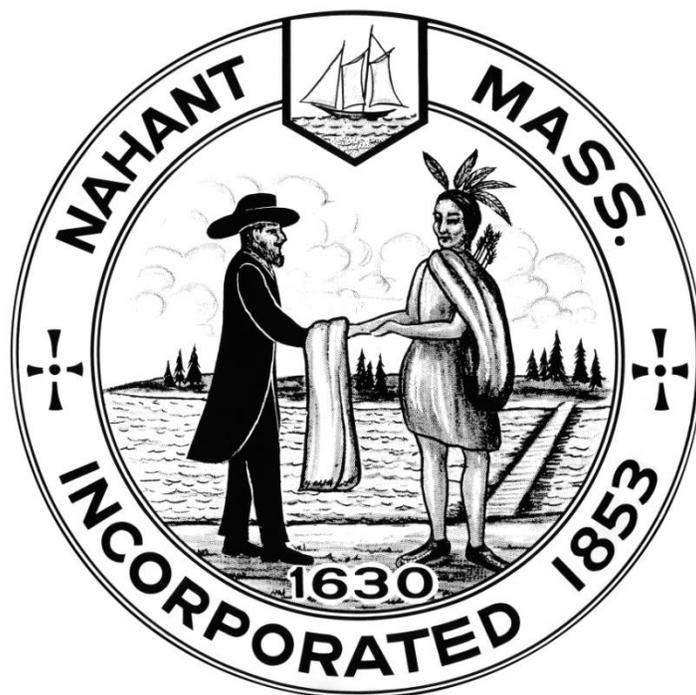


**Report and Recommendations
of the
Advisory and Finance Committee**

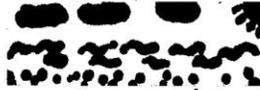


**Town of Nahant
Massachusetts**

**Annual Town Meeting
Saturday, April 27, 2013
12:30pm**

~ Oh, the Places You Can Go in our Magical Town of Nahant ~

The pitter patter of my dog's feet running through the moist sand makes **Doggie Beach** one of my favorite places. ~ **Lauren Arena**



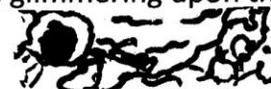
While sitting at **Black Rock Beach**, you can stare out into the brilliant light of red-orange colors shining upon teal blue water, during sunrise and sunset. ~ **Julia Carbone**



Soaking up the scent of the salty ocean air, while the crimson sun is slowly going down...What a beautiful sight to see from **Castle Road**! ~ **Clarisse Cochran-Chipura**



Swallows Cave offers a pristine view of dancing and prancing sunrays, glimmering upon the sparkling waters, next to caverns crafted by Nature. ~ **Eliza Denham**



Short Beach is exhilarating with glistening teal water, beside sparkling sand, which warms my toes and fills my body with bliss. ~ **Grace DiGrande**



We are fortunate to have our very own **Nahant Police Department**, with skilled First Responders keeping all of our citizens safe. ~ **Jonathan Flores**



As I sit at **Sunset Bench**, I look across the tranquil glass-like ocean and see the glistening lights of Boston's buildings, reflecting on the sea at sunset. ~ **Molly Frauenholz**



Canoe Beach is a blissful, relaxing spot, where the sun glistens upon the magnificent sparkling deep blue dancing waters. ~ **Jackie Frisoli**



The **Coastline of Nahant** is pristine with smooth rocks, perfect sand, and a glistening ocean. It makes Nahant the quintessential place to live. ~ **Olivia Fulghum**



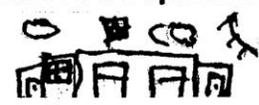
Anyone can find a beautiful piece of pottery or sparkling sea glass at **China Beach**, the perfect spot to watch the melty golden sun, sinking below the horizon. ~ **Shelby Hill**



In the **Nahant Bunkers**, you can find unexpected adventures through the midnight-black tunnels, while surprising drops of water fall upon you. ~ **Lauren Kersten**



We are truly lucky to have our dedicated firefighters of the **Nahant Fire Department**. They bravely keep us safe from harm. ~ **Cadence McNair-Labrecque**



March 19, 2013

Dear Friends and Neighbors

The Advisory and Finance Committee is pleased to submit for your consideration, our recommendations for the 2013 Annual Town Meeting. The 2013 Warrant includes a balanced budget that increases the Town's Reserve Fund by one-third to \$100,000, restores funding to several School Department accounts and maintains funding levels in all other critical services without the need for an override to Proposition 2 ½.

Articles of note this year include:

- Article 19 (Special Legislation) which seeks authority to extend previously authorized borrowing on the former Military Housing along Castle Rd, Gardner Rd and Goddard Dr.
- Article 29 (Military Housing Principal Payment) also deals with the aforementioned property and how the revenues derived therefrom are appropriated.
- Article 30 (Police By-Law Amendments) proposes to amend the Town's by-laws to establish standards for the storage and disposal of solid waste.

The Advisory and Finance Committee looks forward to seeing you all at Town Meeting and acting on a Warrant that preserves and enhances the quality of life in and fiscal health of the Town of Nahant.

Respectfully Submitted,

Christopher Dent, Chair
Henry Clausen
John Fulghum
Laurie Giardella

Kathleen Marden
Stephen Smith
Robert Vanderslice
Brendan Ward

Table of Contents		
Item	Title	Page
Article 1	Elections	5
Article 2	Borrowing & Compensating Balance	5
Article 3	FY13 Transfers	5
Article 4	Snow and Ice	5
Article 5	Salary & Classification Plan	5
Article 6	Compensation for Elected Positions	10
Article 7	Omnibus	11
Article 8	Water & Sewer Enterprise	11
Article 9	Water & Sewer Borrowing	11
Article 10	Rubbish Enterprise	12
Article 11	Rubbish Lien	12
Article 12	Water Mains & Fire Hydrants	12
Article 13	Cemetery Revolving	12
Article 14	Recreation Revolving	13
Article 15	Chapter 90 Highway	13
Article 16	Paving	13
Article 17	Beaches and Parks Equipment	13
Article 18	Schools	13
Article 19	Special Legislation	14
Article 20	Stabilization Fund	14
Article 21	Community Preservation	14
Article 22	Continue Committees	16
Article 23	Gifts	16
Article 24	OPEB Stabilization Fund	16
Article 25	Short Beach	16
Article 26	Short Beach	17
Article 27	Short Beach	17
Article 28	Prior Year's School Transportation	17
Article 29	Military Housing Principal Payment	17
Article 30	Police By-Laws Amendment	18
Article 31	Compost Area	18
Article 32	Solid Waste Committee	19
Article 33	Resolution	19
Appendix A	Omnibus Revenues	20
Appendix B	Omnibus Appropriations	22
Appendix C	FY2013 Reserve Fund Transfers as of 3/16/2013	29
Appendix D	Debt Service Schedule	29
Appendix E	Town of Nahant Five Year Plan	38
Appendix F	Schedule 1: FY12 School Department Share of Town Expenses	51
Appendix G	Schedule 19: Projected FY13 School Department Share of Town Expenses	53
Appendix H	Sources and Uses of One-Time Revenue	55
Appendix I	Report on School Department Supplementary Programs	56
Appendix J	Proposed Police By-Law Amendments	57
Appendix K	Article 30 Supporting Statements	63
Appendix L	Community Preservation Committee Report: Spring 2013	65

**Warrant
For the Annual Town Meeting
April 27, 2013**

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 27th day of April 2013 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, two members of the Board of Assessors one for a term of three years, one for an unexpired term of two 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 one member of the Housing Authority for a term of five years.

NO RECOMMENDATION: The authority to elect Town Officials is vested solely with the voters as specified in Articles I and II of the Town Charter.

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, 2013, in accordance with the provisions of the Massachusetts General Laws, Chapter 44, Section 4 and to issue a note or notes therefore, payable within one year, in accordance with 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 2014, pursuant to Chapter 44, Section 53F.

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 approved by the Board of Selectmen.

ARTICLE 3. (FY13 Transfers) To see if the Town will vote to raise and appropriate, and/or appropriate from available funds in the treasury, and/or transfer the following sums or to take other action relative thereto.

NO RECOMMENDATION: At the time this book went to print, transfer requests have not been finalized. Inter-departmental transfers are anticipated and the Advisory and Finance Committee intends to produce a recommendation prior to the Annual Town Meeting. The Committee will provide specific details, and explain the nature of the transfers and our recommendation(s) in our motion at Town Meeting.

ARTICLE 4. (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 FY2013 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 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. Funds required to cover the deficit in this account come from available sources, not anticipated revenue.

ARTICLE 5. (Salary & Classification Plan) To see if the Town will vote to amend the Nahant Town By Laws, Article XIII, Section 5, Subsection B, entitled “Chart of Classification and Salaries” for the fiscal year beginning July 1, 2013, 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 7 (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.	This Article 5
2. Collective bargaining agreements with the fire fighters’, police, DPW and teachers’ 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 6

1. Positions subject to the Classification and Salary Plan Fiscal Year 2014

POSITION	STARTING SALARY RANGE	MAXIMUM
	MINIMUM – MAXIMUM (\$)	SALARY (\$)
<i>Town Administrator</i>	86,726-104,850	127,200
Accountant	71,700-88,000	105,650
Treasurer / Collector	61,300-74,450	85,250
Police Chief	81,000-98,900	121,350
Fire Chief	71,700-88,000	105,650
DPW Superintendent.	71,700-88,000	105,650
Assistant Assessor	49,750-61,000	75,000
Assistant Treasurer / Collector	47,400-57,400	65,900
Administrative Assistant	44,150-55,000	62,300
Assistant Accountant	47,400-57,400	65,900
Head Librarian	61,300-74,450	83,250
Information Technology	28,850-55,000	61,300
Clerk/Dispatcher	38,200-46,350	50,600

Position	Salary Range (\$)
Town Engineer	16,000 - 22,300
Children's Librarian	16,500 - 21,250
Animal Control Officer	8,300 - 10,100
Assistant Animal Control Officer	3,000 – 6,400
Council on Aging Coordinator	14,000 – 18,100
Health Inspector	8,000 – 9,800
Assistant Health Inspector	500 – 750
Public Health Nurse	2,500 – 3,090
Public Health Doctor	500 – 750
ADA Coordinator	500 – 750
Inspector of Buildings	9,500 – 11,700
Inspector of Plumbing and Gas	3,500 – 4,800
Inspector of Wiring	3,500 – 4,800
Assistant Inspector of Buildings	4,500 – 5,500
Assistant Inspector of Plumbing and Gas	1,800 – 2,325
Assistant Inspector of Wiring	1,800 – 2,325
Assistant to Inspectors	12,000 – 18,300
Harbormaster	1,100 – 1,400
Wharfinger	1,100 – 1,400
Assistant Harbormaster	400 – 530
Assistant Wharfinger	400 – 530
Board of Registrars, Clerk	1,500 – 2,000

Position	Salary Range (\$)
Board of Registrars, Chairperson	200 – 300
Board of Registrars, Member	150 – 200
Veteran's Agent	800 – 2,500
Clerical Assistant/Assessors' Office	12,000 – 18,025

Position	Daily Rate (\$)
School Traffic Guide	30.00
	Hourly Range (\$)
Assistant Librarian	10.00 – 14.00
Clerical, Part Time	10.00 – 14.00
Keeper of the Lockup	10.00 – 14.00
Police Matron	10.00 – 14.00
Public Works Labor, Part Time	10.50 – 13.50
Public Works Labor, Part Time Skilled	12.50 – 15.00
Election Worker	Min wage to 13.00
Library Page	8.25-8.50
Sailing Supervisor	Min wage to 13.00
Sailing Instructor	10.00 – 12.50
Playground Supervisor	10.00 – 12.50
Playground Instructor	Min wage to 13.00

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

2. Wage rates established by collective bargaining

The Town has collective bargaining agreements with three unions, the police, fire and public works unions. The School Committee has a collective bargaining agreement with the teacher's union and the Educational Support Professionals. The wage rates set in these contracts are not individually subject to change by the Town Meeting. The salary provisions of the contracts for FY 14 for all other unions are as follows:

<i>Position</i>	Step 1	Step 2	Step 3	Step 4
Department of Public Works				
Laborer	\$ 36,951.44	\$ 38,441.97	\$ 39,967.18	\$ 41,457.71
Skilled Laborer	41,631.01	43,121.55	44,681.41	46,241.28
<i>Mechanic I</i>	44,299.34	45,775.10	47,371.42	49,689.97
Foreman	46,657.25	48,147.77	49,811.63	51,371.51
General Foreman	58,475.15	60,349.37	62,221.22	64,120.97
<i>Mechanic II</i>	54,627.09	56,265.91	57,953.90	59,692.51

Police Department				
Patrolman / EMT	48,786.21	50,468.38	52,150.53	53,829.23
Sergeant / EMT	59,293.84			
Lieutenant / EMT	65,223.24			

<i>Position</i>	Step 1	Step 2	Step 3	Step 4
Fire Department				
Fire Fighter	45,152.46	46,709.37	48,266.21	49,819.92
Fire Fighter / EMT –D	48,340.23	50,007.06	51,673.73	53,337.22
Lieutenant / EMT – D				60,004.36
Sr. Private FF/EMT B				59,347.21
Captain / EMT – D				66,671.49

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 2012 was:

Position	Range
Police Officer	\$ 66,247 to \$124,629
Firefighter	74,350 to 105,733
Public Works Employee	50,115 to 64,900

The teacher’s salary schedule in effect for FY 14 is as follows:

Step	B	B + 15	M	M + 15	<i>M + 30 CAGS</i>	<i>M + 45 CAGS</i>	<i>M + 60 CAGS</i>
1	41,895	43,026	45,140	46,217	49,773	52,671	54,776
2	44,414	45,555	47,572	49,375	52,298	55,195	57,403
3	46,942	48,081	50,151	51,907	54,826	57,693	59,976
4	49,463	50,608	52,679	54,433	57,349	60,245	62,655
5	51,754	53,134	55,204	56,959	59,869	62,766	65,277
6	54,521	55,656	57,730	59,479	62,401	65,298	67,909
7	57,048	58,183	60,257	62,011	64,924	67,820	70,532
8	59,568	60,710	62,780	64,536	67,451	70,347	73,162
9	62,101	63,231	65,303	67,049	69,922	72,869	75,783
10	64,650	65,759	67,831	69,586	72,505	75,402	78,418

B = Bachelor’s Degree

M = Master’s Degree

+15 = Fifteen Graduate Credits

+30 = Thirty Graduate Credits

+45 = Forty-Five Graduate Credits

+60 = Sixty Graduate Credits

CAGS=Certificate of Advanced Graduate Study

The teacher’s contract also has a longevity clause calling for annual payments depending on years of service. The range of gross pay from the Town based on income tax records in calendar 2012 was \$ 54,839 to \$ 75,412.

The Educational Support Professionals (ESP) contract covers three-nine employees, depending on the year. Currently there are five employees covered by this union contract for hourly pay range for FY13 as follows: (This contract expires 8/31/13 and negotiations have not yet begun for FY14)

Educational Support Professionals	Hourly Range (\$)
Education Support Professionals	14.89 – 16.48

All five current employees are paid \$16.48 per hour.

3. Other agreements

The School Committee has an individual contract with the Superintendent expiring June 30, 2016. The school committee will negotiate the salary with the superintendent prior to July 1 of each year. The current agreement is as follows:

Position	Annual Salary
Johnson School Superintendent	500 PER DAY 2 DAYS WK.

The Superintendent has contracts for other employees as follows: These agreements expire June 30, 2013 and are as follows:

Position	Annual Salary
Johnson School Principal	90,775
Administrative Assistant for Business and Finance	38,280
Administrative Secretary	27,191
Before School Program/Food Service Coordinator	10,358
Custodian 1	38,434
Custodian 2	37,157

4. Health Insurance

The Town pays a portion of health insurance for most full-time employees. During fiscal 2014 the Town Administrator expects the Town's share of annual health insurance premiums to be \$6,000 for individual coverage and \$16,100 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 is required to pay a minimum of 50% by state law.

ARTICLE 6. (Compensation for Elected Positions) To see if the Town will vote to fix the salary and compensation of all elected officers of the Town, as provided by Chapter 41, Section 108, as amended, or take any other action relative thereto.

RECOMMENDED: The salaries included in this article include a 3% increase in the salary of the Town Clerk. This increase is in line with the annual increase provided to all other Town employees, both union and non-union, in Article 7 (Omnibus). The Advisory and Finance Committee feels that such an increase is appropriate to keep the Clerk's Salary level relative to other Town employees. The Advisory and Finance Committee Recommends fixing the salaries of elected Town officials at the following levels:

Position	FY 2013 Salary	FY 2014 Salary	% Change
Selectmen	\$ 1.00	\$1.00	0.0%
Constable	\$ 50.00	\$50.00	0.0%
Assessors	\$ 1.00	\$1.00	0.0%
Town Clerk	\$ 30,750.00	31,673.00	3.0%

ARTICLE 7. (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, 2014, or take any other action relative thereto.

RECOMMENDED: The Advisory and Finance Committee recommends that the Town adopt the budget presented in appendix B (Omnibus Appropriations) of this guide.

ARTICLE 8. (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 for the fiscal year ending June 30, 2014, or take any other action relative thereto.

RECOMMENDED: This Article allows the transfer of collected water and sewer usage fees and the transfer from the General Fund (Debt Portion) to the Water and Sewer Enterprise Fund. The following will be appropriated for the direct expenses associated with the Water and Sewer Enterprise Fund:

Salaries:	\$383,698.00
Expenses:	\$863,410.00
Capital Outlay:	\$120,000.00
Debt:	\$320,711.00
Emergency Reserve (uncollectable):	<u>\$39,140.00</u>
Total:	\$1,726,959.00

ARTICLE 9. (Water & Sewer Borrowing) To see if the Town will vote to raise and appropriate and/or appropriate from available funds in the Water & Sewer enterprise fund, and/or transfer from available funds from the Water & Sewer enterprise fund \$60,000 for the purchase of pumps and other appurtenant water and sewer equipment.

RECOMMENDED: This Article allows the Water and Sewer Department to purchase necessary pumps, valves and other hardware associated with the repair and replacement of the Town's water distribution and sewer collection systems. Ongoing repair and replacement activity is required to keep the Town's water and sewer networks operating at peak efficiency.

ARTICLE 10. (Rubbish Enterprise) To see if the Town will vote to raise and appropriate or transfer from available funds a sum of money to operate the Rubbish Enterprise for the fiscal year ending June 30, 2014, or take any other action relative thereto.

RECOMMENDED: This Article allows the user fees to be raised to meet the Rubbish Enterprise Fund appropriations, including debt. The following will be appropriated for the direct expenses associated with the Rubbish Enterprise Fund:

Salaries:	\$45,360.00
Expenses:	\$345,106.00
Debt:	<u>\$20,320.00</u>
Total:	\$410,786.00

ARTICLE 11. (Rubbish Lien) To see if the Town will vote to accept Chapter 40, Section 58 of the General Laws of Massachusetts, permitting the Town to impose a lien on real property situated within that municipality for any unpaid rubbish fees.

RECOMMENDED: The Town currently has no legal mechanism to pursue unpaid rubbish bills. The ability to put liens on a property for unpaid rubbish bills, similar to the Town's existing ability to place a lien for unpaid water and sewer bills, will allow the Town to recoup these funds owed.

ARTICLE 12. (Water Mains & Fire Hydrants) To see if the Town will vote to appropriate a sum not to exceed \$175,000, or any other sum of money, to fund the replacement of 1,500 feet of water mains and fire hydrants on Swallow Cave Road and Furbush Road, including the payment of all costs incidental or related thereto, to determine whether this appropriation shall be raised by borrowing from the Massachusetts Water Resource Authority under its Local Water System Assistance Program or otherwise; or take any other action relative thereto.

RECOMMENDED: The Advisory and Finance Committee recommends the replacement of the water mains and appurtenant structures on Swallow Cave Road and Furbush Road as a continuation of the Town's efforts to preserve the quality of our water supply and the integrity of our water distribution system.

ARTICLE 13. (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 2014 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 FY14. The account allows burial opening fees, cremation fees, and grave-stone-setting fees to be received and expended for maintenance of the cemetery and Ellingwood Chapel.

ARTICLE 14. (Recreation Revolving) To see if the Town will vote to accept MGL Chapter 44, Section 53D, thereby reauthorizing Parks and Recreation revolving accounts for General Recreation, Basketball, Sailing, Tennis, Fourth of July, Tot Lots, Playground Equipment, and Youth Commission or take any other action relative thereto.

RECOMMENDED: This article authorizes the use of revolving accounts for the several recreation-related programs listed above. Doing so is in line with customary accounting practices and allows the Town to keep track of fees collected and expenses incurred by each program.

ARTICLE 15. (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 other state acts, or take any other action relative thereto.

RECOMMENDED: A vote to approve this Article allows the Town to receive MGLC Chapter 90 funding for paving and repair of roads and sidewalks.

ARTICLE 16. (Paving) To see if the Town will vote to appropriate \$100,000, or any other sum of money, to pave roads and sidewalks throughout town, including the payment of all costs incidental or related thereto, to determine whether this appropriation shall be raised by borrowing or otherwise; or to take any other action relative thereto.

RECOMMENDED: The Advisory and Finance Committee recommends this article. This Article and Chapter 90 money will allow continuation of the Pavement Management Program for FY14.

ARTICLE 17. (Beaches and Park Equipment) To see if the Town will vote to appropriate \$45,000 for the purchase of a utility tractor to be used for beach cleaning throughout town, including the payment of all costs incidental or related thereto, to determine whether this appropriation shall be raised by borrowing or otherwise; or to take any other action relative thereto.

RECOMMENDED: This is an effort to replace aging equipment in the Nahant Public Works. We are recommending this article because of the need to keep up the equipment and reduce the maintenance cost. Salt water and sand have taken a toll on this 10-year old tractor.

ARTICLE 18. (Schools) To see if the Town will vote to appropriate \$58,500 for the purchase and installation of classroom computers, a new server, and related software at the Johnson School, including the payment of all costs incidental or related thereto, to determine whether this appropriation shall be raised by borrowing or otherwise; or to take any other action relative thereto as requested by the School Committee.

Supporting Statement from Dr. Phil Devaux: “This article would fund the replacement of systems servers, classroom computers and computer lab technology in the Johnson School library that is necessary due to the outdateding of aging equipment that is up to 7 years old. This equipment is for instructional use only and the classroom units power the “smart boards.”

