric vent when there is either a negative pressure or subatmospheric pressure in a water system.

E.3. Barometric Loop - A fabricated piping arrangement rising at least thirty five (35) feet at its topmost point above the highest fixture it supplies. It is utilized in water supply systems to protect against backsiphonage.

E.4. Double Check Valve Assembly - An assembly of two (2) independently operating spring loaded check valves with tightly closing shut off valves on each side of the check valves, plus properly located test cocks for the testing of each check valve.

E.5. Double Check Valve with Intermediate Atmospheric Vent - A device having two (2) spring loaded check valves separated by an atmospheric vent chamber.

E.6. Hose Bibb Vacuum Breaker - A device which is permanently attached to a hose bibb and which acts as an atmospheric vacuum breaker.

E.7. Pressure Vacuum Breaker - A device containing one or two independently operated spring loaded check valves and an independently operated spring loaded air inlet valve located on the discharge side of the check or checks. Device includes tightly closing shut-off valves on each side of the check valves and properly located test cocks for the testing of the check valve(s).

E.8. Reduced Pressure Principle Backflow Preventer - An assembly consisting of two (2) independently operating approved check valves with an automatically operating differential relief valve located between the two (2) check valves, tightly closing shut-off valves on each side of the check valves plus properly located test cocks for the testing of the check valves and the relief valve.

E.9. Residential Dual Check - An assembly of two (2) spring loaded, independently operating check valves without tightly closing shut-off valves and test cocks. Generally employed immediately downstream of the water meter to act as a containment device.

F. Backpressure - A condition in which the owners system pressure is greater than the supplier's system pressure.

E. Backsiphonage - The flow of water or other liquids, mixtures or substances into the distribution pipes of a potable water supply system from any source other than its intended source caused by the sudden reduction of pressure in the potable water supply system.

F. Containment - A method of backflow prevention which requires a reduced pressure backflow preventer or an air gap separation at the meter or property line

G. Contaminant - A substance that will impair the quality of the water to a degree that it creates a serious health hazard to the public leading to poisoning or the spread of disease.

- H. Cross-Connection - Any actual or potential connection between the public water supply and a source of contamination or pollution.
- I. Cross Connection Violation Form - A violation form designated by MassDEP, which is sent to the owner by the water supplier with copies sent to the, plumbing inspectors and Board of Health delineating cross connection violations found on the owner's premises and a procedure for corrective action.
- J. Department - The Massachusetts Department of Environmental Protection (MassDEP).
- K. Design Data Sheet - A report form submitted to the supplier of water along with plans for each installation of a reduced pressure backflow preventer or double check valve assembly, or for each change to any such device already installed, describing and showing the details of the specific installation.
- L. Health Hazard - An actual or potential threat of contamination to the potable water in a public water system, which, in the opinion of the supplier of water would endanger health.
- M. In-Plant Protection - The location of approved backflow prevention devices in a manner, which provides protection of the consumers of water and the potable water system within the premises.
- N. Inspection - An on-site inspection and survey by a qualified individual to determine the existence and location of cross connections and/or the physical examination and testing of an installed backflow prevention device to verify that the backflow prevention device is functioning properly.
- O. Inspection and Maintenance Report Form - A report form which is to be used by certified testers to record all pertinent testing information
- P. Owner - Any person maintaining a cross connection installation or owning or occupying premises on which cross connections can or do exist.
- Q. Owner's Agent - Any person or body designated by the owner to act as his or her representative.
- R. Person - Any individual, corporation, company, association, trust, partnership, the Commonwealth, a municipality, district, or other subdivision or instrumentality of the United States, except that nothing herein shall be constructed to refer to or to include any American Indian tribe or the United States Secretary of the Interior in his capacity as trustee of Indian lands.
- S. Pollutant - A foreign substance, that if permitted to get into the public water system, will degrade its quality so as to constitute a moderate hazard, or impair the usefulness or quality of the water to a degree which does not create an actual hazard to the public health but which does adversely and unreasonably effect such water for domestic use.
- T. Potable Water - Water from any source that has been approved by MassDEP for human consumption.
- U. Reviewing Authority - The supplier of water, or the local plumbing inspector, authorized by M.G.L. c. 142 and licensed by the Board of State Examiners of Plumbers and Gas Fitters, whichever is responsible for the review and approval of the installation of an approved backflow prevention device.
- V. Supplier of Public Water - Any person who owns or operates a public water supply system.
- W. Unapproved Source - The source or distribution system for any water or other liquid or substance which has not been approved by the MassDEP as being of safe and sanitary quality for human consumption, including but not limited to any waste pipe, soil pipe, sewer, drain, or non-acceptable potable water system material.
- X. Water Division - The Town of Nahant Water Division of the Department of Public Works working through its Water Superintendent or owner or operator of a public water supply system invested with the authority and responsibility for the implementation of a cross connection control program and for the enforcement of the provisions of the Ordinance.

V. Administration

A. The Water Division will operate an active cross-connection control program, to include the keeping of necessary records, which fulfills the requirements of MassDEP's Cross Connection Regulations and is approved by MassDEP.

B. The Owner shall allow his property to be inspected for possible cross-connections and shall follow the provisions of the Water Division's program and MassDEP's Regulations.

VI. Requirements

A. Water Division

1. On new installations, the Water Division will provide onsite evaluation and/or inspection of plans in order to determine the type of backflow preventer, if any, that will be required, will issue permit, and perform inspection and testing.
2. For premises existing prior to the start of this program, the Water Division will perform surveys of the premises and review of as-built plans and issue a cross connection violation form to the owner detailing any corrective action required, the method of achieving the correction, and the time allowed for the correction to be made. The time period allowed shall depend upon the degree of hazard involved.
3. The Water Division will not allow any cross-connection to remain unless it is protected by an approved backflow preventer for which a permit has been issued and which will be regularly tested to insure satisfactory operation.
4. The Water Division shall inform the Owner by letter, of any failure to comply, by the time of the first re-inspection. The Water Division will allow an additional fifteen (15) days for the correction. In the event the Owner fails to comply with the necessary correction by the time of the second re-inspection, the Water Division will inform the Owner by letter, that the water service to the Owner's premises will be terminated within a period not to exceed five (5) days. In the event that the Owner informs the Water Division of extenuating circumstances as to why the correction has not been made, a time extension may be granted by the Water Division but in no case will exceed an additional thirty (30) days.
5. If the Water Division determines at any time that a serious threat to the public health exists, the water service will be terminated immediately.
6. The Water Division will begin initial premise inspections to determine the nature of existing or potential hazards, following the approval of this program by MassDEP, during the calendar year (2010). Initial focus will be on high hazard premises.

B. Owner

1. The Owner shall be responsible for the elimination or protection of all cross-connections on his premises.
2. The Owner shall be responsible for applying for and obtaining all necessary approvals and permits for the maintenance of cross connections and installation of backflow prevention devices.
3. The Owner shall correct any malfunction of the backflow preventer which is revealed by periodic testing.
4. The Owner shall inform the Water Division of any proposed or modified cross connections and also any existing cross connections of which the Owner is aware but has not been found by the Water Division.

5. The Owner shall not install a bypass around any backflow preventer unless there is a backflow preventer of the same type on the bypass. Owners who cannot shut down operation for testing of the device(s) must supply additional devices necessary to allow testing to take place.
6. The Owner shall install backflow preventers in a manner approved by the Water Division.
7. The Owner shall install only backflow preventers approved by MassDEP.
8. Any Owner of industrial, commercial, or institutional premises having a private well or other private water source must have a permit if the well or source is cross connected to the Water Division's system. Permission to cross connect may be denied by the Water Division. The Owner may be required to install a backflow preventer at the service entrance if a private water source is maintained even if it is not cross connected to the Water Division's system.
9. The owner of a private well or individual water source serving residential dwellings used for potable or non-potable purposes will not be allowed a physical connection with the public water supply system.
10. The Owner shall be responsible for the payment of all fees for permits, annual or semi-annual device testing, retesting in the case that the device fails to operate correctly, and second re-inspections for non-compliance with MassDEP or Water Division requirements.