RECOMMENDED: The School Superintendent and the Town Manager worked together in arriving at this mechanism to upgrade and restore the Johnson School’s computer infrastructure for student use and instruction. These systems were last upgraded 5-7 years ago, and that round of funding was provided by the Nahant Educational Foundation. To use the new equipment in an optimal manner the district intends to employ a technology specialist and the funding for that position can be found under line 2300 Technology Services (\$20,060) in the Omnibus. The equipment that is funded by this article, along with the associated Technology

Services line item, is part of the comprehensive goal of restoring art, music, technology and library services at the Johnson School.

ARTICLE 19. (Special Legislation) To see if the Town will vote to authorize the Treasurer, with the approval of the Board of Selectmen, to petition the General Court of the Commonwealth of Massachusetts to enact a special law to allow the Town to issue bond anticipation notes to renew the financing of the so-called Coast Guard housing property as authorized by the vote to the Town passed August 9, 2004. (Article 1) for a term of not in excess of ten years to allow such notes to be used for such term without any required payment of principal during such period; or to take any other action relative thereto.

RECOMMENDED: The Advisory and Finance Committee recommends the passage of this Article. The proposed Article basically provides for the extension or renewal of the existing financing for the Coast Guard housing property as authorized by the Town vote of August 9, 2004 (Article 1) which expires in January 2015. A Coast Guard Housing Committee tasked with studying and presenting recommendations for the Town's divestiture of this property has been established and an initial organizational meeting was held in December 2012. Upon passage of this Article which will assure continued financing, the Town Administrator has indicated that he will assemble the appointed Coast Guard Housing Study Committee members to expeditiously address the disposal of the Coast Guard housing property.

ARTICLE 20. (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: As of February 28, 2013, the fund has a balance of **\$80,314.94**. 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 21. (Community Preservation) To see whether the Town shall vote 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 as requested by the Community Preservation Committee.

RECOMMENDED: The Finance and Advisory Committee recommends the following sub-Articles that have been approved by the Community Preservation Committee as of the publication of this book:

RECOMMENDATIONS – Spring 2013

The Community Preservation Committee has approved the following recommendations:

- A. To recommend 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 \$76,250.01 from Fiscal Year 2014 Community Preservation Fund revenues;
- B. To recommend \$30,000.00 be appropriated from Fiscal Year 2014 Community Preservation Fund revenues for the purpose of preserving the historic Nahant Public Library building by replacing two skylights with related roof and flashing work, preserve approximately 50 window frames and the tile floor of the loggia; and to study the rehabilitation of the distribution portion of the heating system; as applied for by the Library Director of the Town of Nahant, subject to the following conditions: acceptance of the Community Preservation Fund grant by the library trustees (or its successor).
- C. To recommend \$25,000.00 be appropriated from the Fiscal Year 2014 Community Preservation Fund revenues for the purpose of studying the feasibility of rehabilitating the Flash Road recreational areas as applied for by the Town.
- D. To recommend the Town borrow \$100,000 to serve as required 20% matching funds necessary for possible Seaport Advisory Council funding award for the rehabilitation and making of extraordinary repairs to that section of the historic Town Wharf's seawall from Marjoram Hill Park continuing to and including the boat ramp in order to preserve a critical historic and recreation resource of the Town; that to meet this appropriation the Treasurer with the approval of the Board of Selectmen is authorized to borrow \$100,000 under G.L.c.44, G.L. c.44B or any other enabling authority; that any borrowing issued pursuant to this vote shall be issued for a term of not greater than five years payable in either approximately equal principal amounts or approximately equal principal and interest amounts per annum; that while any borrowing issued pursuant to this vote shall constitute a general obligation of the Town, it is the intent of the Town that the principal of and interest on any such borrowing shall be paid with Community Preservation Funds; this Community Preservation Fund grant is subject to a obtaining 80% matching funds from the Seaport Advisory Council; and in connection therewith, that the town appropriate \$25,400 from the Fiscal Year 2014 Community Preservation Fund revenues for the payment of any debt service of principal and interest on any borrowing authorized by this vote, which will be due and owing in Fiscal Year 2014.
- E. To recommend \$65,000 be appropriated from the Community Preservation Fund's General Reserves for the reconstructing and making of extraordinary repairs to the historic Town Wharf along three sides of the Wharf including the southerly face beginning from the Dory Club corner to the westerly face, including the westerly face and also the northerly face bordering on the boat ramp in order to preserve a critical recreational area as applied for by the Town.
- F. To recommend \$10,000.00 be appropriated from the Fiscal Year 2014 Community Preservation Fund revenues for the purpose of installing weather stripping in order to preserve the auditorium windows of the historic Town Hall Building and to rehabilitate the men's washroom as applied for by the Town.
- G. To recommend the Town appropriate \$10,000 from the Community Preservation Reserves Fund to make capital improvements to the historic Ellingwood Chapel with regards to electrical upgrades as requested by the Town.
- H. To recommend the Town (i) transfer \$2,454.20 from the unexpended funds appropriated to the Housing Authority by the 2009 Annual Town Meeting (Article 10G),. and (ii) to transfer \$19,661.60 appropriated to the Housing Authority by the 2010 Annual Town Meeting (Article 15G), and (iii) that the Town appropriate 27,884.20 from the Community Preservation Funds' housing reserve for the purpose of preserving the southerly entrance (Girl's) staircase, the driveways and parking areas at the Spindrift housing property at 194 Nahant Road in order to further community housing needs of the Town of Nahant; as applied for by the Nahant Housing Authority, subject to the following conditions: acceptance by the Nahant Housing Authority (or its successor) of the Community Preservation Fund Grant.
- I. To recommend \$5,000 be appropriated from Fiscal Year 2014 Community Preservation Fund revenues for administrative and operating expenses of the Community Preservation Committee.
- J. To recommend the Town set aside \$26,254 from Fiscal Year 2014 Community Preservation Fund revenues to be maintained in the Community Preservation Fund Open Spaces Account for later appropriation.

- K. To recommend the Town set aside from Fiscal Year 2014 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 22. (Continue Committees) To see if the Town will vote to continue the standing committees to June 30, 2014: 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, Nahant Alternative Energy Committee, Golf Course Management Advisory Committee, Beautification Committee, or take any other action relative thereto.

RECOMMENDED: The Advisory and Finance Committee recommends that the Town continue the Committees listed in this Article. Since these Committees have been established by previous Town Meeting votes rather than by Town by-laws, we must vote annually to continue their existence through the coming fiscal year.

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, Nahant Community Garden, Youth Commission, Nahant Public Safety Departments, Department of Public Works, or take any other action relative thereto.

RECOMMENDED: The Advisory and Finance Committee sincerely thanks all those who have contributed to assist these committees in continuing their important work. The entire Town benefits significantly from such voluntary gifts. We are grateful to these donors and to those who work on these various Committees. Again, thank you all.

ARTICLE 24. (OPEB Stabilization Fund) To see if the Town will vote to establish under M.G.L. Chapter 40, Section 5B, a new Stabilization Fund, the OPEB Stabilization Fund, for the purpose of setting aside funds towards future obligations for Other Post-Employment Benefits including health insurance, until such time as a Trust for that purpose is established. Further, to see if the Town will vote to transfer One Dollar (\$1.00) from available funds to the OPEB Stabilization Fund. (2/3 vote required)

RECOMMENDED: The establishment of a stabilization fund for Other Post-Employment Benefits (OPEB) is in line with municipal finance best practices. Though no significant contribution to the Fund is recommended for FY14, the existence of the fund will give the Town more flexibility in the future with regard to the costs of retired Town employees. Like the general stabilization fund, no contribution to the OPEB fund is required year to year.

ARTICLE 25. (Short Beach) To see if the Town will vote to raise and appropriate and/or appropriate from available funds in the treasury or raise and appropriate by borrowing the sum of \$4,000 to place a post and rope fence along short beach separating the mowed and un-mowed areas, including the payment of all costs incidental or related thereto as requested by the Board of Selectmen; or take any other action relative thereto.

RECOMMENDED: The construction of said fence is intended to help protect the dunes serving as a natural barrier to the sea along Short Beach. These dunes constitute the most effective barrier to seawater flooding along a critical section of Nahant Road and must be preserved.

ARTICLE 26. (Short Beach) To see if the Town will vote to raise and appropriate and/or appropriate from available funds in the treasury or raise by borrowing the sum of \$55,000 to accomplish dune grass restoration and planting in the area known as Short Beach, outside of the confines of the parcel of land on which the lifesaving station is located, using American Beach Grass all substantially in accordance with recommendation made in the so called Short Beach Master Plan prepared by Stantec Consulting Services Inc. and dated 24 April, 2012 with such sequence of planting as the Town Administrator shall determine appropriate after consultation with such municipal boards and agencies as he shall determine appropriate as requested by Planning Board, including the payment of all costs incidental or related thereto; or take any other action relative thereto.

RECOMMENDED: This article seeks to further preserve and protect the dunes along Short Beach by authorizing funds for the planting of additional dune grass. Such preservation is merited for the same reasons as in Article 25.

ARTICLE 27. (Short Beach) To see if the Town will vote to request the Town Administrator, after consultations with the Conservation Commission and Planning Board, to administratively effectuate the recommendations as to mowing and maintaining the beaches and dune areas of Short Beach substantially as recommended in the Short Beach Master Plan prepared by Stantec Consulting Services Inc. and dated 24 April, 2012, and further to see if the Town will Vote to raise and appropriate and/or appropriate from available funds in the treasury or raise by borrowing the sum of \$3,500, for the purpose of removing the basketball court located at the Short Beach playground and to replant the land underneath with beach grass, including the payment of all costs incidental or related thereto; or to cause the same to be accomplished by Town employees or any combination of the foregoing as requested by Planning Board; or take any other action relative thereto.

RECOMMENDED: The basketball court at the Short Beach playground is under constant assault by the elements and is often unusable. This article would remove the court and replant its current footprint with grass. This measure would further protect and preserve the area serving as a barrier to the sea in a manner similar to Articles 25 and 26.

ARTICLE 28. (Prior Year's School Transportation) To see if the Town will vote to raise and appropriate or appropriate from available funds the sum of \$1,186.16 for a prior fiscal year (FY11) school transportation invoice as requested by the School Committee.

Supporting Statement from Dr. Phil Devaux: "The transportation bill is to pay a portion of the transportation cost for a SPED child that was submitted after the July 15 deadline to process this bill."

RECOMMENDED: The funds for this expense have been identified from available funds in the FY 13 omnibus budget allowing this obligation to be met. This is the standard mechanism to pay a "prior years expense".

ARTICLE 29. (Military Housing – Coast Guard Principal Payment) To see if the Town will vote to appropriate or to transfer from available funds the sum of \$100,000 for a principal payment to reduce the amount borrowed short term for the former Coast Guard Housing property on Castle Road, Gardner Road, and Goddard Drive.

NOT RECOMMENDED: This Article was presented to the Advisory and Finance Committee subsequent to the Selectmen's Balanced Budget presented in the Omnibus as Article 7. The requested \$100,000 to reduce or pay down capital debt as the Article suggests, was not accompanied by the identification of additional Funding Sources, or reductions in the Article 7 Omnibus Appropriations which would therefore result in a \$100,000 Budget imbalance.

Article 29 Supporting Statement from Selectman Mike Manning: “The Town voted overwhelmingly to borrow \$2.1 million to buy this property and control development. A committee exists to plan the uses, development and other issues of this housing property as discussed by past and future Town Meetings. The property is currently rented to provide useful benefits and more than cover ongoing expenses while the development process proceeds. There is no intent to continue rentals and longer than needed for appropriate development. This article proposes an economically prudent and sustainable disposition of surplus revenues from this Town asset.

The current operations are as follows:

Rental income:	\$186,200
Property Management and repairs:	(\$41,285)
Short Term Interest Payments:	(\$18,666)
In lieu of taxes to Free Cash:	<u>(\$26,249)</u>
Cash Surplus from rentals:	\$100,000

This surplus should be view (along with other one-time revenues) as available for capital purchases and a source to reduce borrowing for capital items, or alternatively to pay down capital debt as suggested in this article.”

ARTICLE 30. (Police By-Laws Amendment) To see if the Town will vote to amend the existing Nahant Police By-Laws.

RECOMMENDED: The proposed package of amendments, as contained in Appendix J, establishes a code for the storage and disposal of solid waste in the Town of Nahant. Currently, Town By-Laws make little reference to the proper disposal of solid waste (including construction debris, household waste, the maintenance of dumpsters, etc...). The proposed package of amendments would adopt standards common in other communities as well as establish a mechanism for the imposition and payment of civil fines associated with violations of said standards. The proposed amendments have wide stakeholder support including the Police Department, Public Works Department, Animal Control Officer and a unanimous recommendation from the Advisory and Finance Committee.

Note: Please see Appendix K for supporting statements from the Chief of Police, Superintendent of Public Works, Animal Control Officer and Building Inspector.

ARTICLE 31. (Compost Area) To see if the Town will vote to raise and appropriate the sum of \$80,000 to pay for the expenses related to the compost area including both costs of material removal and also cost of the purchase of auxiliary equipment to minimally process raw compost for sale, including the payment of all costs incidental or related thereto, to determine whether this appropriation shall be raised by borrowing or otherwise; or to take any other action relative thereto.

RECOMMENDED: This article continues the program begun last year of improving the compost area and processing a portion of the material for eventual sale. Last year’s Town Meeting began the improvements to the compost area by funding the moving of compost material away from drainage areas and making the area more environmentally sound. This year’s article continues these efforts, allowing the Town to process approximately 20% of the compost material or to remove material which cannot be processed, all in accordance with environmentally safe practices and regulations. This article will be funded by borrowing that will be serviced out of the Rubbish Enterprise Fund.

Article 31 Supporting Statement from Board of Selectmen: “The Town compost area needs removal of the existing accumulation of composted material as well as the introduction of new handling techniques to expand the sustainability of our ongoing operations. To remove approximately 2,000 cubic yards of accumulated material at \$20 per cubic yard (a recent contract price) will take \$40,000. This will free up working space for continuing operations. The additional \$40,000 will serve to defray the cost of occasional equipment rental (chippers, grinders, sieves, screeners, etc...) as well as limited purchase of soil amendments such as crushed limestone, earthworms and to ensure product quality. With appropriate quality we can dramatically increase the rate at which we can give away, sell or otherwise dispose of accumulated compost material without paying for removal.”

ARTICLE 32. (Solid Waste Committee) To see if the Town will vote to establish a temporary committee appointed by the Town Administrator to develop advisable or recommended plans on improving the Town’s management of solid waste in accordance with the Commonwealth’s 10 Year Plan.

NO RECOMMENDATION: Committees can be established by a vote of Town Meeting in accordance with section 4-5 of the Town Charter. The Advisory and Finance Committee does not feel that a recommendation in the affirmative or negative is appropriate for this article.

ARTICLE 33. (Resolution) To request the Town of Nahant to vote a resolution requesting of our Representatives in the Massachusetts Legislature and our Representatives in the U.S. Congress to support any constitutional amendment based on:

1. Corporations are not people and can be regulated
2. Money is not speech and can be regulated
3. Nothing contained in the Amendment shall be construed to abridge the freedom of the press.

as petitioned by Nicolas Bokron of 132 Wilson Road, Nahant, and 24 other registered voters.

NO RECOMMENDATION: The authority to adopt legislative resolutions lies with Town Meeting as specified in Article I of the Town Charter. The Advisory and Finance Committee does not feel that a recommendation in the affirmative or negative is appropriate for this article.

Appendix A – Omnibus Revenues

LINE #	GENERAL FUNDS	2011 ACTUAL REVENUES	2012 ACTUAL REVENUES	FY13 ESTIMATED REVENUES	2014 ESTIMATED REVENUES	% Change From FY13
1	Personal Property Taxes	179,274	184,845	202,983	208,058	2.50%
2	Personal Property Tax Refund	(256)	0	(150)	(154)	2.50%
3	Real Estate Taxes	7,201,253	7,437,753	7,551,561	7,901,728	4.64%
4	Real Estate Tax Refund	(30,226)	(20,560)	(30,000)	(30,750)	2.50%
5	<i>Maximum Levy Limit</i>	<i>7,350,045</i>	<i>7,602,038</i>	<i>7,724,394</i>	<i>8,078,882</i>	<i>4.59%</i>
6	Overlay Reserve	0	0	0	(175,000)	100.00%
7	Utility Liens Redeemed	0	0	0	0	0.00%
8	Tax Title Collected	51,947	52,219	0	0	0.00%
9	R/E Deferrals	0	30,361	0	0	0.00%
10	Motor Vehicle Excises	461,682	454,905	418,408	430,960	3.00%
11	Motor Vehicle Excise Refund	(9,449)	(8,880)	(9,500)	(9,785)	3.00%
12	Boat Excise Taxes	7,227	6,664	6,623	6,822	3.00%
13	Boat Excise Refund	(147)	(8)	(150)	(155)	3.33%
14	Interest on Taxes/Excises	53,238	34,447	23,292	23,991	3.00%
15	Penalty - Demand Payments	4,175	4,480	4,480	4,614	2.99%
16	Payment In Lieu of Taxes	2,079	2,083	2,083	2,145	2.98%
17	Rubbish/Recycling Fees	403,831	392,971	0	0	0.00%
18	Ambulance Fees	81,677	76,300	62,507	64,382	3.00%
19	Other Charges For Services	6,570	8,848	5,038	5,189	3.00%
20	Fees	42,955	43,980	40,445	41,658	3.00%
21	Cemetery Fees	4,850	13,299	4,971	5,120	3.00%
22	Rentals	200,228	198,162	176,369	181,660	3.00%
23	Military Housing Rentals	168,458	186,200	100,000	159,054	59.05%
24	Alcoholic Beverage Licenses	8,100	8,100	8,100	8,100	0.00%
25	Other Licenses	8,950	11,720	7,404	7,626	3.00%
26	Permits	44,754	76,135	47,842	49,277	3.00%

Appendix A – Omnibus Revenues [continued]

27	Resident Stickers	0	0	0	0	0.00%
28	State Reimbursement - Taxes	30,151	29,531	30,056	30,165	0.36%
29	State Education Dist/Reimb	438,388	440,741	454,021	497,433	9.56%
30	Charter School Reimbursement	36,777	3,572	1,786	19,597	997.28%
31	State General Dist/Reimb	325,811	322,659	327,307	342,708	4.71%
32	State Other Revenues	0	0	0	0	0.00%
33	Fines & Forfeits	38,147	38,261	38,233	39,380	3.00%
34	Sale of Inventory	0	0	0	0	0.00%
35	Earnings on Investments	2,494	2,427	2,427	2,500	3.02%
36	Other Miscellaneous Revenue	7,077	42,953	0	0	0.00%
37	Interfund Transfer In	175,734	181,008	186,431	179,339	-3.80%
38	TOTAL GENERAL FUNDS	9,945,749	10,255,176	9,662,567	9,995,664	3.45%
	Estimated Admin Appropriations				10,575,161	
	Overlay Surplus-Omnibus School				(50,000)	
	Free Cash-Omnibus School				(529,497)	
	Variance				(0)	
	AVAILABLE SOURCES - GENERAL FUND (12/31/12)			Available		
	Estimated Overlay Surplus	50,001	(50,000)	1	OPEB Stab. Fd	
	Free Cash, certified FY13	530,684	(529,497)	1,187	PY School Bill	
	TOTAL ESTIMATED	580,685	(579,497)	1,188		
		BEGINNING	FY12	FY12	06/30/12	
	REVOLVING FUNDS	BALANCE	REVENUES	EXPENSES	Balance	
	Police Details	3,236.00	204,352.80	206,200.80	1,388.00	
	Fire Details	0.00	270.96	270.96	0.00	
	Gun Permits	0.00	2,800.00	2,800.00	0.00	
	Warrant Fees	0.00	4,950.00	4,950.00	0.00	
	Cemetery Revolving Fund	6,749.05	5,250.95	7,100.00	4,900.00	
	Memorial Benches Revolving Fund	3,419.59	9,442.00	8,205.00	4,656.59	
	Council on Aging Revolving Fund	2,651.37	11,279.05	11,093.09	2,837.33	
	School Student Activity Revolving	2,826.85	10.44	0.00	2,837.29	
	School Student Activity Principal	1,092.27	1,613.91	1,434.30	1,271.88	
	School Lunch	238.00	22,993.00	23,061.10	169.90	
	School Extended Day Care	6,638.57	79,279.00	78,430.16	7,487.41	
	Preschool	37.65	110,561.53	87,024.47	23,574.71	
	Recreation Sailing Revolving Funds	1,578.11	27,585.00	26,971.60	2,191.51	
	Recreation Revolving Fund	9,026.18	8,120.00	7,865.62	9,280.56	
	Recreation Tennis	1,232.00	1,235.00	2,284.00	183.00	
	Recreation 4th of July	0.00	4,670.00	0.00	4,670.00	
	Recreation Yoth Commission	0.00	503.36	318.00	185.36	
	Recreation Playground Equipment	348.04	0.00	0.00	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	39,073.68	501,612.00	474,704.10	65,981.58	

Appendix A – Omnibus Revenues [continued]

	2011	2012	2013	2014	% Change
	ACTUAL	ACTUAL	BUDGETED	ESTIMATED	From
	REVENUES	REVENUES	REVENUES	REVENUES	FY 13
Rubbish Enterprise Fund					
Rubbish/Recycling Fees	0	0	390,056	410,786	5.31%
Total Rubbish Enterprise Fund	0	0	390,056	410,786	5.31%
W/S Enterprise Fund					
Water Usage Charges	692,420	599,423	723,917	747,011	3.19%
Sewer Usage Charges	757,018	787,083	829,910	838,576	1.04%
Water Meters	1,400	1,400	0	0	
Utility Liens	32,547	30,388	0	0	
Earnings on Investment	0	1,108			
W/S Misc	0	0	0	0	
Other Charges for Services	140	500	0	0	
Penalties & Interest	7,655	7,424	0	0	
Transfers-In Debt Shift	334,872	341,419	321,832	320,711	-0.35%
Total W/S Enterprise Fund	1,826,052	1,768,745	1,875,659	1,906,298	1.63%
Water & Sewer Ent. Fund Balance	661,687				
Article 9 W/S Equipment	(60,000)				
Water & Sewer Ent. Fund Balance	601,687				

Appendix B – Omnibus Appropriations

Line #		FY11 Actual Expenses	FY12 Actual Expenses	FY13 Budgeted Budget	FY14 Recommended Budget	% Change from FY13
General Government						
<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	51,550	67,027	50,750	52,273	3.00%
<u>Town Administrator</u>						
4	Salaries/Wages	205,820	180,724	158,439	148,822	-6.07%
5	Health Inspector	8,961	8,961	9,230	9,507	3.00%
6	Public Health Nurse	2,600	2,600	3,000	3,090	3.00%
7	Asst. Health Inspector	0	0	500	500	0.00%
8	Town Physician	0	0	500	500	0.00%
9	ADA Coordinator	500	500	500	500	0.00%
10	General Expenses	4,011	4,708	6,960	7,410	6.47%
11	Capital Outlay-Copier	2,411	0	2,500	2,500	0.00%
<u>Finance Committee</u>						
12	General Expenses	5,993	6,299	7,152	7,152	0.00%
<u>Town Accountant</u>						
13	Salary	83,272	94,213	97,698	158,707	62.45%
14	General Expenses	7,683	5,353	9,410	9,410	0.00%
<u>Assessors</u>						
15	General Expenses	114,123	119,418	127,262	130,911	2.87%
<u>Treasurer/Collector</u>						
16	Salaries/Wages	116,186	120,384	124,545	123,268	-1.03%
17	General Expenses	34,088	37,270	38,800	40,750	5.03%
<u>Town Counsel</u>						
18	Annual Fee	35,000	35,000	35,000	35,000	0.00%
<u>Town Hall</u>						
19	Salaries/Wages	15,107	15,470	17,000	17,850	5.00%
20	General Expenses	37,452	35,013	45,500	50,350	10.66%
21	Capital Outlay	5,000	4,605	3,000	3,500	16.67%
<u>Data Processing</u>						
22	General Expenses	91,784	92,526	107,850	116,578	8.09%
<u>Town Clerk</u>						
23	Salaries/Wages	19,620	25,000	31,074	32,815	5.60%
24	General Expenses	5,480	5,373	6,500	7,635	17.46%
<u>Election/Registration</u>						
25	Salaries/Wages	1,500	1,500	2,000	2,060	3.00%
26	General Expenses	12,508	6,001	12,500	8,432	-32.54%
27	Capital Outlay-Voting Machine	0	0	0	0	0.00%
<u>Conservation Commission</u>						
28	General Expenses	183	440	545	550	0.92%
<u>Planning Board</u>						
29	Purchase of Services	1,137	3,295	1,500	2,500	66.67%
30	General Expenses	0	0	0	0	0.00%
<u>Zoning/Board of Appeals</u>						
31	General Expenses	649	1,633	3,000	3,000	0.00%
Total General Government		862,620	873,316	902,778	975,633	8.07%

Appendix B – Omnibus Appropriations [continued]

	Public Safety					
	<u>Police Department</u>					
32	Police Salaries/Wages	1,005,934	1,039,376	1,094,582	1,154,700	5.49%
33	General Expenses	136,413	146,303	153,890	157,225	2.17%
34	Capital Outlay	30,000	30,000	31,500	35,000	11.11%
35	Public Safety - Debt Service	0	0	0	0	
36	Total Police Department	1,172,347	1,215,679	1,279,972	1,346,925	5.23%
	<u>Fire Department</u>					
37	Fire Salaries/Wages	665,363	721,246	798,717	832,175	4.19%
38	General Expenses	77,864	84,731	99,016	102,147	3.16%
39	Capital Outlay	16,207	7,000	5,000	12,000	140.00%
40	Total Fire Department	759,434	812,977	902,733	946,322	4.83%
	Total Police and Fire	1,931,781	2,028,656	2,182,705	2,293,247	5.06%
	Other Public Safety					
	<u>Inspectional Services Department</u>					
41	Part-Time Assistant for all Inspectors	14,560	15,080	13,400	13,888	3.64%
	<u>Building Inspection</u>					
42	Salary	9,500	9,500	9,785	10,079	3.00%
43	Assistant	4,635	4,635	4,775	4,918	2.99%
44	General Expenses	2,963	2,689	5,013	5,164	3.01%
	<u>Plumbing/Gas Inspection</u>					
45	Salary	3,500	3,500	3,605	3,713	3.00%
46	Assistant	1,800	1,800	1,860	1,916	3.01%
47	General Expenses	250	300	1,145	1,180	3.06%
	<u>Wiring Inspection</u>					
48	Salary	3,500	3,500	3,605	3,713	3.00%
49	Assistant	1,800	1,800	1,860	1,916	3.01%
50	General Expenses	1,018	102	2,000	2,060	3.00%
	<u>Civil Defense</u>					
51	Salaries/General Expenses	500	500	500	8,680	1636.00%
	<u>Animal Control</u>					
52	Salaries/Wages	9,800	8,300	8,550	8,807	3.01%
53	Purchase of Services	446	0	0	0	0.00%
54	General Expenses	2,409	1,890	3,050	3,050	0.00%
	<u>Parking Clerk</u>					
55	General Expenses	3,360	4,974	5,800	5,970	2.93%
	<u>Harbormaster</u>					
56	Salary	1,200	1,200	1,235	1,272	3.00%
57	Assistant	1,600	1,600	1,650	1,700	3.03%
58	General Expenses	5,760	5,974	6,440	7,440	15.53%
	<u>Wharfinger</u>					
59	Salary	1,200	1,200	1,235	1,272	3.00%
60	Assistant	400	400	415	427	2.89%
61	General Expenses	1,318	1,348	1,650	1,700	3.03%
62	Capital Outlay	0	0	0	0	0.00%
	<u>Ocean Rescue</u>					
63	Training Wages	6,126	8,256	6,500	7,500	15.38%
64	General Expenses	2,290	2,182	2,450	1,720	-29.80%
	Total Other Public Safety	79,935	80,730	86,523	98,085	13.36%
	Total Public Safety	2,011,716	2,109,386	2,269,228	2,391,332	5.38%

Appendix B – Omnibus Appropriations [continued]

	Education System					
	School Department					
65	Tuition - SPED	47,826	323,863	371,360	364,709	-1.79%
66	Tuition - Swampscott	1,190,448	1,196,776	1,209,663	1,217,892	0.68%
67	Johnson School Budget* (See Below)	1,428,520	1,302,594	1,396,341	1,429,763	2.39%
68	Charter School Assessment	78,046	35,715	18,370	80,564	338.56%
69	Total School Appropriation	2,744,840	2,858,948	2,995,734	3,092,928	3.24%
	Transportation					
70	Transportation/Regular	132,030	134,730	138,772	141,448	1.93%
71	Transportation/SPED	56,240	104,947	106,226	122,992	15.78%
72	Total Transportation	188,270	239,677	244,998	264,440	7.94%
73	School - Debt Service	528,252	515,341	502,788	505,452	0.53%
	Assessments					
74	Essex Agricultural-Capital	0	0	2,500	10,396	315.84%
75	Essex Agricultural	0	0	0	12,553	0.00%
76	North Shore Regional Voc.	143,566	90,845	115,747	89,058	-23.06%
77	Total Assessments	143,566	90,845	118,247	112,007	-5.28%
	Total Education System	3,604,928	3,704,811	3,861,767	3,974,827	2.93%

Appendix B – Omnibus Appropriations [continued]

Public Works Department						
<u>Public Works Operations</u>						
78	Salaries/Wages	5,835	6,034	6,191	6,377	3.00%
79	General Expenses	1,225	973	1,409	1,409	0.00%
80	Capital- DPW Building				15,000	100.00%
	Total Public Works Operations	7,060	7,007	7,600	22,786	199.82%
<u>Highways/Streets/Parks/Beaches</u>						
81	Salaries/Wages	98,450	104,365	98,163	101,398	3.30%
82	General Expenses	118,856	107,130	141,155	143,390	1.58%
82	Capital	0	0	0	0	0.00%
83	Total Highways/Streets/B/P	217,306	211,495	239,318	244,788	2.29%
84	Snow & Ice Services	54,036	30,031	20,000	20,000	0.00%
85	Waste Collection/Disposal	342,973	372,661	0	0	0.00%
<u>Beaches & Parks</u>						
86	Salaries/Wages	44,264	51,671	55,514	57,403	3.40%
87	General Expenses	12,906	15,494	13,601	14,000	2.93%
88	Capital Outlay-Small Equipment	0	17,977	5,000	5,000	0.00%
	Total Beaches & Parks	57,170	85,142	74,115	76,403	3.09%
<u>Cemetery</u>						
89	Salaries/Wages	20,603	23,919	26,008	26,788	3.00%
90	General Expenses	4,604	7,051	6,915	8,495	22.85%
91	Capital Outlay-Small Equipment	0	4,626	2,000	1,000	-50.00%
92	Total Cemetery	25,207	35,597	34,923	36,283	3.89%
<u>Overhead Operations</u>						
93	General Expenses	7,625	7,426	9,000	9,405	4.50%
94	Capital Outlay-Phone Equipment	3,000	10,000	9,000	9,000	0.00%
95	Public Works - Debt Service	9,456	9,152	0	11,430	100.00%
	Total Overhead Operations	20,081	26,578	18,000	29,835	65.75%
Total Public Works Department		723,833	768,512	393,956	430,095	9.17%

Appendix B – Omnibus Appropriations [continued]

Culture/Recreation						
	<u>Library</u>					
96	Salaries/Wages/Gen. Expense	187,176	183,381	193,076	198,829	2.98%
97	Building Repair	0	0	0	0	0.00%
	<u>Recreation-General</u>					
98	General Expenses	3,090	3,090	3,090	3,090	0.00%
	<u>Recreation-Sailing</u>					
99	General Expenses	3,605	3,605	3,605	3,605	0.00%
	<u>Council on Aging</u>					
100	Salaries/Wages	18,198	22,939	30,600	35,140	14.84%
101	General Expenses	18,134	17,122	14,204	14,125	-0.56%
	<u>Veteran's Agent</u>					
102	Salaries/Wages	1,000	1,000	1,500	2,000	33.33%
103	General Expenses	5,060	10,868	10,623	25,460	139.67%
	<u>Historical Commission</u>					
104	General Expenses	0	0	0	0	0.00%
	<u>Memorial Day Committee</u>					
105	General Expenses	5,964	5,845	6,200	6,200	0.00%
	<u>Fourth of July Committee</u>					
106	General Expenses	2,200	2,176	2,215	2,215	0.00%
	<u>Beautification Committee</u>					
107	General Expenses	1,195	2,060	2,060	2,060	0.00%
	<u>Personnel Committee</u>					
108	General Expenses	0	0	0	0	0.00%
	<u>Military Housing</u>					
109	General Expenses	47,230	41,285	56,650	56,650	0.00%
	Total Culture/Recreation	292,852	293,371	323,823	349,374	7.89%

Appendix B – Omnibus Appropriations [continued]

	General Debt Service					
110	Debt Service	39,029	61,313	128,798	174,309	35.34%
111	Military Housing Debt Service	27,990	18,660	27,913	30,000	7.48%
	Total Debt Service	67,019	79,973	156,711	204,309	30.37%
	Total Operation Cost	7,562,968	7,829,368	7,908,263	8,325,570	5.28%
	Intergovernmental					
	Cherry Sheet					
112	State Assessments	85,146	87,011	86,401	87,072	0.78%
113	County Assessments	0	0	0	0	0.00%
	* See School Section for School Assessm					
	Total Intergovernmental	85,146	87,011	86,401	87,072	0.78%
	Other Expenses					
114	Pension/Annuity Expenses	32,671	0	0	0	0.00%
115	Essex County Retirement Expenses	446,854	500,398	536,183	565,154	5.40%
116	Unemployment Compensation	23,161	42,009	60,000	62,256	3.76%
117	Health Insurance	663,319	700,735	761,000	797,000	4.73%
118	Life Insurance	1,477	1,488	1,580	1,627	2.97%
119	Medicare Expenses	57,097	60,343	66,200	69,510	5.00%
120	Insurance Committee Expenses	216,439	184,792	265,006	231,261	-12.73%
121	Retirement Account	0	8,428	15,000	15,000	0.00%
	Total Other Expenses	1,441,018	1,498,193	1,704,969	1,741,808	2.16%
	Total Before Reserve Fund and Articles	9,089,132	9,414,572	9,699,633	10,154,450	4.69%
122	Reserve Funds Appropriation	0	0	75,000	100,000	33.33%
	Total General Funds	9,089,132	9,414,572	9,774,633	10,254,450	4.91%

Appendix B – Omnibus Appropriations [continued]

Interfund Transfers-Out					
123	Transfer to Wharf Insurance Special Revenue Fund				
124	Debt Paydown-Military Houses				
125	Transfer to W/S Enterprise Fund Debt Shif	334,871	383,419	321,832	320,711
126	Transfer to Wharf Insurance Special Reve	26,000			
127	Transfer to Retirement Special Revenue F	15,000			
Total Interfund Transfers Out		375,871	383,419	321,832	320,711
TOTAL APPROPRIATIONS		9,465,003	9,797,992	10,096,465	10,575,161
Estimated FY14 Revenue					9,995,664
Funded from Overlay Surplus					50,000
Funded from Free Cash					529,497
Total Surplus or (Shortage)					0

Appendix C – FY2013 Reserve Fund Transfers as of 3/16/2013

Reserve Fund Beginning Balance				\$75,000.00
Total Available				\$75,000.00
Reserve Fund Transfers				
FinCom Approval Date	Account	Account Number	Amount	
10/11/2012	Veteran's Services	1.543.520.5200	\$10,300.00	
2/7/2013	Fire Gas/Diesel-Vehicles	1.220.540.5480.01	\$4,000.00	
				\$14,300.00
Reserve Fund Balance				\$60,700.00

Appendix D – Debt Service Schedule

Description	Reference	Borrowings	Issue Date	Interest Rate	Terms Years	Maturity Date	Balance 6/30/2013	FY13		FY14	
								Principal	Interest	Principal	Interest
Sewer Project (Nov. 1982)	#23-80	1,300,000	11/15/1982	5.00%	40	11/15/2022	325,000	\$32,500.00	\$32,500.00	\$17,062.50	\$15,437.50
Sewer Project - Phase II	#8-81	290,100	6/28/1985	5.00%	40	11/18/2025	82,900	\$7,400.00	\$7,400.00	\$4,515.00	\$4,145.00
Sewer Project - Phase III	#8-81	376,400	2/7/1986	5.00%	40	2/7/2026	122,330	\$9,410.00	\$9,410.00	\$6,587.00	\$6,116.50
Secondary Sewer - Phase 1&2	#24-89	124,800	4/15/1991	6.79%	20	4/15/2011	0	\$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	0	\$0.00	\$0.00	\$0.00	\$0.00
Sewer Systems 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	#32-05	475,000	9/1/2006	4.00%	10	9/1/2016	60,000	\$15,000.00	\$15,000.00	\$3,018.75	\$2,456.25
Sewer Pump Stations (Maolis)	#28-05	60,000	9/1/2006	4.00%	3	9/1/2009	0	\$0.00	\$0.00	\$0.00	\$0.00
Dump Truck (1/3- \$50,000)	#8-06	16,667	9/1/2006	4.00%	3	9/1/2009	0	\$0.00	\$0.00	\$0.00	\$0.00
Pump Stations and Lining	#11-07	300,000	9/1/2006	4.00%	10	9/1/2016	120,000	\$30,000.00	\$30,000.00	\$6,037.50	\$4,912.50
Pump Stations and Lining	#17-08	75,000	11/1/2008	3.86%	10	2/15/2018	40,000	\$8,000.00	\$8,000.00	\$1,700.00	\$1,420.00
Pump Stations and Lining		75,000	11/1/2008	3.86%	10	2/15/2018	45,000	\$7,500.00	\$7,500.00	\$1,913.25	\$1,650.01
Issuance Cost											
Interest & Principal								\$150,644.00			\$145,947.76
Total Sewer Projects							795,230	\$109,810.00	\$109,810.00	\$40,834.00	\$36,137.76
Causeway 1st Reline	#21-88	441,500	4/15/1991	6.79%	20	4/15/2011	0	\$0.00	\$0.00	\$0.00	\$0.00
Causeway 2nd Reline	#01-91	200,000	4/15/1991	6.79%	20	4/15/2011	0	\$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% Int	#14-00	133,121	8/15/2000	0.00%	10	8/15/2010	0	\$0.00	\$0.00	\$0.00	\$0.00
MWRA Pipeline Asst Loan 0% Int	#9-01	133,121	11/15/2001	0.00%	10	11/15/2011	0	\$0.00	\$0.00	\$0.00	\$0.00
MWRA Pipeline Asst Loan 0% Int	#8-02	134,000	2/15/2003	0.00%	10	2/15/2013	0	\$13,400.00	\$13,400.00	\$0.00	\$0.00
MWRA Pipeline Asst Loan 0% Int	#7-03	134,000	5/15/2004	0.00%	10	5/15/2014	13,400	\$13,400.00	\$13,400.00	\$0.00	\$0.00
MWRA Pipeline Asst Loan 0% Int	#7-04	134,000	5/15/2006	0.00%	10	5/15/2016	40,200	\$13,400.00	\$13,400.00	\$0.00	\$0.00
MWRA Pipeline Asst Loan 0% Int	#26-05	134,000	5/15/2006	0.00%	10	5/15/2016	40,200	\$13,400.00	\$13,400.00	\$0.00	\$0.00
MWRA Pipeline Asst Loan 0% Int	#15-08	134,000	5/22/2008	0.00%	10	5/22/2018	67,000	\$13,400.00	\$13,400.00	\$0.00	\$0.00
MWRA Pipeline Asst Loan 0% Int	#9-11	134,000	5/26/2011	0.00%	10	2/15/2021	107,200	\$13,400.00	\$13,400.00	\$0.00	\$0.00
Dump Truck (1/3- \$50,000)	#28-05	16,667	9/1/2006	4.00%	3	9/1/2009	0	\$0.00	\$0.00	\$0.00	\$0.00
Backhoe	#16-08	100,000	11/1/2008	3.86%	5	11/1/2013	15,000	\$15,000.00	\$15,000.00	\$788.00	\$262.50
Water Meters MWRA	#12-14	175,000	8/26/2013	0.00%	10	2/15/2023	175,000	\$0.00	\$0.00	\$0.00	\$0.00
Water Meters/Hydrants MWRA											
Issuance Cost											
Interest & Principal								\$171,188.00			\$174,762.50
Total Water Projects							1,133,000	\$170,400.00	\$174,500.00	\$788.00	\$262.50
Utility Tractor	#17-14	45,000	8/26/2013	6.00%	5	2/15/2018	45,000	\$0.00	\$0.00	\$0.00	\$2,430.00
Street Sweeper	#29-05	125,000	9/1/2006	4.00%	3	9/1/2009	0	\$0.00	\$0.00	\$0.00	\$0.00
Dump Truck	#12-07	\$35,000	11/1/2008	3.86%	5	11/1/2011	0	\$0.00	\$0.00	\$0.00	\$0.00
Issuance Cost											
Interest & Principal										\$0.00	\$11,430.00
Total Other DPW							45,000	\$0.00	\$0.00	\$0.00	\$2,430.00

Appendix D – Debt Service Schedule [continued]

Description	Reference	Borrowings	Issue Date	Interest Rate	Terms Years	Maturity Date	Balance 6/30/2013	FY15		FY16		FY17	
								Principal	Interest	Principal	Interest	Principal	Interest
Sewer Project (Nov. 1982)	#23-80	1,300,000	11/15/1982	5.00%	40	11/15/2022	325,000	\$32,500.00	\$13,812.50	\$32,500.00	\$12,187.50	\$32,500.00	\$10,562.50
Sewer Project - Phase II	#8-81	290,100	6/28/1985	5.00%	40	11/18/2025	82,900	\$7,400.00	\$3,775.00	\$7,400.00	\$3,405.00	\$7,400.00	\$3,035.00
Sewer Project - Phase III	#8-81	376,400	2/7/1986	5.00%	40	2/7/2026	122,330	\$9,410.00	\$5,646.00	\$9,410.00	\$5,175.50	\$9,410.00	\$4,705.00
Secondary Sewer - Phase 1&2	#24-89	124,800	4/15/1991	6.79%	20	4/15/2011	0	\$0.00	\$0.00	\$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	0	\$0.00	\$0.00	\$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	\$0.00	\$0.00
Pump Stations and Lining	#8-01	475,000	9/1/2006	4.00%	10	9/1/2016	60,000	\$15,000.00	\$1,800.00	\$15,000.00	\$1,087.50	\$15,000.00	\$375.00
Pump Stations (Wallois)	#32-05	60,000	9/1/2006	4.00%	3	9/1/2009	0	\$0.00	\$0.00	\$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	0	\$0.00	\$0.00	\$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	120,000	\$30,000.00	\$3,600.00	\$30,000.00	\$2,175.00	\$30,000.00	\$750.00
Pump Stations and Lining	#11-07	75,000	11/1/2008	3.86%	10	2/15/2018	40,000	\$8,000.00	\$1,130.00	\$8,000.00	\$820.00	\$8,000.00	\$500.00
Pump Stations and Lining	#17-08	75,000	11/1/2008	3.86%	10	2/15/2018	45,000	\$7,500.00	\$1,376.13	\$7,500.00	\$1,087.50	\$7,500.00	\$787.50
Insurance Cost													
Interest & Principal								\$109,810.00	\$31,141.63	\$109,810.00	\$25,938.00	\$109,810.00	\$20,715.00
Total Sewer Projects							795,230	\$109,810.00	\$31,141.63	\$109,810.00	\$25,938.00	\$109,810.00	\$20,715.00
Causeway 1st Reline	#21-88	441,500	4/15/1991	6.79%	20	4/15/2011	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Causeway 2nd Reline	#01-91	200,000	4/15/1991	6.79%	20	4/15/2011	0	\$0.00	\$0.00	\$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	\$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	\$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	\$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	\$0.00	\$0.00
MWRA Pipeline Asst Loan 0% Int	#14-00	133,121	8/15/2000	0.00%	10	8/15/2010	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
MWRA Pipeline Asst Loan 0% Int	#9-01	133,121	11/15/2001	0.00%	10	11/15/2011	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
MWRA Pipeline Asst Loan 0% Int	#8-02	134,000	2/15/2003	0.00%	10	2/15/2013	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
MWRA Pipeline Asst Loan 0% Int	#7-03	134,000	5/15/2004	0.00%	10	5/15/2014	13,400	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
MWRA Pipeline Asst Loan 0% Int	#7-04	134,000	5/15/2006	0.00%	10	5/15/2016	40,200	\$13,400.00	\$0.00	\$13,400.00	\$0.00	\$0.00	\$0.00
MWRA Pipeline Asst Loan 0% Int	#26-05	134,000	5/15/2006	0.00%	10	5/15/2016	40,200	\$13,400.00	\$0.00	\$13,400.00	\$0.00	\$0.00	\$0.00
MWRA Pipeline Asst Loan 0% Int	#15-08	134,000	5/22/2008	0.00%	10	5/22/2018	67,000	\$13,400.00	\$0.00	\$13,400.00	\$0.00	\$13,400.00	\$0.00
MWRA Pipeline Asst Loan 0% Int	#9-11	134,000	5/26/2011	0.00%	10	2/15/2021	107,200	\$13,400.00	\$0.00	\$13,400.00	\$0.00	\$13,400.00	\$0.00
Dump Truck (1/3- \$50,000)	#28-05	16,667	9/1/2006	4.00%	3	9/1/2009	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Backhoe	#16-08	100,000	11/1/2008	3.86%	5	11/1/2013	15,000	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Water Meters MWRA	#16-12	750,000	8/26/2011	0.00%	10	2/15/2021	675,000	\$75,000.00	\$0.00	\$75,000.00	\$0.00	\$75,000.00	\$0.00
Water Mains/Hydrants MWRA	#12-14	175,000	8/26/2013	0.00%	10	2/15/2023	175,000	\$17,500.00	\$0.00	\$17,500.00	\$0.00	\$17,500.00	\$0.00
Insurance Cost													
Interest & Principal								\$146,100.00	\$0.00	\$146,100.00	\$146,100.00	\$0.00	\$119,300.00
Total Water Projects							1,133,000	\$146,100.00	\$0.00	\$146,100.00	\$146,100.00	\$119,300.00	\$0.00
Utility Tractor	#17-14	45,000	8/26/2013	6.00%	5	2/15/2018	45,000	\$9,000.00	\$1,800.00	\$9,000.00	\$1,350.00	\$9,000.00	\$810.00
Street Sweeper	#29-05	125,000	9/1/2006	4.00%	3	9/1/2009	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Dump Truck	#12-07	\$35,000	11/1/2008	3.86%	5	11/1/2011	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Insurance Cost													
Interest & Principal								\$9,000.00	\$1,890.00	\$9,000.00	\$1,350.00	\$9,000.00	\$810.00
Total Other DPW							45,000	\$9,000.00	\$1,890.00	\$9,000.00	\$1,350.00	\$9,000.00	\$810.00