VII. Degree of Hazard

The Water Division recognizes the threat to the public water system arising from cross-connections. All threats will be classified by degree of hazard and will require the installation of approved reduced pressure principle backflow prevention devices or double check valves. The Water Division may require a containment device on the water service entrance to any customer who, as a result of unprotected cross connections, could contaminate the public water supply system.

VIII. Existing In-Use Backflow Prevention Devices

Any existing backflow preventer shall be allowed by the Water Division to continue in service unless the degree of hazard is such as to supersede the effectiveness of the present backflow preventer or result in an unreasonable risk to the public health. Where the degree of hazard has increased, as in the case of a residential installation converting to a business establishment, any existing backflow preventer must be upgraded to a reduced pressure backflow preventer, or a reduced pressure backflow preventer must be installed in the event that no backflow device was present.

IX. Periodic Testing

- A. Reduced pressure principle backflow devices shall be tested and inspected at least semi-annually.
- B. Backflow device testing and inspection shall be performed by a MassDEP certified backflow tester.
- C. The testing shall be conducted during the Water Division's regular business hours. Exceptions to this, when at the request of the Owner, may require additional charges to cover the increased costs to the Water Division.
- D. Any backflow preventer which fails during a periodic test must be repaired or replaced by a licensed plumber. When repairs are necessary, upon completion of the repair, the device will be retested at the Owner's expense to insure proper operation. High hazard situations will not be allowed to continue unprotected if the backflow preventer fails the test and cannot be repaired immediately. In other situations, a compliance date of not more than fourteen days after the test date will be established. The Owner is responsible for spare parts, repair tools, or a replacement device. Parallel installation of two

devices is an effective means of the Owner insuring that uninterrupted water service remains during testing or repair of devices and is strongly recommended when the owner desires such continuity.

E. Backflow prevention devices will be tested more frequently than specified above in "A" in cases where there is a history of test failures and the Water Division feels that due to the degree of hazard involved, additional testing is warranted. Cost of the additional tests will be born by the Owner.

X. Records and Reports

Records

The Water Division will initiate and maintain the following:

- Master files on customer cross-connection tests and/or inspections.
- Master files on approved cross-connection installations.
- Master files on facilities surveyed and violations found.
- Master files on correspondences, violation notices and enforcement actions.

Reports

The Water Division will submit reports, such as: listing of cross connection and respective devices, summary of cross connection inspections and surveys, to the MassDEP upon request.

XI. Fees and Charges

The Water Division will publish a list of fees or charges for the following services:

1. Testing fees
2. Re-testing fees
3. Fee for re-inspection
4. Charges for after-hours inspections or tests.

Addendum

1. Residential dual check

Effective the date of the acceptance of this Cross-Connection Control Program for the Town of Nahant all new residential buildings will be required to install a residential dual check device immediately downstream of the water meter. Installation of this residential dual check device on a retrofit basis on existing service lines will be instituted at a time and at a potential cost to the homeowner as deemed necessary by the Water Division.

The Owner must be aware that installation of a residential dual check valve results in a potential closed plumbing system within his/her residence. As such, provisions may have to be made by the owner to provide for thermal expansion within his/her closed loop system, i.e., the installation of thermal expansion devices and/or pressure relief valves.

2. Strainers

The Water Division strongly recommends that all new retrofit installations of reduced pressure principle devices and double check valve backflow preventers include the installation of strainers located immediately upstream of the backflow device.

APPENDIX 11

Additional Information Relevant to Article 21 – Town Owned Land

This Appendix includes a copy of the Town Owned Land Committee's evaluation of this request as well as maps of the property.

EVALUATION FOR THE REQUEST TO SELL/TRANSFER/CONVEY A PARCEL LISTED BY THE ASSESSORS AS LOT 2-A ON MAP 24 TO THE ABUTTERS (1 AND 3 WARD ROAD)

GUIDELINES FOR TRANSFER OF TOWN OWNED LAND

Initial Fact-finding for This Property

(And nearby property of importance to the community)

1. What are the exact boundaries of the property?

- Should the town require that the proposed transferee pay for a survey?