Appendix D – Debt Service Schedule [continued]

Description	Reference	Borrowings	Issue Date	Interest Rate	Terms Years	Maturity Date	Balance 6/30/2013	FY18		FY Thereafter		Totals
								Principal	Interest	Principal	Interest	
Sewer Project (Nov. 1982)	#23-80	1,300,000	11/15/1982	5.00%	40	11/15/2022	325,000	\$32,500.00	\$8,937.50	\$162,500.00	\$20,312.50	\$455,812.50
Sewer Project - Phase II	#8-81	290,100	6/28/1985	5.00%	40	11/18/2025	82,900	\$7,400.00	\$2,665.00	\$45,900.00	\$8,295.00	\$120,135.00
Sewer Project - Phase III	#8-81	376,400	2/7/1986	5.00%	40	2/7/2026	122,330	\$9,410.00	\$4,234.50	\$75,280.00	\$16,938.00	\$181,142.50
Secondary Sewer - Phase 1&2	#24-89	124,800	4/15/1991	6.79%	20	4/15/2011	0	\$0.00	\$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	0	\$0.00	\$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	\$0.00
Pump Stations and Lining	#8-01	475,000	9/1/2006	4.00%	10	9/1/2016	60,000	\$0.00	\$0.00	\$0.00	\$0.00	\$83,737.50
Sewer Pump Stations (Maolis)	#32-05	60,000	9/1/2006	4.00%	3	9/1/2009	0	\$0.00	\$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	0	\$0.00	\$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	120,000	\$0.00	\$0.00	\$0.00	\$0.00	\$167,475.00
Pump Stations and Lining	#11-07	75,000	11/1/2008	3.86%	10	2/15/2018	40,000	\$8,000.00	\$170.00	\$0.00	\$0.00	\$53,740.00
Pump Stations and Lining	#17-08	75,000	11/1/2008	3.86%	10	2/15/2018	45,000	\$7,500.00	\$478.13	\$0.00	\$159.38	\$59,953.90
Issuance Cost												
Interest & Principal								\$81,295.13			\$336,884.88	
Total Sewer Projects							795,230	\$64,810.00	\$16,485.13	\$291,180.00	\$45,704.88	\$1,121,996.40
Causeway 1st Reline	#21-88	441,500	4/15/1991	6.79%	20	4/15/2011	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Causeway 2nd Reline	#01-91	200,000	4/15/1991	6.79%	20	4/15/2011	0	\$0.00	\$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	\$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	\$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	\$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	\$0.00
MWRA Pipeline Asst Loan 0% Int	#14-00	133,121	8/15/2000	0.00%	10	8/15/2010	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
MWRA Pipeline Asst Loan 0% Int	#9-01	133,121	11/15/2001	0.00%	10	11/15/2011	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
MWRA Pipeline Asst Loan 0% Int	#9-02	134,000	2/15/2003	0.00%	10	2/15/2013	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
MWRA Pipeline Asst Loan 0% Int	#7-03	134,000	5/15/2004	0.00%	10	5/15/2014	13,400	\$0.00	\$0.00	\$0.00	\$0.00	\$13,400.00
MWRA Pipeline Asst Loan 0% Int	#7-04	134,000	5/15/2006	0.00%	10	5/15/2016	40,200	\$0.00	\$0.00	\$0.00	\$0.00	\$53,600.00
MWRA Pipeline Asst Loan 0% Int	#25-05	134,000	5/15/2006	0.00%	10	5/15/2016	40,200	\$0.00	\$0.00	\$0.00	\$0.00	\$53,600.00
MWRA Pipeline Asst Loan 0% Int	#15-08	134,000	5/22/2008	0.00%	10	5/22/2018	67,000	\$13,400.00	\$0.00	\$0.00	\$0.00	\$80,400.00
MWRA Pipeline Asst Loan 0% Int	#9-11	134,000	5/26/2011	0.00%	10	2/15/2021	107,200	\$13,400.00	\$0.00	\$40,200.00	\$0.00	\$120,600.00
Dump Truck (1/3-\$50,000)	#28-05	16,667	9/1/2006	4.00%	3	9/1/2009	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Backhoe	#16-08	100,000	11/1/2008	3.86%	5	11/1/2013	15,000	\$0.00	\$0.00	\$0.00	\$0.00	\$31,050.50
Water Meters MWRA	#16-12	750,000	8/26/2011	0.00%	10	2/15/2021	675,000	\$75,000.00	\$0.00	\$300,000.00	\$0.00	\$750,000.00
Water Mains/Hydrants MWRA	#12-14	175,000	8/26/2013	0.00%	10	2/15/2023	175,000	\$17,500.00	\$0.00	\$87,500.00	\$0.00	\$175,000.00
Issuance Cost												
Interest & Principal								\$119,300.00			\$427,700.00	
Total Water Projects							1,133,000	\$119,300.00	\$0.00	\$427,700.00	\$0.00	\$1,304,450.50
Utility Tractor	#17-14	45,000	8/26/2013	6.00%	5	2/15/2018	45,000	\$9,000.00	\$270.00	\$0.00	\$0.00	\$57,750.00
Street Sweeper	#29-05	125,000	9/1/2006	4.00%	3	9/1/2009	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Dump Truck	#12-07	\$35,000	11/1/2008	3.86%	5	11/1/2011	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Issuance Cost												
Interest & Principal								\$9,270.00		\$0.00	\$0.00	\$0.00
Total Other DPW							45,000	\$9,000.00	\$270.00	\$0.00	\$0.00	\$51,750.00

Appendix D – Debt Service Schedule [continued]

Description	Reference	Borrowings	Issue Date	Interest Rate	Terms Years	Maturity Date	Balance 6/30/2013	FY13		FY14	
								Principal	Interest	Principal	Interest
Compost Area	#31-14	80,000	8/26/2013	6.00%	5	2/15/2018	80,000	\$0.00	\$0.00	\$16,000.00	\$4,320.00
Interest & Principal								\$0.00	\$0.00	\$16,000.00	\$4,320.00
Total Rubbish							80,000	\$0.00	\$0.00	\$16,000.00	\$4,320.00
School Computers	#18-14	\$58,500	8/26/2013	6.00%	5	2/15/2018	58,500	\$0.00	\$0.00	\$11,700.00	\$3,159.00
School Road Construction	#12-08	\$125,000	11/1/2008	3.86%	10	2/15/2019	75,000	\$12,500.00	\$3,187.99	\$12,500.00	\$2,750.01
School Roof	#15-07	\$175,000	11/1/2008	3.86%	20	2/15/2028	110,000	\$14,500.00	\$4,625.01	\$14,500.00	\$4,117.51
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	3,890,000	\$300,000.00	\$167,975.00	\$300,000.00	\$156,725.00
6,300,000 2-05 ATM & 1,200,000 2-06 STM											
Interest & Principal	Less \$2,256,420								\$502,788.00		\$505,451.52
Total School Projects							4,133,500	\$327,000.00	\$175,788.00	\$338,700.00	\$166,751.52
Kelley Greens Golf Course	#01-89	1,250,000	2/15/1990	10.25%	20	2/15/2010	0	\$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	1/11/2005	6.00%	10	10/13/2014	1,866,000	\$27,913.00	\$0.00	\$0.00	\$30,000.00
Computer Software Town Hall	#31-05	75,000	9/1/2006	4.00%	3	9/1/2009	0	\$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	0	\$0.00	\$0.00	\$0.00	\$0.00
Fire Service Truck	#13-07	\$40,000	11/1/2008	3.86%	5	11/1/2011	0	\$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	60,000	\$10,000.00	\$2,550.00	\$10,000.00	\$2,200.00
Fire Air Pacs/Radios	#10-11	\$60,000	8/26/2010	6.00%	5	2/15/2015	29,000	\$19,000.00	\$622.00	\$10,000.00	\$2,520.00
Paving	#8-11	\$100,000	8/26/2010	6.00%	10	2/15/2020	65,000	\$25,000.00	\$1,094.00	\$10,000.00	\$5,100.00
Paving	#8-12	\$250,000	8/26/2011	6.00%	10	2/15/2021	225,000	\$25,000.00	\$3,108.00	\$25,000.00	\$4,500.00
Bear Pond	#10-12	\$100,000	8/26/2011	6.00%	10	2/15/2022	100,000	\$0.00	\$700.00	\$10,000.00	\$5,700.00
Paving	#15-13	\$60,000	8/26/2012	6.00%	15	2/15/2017	60,000	\$0.00	\$480.00	\$4,000.00	\$3,480.00
Fire Truck (Town's Share)	#17-13	\$55,000	8/26/2013	6.00%	5	2/15/2018	55,000	\$0.00	\$0.00	\$11,000.00	\$2,970.00
Short Beach Dunes	#26-14	\$3,500	8/26/2013	6.00%	5	2/15/2018	3,500	\$0.00	\$0.00	\$700.00	\$189.00
Short Beach BB Court Removal	#27-14	\$100,000	8/26/2013	6.00%	10	2/15/2023	100,000	\$0.00	\$0.00	\$10,000.00	\$5,700.00
Paving	#16-14										
Issuance Cost									\$126,711.00		\$174,309.00
Interest & Principal									\$37,711.00	\$100,700.00	\$73,609.00
Total General Projects		\$18,696,306					2,653,500	\$89,000.00	\$37,711.00	\$100,700.00	\$73,609.00
Short Term Interest									\$30,000.00		\$30,000.00
Totals			As of 6/13				8,840,230	\$696,210.00	\$285,121.00	\$748,710.00	\$313,510.78
Long Term Debt	General Fund	CPA Fund	Total								
Short Term Military Houses	5,888,230	375,000	6,263,230		& CPA	6,343,230	5,888,230	617,210	219,960	603,810	202,193
Short Term	1,866,000	569,000	2,435,000		Total ST	2,435,000	1,866,000	79,000	27,913	0	30,000
Proposed (Authorized)	517,000	100,000	617,000				569,000	0	7,248	69,000	32,550
RANNS							517,000	0	0	75,900	18,768
Totals	8,840,230	475,000	9,315,230				8,840,230	696,210	285,121	748,710	313,511
Proposed											
CPA Debt											
Wharf/Sea Wall (Majoram)	#2 1F-14	100,000	8/26/2014	6.00%	5	2/15/2018	100,000	\$0.00	\$0.00	\$20,000.00	\$5,400.00
CPA Town Wharf	#11F-08	700,000	11/1/2008	3.86%	10	11/1/2018	375,000	\$62,500.00	\$15,937.51	\$62,500.00	\$13,750.01
Interest & Principal									\$78,437.51		\$101,650.01
Total CPA Debt							475,000	\$62,500.00	\$15,937.51	\$82,500.00	\$19,150.01

Appendix D – Debt Service Schedule [continued]

Description	Reference	Borrowings	Issue Date	Interest Rate	Terms Years	Maturity Date	Balance 6/30/2013	FY15		FY16	
								Principal	Interest	Principal	Interest
Compost Area Interest & Principal	#31-14	80,000	8/26/2013	6.00%	5	2/15/2018	80,000	\$16,000.00	\$3,360.00	\$16,000.00	\$2,400.00
Total Rubbish							80,000	\$16,000.00	\$3,360.00	\$16,000.00	\$2,400.00
School Computers	#18-14	\$58,500	8/26/2013	6.00%	5	2/15/2018	58,500	\$11,700.00	\$2,457.00	\$11,700.00	\$1,755.00
School Road Construction	#12-08	\$125,000	11/1/2008	3.86%	10	2/15/2019	75,000	\$12,500.00	\$2,296.88	\$12,500.00	\$1,812.50
School Roof	#15-07	\$175,000	11/1/2008	3.86%	20	2/15/2028	110,000	\$19,500.00	\$3,498.13	\$19,500.00	\$2,742.50
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 ST M&2-05	5,693,580	9/1/2006	4.00%	19	9/1/2025	3,890,000	\$300,000.00	\$143,600.00	\$300,000.00	\$129,350.00
6,300,000-05 ATM & 1,200,000-06 STM Interest & Principal	Less \$2,256,420								\$495,552.01		\$479,360.00
Total School Projects							4,133,500	\$343,700.00	\$151,852.01	\$343,700.00	\$135,660.00
Kelley Greens Golf Course	#01-89	1,250,000	2/15/1990	10.25%	20	2/15/2010	0	\$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	1/11/2005	6.00%	10	10/13/2014	1,866,000		\$30,000.00		\$0.00
Computer Software Town Hall	#31-05	75,000	9/1/2006	4.00%	3	9/1/2009	0	\$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	0	\$0.00	\$0.00	\$0.00	\$0.00
Fire Service Truck	#13-07	\$40,000	11/1/2008	3.86%	5	11/1/2011	0	\$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	60,000	\$10,000.00	\$1,837.50	\$10,000.00	\$1,450.00
Fire Air Pacs/Radios	#10-11	\$60,000	8/26/2010	6.00%	5	2/15/2015	29,000	\$0.00	\$0.00	\$0.00	\$0.00
Paving	#8-11	\$100,000	8/26/2010	6.00%	10	2/15/2020	65,000	\$10,000.00	\$4,500.00	\$10,000.00	\$3,900.00
Paving	#8-12	\$100,000	8/26/2011	6.00%	10	2/15/2021	90,000	\$10,000.00	\$3,900.00	\$10,000.00	\$3,300.00
Bear Pond	#10-12	\$250,000	8/26/2011	6.00%	10	2/15/2021	225,000	\$25,000.00	\$9,750.00	\$25,000.00	\$8,250.00
Paving	#15-13	\$100,000	8/26/2012	6.00%	10	2/15/2022	100,000	\$10,000.00	\$5,100.00	\$10,000.00	\$4,500.00
Fire Truck (Town's Share)	#17-13	\$60,000	8/26/2012	6.00%	15	2/15/2017	60,000	\$4,000.00	\$3,240.00	\$4,000.00	\$3,000.00
Short Beach Dunes	#26-14	\$55,000	8/26/2013	6.00%	5	2/15/2018	55,000	\$11,000.00	\$2,310.00	\$11,000.00	\$1,650.00
Short Beach BB Court Removal	#27-14	\$3,500	8/26/2013	6.00%	5	2/15/2018	3,500	\$700.00	\$147.00	\$700.00	\$105.00
Paving	#16-14	\$100,000	8/26/2013	6.00%	10	2/15/2023	100,000	\$10,000.00	\$5,100.00	\$10,000.00	\$4,500.00
Issuance Cost									\$156,584.50		\$121,355.00
Interest & Principal									\$65,884.50	\$90,700.00	\$30,655.00
Total General Projects		\$18,696,306					2,653,500	\$90,700.00	\$65,884.50	\$90,700.00	\$30,655.00
Short Term Interest									\$30,000.00		\$30,000.00
Totals			As of 6/13				8,840,230	\$715,310.00	\$284,128.14	\$715,310.00	\$226,003.00
Long Term Debt		General Fund	CPA Fund	Total			5,888,230	375,000	6,263,230	580,410	161,293
Short Term Military Houses		1,866,000		1,866,000	&CPA	6,343,230	1,866,000	0	30,000	580,410	0
Short Term		569,000		569,000	Total ST	2,435,000	569,000	59,000	26,490	59,000	22,950
Proposed (Authorized)		517,000	100,000	617,000			517,000	75,900	15,264	75,900	11,760
RANNS							0	0	30,000	0	30,000
Totals		8,840,230	475,000	9,315,230			8,840,230	715,310	284,128	715,310	226,003
Proposed											
CPA Debt											
Wharf Sea Wall (Majoram)	#21F-14	100,000	8/26/2014	6.00%	5	2/15/2018	100,000	\$20,000.00	\$4,200.00	\$20,000.00	\$3,000.00
CPA Town Wharf Interest & Principal	#11F-08	700,000	11/1/2008	3.86%	10	11/1/2018	375,000	\$62,500.00	\$11,484.38	\$62,500.00	\$9,062.50
Total CPA Debt							475,000	\$82,500.00	\$15,684.38	\$82,500.00	\$12,062.50

Appendix D – Debt Service Schedule [continued]

Description	Reference	Borrowings	Issue Date	Interest Rate	Terms Years	Maturity Date	Balance 6/30/2013	FY17		FY18	
								Principal	Interest	Principal	Interest
Compost Area Interest & Principal	#31-14	80,000	8/26/2013	6.00%	5	2/15/2018	80,000	\$16,000.00	\$1,440.00	\$16,000.00	\$480.00
Total Rubbish							80,000	\$16,000.00	\$1,440.00	\$16,000.00	\$480.00
School Computers	#18-14	\$58,500	8/26/2013	6.00%	5	2/15/2018	58,500	\$11,700.00	\$1,053.00	\$11,700.00	\$351.00
School Road Construction	#12-08	\$125,000	11/1/2008	3.86%	10	2/15/2019	75,000	\$12,500.00	\$1,312.50	\$12,500.00	\$796.88
School Roof	#15-07	\$175,000	11/1/2008	3.86%	20	2/15/2028	110,000	\$19,500.00	\$1,962.50	\$19,500.00	\$1,158.13
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	5,693,580	9/1/2006	4.00%	19	9/1/2025	3,890,000	\$300,000.00	\$115,100.00	\$300,000.00	\$101,600.00
6,300,000 2-05 ATM & 1,200,000 2-06 STM Interest & Principal	School Includes \$450,000 from #24-02 for Architect Less \$2,256,420								\$463,128.00		\$447,606.01
Total School Projects							4,133,500	\$343,700.00	\$119,428.00	\$343,700.00	\$103,906.01
Kelley Greens Golf Course	#01-89	1,250,000	2/15/1990	10.25%	20	2/15/2010	0	\$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	0	\$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	0	\$0.00	\$0.00	\$0.00	\$0.00
Fire Service Truck	#13-07	\$40,000	11/1/2008	3.86%	5	11/1/2011	0	\$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	60,000	\$10,000.00	\$1,050.00	\$10,000.00	\$637.50
Fire Air Pacs/Radios	#10-11	\$60,000	8/26/2010	6.00%	5	2/15/2015	29,000	\$0.00	\$0.00	\$0.00	\$0.00
Paving	#8-11	\$100,000	8/26/2010	6.00%	10	2/15/2020	65,000	\$10,000.00	\$3,300.00	\$10,000.00	\$0.00
Paving	#8-12	\$100,000	8/26/2011	6.00%	10	2/15/2021	90,000	\$10,000.00	\$2,700.00	\$10,000.00	\$2,100.00
Bear Pond	#10-12	\$250,000	8/26/2011	6.00%	10	2/15/2021	225,000	\$25,000.00	\$6,750.00	\$25,000.00	\$5,250.00
Paving	#15-13	\$100,000	8/26/2012	6.00%	10	2/15/2022	100,000	\$10,000.00	\$3,900.00	\$10,000.00	\$3,300.00
Fire Truck (Town's Share)	#17-13	\$60,000	8/26/2012	6.00%	15	2/15/2017	60,000	\$4,000.00	\$2,760.00	\$4,000.00	\$2,520.00
Short Beach Dunes	#26-14	\$35,000	8/26/2013	6.00%	5	2/15/2018	55,000	\$11,000.00	\$990.00	\$11,000.00	\$330.00
Short Beach BB Court Removal	#27-14	\$3,500	8/26/2013	6.00%	5	2/15/2018	3,500	\$700.00	\$63.00	\$700.00	\$21.00
Paving	#16-14	\$100,000	8/26/2013	6.00%	10	2/15/2023	100,000	\$10,000.00	\$3,900.00	\$10,000.00	\$3,300.00
Issuance Cost									\$116,113.00		\$98,158.50
Interest & Principal									\$25,413.00	\$80,700.00	\$17,458.50
Total General Projects		\$18,696,306					2,653,500	\$90,700.00	\$25,413.00	\$80,700.00	\$17,458.50
Short Term Interest									\$30,000.00		\$30,000.00
Totals			As of 6/13				8,840,230	\$688,510.00	\$197,806.00	\$633,510.00	\$168,599.64
Long Term Debt	General Fund	CPA Fund	Total								
	5,888,230	375,000	6,263,230			6,343,230	5,888,230	553,610	140,140	508,610	120,678
Short Term Military Houses	1,866,000		1,866,000		& CPA		1,866,000	0	0	0	0
Short Term	569,000		569,000		Total ST	2,435,000	569,000	59,000	19,410	49,000	13,170
Proposed (Authorized)	517,000	100,000	617,000				517,000	75,900	8,256	75,900	4,752
RANNS							0	0	30,000	0	30,000
Totals	8,840,230	475,000	9,315,230				8,840,230	688,510	197,806	633,510	168,600
Proposed											
CPA Debt											
Wharf Sea Wall (Majoram)	#21F-14	100,000	8/26/2014	6.00%	5	2/15/2018	100,000	\$20,000.00	\$1,800.00	\$20,000.00	\$600.00
CPA Town Wharf	#11F-08	700,000	11/1/2008	3.86%	10	11/1/2018	375,000	\$62,500.00	\$6,562.50	\$62,500.00	\$3,984.38
Interest & Principal									\$90,862.50		\$87,084.38
Total CPA Debt							475,000	\$82,500.00	\$8,362.50	\$82,500.00	\$4,584.38

Appendix D – Debt Service Schedule [continued]

Description	Reference	Borrowings	Issue Date	Interest Rate	Terms Years	Maturity Date	Balance 6/30/2013	FY Thereafter		Totals		
								Principal	Interest			
Compost Area	#31-14	80,000	8/26/2013	6.00%	5	2/15/2018	80,000	\$0.00	\$0.00	\$80,000.00	\$12,000.00	\$92,000.00
Interest & Principal								\$0.00	\$0.00	\$0.00	\$12,000.00	\$12,000.00
Total Rubbish							80,000	\$0.00	\$0.00	\$80,000.00	\$12,000.00	\$92,000.00
School Computers	#16-14	\$58,500	8/26/2013	6.00%	5	2/15/2018	58,500	\$0.00	\$0.00	\$58,500.00	\$8,775.00	\$67,275.00
School Road Construction	#12-08	\$125,000	11/1/2008	3.86%	10	2/15/2019	75,000	\$12,500.00	\$265.63	\$89,222.39	\$9,234.40	\$98,456.79
School Roof	#15-07	\$175,000	11/1/2008	3.86%	20	2/15/2028	110,000	\$17,500.00	\$371.88	\$142,975.66	\$13,850.65	\$156,826.31
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	\$0.00
School Renovations	#2-06 STM&2-05	5,693,580	9/1/2006	4.00%	19	9/1/2025	3,890,000	\$2,390,000.00	\$381,000.00	\$5,385,350.00	\$1,027,375.00	\$4,917,375.00
6,300,000 2-05 ATM & 1,200,000 2-06 STM												
Interest & Principal												\$0.00
Total School Projects							4,133,500	\$2,420,000.00	\$381,637.51	\$5,695,523.05	\$1,059,235.05	\$5,192,735.05
Kelley Greens Golf Course	#01-89	1,250,000	2/15/1990	10.25%	20	2/15/2010	0	\$0.00	\$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	\$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	\$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	\$0.00
Coast Guard Houses	#1-04 STM	\$2,100,000	1/1/2006	6.00%	10	10/13/2014	1,866,000	\$0.00	\$212.50	\$87,913.00	\$60,000.00	\$1,926,000.00
Computer Software Town Hall	#31-05	75,000	9/1/2006	4.00%	3	9/1/2009	0	\$0.00	\$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	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Fire Service Truck	#13-07	\$40,000	11/1/2008	3.86%	5	11/1/2011	0	\$0.00	\$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	60,000	\$10,000.00	\$212.50	\$79,937.50	\$7,387.50	\$87,325.00
Fire Air Pumps/Radios	#10-11	\$60,000	8/26/2010	6.00%	5	2/15/2015	29,000	\$0.00	\$0.00	\$29,000.00	\$2,520.00	\$31,520.00
Paving	#8-11	\$100,000	8/26/2010	6.00%	10	2/15/2020	65,000	\$30,000.00	\$2,400.00	\$92,890.00	\$16,800.00	\$109,690.00
Paving	#8-12	\$100,000	8/26/2011	6.00%	10	2/15/2021	90,000	\$0.00	\$0.00	\$90,000.00	\$18,900.00	\$108,900.00
Bear Pond	#10-12	\$250,000	8/26/2011	6.00%	10	2/15/2021	225,000	\$75,000.00	\$6,750.00	\$276,750.00	\$27,300.00	\$304,050.00
Paving	#15-13	\$100,000	8/26/2012	6.00%	10	2/15/2022	100,000	\$50,000.00	\$7,500.00	\$130,700.00	\$27,300.00	\$158,000.00
Fire Truck (Town's Share)	#17-13	\$60,000	8/26/2012	6.00%	15	2/15/2017	60,000	\$40,000.00	\$12,000.00	\$87,480.00	\$27,000.00	\$114,480.00
Short Beach Dunes	#26-14	\$55,000	8/26/2013	6.00%	5	2/15/2018	55,000	\$0.00	\$0.00	\$55,000.00	\$6,325.00	\$61,325.00
Short Beach BB Court Removal	#27-14	\$3,500	8/26/2013	6.00%	5	2/15/2018	3,500	\$0.00	\$0.00	\$3,500.00	\$425.00	\$3,925.00
Paving	#16-14	\$100,000	8/26/2013	6.00%	10	2/15/2023	100,000	\$50,000.00	\$7,500.00	\$130,000.00	\$30,000.00	\$160,000.00
Insurance Cost								\$291,362.50	\$0.00	\$291,362.50	\$0.00	\$291,362.50
Interest & Principal												
Total General Projects		\$18,696,306					2,653,500	\$255,000.00	\$36,362.50	\$1,084,593.50	\$249,382.50	\$2,929,976.00
Totals			As of 6/13				8,840,230	\$3,393,880.00	\$463,704.89	\$9,350,313.45	\$1,503,752.45	\$10,854,065.90
General Fund			Total									
5,888,230		CPA Fund	6,263,230				5,888,230	3,061,380	427,555	7,959,632	1,234,232	9,193,864
1,866,000		375,000	1,866,000				1,866,000	0	0	87,913	60,000	1,926,000
569,000			569,000				569,000	195,000	28,650	719,468	143,220	712,220
517,000		100,000	617,000				517,000	137,500	7,500	583,300	66,300	649,600
8,840,230		475,000	9,315,230				8,840,230	3,393,880	463,705	9,350,313	1,503,752	10,854,065.90
Proposed												
CPA Debt												
W/air Sea Wall (Major)	#21F-14	100,000	8/26/2014	6.00%	5	2/15/2018	100,000	\$0.00	\$0.00	\$115,000.00	\$15,000.00	\$130,000.00
CPA Town Wharf	#11F-08	700,000	11/1/2008	3.86%	10	11/1/2018	375,000	\$62,500.00	\$1,328.13	\$489,609.41	\$62,109.41	\$551,718.82
Interest & Principal												
Total CPA Debt							475,000	\$62,500.00	\$1,328.13	\$614,609.41	\$77,109.41	\$691,718.82

Appendix E – Town of Nahant Five Year Plan

Operating Budgets Vs Revenue Projections					
	FY 14	FY 15	FY 16	FY 17	FY 18
Operating Budgets	10,575,161	10,543,302	10,776,505	10,988,814	11,290,987
Revenue Projections	9,995,664	10,196,949	10,430,085	10,642,743	10,845,448
Use of Available Funds (Overlay&Free Cash)	579,497	346,353	346,420	346,071	445,539
Capital Reserve (Shortage)	0	0	0	0	0
Capital Budgets Vs Capital Revenue Projections					
	FY 14	FY 15	FY 16	FY 17	FY 18
Capital Budgets	657,500	689,270	1,180,000	555,000	585,000
Less: Capital through General Fund	(3,500)	0	0	0	0
Cost of Capital Budgets	654,000	689,270	1,180,000	555,000	585,000
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	140,000	102,000	95,000	115,000	35,000
Borrowings	362,000	450,000	1,010,000	365,000	475,000
Capital Using Other Sources	77,000	62,270	0	0	0
Surplus/(Shortage)	0	0	0	0	0
Total Operating and Capital Shortage	0	0	0	0	0
Water/Sewer Enterprise Fund					
	FY 14	FY 15	FY 16	FY 17	FY 18
Operating Budgets	1,906,298	1,916,607	1,956,689	1,971,311	1,970,126
Revenue Projections	1,906,298	1,916,607	1,956,689	1,971,311	1,970,126
Capital Reserve (Shortage)	0	0	0	0	0
W/S Enterprise Fund Capital Budgets Vs Capital Revenue Projections					
	FY 14	FY 15	FY 16	FY 17	FY 18
Capital Budgets	355,000	449,000	349,000	474,000	399,000
Less: Capital through W/S Rates	(120,000)	(120,000)	(120,000)	(120,000)	(120,000)
Cost of Capital Budgets	235,000	329,000	229,000	354,000	279,000
Use of Available Funds (Retained W/S Fund Balance)	60,000	195,000	95,000	220,000	145,000
Borrowings	175,000	134,000	134,000	134,000	134,000
Surplus/(Shortage)	0	0	0	0	0
Total W/S Enterprise Operating and Capital	0	0	0	0	0
Rubbish Enterprise Fund					
	FY 14	FY 15	FY 16	FY 17	FY 18
Operating Budgets	410,786	421,540	432,645	444,113	455,953
Revenue Projections	410,786	421,540	432,645	444,113	455,953
Surplus/(Shortage)	0	0	0	0	0
Rubbish Enterprise Fund Capital Budgets Vs Capital Revenue Projections					
	FY 14	FY 15	FY 16	FY 17	FY 18
Capital Budgets	80,000	100,000	300,000	100,000	100,000
Use of Available Funds	0	45,000	40,000	35,000	30,000
Borrowings	80,000	55,000	260,000	65,000	70,000
Surplus/(Shortage)	0	0	0	0	0
<p>This five year plan has been structured using the budgets that the Town Administrator and Board of Selectmen deem appropriate to operate the Town departments properly. Important and necessary capital improvement programs are incorporated to identify the equipment/physical needs of the Town along with the cost estimates to pay for these needs. Also included are water and sewer rates projected through FY 2018.</p>					
<p>As you can see, this five year plan does not balance projected expenses to revenues. The Capital Plan Shortages will be funded through grants and other financing sources as they become available. If the funds are not available, the Town Administrator and Board of Selectmen will make necessary cuts to balance the budget. As needs and finances change, we will review all information necessary to update this plan or recommend a new plan based upon priorities.</p>					

Appendix E – Town of Nahant Five Year Plan [continued]

<i>Town of Nahant</i>	<i>FY 14</i>	<i>FY 15</i>	<i>FY 16</i>	<i>FY 17</i>	<i>FY 18</i>
PROJECTED REVENUES	Revenue	Revenue	Revenue	Revenue	Revenue
<i>2.5% Increases</i>	Budget	Budget	Budget	Budget	Budget
General Funds					
Personal Property Taxes	208,058	213,259	218,591	224,056	229,657
Personal Property Tax Refunds	(154)	(158)	(162)	(166)	(170)
Real Estate Taxes	7,109,292	7,302,399	7,500,335	7,703,218	7,911,173
Real Estate Tax Refunds	(30,750)	(31,519)	(32,307)	(33,114)	(33,942)
School Override	456,725	443,600	429,350	415,100	401,600
W/S Debt Shift	320,711	287,052	281,848	249,825	200,595
New Growth	15,000	15,000	15,000	15,000	15,000
Levy Limit	8,078,882	8,229,634	8,412,655	8,573,918	8,723,913
Overlay Reserve	(175,000)	(179,375)	(183,859)	(188,456)	(193,167)
Property Revenue	7,903,882	8,050,259	8,228,796	8,385,462	8,530,746
Motor Vehicle Excises	430,960	441,734	452,777	464,097	475,699
Motor Vehicle Excise Refund	(9,785)	(10,030)	(10,280)	(10,537)	(10,801)
Boat Excise Taxes	6,822	6,993	7,167	7,347	7,530
Boat Excise Refund	(155)	(159)	(163)	(167)	(171)
Interest on Taxes/Excises	23,991	24,591	25,206	25,836	26,482
Penalty - Demand Payments	4,614	4,729	4,848	4,969	5,093
Payment In Lieu of Taxes	2,145	2,199	2,254	2,310	2,368
Ambulance Fees	64,382	65,992	67,641	69,332	71,066
Other Charges For Services	5,189	5,319	5,452	5,588	5,728
Fees	41,658	42,699	43,767	44,861	45,983
Cemetery Fees	5,120	5,248	5,379	5,514	5,652
Rentals	181,660	186,202	190,857	195,628	200,519
Military Housing Rentals	159,054	163,030	167,106	171,284	175,566
Alcoholic Beverage Licenses	8,100	8,303	8,510	8,723	8,941
Other Licenses	7,626	7,817	8,012	8,212	8,418
Permits	49,277	50,509	51,772	53,066	54,393

Appendix E – Town of Nahant Five Year Plan [continued]

Town of Nahant	FY 14	FY 15	FY 16	FY 17	FY 18
PROJECTED REVENUES	Revenue	Revenue	Revenue	Revenue	Revenue
<i>2.5% Increases</i>	Budget	Budget	Budget	Budget	Budget
State Education Dist/Reimb					
Chapter 70	497,433	509,869	522,616	535,681	549,073
Charter Tuition Reimbursement	19,597	20,087	20,589	21,104	21,631
School Construction					
State Education Offsets					
Unrestricted Aid	319,586	327,576	335,765	344,159	352,763
Annual Formula Local Aid	8,693	8,910	9,133	9,361	9,595
Additional Assistance	0	0	0	0	0
Veteran's Benefits	14,079	14,431	14,792	15,162	15,541
Exemptions Veteran's	15,000	15,375	15,759	16,153	16,557
Elderly Tax Reimbursements	15,165	15,544	15,933	16,331	16,739
State Owned Land	350	359	368	377	387
Medicaid Reimburse	0	0	0	0	0
Police Career Incentive	0	0	0	0	0
Prior Year Over/Under Estimates	0	0	0	0	0
Public Library Ch. 78	2,305	2,363	2,422	2,482	2,544
Public Library Ch. 78 - Offset	(2,305)	(2,363)	(2,422)	(2,482)	(2,544)
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	39,380	40,365	41,374	42,408	43,469
Sale of Inventory	0	0	0	0	0
Earnings on Investments	2,500	2,563	2,627	2,693	2,760
Other Misc Revenue	0	0	0	0	0
Interfund Transfer-In (Enterprise)	179,339	186,437	192,030	197,790	203,724
Total Revenues	9,995,664	10,196,949	10,430,085	10,642,743	10,845,448
Rubbish Enterprise Fund					
Rubbish/Recycling Fees	410,786	421,540	432,645	444,113	455,953
Total Rubbish Enterprise Fund	410,786	421,540	432,645	444,113	455,953
W/S Enterprise Fund					
Water Usage Charges	747,011	767,622	788,850	810,716	833,237
Sewer Usage Charges	838,576	861,933	885,991	910,771	936,294
Transfers-In for Debt Shift	320,711	287,052	281,848	249,825	200,595
Total W/S Enterprise Fund	1,906,298	1,916,607	1,956,689	1,971,312	1,970,126

Appendix E – Town of Nahant Five Year Plan [continued]

<i>Town of Nahant</i>	<i>FY 14</i>	<i>FY 15</i>	<i>FY 16</i>	<i>FY 17</i>	<i>FY 18</i>
PROJECTED APPROPRIATIONS	Appropriation	Appropriation	Appropriation	Appropriation	Appropriation
<i>Three % Increases</i>	Budget	Budget	Budget	Budget	Budget
General Government					
Moderator					
General Expenses	60	62	64	66	68
Selectmen					
Salaries/Wages	3	3	3	3	3
General Expenses	52,273	53,841	55,456	57,120	58,834
Town Administrator					
Salaries/Wages	148,822	214,692	221,133	227,767	234,600
Asst. Health Inspector	9,507	9,792	10,086	10,389	10,700
Health Inspector	3,090	3,183	3,278	3,377	3,478
Public Health Nurse	500	515	530	546	563
Town Physician	500	515	530	546	563
ADA Coordinator	500	515	530	546	563
General Expenses	7,410	7,632	7,861	8,097	8,340
Capital Outlay	2,500	2,575	2,652	2,732	2,814
Finance Committee					
General Expenses	7,152	7,367	7,588	7,815	8,050
Town Accountant					
Salaries/Wages	158,707	163,468	168,372	173,423	178,626
General Expenses	9,410	9,692	9,983	10,283	10,591
Assessors					
Salaries/Wages	88,185	90,831	93,555	96,362	99,253
General Expenses	42,726	44,008	45,328	46,688	48,088
Treasurer/Collector					
Salaries/Wages	123,268	126,966	130,775	134,698	138,739
General Expenses	40,750	41,973	43,232	44,529	45,864
Town Counsel					
Annual Fee	35,000	36,050	37,132	38,245	39,393
Town Hall					
Salaries/Wages	17,850	18,386	18,937	19,505	20,090
General Expenses	50,350	51,861	53,416	55,019	56,669
Capital Outlay	3,500	3,000	10,000	5,000	10,000
Data Processing					
Salaries/General Expenses	116,578	120,075	123,678	127,388	131,210
Town Clerk					
Salaries/Wages	32,815	33,799	34,813	35,858	36,934
General Expenses	7,635	7,864	8,100	8,343	8,593
Election/Registration					
Salaries/Wages	2,060	2,122	2,185	2,251	2,319
General Expenses	8,432	8,685	8,946	9,214	9,490
Capital Outlay	0				
Conservation Commission					
General Expenses	550	567	583	601	619
Planning Board					
General Expenses	2,500	2,575	2,652	2,732	2,814
Zoning/Board of Appeals					
General Expenses	3,000	3,090	3,183	3,278	3,377
Total General Government	975,633	1,065,702	1,104,583	1,132,421	1,171,243

Appendix E – Town of Nahant Five Year Plan [continued]

Town of Nahant	FY 14	FY 15	FY 16	FY 17	FY 18
PROJECTED APPROPRIATIONS	Appropriation	Appropriation	Appropriation	Appropriation	Appropriation
<i>Three % Increases</i>	Budget	Budget	Budget	Budget	Budget
Public Safety					
Police Department					
Police Salaries/Wages	1,154,700	1,189,341	1,225,021	1,261,772	1,299,625
General Expenses	157,225	161,942	166,800	171,804	176,958
Capital Outlay	35,000	35,000	35,000	35,000	35,000
Public Safety - Debt Service	0	0	0	0	0
<i>Total Police Department</i>	<i>1,346,925</i>	<i>1,386,283</i>	<i>1,426,821</i>	<i>1,468,576</i>	<i>1,511,583</i>
Fire Department					
Fire Salaries/Wages	832,175	857,140	882,854	909,340	936,620
General Expenses	102,147	105,211	108,368	111,619	114,967
Capital Outlay	12,000	5,000	5,150	5,305	5,464
<i>Total Fire Department</i>	<i>946,322</i>	<i>967,352</i>	<i>996,372</i>	<i>1,026,263</i>	<i>1,057,051</i>
<i>Total Public Safety</i>	<i>2,293,247</i>	<i>2,353,634</i>	<i>2,423,193</i>	<i>2,494,839</i>	<i>2,568,634</i>
Inspectional Services Department					
Part Time Assistant for inspectors	13,888	14,305	14,734	15,176	15,631
Building Inspection					
Salaries/Wages	10,079	10,381	10,693	11,014	11,344
Assistant	4,918	5,066	5,218	5,374	5,535
General Expenses	5,164	5,319	5,478	5,643	5,812
Plumbing/Gas Inspection					
Salaries/Wages	3,713	3,824	3,939	4,057	4,179
Assistant	1,916	1,973	2,033	2,094	2,156
General Expenses	1,180	1,215	1,252	1,289	1,328
Wiring Inspection					
Salaries/Wages	3,713	3,824	3,939	4,057	4,179
Assistant	1,916	1,973	2,033	2,094	2,156
General Expenses	2,060	2,122	2,185	2,251	2,319
Civil Defense					
Salaries/Wages	5,680	5,850	6,026	6,207	6,393
General Expenses	3,000	3,090	3,183	3,278	3,377
Animal Control					
Salary	8,807	9,071	9,343	9,624	9,912
General Expenses	3,050	3,142	3,236	3,333	3,433
Parking Clerk					
General Expenses	5,970	6,149	6,334	6,524	6,719
Harbormaster					
Salaries/Wages	1,272	1,310	1,349	1,390	1,432
Assistant	1,700	1,751	1,804	1,858	1,913
General Expenses	7,440	7,663	7,893	8,130	8,374
Wharfinger					
Salaries/Wages	1,272	1,310	1,349	1,390	1,432
Assistant	427	440	453	467	481
General Expenses	1,700	1,751	1,804	1,858	1,913
Capital Outlay	0	0	0	0	0
Ocean Rescue					
Training Wages	7,500	7,725	7,957	8,195	8,441
Professional Services	1,720	1,772	1,825	1,879	1,936
<i>Total Other Pub. Saf.</i>	<i>98,085</i>	<i>101,028</i>	<i>104,058</i>	<i>107,180</i>	<i>110,396</i>
Total Public Safety	2,391,332	2,454,662	2,527,252	2,602,019	2,679,030

Appendix E – Town of Nahant Five Year Plan [continued]

<i>Town of Nahant</i>	<i>FY 14</i>	<i>FY 15</i>	<i>FY 16</i>	<i>FY 17</i>	<i>FY 18</i>	
PROJECTED APPROPRIATIONS	Appropriation	ppropriation	ppropriation	ppropriation	ppropriation	
<i>Three % Increases</i>	Budget	Budget	Budget	Budget	Budget	
Education System						
School Department						
Tuition - SPED						
Tuition - Swampscott						
Johnson School Budget						
<i>School Appropriation</i>	3,012,364	2,800,000	2,884,000	2,970,520	3,059,636	
Transportation/Regular	141,448	145,691	150,062	154,564	159,201	
Transportation/SPED	122,992	126,682	130,482	134,397	138,429	
<i>Total Transportation</i>	264,440	272,373	280,544	288,961	297,630	
School - Debt Service	505,452	495,552	479,360	463,128	447,606	
School - Proposed Debt	0	0	0	0	0	
Essex Agriculture Assessment	10,396	4,000	4,120	4,244	4,371	
North Shore Regional Voc. Assessment	89,058	91,730	94,482	97,316	100,236	
Total Education System	3,881,710	3,659,655	3,738,386	3,819,925	3,905,107	

Appendix E – Town of Nahant Five Year Plan [continued]