The Property has been surveyed by the Town for the purpose of locating storm drain and sewer pipe locations. The transferee(s) will need to complete a boundary survey for deed purposes

2. What is the current use?

The Town maintains a storm drain and sewer line through the property. Other than that the property is not accessible to the public.

3. What is the history regarding the circumstances of this transfer?

The Town took this parcel (which ran from Fox Hill Road to Ward Road) through tax title in the 1940's. The Town divided the lot into two lots (Lot 2-A and Lot2-B on Assessor's Map 24) and sold/transferred to the abutter (Joseph Pustorino), with a sewer and drain easement, in 1963.

4. What is the stated reason for the proposed transfer?

The abutters to this parcel, James and Mary Beth Godwin 1 Ward Road and Leo and Mary Barletta 3 Ward Road have taken it upon themselves to maintain this lot and now are requesting that the Town sell/transfer the lot to them so that they can better secure their property.

5. What are the stated terms of the proposed transfer?

The Town would maintain a drain and sewer easement, as it did in Lot 2-A. It is the intention of the abutters to equally divide the parcel between them.

6. What is the assessed value of the property?

The Property is currently assessed at \$14,400.00

7. What is the fair market value of the property?

The Town Owned Lands Committee (Committee) requested and the abutters agreed to have the parcel appraised at their expense. The appraised value is \$5,000. The Committee feels that this is a fair appraisal in that the abutters will be required to complete property survey and legal work at their expense. The value is also diminished due to the Town maintaining a drain and sewer easement.

8. What is the current zoning?

The current zoning is R-2

9. What was the historical use for the community?

There is no historical use for the Town

10. What is the natural history of the site?

The parcel is located in a flood prone area

11. Are there maintenance or other costs to the town presently associated with the property?

There are no maintenance costs to the town presently because the abutters maintain the property. Should the abutters not maintain the property the Town would have to.

12. What input has there been from abutters, town committees, etc.?

All the abutters approve this request.

13. Should the town request input from abutters, town committees, etc.?

The Committee is represented by members of the Finance Committee, Conservation Committee, Assessors Office and Open Space Committee.

14. Has the town previously adopted policies/priorities which would impact this site?

The Town has not adopted and policies which would impact this site.

Analysis

Importance to the town

1. Will the transfer generate revenue for the town?
 - Taxes: *YES*
 - Sale of property: *YES*
 - Or would retention of the site potentially earn the town more future revenue?
NO
 - Should the town consider offering the property for sale to the general public to generate more revenue? *NO, THE PROPERTY HAS NO OTHER VALUE TO THE GENERAL PUBLIC*

2. Does the site have historical value?
 - Because of the site's natural history? *NO*
 - Because of the history of the community? *NO*

3. Does the site have open space/ recreation significance? *NO*
4. Does the site have environmental significance? *NO, THE PROPERTY IS LOCATED IN A FLOOD ZONE AND ALL ACTIVITY ON THE PROPERTY WOULD REQUIRE APPROVAL FROM THE CONSERVATION COMMISSION*

5. Does the site have value for public access reasons?
 - Recreational access *NO*
 - Handicap access *NO*

6. Does the property have potential costs to the town?
 - Maintenance - *YES*
 - Liability - *YES*
 - Other

7. What future use/significance could the site possibly have for the town if the town decides to retain it?
 - Open space/recreation *NONE*