<i>Town of Nahant</i>	<i>FY 14</i>	<i>FY 15</i>	<i>FY 16</i>	<i>FY 17</i>	<i>FY 18</i>
PROJECTED APPROPRIATIONS	Appropriation	Appropriation	Appropriation	Appropriation	Appropriation
<i>Three % Increases</i>	Budget	Budget	Budget	Budget	Budget
Public Works Department					
Public Works Operations					
Administration					
Salaries/Wages	6,377	6,568	6,765	6,968	7,177
General Expenses	1,409	1,451	1,495	1,540	1,586
Capital	15,000	0	10,000	0	10,000
<i>Subtotal DPW Administration</i>	<i>22,786</i>	<i>8,020</i>	<i>18,260</i>	<i>8,508</i>	<i>18,763</i>
Highways/Streets/Parks/Beaches					
Salaries/Wages	101,398	104,440	107,573	110,800	114,124
General Expenses	143,390	147,692	152,122	156,686	161,387
Capital - Paving	0	0	0	0	0
<i>Subtotal Highways/Streets/B/P</i>	<i>244,788</i>	<i>252,132</i>	<i>259,696</i>	<i>267,486</i>	<i>275,511</i>
Snow & Ice					
Snow & Ice Services	20,000	20,000	20,000	20,000	20,000
Beaches & Parks					
Salaries/Wages	57,403	59,125	60,899	62,726	64,608
General Expenses	14,000	14,420	14,853	15,298	15,757
Capital Outlay	5,000	10,000	20,000	0	40,000
<i>Subtotal Beaches & Parks</i>	<i>76,403</i>	<i>83,545</i>	<i>95,751</i>	<i>78,024</i>	<i>120,365</i>
Cemetery					
Salaries/Wages	26,788	27,592	28,419	29,272	30,150
General Expenses	8,495	8,750	9,012	9,283	9,561
Capital Outlay	1,000	0	0	0	0
<i>Subtotal Cemetery</i>	<i>36,283</i>	<i>36,341</i>	<i>37,432</i>	<i>38,555</i>	<i>39,711</i>
Overhead Operations					
Salaries/Wages	0	0	0	0	0
General Expenses	9,405	9,687	9,978	10,277	10,585
Capital Outlay	9,000	9,270	20,000	5,000	20,000
DPW - Debt Service	11,430	10,890	10,350	9,810	9,270
<i>Subtotal DPW Overhead</i>	<i>29,835</i>	<i>29,847</i>	<i>40,328</i>	<i>25,087</i>	<i>39,855</i>
Total Public Works Dept	430,095	429,885	471,467	437,660	514,206

Appendix E – Town of Nahant Five Year Plan [continued]

<i>Town of Nahant</i>	<i>FY 14</i>	<i>FY 15</i>	<i>FY 16</i>	<i>FY 17</i>	<i>FY 18</i>
PROJECTED APPROPRIATIONS	Appropriation	ppropriation	ppropriation	ppropriation	ppropriation
<i>Three % Increases</i>	Budget	Budget	Budget	Budget	Budget
Culture/Recreation					
Council on Aging					
General Expenses	49,265	50,743	52,265	53,833	55,448
Capital Outlay					
Veteran's Agent					
Salaries/Wages	2,000	2,060	2,122	2,185	2,251
General Expenses	25,460	26,224	27,011	27,821	28,655
Library					
Salaries/Wages/Gen. Expns	198,829	204,794	210,938	217,266	223,784
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	
General Expenses	0	0	0	0	0
Memorial Day Committee					
General Expenses	6,200	6,386	6,578	6,775	6,978
Fourth of July Committee					
General Expenses	2,215	2,281	2,350	2,420	2,493
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	56,650	58,350	60,100	61,903	63,760
Total Culture/Recreation	349,374	359,855	370,651	381,770	393,224
General Debt Service					
Debt Service	204,309	186,585	151,355	146,113	128,159
Total Debt Service	204,309	186,585	151,355	146,113	128,159
Total Operation Cost	8,232,453	8,156,344	8,363,694	8,519,909	8,790,968

Appendix E – Town of Nahant Five Year Plan [continued]

Town of Nahant	FY 14	FY 15	FY 16	FY 17	FY 18
PROJECTED APPROPRIATIONS	Appropriation	ppropriation	ppropriation	ppropriation	ppropriation
<i>Three % Increases</i>	Budget	Budget	Budget	Budget	Budget
Intergovernmental					
Cherry Sheet					
State Assessments	87,072	89,684	92,375	95,146	98,000
Charter School Assessments	80,564	82,981	85,470	88,034	90,675
County Assessments	0	0	0	0	0
Essex Agriculture Assessment	12,553	12,930	13,317	13,717	14,129
<i>Total Intergovernmental</i>	<i>180,189</i>	<i>185,595</i>	<i>191,163</i>	<i>196,897</i>	<i>202,804</i>
Other Expenses					
Unemployment Compensation	62,256	64,124	66,047	68,029	70,070
Life Insurance	1,627	1,676	1,726	1,778	1,831
Health Insurance	797,000	825,000	849,750	875,243	901,500
Medicare Taxes					
Expenses	69,510	71,595	73,743	75,955	78,234
Essex County Retirement					
Expenses	565,154	582,109	599,572	617,559	636,086
Pension/Annuity					
Expenses	0	0	0	0	0
Insurance Committee					
General Expenses	231,261	238,199	245,345	252,705	260,286
Retirement Account					
General Expenses	15,000	15,450	15,914	16,391	16,883
<i>Total Miscellaneous</i>	<i>1,741,808</i>	<i>1,798,152</i>	<i>1,852,097</i>	<i>1,907,660</i>	<i>1,964,890</i>
Total Before Reserve					
Fund & Article	10,154,450	10,140,091	10,406,953	10,624,466	10,958,662
Reserve Funds					
Base Appropriation	100,000	100,000	100,000	100,000	100,000
<i>Total Reserve Fund</i>	<i>100,000</i>	<i>100,000</i>	<i>100,000</i>	<i>100,000</i>	<i>100,000</i>
Total General Funds	10,254,450	10,240,091	10,506,953	10,724,466	11,058,662
Interfund T Transfers-Out	320,711	303,211	269,552	264,348	232,325
Subtotal Appropriations	10,575,161	10,543,302	10,776,505	10,988,814	11,290,987
Debt	721,191	693,027	641,065	619,051	585,035
Debt as % of Budget	6.82%	6.57%	5.95%	5.63%	5.18%

Appendix E – Town of Nahant Five Year Plan [continued]

<i>Town of Nahant</i>	<i>FY 14</i>	<i>FY 15</i>	<i>FY 16</i>	<i>FY 17</i>	<i>FY 18</i>	
PROJECTED APPROPRIATIONS	Appropriation	ppropriation	ppropriation	ppropriation	ppropriation	
<i>Three % Increases</i>	Budget	Budget	Budget	Budget	Budget	
PROJECTED CAPITAL IMPROVEMENTS						
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		125,000				
C30 Pick Up Truck			65,000			
Utility Tractor	45,000				95,000	
F-350 Pick Up Truck			60,000			
Air Compressor				20,000		
John Deere Backhoe					150,000	
Beach Tractor with Rack		55,000				
DPW Equipment	15,000	10,000	20,000	5,000	20,000	
Jacobsen Mower					20,000	
John Deere Mower			20,000		20,000	
International Dump Truck			125,000			
Police Cruiser	35,000	35,000	35,000	35,000	35,000	
Fire Equipment			25,000	10,000	25,000	
Fire Ladder Truck			0			
Fire Pumper Truck			525,000			
Senior Citizen's Van		75,000				
Ambulance				200,000		
<i>Sub Total</i>	<i>95,000</i>	<i>300,000</i>	<i>875,000</i>	<i>270,000</i>	<i>365,000</i>	

Appendix E – Town of Nahant Five Year Plan [continued]

Town of Nahant	FY 14	FY 15	FY 16	FY 17	FY 18
PROJECTED APPROPRIATIONS	Appropriation	Appropriation	Appropriation	Appropriation	Appropriation
<i>Three % Increases</i>	Budget	Budget	Budget	Budget	Budget
Misc					
Public Right of Ways		50,000			
Recreation Feasability Study	10,000				
Recreation Phase II Study	15,000				
Wharf Sea Wall-Westerly	100,000				
Wharf Sea Wall-Southerly	65,000				
Computer Software-School	58,500				
Computer Software-Town Hall		10,000		10,000	
Short Beach Rope & Fence					
Short Beach Dunes	55,000				
Short Beach BB Court Removal	3,500				
Town Entrance Design		25,000			
<i>Sub Total</i>	<i>307,000</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	3,500	3,000	10,000	5,000	10,000
Town Hall Rehabilitation	10,000	0	0	0	0
<i>Sub Total</i>	<i>13,500</i>	<i>3,000</i>	<i>10,000</i>	<i>5,000</i>	<i>10,000</i>
Public Safety					
Fire Station	12,000	50,000	0	5,000	0
Police Station	0	30,000	25,000	45,000	20,000
DPW Building	15,000	9,270	0	30,000	0
<i>Sub Total</i>	<i>27,000</i>	<i>89,270</i>	<i>25,000</i>	<i>80,000</i>	<i>20,000</i>
Other Town Buildings					
Ellingwood Chapel	10,000	15,000	5,000	5,000	5,000
Library Lobby Renovations			30,000		
Library Renovations	30,000	12,000			
ADA Access Stack	0	0	50,000	0	0
<i>Sub Total</i>	<i>40,000</i>	<i>27,000</i>	<i>85,000</i>	<i>5,000</i>	<i>5,000</i>
Total Capital Improvement	657,500	689,270	1,180,000	555,000	585,000
Less: Estimated Reserve	0	0	0	0	0
Less: Capital thru Grants/Loans	0	0	0	0	0
Less: Capital thru CPA	(140,000)	(102,000)	(95,000)	(115,000)	(35,000)
Less: Capital thru Chapter 90	(75,000)	(75,000)	(75,000)	(75,000)	(75,000)
Less: Capital thru General Fund	(3,500)	0	0	0	0
Less: Borrowing	(362,000)	(450,000)	(1,010,000)	(365,000)	(475,000)
Less: Capital using Other Sources	(77,000)	(62,270)			
Total Other Sources	(657,500)	(689,270)	(1,180,000)	(555,000)	(585,000)
Total Capital Plan Surplus/Shortag	0	0	0	0	0
Total 5 Year Plan	11,232,661	11,232,572	11,956,505	11,543,814	11,875,987

Appendix E – Town of Nahant Five Year Plan [continued]

Town of Nahant	FY 14	FY 15	FY 16	FY 17	FY 18
PROJECTED APPROPRIATIONS	Appropriation	ppropriation	ppropriation	ppropriation	ppropriation
<i>Three % Increases</i>	Budget	Budget	Budget	Budget	Budget
Water/Sewer Enterprise Fund					
Sewer Division					
Salaries/Wages	227,739	234,571	241,608	248,857	256,322
General Expenses	174,778	180,021	185,422	190,985	196,714
Lynn Water & Sewer	254,410	262,042	269,904	278,001	286,341
Capital Outlay	60,000	60,000	60,000	60,000	60,000
Sewer - Debt Service	145,948	140,952	135,748	130,525	81,295
Indirect Costs	121,649	125,298	129,057	132,929	136,917
<i>Subtotal Sewer</i>	984,524	1,002,885	1,021,739	1,041,296	1,017,589
Water Division					
Salaries/Wages	155,959	160,638	165,457	170,421	175,533
General Expenses	84,373	86,904	89,511	92,197	94,963
MWRA Assessment	349,849	360,344	371,155	382,289	393,758
Capital Outlay	60,000	60,000	60,000	60,000	60,000
Water - Debt Service	174,763	146,100	146,100	119,300	119,300
Indirect Costs	96,830	99,735	102,727	105,809	108,983
<i>Subtotal Water</i>	921,774	913,721	934,950	930,015	952,537
<i>Total Water and Sewer</i>	1,906,298	1,916,607	1,956,689	1,971,311	1,970,126
W/S Debt	320,711	287,052	281,848	249,825	200,595
W/S Debt as % of W/S Budget	16.82%	14.98%	14.40%	12.67%	10.18%
PROJECTED CAPITAL W/S IMPROVEMENTS					
	FY 14	FY 15	FY 16	FY 17	FY 18
Water					
Gate Valves		15,000	15,000	15,000	15,000
Hydrants/Mains	175,000	20,000	20,000	20,000	20,000
Utility Truck 1 1/12		50,000			
Distribution Lines		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>	235,000	279,000	229,000	229,000	229,000
Sewer					
Sewer Infrastructure				125,000	
Pump Stations Lowlands		50,000			50,000
W/S Pumps & Equipment	60,000	60,000	60,000	60,000	60,000
New Residential Water Meters					
Emergency Repairs & Inventory	60,000	60,000	60,000	60,000	60,000
<i>Sub Total</i>	120,000	170,000	120,000	245,000	170,000
Total W/S Capital Improvement	355,000	449,000	349,000	474,000	399,000
Less: Capital thru Rates	(120,000)	(120,000)	(120,000)	(120,000)	(120,000)
Less: Borrowing	(175,000)	(134,000)	(134,000)	(134,000)	(134,000)
Less: Capital using Other Sources	(60,000)	(195,000)	(95,000)	(220,000)	(145,000)
Total Other Sources	0	0	0	0	0

Appendix E – Town of Nahant Five Year Plan [continued]

<i>Town of Nahant</i>	<i>FY 14</i>	<i>FY 15</i>	<i>FY 16</i>	<i>FY 17</i>	<i>FY 18</i>
PROJECTED APPROPRIATIONS	Appropriation	ppropriation	ppropriation	ppropriation	ppropriation
<i>Three % Increases</i>	Budget	Budget	Budget	Budget	Budget
Rubbish Enterprise Fund					
Salaries/Wages	45,360	46,721	48,122	49,566	51,053
General Expenses	57,775	59,508	61,293	63,132	65,026
Household Trash Collection/Disp	287,331	295,951	304,829	313,974	323,394
Debt	20,320	19,360	18,400	17,440	16,480
Total Rubbish Enterprise Fund	410,786	421,540	432,645	444,113	455,953
Rubbish Debt	20,320	19,360	18,400	17,440	16,480
Rub. Debt as % of Rub. Budget	4.95%	4.59%	4.25%	3.93%	3.61%
All Debt	1,062,222	999,439	941,313	886,316	802,110
All Debt as % of All Budget	8.24%	7.76%	7.15%	6.61%	5.85%
PROJECTED CAPITAL					
RUBBISH IMPROVEMENTS					
	<i>FY 14</i>	<i>FY 15</i>	<i>FY 16</i>	<i>FY 17</i>	<i>FY 18</i>
Rubbish					
Compost Site	80,000	100,000	300,000	100,000	100,000
<i>Sub Total</i>	<i>80,000</i>	<i>100,000</i>	<i>300,000</i>	<i>100,000</i>	<i>100,000</i>
Total Rubbish Capital Improvemen	80,000	100,000	300,000	100,000	100,000
Less: Capital thru Rates	0	0	0	0	0
Less: Borrowing	(80,000)	(55,000)	(260,000)	(65,000)	(70,000)
Less: Capital using Other Sources	0	(45,000)	(40,000)	(35,000)	(30,000)
Total Other Sources	0	0	0	0	0

Appendix F – Schedule 1: FY12 School Department Share of Town Expenses

ADMINISTRATIVE EXPENSES

Actual FY12

Town Expenses	<i>Town Budget</i>	<i>Allocated Town Costs</i>	<i>Town Costs Schedule 1</i>	<i>Basis for Allocation</i>
<u>Town Administrator</u>				
salary	155,173	4,655		3.00%
benefits/ health expenses	14,547	436		3.00%
other/ benefits	4,708	141		3.00%
	29,720	892		3.00%
			6,124	
<u>Town Accountant</u>				
salary	94,115	31,369		33.33%
benefits/ health expenses	5,454	1,818		33.33%
other/ benefits	5,353	1,784		33.33%
	21,054	7,017		33.33%
			41,988	
<u>Accountant/Clerical</u>				
salaries	54,253	8,138		15.00%
benefits/ health expenses	5,428	814		15.00%
other/ benefits	39,618	5,943		15.00%
	11,962	1,794		15.00%
			16,689	
<u>Treasurer/Collector</u>				
salaries	112,269	37,419		33.33%
benefits/ health expenses	4,535	1,512		33.33%
other/ benefits	37,270	12,422		33.33%
	25,035	8,344		33.33%
			59,697	
<u>Unemployment</u>				
expenses	42,009	38,100	38,100	actual
<u>Data Processing</u>				
expenses	92,526	30,839	30,839	33.33%
<u>Town Audit</u>				
expenses	31,860	10,619	10,619	33.33%
<u>Crossing Guard</u>				
salaries	5,562	5,562	5,562	100.00%
Eligible Salaries	421,372	87,143		
Eligible Benefits	117,735	22,627		
Eligible Expenses	253,344	99,848		
TOTAL	792,451	209,618	209,618	

Appendix F – Schedule 1: Actual FY12 School Department Share of Town Expenses [continued]

ANALYSIS: TOWN COSTS/SCHEDULE 1

Actual FY12

Town Expenses

	<i>Town Budget</i>	<i>Allocated Town Costs</i>	<i>Basis for Allocation</i>	<i>Town Costs Schedule 1</i>
Administrative				
payrolls	421,372	87,143	see	87,143
benefits	117,735	22,627	attached	22,627
supplies/ expenses	253,344	99,848	schedule	99,848
	<u>792,451</u>	<u>209,618</u>		209,618
Public Works				
payroll	585,313	29,266	5.00%	29,266
benefits/ health	56,345	2,817	5.00%	2,817
other/ benefits	97,870	4,894	5.00%	4,894
supplies/ expenses	525,363	26,268	5.00%	26,268
utilities	1,277,662	12,777	1.00%	12,777
	<u>2,542,554</u>	<u>76,021</u>		76,021
Employee Benefits				
non-teaching retire	500,398	67,654	Actual	67,654
health & life	699,247	147,253	Actual	147,253
taxes/ FICA	60,343	18,164	Actual	18,164
	<u>1,259,988</u>	<u>233,071</u>		233,071
Transportation				
MBTA assessment	72,905	0		0
Community Services				
police & fire	2,028,656	0		0
recreation	6,695	0		0
	<u>2,035,351</u>	<u>0</u>		<u>0</u>
Insurance				
workmen's comp	30,822	7,878	Actual	7,878
property/ equipment	133,482	17,645	Actual	17,645
school liability	1,999	1,999	Actual	1,999
school accident	2,159	2,159	Actual	2,159
principal's bond	0	0	Actual	0
	<u>168,462</u>	<u>29,681</u>		29,681
Regional Schools				
North Shore Voc/ Tech	90,845	0		0
Essex Agi Assessment	0	0		0
School Assessments				
Special Education	0			
Charter School Assessment	35,715			
Assessment School Choice	0			
Reimbursement	(3,572)	32,143		32,143
Total Town Costs		580,534		580,534
Including North Shore Voc				90,845
Principal School Borrowings (Long-Term)				327,000
Interest School Borrowings (Long Term)				188,341
Fixed Assets				0
Per Schedule 1				1,186,720

Appendix G – Schedule 19: Projected FY13 School Department Share of Town Expenses

ADMINISTRATIVE EXPENSES

Projected FY13

Town Budget

	<i>Town Budget</i>	<i>Allocated Town Costs</i>	<i>Town Costs Schedule 19</i>	<i>Basis for Allocation</i>
<u>Town Administrator</u>				
salary	101,877	3,056		3.00%
benefits/ health expenses	26	1		3.00%
other/ benefits	9,460	284		3.00%
	19,357	581		3.00%
			3,922	
<u>Town Accountant</u>				
salary	97,698	32,563		33.33%
benefits/ health expenses	5,633	1,877		33.33%
other/ benefits	9,410	3,136		33.33%
	21,494	7,164		33.33%
			44,740	
<u>Accountant/Clerical</u>				
salaries	56,562	8,484		15.00%
benefits/ health expenses	5,608	841		15.00%
other/ benefits	48,500	7,275		15.00%
	12,444	1,867		15.00%
			18,467	
<u>Treasurer/Collector</u>				
salaries	124,545	41,511		33.33%
benefits/ health expenses	15,037	5,012		33.33%
other/ benefits	38,800	12,932		33.33%
	27,400	9,132		33.33%
			68,587	
<u>Unemployment</u>				
expenses	60,000	30,000	30,000	50.00%
<u>Data Processing</u>				
expenses	107,850	35,946	35,946	33.33%
<u>Town Audit</u>				
expenses	26,200	8,732	8,732	33.33%
<u>Crossing Guard</u>				
salaries	5,729	5,729	5,729	100.00%
Eligible Salaries	386,411	91,343		
Eligible Benefits	106,998	26,475		
Eligible Expenses	300,220	98,306		
TOTAL	793,629	216,124	216,124	

Appendix G – Schedule 19: Projected FY13 School Dept Share of Town Expenses [continued]

ANALYSIS: TOWN COSTS/SCHEDULE 19

Projected FY13

Town Budget

	<i>Town Budget</i>	<i>Allocated Town Costs</i>	<i>Basis for Allocation</i>	<i>Town Costs Schedule 19</i>
Administrative				
payrolls	386,411	91,343	see	91,343
benefits	106,998	26,475	attached	26,475
supplies/ expenses	300,220	98,306	schedule	98,306
	<u>793,629</u>	<u>216,124</u>		216,124
Public Works				
payroll	611,161	30,558	5.00%	30,558
benefits/ health	58,182	2,909	5.00%	2,909
other/ benefits	103,897	5,195	5.00%	5,195
supplies/ expenses	547,435	27,372	5.00%	27,372
utilities	1,501,075	15,011	1.00%	15,011
	<u>2,821,750</u>	<u>81,045</u>		81,045
Employee Benefits				
non-teaching retire	536,183	75,066	estimated	75,066
health & life	762,580	150,014	estimated	150,014
taxes/ FICA	66,200	19,860	estimated	19,860
	<u>1,364,963</u>	<u>244,940</u>		244,940
Transportation				
MBTA assessment	71,998	0		0
Community Services				
police & fire	2,182,705	0		0
recreation	6,695	0		0
	<u>2,189,400</u>	<u>0</u>		<u>0</u>
Insurance				
workmen's comp	38,193	7,600	estimated	7,600
property/ equipment	138,859	20,529	estimated	20,529
school liability	2,071	2,071	estimated	2,071
school accident	2,700	2,700	estimated	2,700
principal's bond	0	0	estimated	0
	<u>181,823</u>	<u>32,900</u>		32,900
Regional Schools				
North Shore Voc/ Tech	115,747	0	Schedule 19	0
Essex Agi Assessment	2,500	0	Schedule 19	0
School Assessments				
Special Education	0			
Charter School Assessment	18,370		Schedule 19	
Assessment School Choice	0			
Reimbursement	(1,786)	16,584		16,584
Total Town Costs		591,592		591,592
Including North Shore Voc and Essex Agi Assessments				118,247
Principal School Borrowings (Long-Term)				327,000
Interest School Borrowings (Long Term)				175,788
Fixed Assets				0
Per Schedule 19				1,212,627

Appendix H – Sources and Uses of One-Time Revenue

Current Available Sources

Available Article Transfers	73,512
Available Free Cash	530,684
Overlay Surplus	107,095
Total Available Sources	711,291

Uses of Sources

FY 14 (Art 7 ATM 4/13) - School Budget	502,497
FY 14 (Art 7 ATM 4/13) - Police Cruiser	35,000
FY 14 (Art 7 ATM 4/13) - Fire Capital	12,000
FY 14 (Art 7 ATM 4/13) - DPW Capital	30,000
FY 14 (Art 24 ATM 4/13) - OPEB Stabilization Fund	1
FY 13 Transfers (Art 3 ATM 4/13) Fire Salaries	15,000
FY 13 Transfers (Art 3 ATM 4/13) Fire Expenses	2,500
FY 13 Transfers (Art 3 ATM 4/13) Election/Registration-Sal.& Expenses	8,000
FY 13 Tranfers (Art 3 ATM 4/13) - School Expenses (Swampscott Tuition)	17,106
FY 13 Tranfers (Art 3 ATM 4/13) - Emergency Storm Clean Up	53,000
FY 13 Snow and Ice (Art 4 ATM 4/13)	35,000
Prior Year School Transportation Bill (Art 28 ATM 4/13)	1,187
Total Uses of Sources	711,291

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

School Supplementary Programs 2012-2013

With some frequency, especially at budget development time, a number of questions arise about the fiscal status of several school supplementary programs. Each of these programs is fully self-supporting through tuition and fees and no taxpayer monies are allocated for their funding. Each of the programs is enrolled on a day to day basis and therefore this report is based on average attendance. Staffing is adjusted on a day to day basis based on student participation.