- Town administration *NONE*
- Other

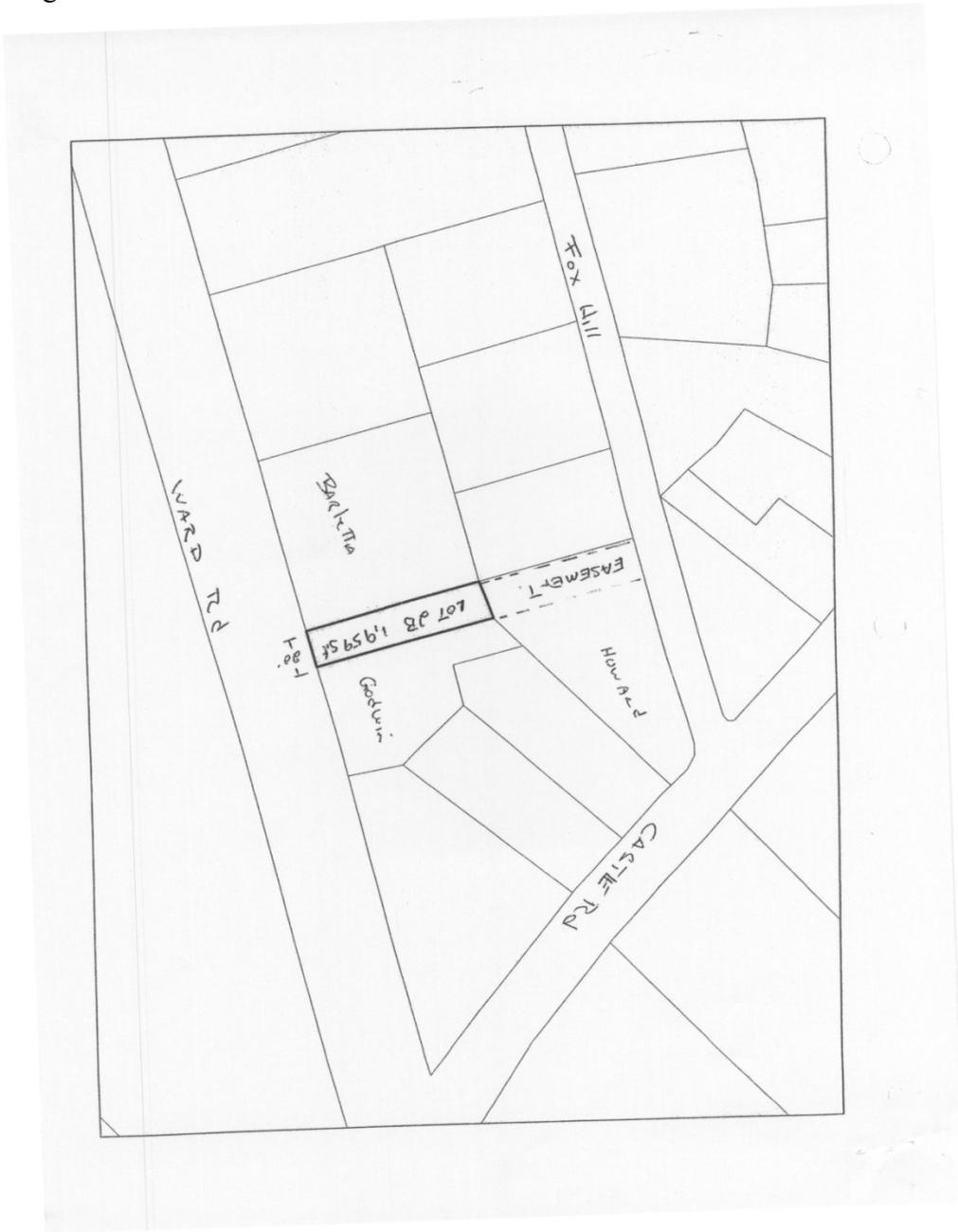
8. How will the transfer impact development either on the site of the proposed transfer or on other sites?
- Will the transfer likely increase “build-out”/ density of buildings? *NO, ANY FUTURE BUILDING ACTIVITY WOULD REQUIRE COMPLIANCE WITH THE ZONING BY-LAWS*
 - Could the transfer facilitate construction on the purchaser’s original lot by changing the “setback” rules? *NO*
 - Could the transfer provide access to the potential transferee or to other private individuals who could use the site as access enabling development of neighboring property? *NO*
 - Other –
9. If the property is transferred could future owners develop uses which could have a negative impact? *NO, ANY FUTURE BUILDING ACTIVITY WOULD HAVE TO COMPLY WITH THE ZONING BY-LAWS.*
9. Would a sale of this property create an unwanted precedent which could be used in the future by proposed transferees? *NO*
11. Are there other potential consequences to the sale which could negatively impact the town? *NO*
12. Could restrictions in the deed ameliorate potential problems with the transfer? *THE COMMITTEE DOES NOT BELIEVE THERE IS A NEED TO ADD ANY RESTRICTIONS TO THE TRANSFER OTHER THAN MAINTAINING A DRAIN AND SEWER EASEMENT.*

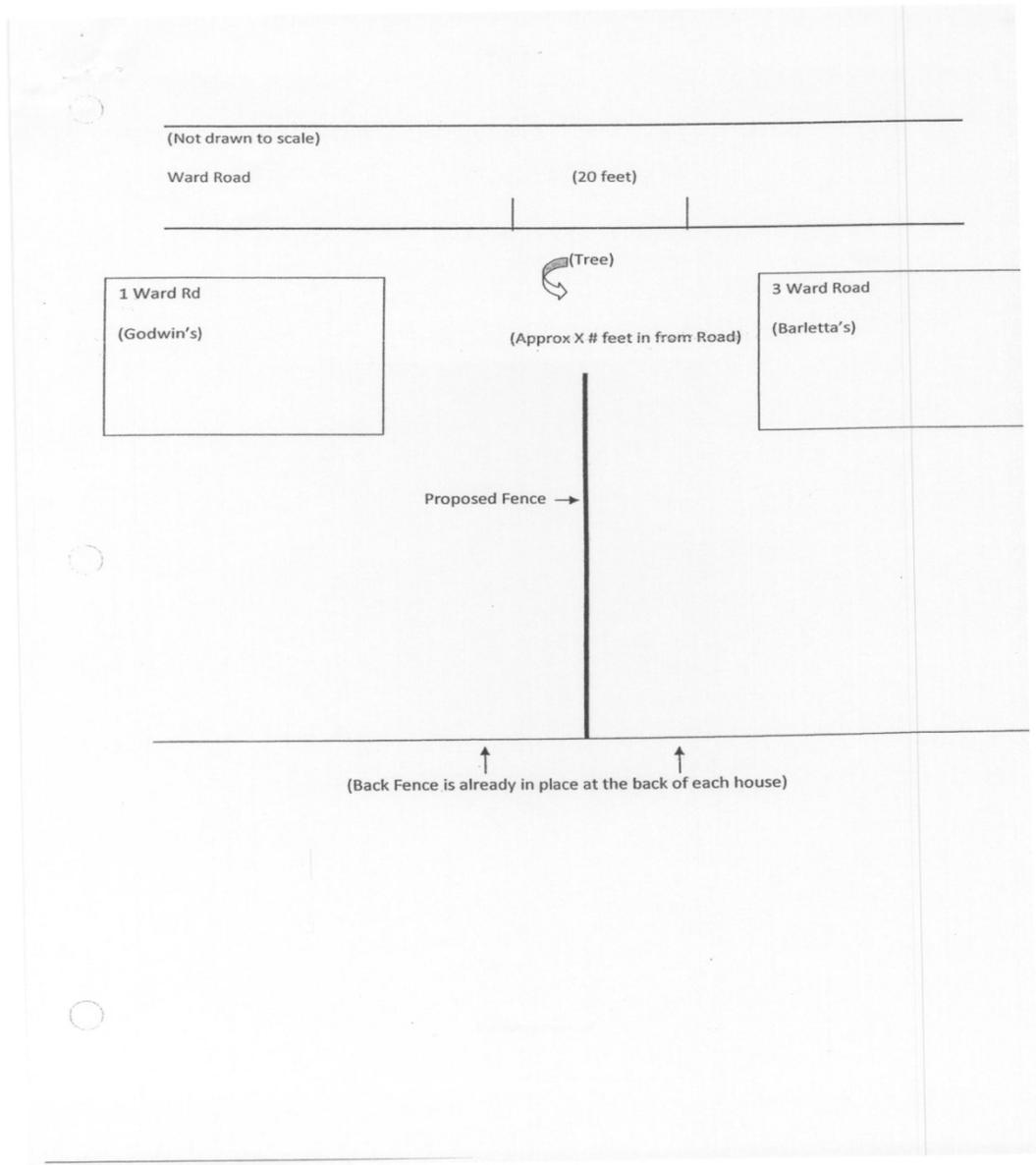
Importance to the potential transferee:

1. Are the stated reasons for the sale of significant importance to the potential transferee? *THE ABUTTERS TO THIS PARCEL HAVE MAINTAINED IT SINCE THE TOWN ACQUIRED IT OVER 50 YEARS AGO. OTHER THAN MAINTAINING A DRAIN AND SEWER EASEMENT THE PARCEL HAS ABSOLUTELY NO VALUE TO ANYONE, INCLUDING THE TOWN, OTHER THAN THE ABUTTERS. THE PARCEL IS DIRECTLY ACROSS FROM THE ENTRANCE TO THE LOWLANDS PARKING LOT AND THE ABUTTERS WOULD LIKE TO ERECT A FENCE TO PREVENT THEIR CHILDREN FROM RUNNING OUT INTO THIS HEAVY TRAFFIC AREA.*

Importance to the abutters of the potential transferee: *SEE ABOVE*

Diagram of Town Owned Land Related to Article 21:





The image below is a photograph of the Town Owned land that is the subject of Article 21.



Appendix 12

Town Meeting Frequently Asked Questions

"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:

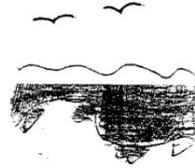
* **Town Meeting Time, A Handbook of Parliamentary Law**
Johnson, Trustman, Wadsworth Third Edition 2001

** **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

When I was younger, my cousin and I always went to **Long Beach**. We always played *Running Bases* and *Survivor*. We can never wait to go back every year.

~ Megan Dolan



I love to explore in **Swallow's Cave**, the miraculous cavern, which contains a myriad of mysteries.

~ Peter Doyle

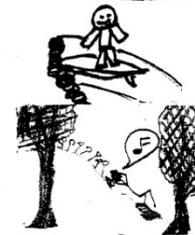


The **Nahant Fire Station** is a special place for our brave firefighters, who save lives and put their own lives in jeopardy keeping others safe.

~ Nathan Howard

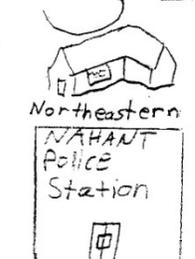
My memories of **Short Beach** begin with learning to surf there, watching the serene water turn into rough waves.

~ Mark Kamen



Reflections on **Cemetery Hill**: Simple and sweet, solitude and short; Beautiful, lively "Forget-me-not"; Dark blue petals emerge from the rich soil.

~ Simon Klee



The **Northeastern Marine Biology Center** is a very extraordinary place. The tank in the back for testing their new 'lobster robots' is just one of the many wonders waiting to be investigated.

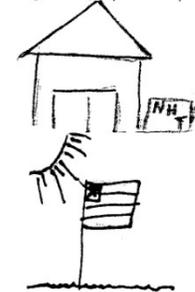
~ Gus Michaud

The **Nahant Police Station** plays a very important role in Nahant. The police officers do a fantastic job keeping Nahant safe.

~ Joseph Ragusa

Nahant's **Town Hall** is a beautiful building. It shows how cool and great the town of Nahant is. Our Town Hall is a historical building, which plays an important role in our town.

~ Jackson Allard

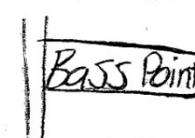


When you visit the **Veterans' Memorial Site**, you see the *Flag* and wonder about its journeys. You feel *proud* and *thankful*. We also remember all of the brave veterans, who risked their lives for us.

~ J.P. Reiling

Bass Point is the neighborhood, where I live. It is full of really cool people, like ME! It is a really 'fun' street to be on. There are parties in the summer sometimes. Bass Point is wonderful.

~ Cameron Rogers



~ Yes, we all agree that there truly is, "No place like home!"

♥ NAHANT ♥



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