Breakfast Program

Rates are \$4/day for students in the reduced lunch program, \$6/ day for one child and \$11/day for two children or more but we don't have anyone in the 3 or more children category. Costs are approximately 14.00/day for salary plus food, etc. We typically have 5 students per day. The program therefore is projected to be about even in revenues and expenses this school year.

Lunch Bunch

This is a 2.5 hour per day program for preschool students who are dismissed at 11:30 and stay for lunch and supervision until school is dismissed at 2:15. Participation varies widely from zero (14 times this year) to as high as 8 students per day. From the first day of school to January 18 we had a total of 232 student units at \$17/day for total revenue of \$3944. Our salary costs were \$3490 for the same time period. When we add incidental costs this is another program that is self-supporting with little positive margin.

After School Program

Rates are 6.50/ hour for one child, 9.70/hour for 2+ children (we have no current families with more than 2 children) and a reduced rate for student in the free and reduced lunch program. We have approximately 50 students signed up and an average daily attendance of 35 students. Staffing is adjusted on a daily basis. There has been no salary increase for this staff for several years. Average monthly revenue this year has been approximately \$6,000/month and average costs have been \$5400/month for salary and the balance pays for supplies and materials.

Summer Day Program

This is a series of 4 two week programs in the summer for children ages 5-12 held at the Johnson School. Enrollment is for full (\$63) or half day (\$35) periods and discounts occur for multiple children from one family. Up to 4 staff people are employed dependent on enrollment. Total tuition is estimated at \$21,600 plus a \$400 fundraiser for total revenue of \$22,000. Expenses for payroll (\$15,100), insurance (\$2,418), building use fees (\$200), supplies (4300) and snacks (\$400) total \$18,418. A small balance provides for start-up costs and unanticipated costs assuring 100% self-supporting status.

Note: All figures in this appendix were provided by the School Department and have not been reviewed by the Advisory and Finance Committee. This appendix is included for informational purposes only and does not imply any endorsement or recommendation in the affirmative or negative by the Advisory and Finance Committee of any programs or practices specified herein.

Appendix J – Proposed Police By-Law Amendments (Article 30)

ARTICLE

I move that the Town vote to amend the existing Nahant Police By-Laws by adding to the Police By-Laws the following:

“Article XIII entitled Non-Criminal Disposition of Violations”; and to delete the following sections of the Police By-Laws:

Article I. General Provisions

1. Definitions.

For the purpose of this chapter, the following words shall have the following meanings:

- A. "Board" means a governmental body of the Town government.
- B. "Commission" means a governmental body of the Town government.
- C. "Department head" means the person in charge of the operation of a department of the Town government of Nahant.
- D. "Enforcing officer" means any municipal officer of the Town government who takes cognizance of a violation of a specific rule or regulation of the Town who is empowered to enforce the provisions of this chapter in accordance with the provisions of G.L Chapter 40, Section 21D.
- E. "Municipal officer" means any official of the Town government with the responsibility for taking cognizance of a violation of specific rules or regulations of the Town in accordance with the provisions of this chapter and G.L Chapter 40, Section 21 D.
- F. "Offender" means any person alleged to be in violation of the rules and regulations of any municipal officer, board, commission or department of the Town.
- G. "Rules and regulations" means the duly promulgated standards, regulations or requirements, adopted in accordance with this chapter, of any municipal officer, board, commission or department of the Town of Nahant.

2. Applicable penalties.

Any person, firm or corporation violating any of the provisions of this chapter or the duly promulgated rules and regulations of any municipal officer, board, commission or department shall be subject to the general penalty provided for by the provisions of Article II, section 6 of this revision or by the specific penalties provided for by the rules and regulations of any municipal officer, board, commission or department.

3. Promulgation.

For the purpose of the promulgation of rules and regulations by any municipal officer, board, commission or department, the procedures used pursuant to the state administrative procedure law, Chapter 30A, General Laws, where in the opinion of the Nahant Chief of Police and/or the Town Counsel, they are applicable, are adopted and incorporated by reference.

Article II. - Noncriminal Disposition of Violations

1. Issuance of notice to appear.

Any municipal officer of the Town taking cognizance of a violation of a specific rule or regulation of the Town which he or she is empowered to enforce, hereinafter referred to as the enforcing person, as an alternative to initiating criminal proceedings, after giving said alleged offender a notice to cease and desist said violations, may give to the offender a written notice to appear before the Clerk of the Lynn Division District Court Department at any time during the court's office hours, but not later than twenty-one days after the date of such notice. Such notice shall be in triplicate

and shall contain the name and address, if known, of the offender, the specific offense charged, and the time and place for his or her required appearance. Such notice shall be signed by the enforcing person, and shall be signed by the offender, whenever practicable; in acknowledgement that such notice has been received.

2. Delivery or mailing of notice.

A. The enforcing person shall, if possible, deliver to the offender a copy of the notice, as described in Article II, section 1, at the time and place of the violation. If it is not possible to deliver a copy of the notice to the offender at the time and place of the violation, the copy shall be mailed or delivered by the enforcing person, or by the head of his or her department or by any person authorized by such department head to the offender's last known address, within fifteen days after the violation. Such notice as so mailed shall be deemed a sufficient notice, and a certificate of the person so mailing such notice that it has been mailed in accordance with this section shall be prima facie evidence thereof.

B. At or before the completion of each workday, or at the beginning of the first subsequent workday, the enforcing person shall give to his or her department head those copies of each notice of such violation he or she has taken cognizance of during the workday which have not already been delivered or mailed by him or her as aforesaid. The department head shall retain and safely preserve one copy and shall, at a time not later than the next court day after such delivery or mailing, deliver the other copy to the Clerk of the Lynn Division District Court Department, before which the offender has been notified to appear.

3. Payment off fine.

Any person notified to appear before the Clerk of the Lynn Division District Court Department as provided in this article, may so appear and confess the offense charged, either personally or through a duly authorized agent or by mailing to the Town clerk with the notice described in this article, with the specific sum of money not exceeding the penalty set forth in Article II, section 6 of this revision, for each offense or as the Town, any municipal officer, board, commission or department shall fix as penalty for violation of the ordinance or rule or regulation. Such payment shall, if mailed, be made only by postal note, money order or check. The payment to the Town clerk of such sum shall operate as a final disposition of the case. (As provided for by Section 21 D of Chapter 40, General Laws, an appearance under this article shall not be deemed to be a criminal proceeding. No person so notified to appear before the Clerk of the Lynn Division District Court Department shall be required to report to any probation officer and no record of the case shall be entered in any probation records.)

4. Hearing-Failure to appear or pay fine.

If any person so notified to appear desires to contest the violation alleged in the notice to appear and also to avail himself or herself of the procedures established pursuant to this article, he or she may, within twenty-one days after the date of the notice, request a hearing in writing. Such hearing shall be held before a judge, clerk or assistant clerk of the Lynn Division District Court Department, as the court directs, and if the judge, clerk or assistant clerk, after hearing, find that the violation occurred and that it was committed by the person so notified to appear, the person so notified shall be permitted to dispose of the as aforesaid, or such lesser amount as the judge, clerk or assistant clerk orders, which payment shall operate as a final disposition of the case. If the judge, clerk or assistant clerk, after hearing, finds that the violation alleged did not occur or was not committed by the person notified to appear, that finding shall be entered in the docket, which shall operate as a final disposition of the case. Proceedings held pursuant to this article shall not be deemed to be criminal proceedings. No person disposing of a case by payment of such a penalty shall be required to report to any probation office as a result of such violation, nor shall any record of the case be entered in the probation records.

If any person so notified to appear before the clerk of the Lynn Division District Court Department fails to pay the fine provided under this article within the time specified or, having appeared, does not confess the offense before the clerk or pay the sum of money fixed as a penalty after a hearing and finding as provided in section 3 of this section, the clerk shall notify the enforcing person who issued the original notice, who shall determine whether to apply for the issuance of a complaint for the violation of the appropriate ordinance, rule or regulation.

5. Enforcing officers.

Without intending to limit the generality of the foregoing, it is the intention of this provision that the following titles and sections of these Ordinances are to be included within the scope of this chapter on noncriminal disposition, and that in addition to police officers who shall in all cases be considered enforcing persons for the purposes of this chapter, the municipal personnel listed below for each title shall also be enforcing persons:

- (a) Animals. Enforcing officers: Animal control officers or other duly authorized officer and the Nahant DPW Superintendent supervisor;
- (b) Health and Safety Code. Enforcing officers: Health agent and code enforcement officers or other duly authorized officer and the superintendent of public works and the assistant superintendent of public works and Town of Nahant firefighters and building inspectors and local inspectors;
- (c) Public Peace, Safety and Welfare. Enforcing officers: Health agent and code enforcement officers or other duly authorized officer;
- (d) Streets and Sidewalks. Enforcing officers: Superintendent of public works or other duly authorized officer;
- (e) Public Services. Enforcing officers: Superintendent of public works or Building Inspectors or other duly authorized officer;
- (f) Buildings and Construction. Enforcing officers: Building inspector and local inspectors or other duly authorized officer of the Town of Nahant;
- (g) Environment. Enforcing officers: Building inspector, local inspectors and chairperson of conservation commission or other duly authorized officer;
- (h) Zoning. Enforcing officers: Building inspector and local inspectors or other duly authorized officer.

6. Penalties.

A Unless otherwise provided by specific law or ordinance, the penalty to apply in the event of a violation of any ordinance enforced by the noncriminal disposition procedure in this chapter shall be as follows; not less than twenty-five dollars and not more than three hundred dollars per offense, in accordance with the fine structure hereinafter set forth:

1 st offense:	Warning
2 nd offense:	\$ 25.00
3 rd offense:	\$ 50.00
4 th offense:	\$100.00
5 th and subsequent offenses, absent any mitigating circumstances:	\$300.00

Each day on which a violation exists shall be deemed to be a separate offense.

B. Any person or entity who both fails to provide payment to the Town clerk as provided by Section 4 and fails to make written request for a hearing within twenty-one days to the Town clerk and the clerk magistrate of the Lynn District Court shall be assessed a late fee of fifty dollars. Written notice of this late fee shall be forwarded to such person or entity by regular mail by either the Town clerk or the enforcing officer. The original penalty plus the late fee shall be due and payable to the Town clerk within thirty days of the date of the written notice.

C. If the original penalty and the late fee are not paid in full within thirty days from the written notice described in subsection B above, then the amount due to the city shall be three hundred dollars.

D. In the event that the initial violation resulting in a penalty under this Section is a violation of the State Sanitary Code or the Health Code set forth in the ordinances of the Town of Nahant, then the balance due to the Town from any penalties, fines or late fees imposed under this Section shall constitute a lien on the property of the person or entity owing such charges in accordance with Chapter 497 of the Acts of 1991.

ARTICLE III - OFFENSES GENERALLY

1. Junk heaps, dumps and automobile graveyards.

All junk heaps, dumps or automobile graveyards, so-called, where old, discarded, worn-out or junked automobiles, or parts thereof, or appliances, used lumber, scrap metal or similar debris are gathered together, kept,

deposited or allowed to accumulate, in such location or situation, either within or without the limits of any highway, so as to be unsightly, detracting from the natural scenery and injurious to the comfort and happiness of individuals and the public, and injurious to property rights, are declared to be public nuisances. Any person in violation of the provisions of this section shall be subject to the penalties set forth in ARTICLE II, section 6.

2. Dumpsters-Compactors.

No person, corporation, business, commercial establishment, public or private entity or residence shall within the Town of Nahant place or maintain on any real property exposed to public access or view a receptacle container or compactor, commonly referred to as a dumpster or compactor, for the storage, collection and disposal of refuse, rubbish, litter, trash or solid waste, which is not enclosed on four vertical sides by a perimeter enclosure, fence, facade or screen which restricts physical and visual access to the dumpster or compactor. Dumpsters and compactors located within the confines of buildings which restrict physical and visual access shall be exempt from the enclosure provisions of this section.

A. Containers, compactors, or dumpsters used by any person, corporation, business, commercial establishments, public or private entity or residence used for the storage of waste, refuse, solid waste, garbage, litter, junk or other forms of rubbish shall be watertight and rodent-proof with tight-fitting covers. Said containers and container covers shall be made of metal or other durable, rodent-proof material. Tight-fitting covers for containers, compactors, or dumpsters shall be made of metal or other durable, rodent-proof material and shall be tightly secured at all times while awaiting final collection.

B. Any owner of any property for which a corporation, business, commercial establishment, public or private entity, or residence where said containers, compactors, or dumpsters are located, that is in violation of the provisions of this section shall be subject to the penalties set forth in ARTICLE II, section 6 of the Town of Nahant.

C. This provision shall not apply to any dumpster used for the actual collection of construction debris during or while in the active process of construction or demolition operating under a valid building permit issued for any structure or building; but said dumpster must be emptied on a regular schedule when filled so as not to create any health hazard or condition. Upon completion of any construction, as aforesaid, said dumpster must be removed forthwith: but, in no event later than ten (10) days following active construction work.

3. Accumulations of litter.

Whoever, being the owner or in control of any lot or premises in the Town, permits the disposal or accumulation of refuse, rubbish, junk, garbage or other litter thereon so as to thereby commit or maintain a nuisance is liable to the penalties provided in ARTICLE II, section 6.

4. Sanitary code violations.

The provisions of the sanitary code are hereby incorporated and adopted by reference in this health code. Therefore, any person or entities who violate a provision of such sanitary code shall be in violation of this health code and subject to the penalties set forth in ARTICLE II, section 6.

5. State Fire Code and State Building Code violations.

The provisions of the State Fire Code and State Building Code are incorporated and adopted by reference in this health code. Therefore, any person or entity who violates a provision of the State Fire Code or State Building Code shall be in violation of this health code and subject to the penalties set forth in SECTION II, section 6.

6. Wetlands protection law violations.

The provisions of the Town of Nahant wetlands protection laws set forth are hereby incorporated and adopted by reference in this health code. Therefore, any person or entity who violates a provision of the Ordinances of the Town of Nahant shall also be in violation of this health code and subject to the penalties set forth in SECTION II, section 6.

7. Storage of waste at a residence prior to collection.

The board of health shall require that all containers used for the storage of household waste, refuse, solid waste, garbage, litter, junk or other forms of rubbish be physically placed prior to the weekly collection at a location on the exterior of the residence, firmly secured from animal intrusion as follows:

- A. Containers used for the storage of household waste, refuse, solid waste, garbage, litter, junk or other forms of rubbish shall be watertight and rodent-proof with tight-fitting covers. Said containers shall be made of metal or other durable, rodent-proof material and for the purpose of this chapter shall be referred to as "rodent-proof containers".
- B. Only trash bags designated as rodent-resistant trash bags or compactor trash bags can be used for the storage of household waste, refuse, solid waste, garbage, litter, junk or other forms of rubbish.
- C. The owner of any dwelling that contains three or more dwelling units, the owner of any rooming house, and the owner of any other dwelling place shall provide as many rodent-proof containers, rodent-resistant trash bags and/or compactor bags for the storage of household waste, refuse, solid waste, garbage, litter, junk or other forms of rubbish without the use of a rodent-proof container. Regular household trash bags may only be used when properly stored in rodent-proof containers.
- D. Each occupant of each dwelling, dwelling unit, or rooming unit shall be responsible for the proper placement of his or her household waste, refuse, solid waste, garbage, litter, junk or other forms of rubbish in rodent-proof containers, rodent-resistant trash bags, and/or compactor bags as required by this section.
- E. Any owner or owner of any other dwelling that is in violation of the provisions of this section shall be subject to the penalties set forth in ARTICLE II, section 6.

8. Storage of wastes placed out for collection.

The board of health and the department of public works shall require that containers used for the collection of refuse within the Town of Nahant comply with the following standards:

- A. All household waste, refuse, solid waste, garbage, litter, junk or other forms of rubbish set out for curbside collection shall be stored in rodent-proof containers and/or rodent-resistant trash bags. Said rodent-proof containers, rodent resistant trash bags, and/or compactor bags shall not be filled in excess of its defined bag limits. Regular household trash bags shall not be placed on the sidewalk for curbside collection.
- B. All refuse must be placed out for collection not later than seven a.m., (EST or EDT) when in effect on the day of collection. Anyone placing rubbish out after stop has been collected will be in violation of this revision. All acceptable refuse may be placed out for collection no earlier than five p.m., on the day before scheduled collection. No person, firm or corporation shall place out for collection, any refuse that does not comply with this revision;
- C. No person shall place any rodent-proof container, container of ashes, rubbish and/or ordinary commercial wastes upon any sidewalk or way for collection by the Town of Nahant or its employees or agents unless the same shall be so covered or otherwise secured as to prevent the ashes or other contents thereof from blowing or otherwise escaping therefrom into or upon any street or way or part thereof. Private parties, firms or corporations may collect ordinary commercial and/or extraordinary commercial and industrial wastes provided that such collection shall be made only when said wastes are enclosed in tight metal or rigid containers which shall be nonleakable and the vehicle in which such wastes are carried including garbage and ordinary commercial wastes shall be subject to supervision or the department of public health and licensed therefore in accordance with statute. No person shall place refuse for collection in front of any building where the refuse was not generated.
- D. Any owner or owner of any other dwelling that is in violation of the provisions of this section shall be subject to the penalties set forth in ARTICLE II, section 6.

9. Littering or dumping.

No person shall throw or place, or cause to be thrown or placed, in or upon any street or public place, or into any catch basin of any sewer or drain, or into any drainage ditch in the Town, any dirt, filth, garbage, rubbish, shavings, refuse or waste matter of any kind. Any person in violation of the provisions of this section shall be subject to the penalties set forth in ARTICLE II, section 6.

10. Trailers.

- A. No trailer shall be used for human habitation in the Town, whether for temporary or permanent use, and whether or not placed on a foundation.
- B. "Trailer" means any vehicle or object on wheels and having no motive power of its own, but which is drawn by or used in combination with a motor vehicle.

Any person in violation of the provisions of this section shall be subject to the penalties set forth in ARTICLE II, section 6.



NAHANT POLICE DEPARTMENT
198 NAHANT ROAD, NAHANT, MA 01908-1298
Robert C. Dwyer, Chief

TEL. 781-581-1212
FAX 781-581-1907
www.nahantpolice.org

March 7, 2013

Mr. Andrew Bisignani, Town Administrator
Nahant Town Hall
334 Nahant Rd.
Nahant, MA

Dear Andy,

I am writing this letter to inform you that I reviewed the by-law amendment Article 29 with Town Counsel Charles Riley, and I am in agreement with the amended by law change.

If you have any questions or concerns please contact me at your convenience.

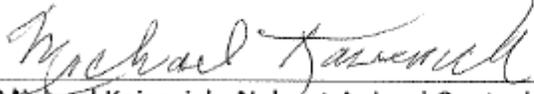
Sincerely,

Robert C. Dwyer

A COMMUNITY POLICING DEPARTMENT

March 11, 2013

I have reviewed the following Article 29 and am in agreement with the amended by-law change. This control is necessary due to the severe rodent issue and violations of health and sanitation code with rubbish, refuse, junk, garbage and litter.



Michael Kairevich, Nahant Animal Control Officer.

Andrew Bisignani

From: Tim Lowe <tlowe@nahant.org>
Sent: Wednesday, March 06, 2013 1:24 PM
To: Andrew Bisignani
Subject: by law

Andy,

I have reviewed article 29 and am in agreement with the amended by law change.

Tim Lowe
Superintendent
Nahant Public Works
P: 781-581-0026
F: 781-593-0340

March 11, 2013

I have reviewed the following Article 29 and am in agreement with the amended by-law change. This control is necessary due to the severe rodent issue and violations of health and sanitation code with dumpsters, rubbish, refuse, junk, garbage and litter.



Wayne Wilson, Nahant Building Inspector

TOWN OF NAHANT

**COMMUNITY PRESERVATION COMMITTEE
REPORT**

SPRING 2013

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 (Tom Costin, Paul Spirn, and Mark Reenstierna) and representatives of the Town’s Conservation Commission (Ellen Steeves), Historic Commission (Lynne Spencer), Housing Authority (Susan Bonner), Planning Board (Carl Easton), Open Space Committee (John Benson) and Recreation Commission (Jennifer McCarthy). Carl Easton was elected Chair, Paul Spirn serves as Vice Chair and Financial Liaison to the Town, and John Benson 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 2013 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 27, 2013, for approval.

This document, the Community Preservation Report, Spring 2013 is a summary of the CPC’s work during the twelve month period following the 2012 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.

[Type text]

Appendix L – Report of the Community Preservation Committee [continued]

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 Ninth (9th) Fiscal Year since the acceptance of the Community Preservation Act by the Town of Nahant in 2004. At this spring's Annual Town Meeting we will be making recommendations to appropriate the anticipated Fiscal Year 2014 CPA funds [our Tenth (10th) Fiscal Year of CPA. Since adoption and through the current Fiscal Year, FY'13, the Town will have raised through its CPA surtax the sum of \$1,424,490.46. In October, 2013 the Town of Nahant received an approximately 60% match from the State CPA Fund. In October 2013 we have estimated that the Town of Nahant will receive \$87,180.00 as a state match against FY '13 CPA surcharge revenues, an approximately fifty percent (50%) match. Through October of 2013 Nahant will have received \$984,722.00 in State matching funds, or approximately a 69% match since the Town's acceptance of the Community Preservation Act. A sheet showing the Source of Community Preservation Funds estimated through Fiscal Year 2013 is set forth on Attachment II-A.

As shown on Attachment II-A, exclusive of Borrowings, the Town through the next Fiscal Year 2014 will have had \$2,734,611.07 of funds made available to it to use for Community Preservation Act purposes.

Since the Town adopted the Community Preservation Act in 2004, \$2,275,480 of CPA funds (including the \$625,000 raised by borrowing for the Town Wharf Project approved at the 2008 Annual Town Meeting) have been appropriated for 34 projects. Attachment II-B 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 \$3,351,480, of which CPA funding represents but a fraction of the total project cost (\$2,275,480), and the Town's share, i.e., the Town's surtax, is less yet (\$1,246,663).

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 the CPA were not there to fill funding gaps and to stimulate qualifying projects. Since adoption of the CPA, of the 34 projects approved, six had conditions for matching funds. One, the American Legion Porch Repair Grant, was not accepted. One, the Little League Study was not completed and the money re-appropriated. Of the project cost for the thirty-two (32) remaining approved projects \$3,351,480, the Town's share (raised by the surtax) of the awards for those projects, \$1,246,663 represents approximately 37.2% of the total cost of the approved projects. In other words, the Town has been able to achieve something close to a 3:1 leverage from its CPA funds. (See attachment II-C).

[Type text]

Appendix L – Report of the Community Preservation Committee [continued]

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

	<u>Nahant Surtax</u>	<u>State Match</u>	<u>Interest</u>	<u>Initial principal Amount of Outstanding 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		<u>\$301,159.81</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 ³	\$171,436.00	\$8,461.80	\$625,000.00	<u>\$974,194.11</u> ³
FY 10	\$166,415.35 ⁴	\$130,283.00	\$1,488.04 ⁴		<u>\$298,186.39</u> ⁴
FY 11	\$168,141.27 ⁵	\$101,543.00	\$1,280.31 ⁵		<u>\$270,964.58</u> ⁵
FY 12	\$173,363 ⁶	\$86,681.50 ⁶	\$1,000.00 ⁶		<u>\$261,044.50</u> ⁶
FY 13	\$170,521 ⁶	\$85,260.50 ⁶	\$1,000.00 ⁶		<u>\$256,781.50</u> ⁶
FY 14	\$174,360 ⁶	\$87,180.50 ⁶	\$1,000.00 ⁶	<u>100,000</u>	<u>\$262,540</u> ⁶
TOTALS	<u>\$</u> <u>1,598,850.46</u> ¹⁻⁷	<u>\$1,071,902.50</u> ⁷	<u>\$63,858.11</u> ⁷	<u>\$725,000.00</u>	<u>\$3,285,251.07</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 Includes surtax lien recovery of \$145.29

⁵ Includes surtax lien recovery of \$718.97

⁶ Estimated

⁷ Includes estimates for FY '12, 'FY '13, and FY '14'

[Type text]

Appendix L – Report of the Community Preservation Committee [continued]

**Attachment II-B
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)	Unexpended balance \$1595.80 transferred for Public Ways Study
Master Plan	Planning Board	Open Space Master Plan-open space elements	\$5,000.00	(\$5,000.00)	Expended entirely
Administrative	CPC	Annual administrative costs of the committee	\$5,000.00	(\$1,810.13)	\$3,189.87 not used and returned to CPA Reserve

[Type text]

<u>FY 2007</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>
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	(\$450,000.00)	Funds expended
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)	\$8,266 transferred to Public Ways Study in FY11; \$5000 recommended to be transferred to Public Ways Study in FY12
Greenlawn Cemetery	Town of Nahant	Historic Improvements to Greenlawn Cemetery	\$15,000.00	(\$15,000.00)	Completed
Playgrounds	Swing With Me	Recreation Construction of two new playground areas	\$20,000.00	(\$20,000.00)	Completed
Dory Club Building	Dory Club	Historic Exterior renovations to Dory Club clubhouse building	\$40,000.00	(\$40,000.00)	Completed
Village Church	Village Church	Historic Roof and window restoration	\$50,000.00	(\$50,000.00)	Completed
Administrative	CPC	Annual administrative costs	\$5,000.00	(\$3,449.65)	1550.35 not used and returned to CPC General Reserve

FY 2008

<u>Project</u>	<u>Applicant</u>	<u>CPA Category and Description of Project</u>	<u>Appropriation Amount</u>	<u>Expended</u>	<u>Comments</u>
Forty Steps Beach Stairs	Town of Nahant	Open Space Provide stairway access to beach	\$150,000.00 by Borrowing	(\$150,000.00)	Completed
Military Housing Study	Town of Nahant Military Housing Committee	Housing Study of military housing property utilization	\$17,500.00	(\$17,500.00)	Completed
Nahant Little League Study	Nahant Little League	Recreation Study of Facilities	\$2,000.00	\$0.00	\$2,000 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 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	(\$15,923.48)	Phase III is to be completed by FY '13
Town Wharf Debt	Town of Nahant	Recreation, Open Space Historic Preservation Wharf Preservation	\$700,000.00 \$625,000.00 by Borrowing	(\$700,000.00)	\$625,000.00 borrowed. Work completed
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	(\$60,000.00)	Work completed
Community Garden	Town of Nahant	Open Space	\$10,000.00	(\$10,000.00)	Work completed
Public Way Study	Nahant Planning Board Committee	Open Space	\$12,500.00	(\$12,500.00)	Fully expended Study continuing
Administrative	CPC	Annual Administrative Costs	\$5,000.00	(\$2,701.78)	Unused portion of \$2,298.22 to be returned to CPC General Reserve

FY 2011

<u>Project</u>	<u>Applicant</u>	<u>CPA Category and Description of Project</u>	<u>Appropriation Amount</u>	<u>Expended</u>	<u>Comments</u>
Roof Replacement	Nahant Housing Authority	Housing Replace Roof	\$40,000.00	(\$20,338.40)	Work continuing
Dune Restoration	Town of Nahant	Open Space	\$5,000.00	(\$5,000.00)	Work completed
Public Way Study	Nahant Planning Board Committee	Open Space	\$9,861.80	(\$5,578.07)	Study continuing
Town Wharf	Town of Nahant	Recreation, Open Space, Historic Preservation Wharf Preservation	\$40,000.00	(\$40,000.00)	Work completed
Library Renovations	Nahant Library	Historic Preservation	\$45,000.00	(\$5,000.00)	Study continuing
Administrative	CPC	Annual Administrative Costs	\$5,000.00	(\$5,000.00)	Expended

FY 2012

<u>Project</u>	<u>Applicant</u>	<u>CPA Category and Description of Project</u>	<u>Appropriation Amount</u>	<u>Expended</u>	<u>Comments</u>
Public Way Study	Nahant Planning Board	Open Space	\$11,240.00	(\$400.00)	Study continuing
Community Garden	Town of Nahant	Open Space	\$15,000.00	(\$8,416.33)	Work continuing
Ellingwood Chapel Repairs	Town of Nahant	Historic Preservation	\$5,000.00	0	Work to be completed
Community Gates	Cemetary Committee	Historic Preservation	\$4,000.00	0	Work to be completed
Short Beach Master Plan and Nahant Life Saving Station Site Improvements	Town of Nahant Nahant Preservation Trust	Historic Preservation	\$190,000.00	(\$64,257.78)	Work continuing

Appendix L – Report of the Community Preservation Committee [continued]

Attachment II-C
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	\$	50%
Bailey's Hill Gazebo	\$18,000	\$10,000	\$5,000	\$8,000	\$1,000	28%
Building Study	\$1,500	\$1,500	\$750	None		50%
Master Plan Phase 1(both grants)	\$20,000	\$10,000	\$5,000	None	\$10,000	25%
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	21%
Generator	\$19,000	\$19,000	\$9,500	None	\$	50%
Master Plan Phase 2	\$30,000	\$15,000	\$7,500	None	\$15,000	25%
Cemetery	\$30,000	\$15,000	\$7,500	None	\$15,000	25%
Playgrounds	\$44,000	\$20,000	\$10,000	\$20,000	\$4,000	23%
Dory Club Phase 1	\$130,000	\$40,000	\$20,000	\$40,000	\$50,000	15%
Village Church	\$138,000	\$50,000	\$25,000	\$50,000	\$38,000	18%
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>21%</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>

Appendix L – Report of the Community Preservation Committee [continued]

FY 2008

Project	Total Project Cost	Grant	Town share of Grant	Required Grant Match	Additional Investment	% of Total cost
Forty Steps Beach	\$150,000	\$150,000	\$75,000	None	\$	50%
Military Housing Study	\$17,500	\$17,500	\$8,750	None	\$	50%
Nahant LL Study	\$2,000	\$2,000	\$1,000	None	\$	50%
Heritage Trails	\$53,500	\$23,500	\$11,750	None	\$30,000	22%
Totals FY 08	\$223,000	\$193,000	\$96,500	\$	\$30,000	43%
Totals 3 Years	\$1,874,500	\$958,500	\$474,250	\$568,000	\$348,000	25.3%

FY 2009

Project	Total Project Cost	Grant	Town share of Grant	Required Grant Match	Additional Investment	% of Total cost
Chairlift and Housing Improvements	\$24,000	\$24,000	\$12,000	None	\$	50%
Library, Chapel and Town Hall	\$200,000	\$200,000	\$100,000	None	\$	50%
Heritage Trails	\$40,000	\$20,000	\$10,000	None	\$20,000	25%
Town Wharf	\$700,000	\$700,000	\$350,000	None		50%
Total FY '09	\$964,000	\$944,000	\$472,000	\$	\$20,000	49%
Total 4 Years	\$2,838,500	\$1,902,500	\$946,250	\$568,000	\$368,000	33.3%

Appendix L – Report of the Community Preservation Committee [continued]

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 Window and Storm Doors	\$100,000	\$60,000	\$33,708	None	\$40,000	35%
Community Garden	\$10,000	\$10,000	\$5,618	None	\$	56%
Public Way Study	\$12,500	\$12,500	\$7,022	None	\$	56%
Total FY '10	\$122,500	\$82,500	\$46,348	None	\$40,000	38%
Total 5 Years	<u>\$2,961,000</u>	<u>\$1,985,000</u>	<u>\$992,598</u>	<u>\$568,000</u>	<u>\$408,000</u>	<u>33.5%</u>

FY 2011

<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>
Roof Replacement	\$40,000	\$40,000	\$25,157	None	None	63%
Library	\$45,000	\$45,000	\$28,302	None	None	63%
Dune Restoration	\$5,000	\$5,000	\$3,145	None	None	63%
Town Wharf	\$40,000	\$40,000	\$25,157	None	None	63%
Public Way Study	\$10,000	\$10,000	\$6,289	None	None	63%
Total FY '11	\$140,000	\$140,000	\$88,050	None	None	63%
Total 6 Years	<u>\$3,101,000</u>	<u>\$2,025,000</u>	<u>\$1,080,648</u>	<u>\$568,000.0</u>	<u>\$408,000.0</u>	<u>34.8%</u>

Appendix L – Report of the Community Preservation Committee [continued]

FY 2012

Project	Total Project Cost	Grant	Town share of Grant	Required Grant Match	Additional Investment	% of Total cost
Public Way Study	\$11,240	\$11,240	\$ 7,025	None	None	60%
Community Garden	\$15,000	\$15,000	\$ 9,375	None	None	60%
Ellingwood Chapel	\$5,000	\$5,000	\$ 3,145	None	None	60%
Cemetary	\$4,000	\$4,000	\$ 2,500	None	None	60%
Master Plan and NLSS	\$190,000	\$190,000	\$118,750	None	\$50,000	60%
Total FY '12	\$225,240	\$225,240	\$140,775	None	\$50,000	60%
Total 7 Years	\$3,326,240	\$2,250,240	\$1,221,423	\$568,000	\$458,000	36.7%

FY 2013

Project	Total Project Cost	Grant	Town share of Grant	Required Grant Match	Additional Investment	% of Total cost
Spindrift Chair Lift	\$12,710	\$12,710	\$7,875.00	None	\$	63%
Public Way Study	\$12,500	\$12,500	\$8,007.30	None	\$	63%
Total FY '13	\$25,210	\$25,210	\$15,882.30	None	\$	63%
Total 8 Years	\$3,351,45	\$2,275,450	\$1,237,305.30	\$568,000	\$458,000	36.5%

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 gathers information and ideas from Nahant citizens and groups who are knowledgeable about each of the community preservation areas. For instance, members of the CPC, if not the entire committee, regularly consult with members of the Planning Board, the Historic Commission, the Conservation Commission, the Recreation Commission, and the Nahant Housing Authority. As part of this year's process, the CPC held a public meeting on December 19, 2012. The CPC publicized the hearing through an article in the *Lynn Daily Item plus a direct mailing to town committee and board chairpersons and non-profit organizations in Nahant.*

The following items were made available to the members of the CPC via prior email, and to the general public via paper handouts at this meeting: Town of Nahant Community Preservation Committee, Grant Application Package & Project Submission Forms, Chart 1, Community Preservation Fund Allowable Spending Purposes (G.L. c. 4), City and Town . . . Governor Patrick Signs Changes to Community Preservation Act, Community Preservation Public Meeting — a press release to the Lynn Item announcing this public meeting.

This was an informational session to answer questions and to gather information for the assessment of the Town's community preservation needs.

At the public hearing the Chair put forth a history of the CPA, its basic funding mechanism, the appropriations mechanism and the Committee's (CPC) history over the years in Nahant, in particular that we were the 42nd municipality to adopt and that there are now 142 participating municipalities. The Committee pointed out that although the CPC makes recommendations (to both the Finance Committee and Town Meeting), all projects are voted on and approved (or not) by Town Meeting. He spelled out the four purposes of the act: Housing, Historic Preservation, Open Space, and Recreation as eligible projects and that the Act did not provide for maintenance expenditures. He also described the required 10% requirements for Housing, Historic, and Open Space funding. The most recent changes in CPA law, as described in a handout with the heading "City and Town" were also outlined.

As facilitator, Lynne Spencer then led the subsequent public discussion, in which she solicited questions, ideas, and comments from the audience (about a dozen persons), to which she and members of the CPC attempted to provide answers. Some of the topics and ideas proposed for work or repairs involving CPA-funded projects included the following:

- (1) the Town Wharf, including work on the seawall, floats, and boat ramp;
- (2) tennis and basketball courts;
- (3) Ellingwood Chapel;
- (4) Town Hall (men's room and windows);
- (5) the Town Library: the Librarian noted problems with crumbling walls, a malfunctioning boiler, skylights in need of re-doing, a walkway with broken tiles, and damage to interior plaster;
- (6) continuation of the Planning Board's project of identifying and determining the status of Town Rights of Way;
- (7) Open Space interest in the Town's obtaining ownership of certain properties in the vicinity of Furbush and Walton Roads, adjacent to the Nahant Thicket.
- (8) Community Housing interest in amendments to the Spindrifft, including a second chairlift, the resurfacing of the adjacent parking lot, correction of work done on a handrail, repairs to the concrete steps at one entrance, the need for new tiles in a stairwell—discussion of which suggested the possibility of putting resources into a new master plan for the building and grounds there instead of piecemeal work on individual items;
- (9) the troublesome problem of dealing with aggressive invasive plants in the Town's open spaces, in particular the Japanese Knotweed that is beginning to flourish at East Point.

It was noted that the deadline for applications is January 21, 2013.

Based on the information gathered, 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 19th, 2012:

Advertised by an article in *Lynn Daily Item*, direct mailing to town boards and organizations, and the Town web site.

Discussion of possible projects by category:

Historic Preservation:

- Public Library -- repairs
- Town Hall – repairs and improvements
- Ellingwood Chapel -- improvements

Open Space & Recreation:

- Town Wharf – reconstruction, preservation and rehabilitation
- Public way studies
- Tennis courts and basketball court rehabilitation
- Invasive species control
- Open space protection

Affordable Housing:

-
- Exterior stairs and driveway

II. Applications received:

Applicant	Project
Town of Nahant	Town Wharf - westerly sea wall
Town of Nahant	Town Wharf – southerly sea wall
Town of Nahant	Public Library
Town of Nahant	Town Hall
Town of Nahant	Ellingwood Chapel
Town of Nahant	Tennis and Basketball Court
Nahant Housing Authority	Parking and exterior steps

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 November, 2011. Town organizations and committees and non-profit organizations were notified, with the final date of application being February 28, 2012. 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.

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

Town of Nahant	Town Wharf - westerly sea wall
Town of Nahant	Town Wharf – southerly sea wall
Town of Nahant	Public Library
Town of Nahant	Town Hall
Town of Nahant	Ellingwood Chapel
Town of Nahant	Tennis and Basketball Court
Nahant Housing	Authority Parking and exterior steps

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 meet with the Committee in order 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 – Spring 2013

Please see pages 15-16 (Warrant Section) for the CPC's Spring 2013 Recommendations.

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

ATTACHMENT VI

APPLICANT	PROJECT	AMOUNT REQUESTED	Fiscal Year 2014 Appropriation Recommendations						TOTAL	NOTES
			Historic	Open Space	Community Housing	Recreational	Admin	CPA General Reserves Fund		
Town	WHARF PRESERVATION	PREVIOUS YEAR APPROPRIATION	\$76,250.01						\$76,250.01	DEBT PAYMENT ON \$625,000 AUTHORIZED 2008.
Library Director	LIBRARY REHABILITATION	\$30,000.00	\$30,000.00						\$30,000.00	
Town	REC. FEASIBILITY STUDY	\$25,000.00				\$25,000.00			\$25,000.00	
Town	WHARF SEA WALL-WESTERLY (RAMP TO MAJORAM HILL PARK)	\$100,000.00				\$25,400.00			\$25,400.00	AUTHORIZE TO BORROW \$100,000 DEBT \$25,400.
Town	WHARF SEA WALL-SOUTHERLY (DORY CLUB TO RAMP)	\$65,000.00				\$0.00			\$0.00	FY13-\$65,000.00 FROM GENERAL RESERVES.
Town	TOWN HALL REHABILITATION	\$20,000.00	\$10,000.00						\$10,000.00	
Town	ELLINGWOOD CHAPEL	\$10,000.00	0						\$0.00	FY13-\$10,000.00 FROM GENERAL RESERVES.
Housing Authority	SPINDRIFT DRIVEWAY/STAIRS	\$50,000.00				\$27,884.20			\$27,884.20	\$2,454.20 FROM Art. 10G 4/09 ATM. \$19,661.60 from Art. 15G 4/10 ATM and \$27,884.20 from FY14 Revenues.
Administrative							\$5,000.00		\$5,000.00	
CPA OPEN SPACE RESERVE				\$26,254.00					\$26,254.00	
CPA GENERAL RESERVE								\$36,751.79	\$36,751.79	
TOTALS		\$300,000.00	\$116,250.01	\$26,254.00	\$27,884.20	\$50,400.00	\$5,000.00	\$36,751.79	\$262,540.00	

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
_____		\$_____]

Appendix L – Report of the Community Preservation Committee [continued]

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.

At the **Town Wharf**, you can smell the salty air and hear children laughing, while playing exciting games, like taking a joyful dive into summertime! ~ **Arthur Michaud**



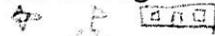
The dew on the wet grass and the scent of the early morning breeze at the **Soccer Field** remind me that it is my second home! ~ **Simone Nardizzi**



Every time I stroll along the **Heritage Trail**, a chill of bliss slithers up my spine. It's a perfect place to embrace your thoughts about Nature's talents. ~ **Colleen Osbahr**



The swoosh of the breeze blowing, as you line up to drive the ball through the air, makes **Kelley Greens** a picturesque place to relax. ~ **Kevon Palmer**

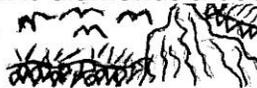


The **Nahant Public Library** looks like a castle and takes my breath away whenever I go inside. Then as I walk home, I feel like a kid in a candy store! ~ **Vicky Reid**



I love how the ocean at **Tudor Beach** is diamonds that sparkle on top of the sea.

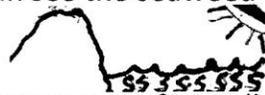
~ **Colin Reiling**



The calming essence of **Egg Rock** is not only a blissful seagull's paradise, but is full of wonder bottled up for years for all who know its past. ~ **Olivia Reiser**



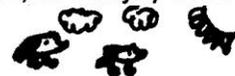
From atop **Forty Steps Rock**, you can see the seaweed waving to you in the glistening diamond-like water. ~ **Nikki Rosa**



I get a rush of bliss and my heart flutters away from all my problems when the beauty of **East Point** sends a chill up my spine. ~ **Taylor Schofield**



The blissful sound of the birds' singing rings peacefully in my ears, as I enjoy the sweet beauty of Nature, when I am at the **Bird Sanctuary**. ~ **Jordyn Sullivan**



The cool breeze in the grass and the trees swinging in the wind make **Bailey's Hill** an amazing sight and a great place to go during all seasons! ~ **Michael Vecchia**

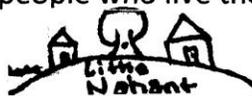


The **Witch House** is mysterious artifact of Nahant. It fills everyone with wonder about its stories and history. ~ **Maddie Wrenn**



Little Nahant may be well, little; but the people who live there have big hearts.

~ **Maxwell Wright**



**Wherever we go, whatever we do, to our beautiful town, we will always stay true.*