

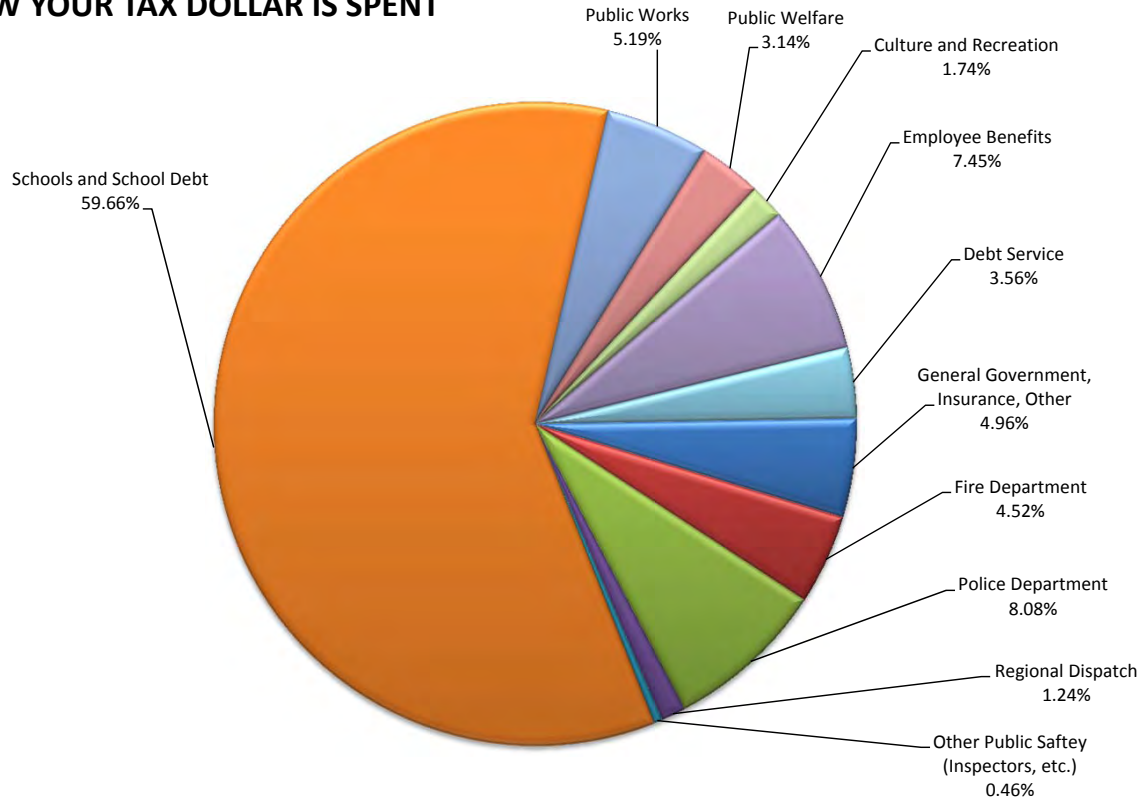


Mendon Massachusetts

Report
of the
FINANCE COMMITTEE
To the Citizens of Mendon
FISCAL YEAR
2013

Finance Committee Supplement
to
the
Annual Town Report

HOW YOUR TAX DOLLAR IS SPENT



General Government, Insurance, Other	\$691,732	4.96%
Fire Department	\$630,700	4.52%
Police Department	\$1,126,764	8.08%
Regional Dispatch	\$172,508	1.24%
Other Public Safety (Inspectors, etc.)	\$64,073	0.46%
Schools and School Debt	\$8,317,968	59.66%
Public Works	\$723,635	5.19%
Public Welfare	\$437,424	3.14%
Culture and Recreation	\$242,250	1.74%
Employee Benefits	\$1,038,481	7.45%
Debt Service	\$495,785	3.56%

Total Articles and Debt	\$13,941,318	100%
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Tie back to Budget (Article 4 + Debt Exclusions):	<u>\$13,941,318</u>
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Report of the Mendon Finance Committee for Fiscal Year 2013

To the Citizens of Mendon,

Given the budgeting challenges the Town has had over the last several years, the Finance Committee took the decision to begin the budget process 2 months earlier than has been usual and customary (November 1st as opposed to January 1st). It was our view that this would provide the additional time needed to apply the kind of creative problem solving we knew would be required in order to balance the budget.

The biggest challenge of this approach was not having firm numbers for a variety of the primary budget drivers (e.g. State Aid to Towns). Our approach, therefore, was to use historical trends to estimate numbers we did not have in order to build and work with the budget and update these numbers as they became known. For the most part, we were able to estimate accurately enough to make this process work as we had hoped.

Starting early, however, was only one part of the strategy. The process began with establishing a level FUNDED budget and then increasing line items that for contractual, or other legal reasons, must be increased (for example Elections & Registrations Expenses due to next year's Presidential elections). This left us with a theoretical "surplus". We then requested that the departments provide us with a set of "asks" which would be required in order to provide level SERVICE in fiscal 2013. Naturally, the set of "asks" required more funding than we had in "surplus" and included such things as \$162,000 to the School District and \$55,000 to restore the third shift ambulance.

In order to meet all the asks, the Finance Committee adopted a philosophy that required increasing the accuracy in the budget which, while reducing (not eliminating) Free Cash at the end of the year, provides more cash at the beginning of the year with which to ensure we can fund as many services on a level service basis as possible. In so doing, we were able to fund all departmental asks with the exception of restoring about \$20,000 in Highway Construction & Maintenance Expenses (line item 422B) for Road Materials which we will seek to obtain from other sources at a later date. However, this item will represent an increase in service level over fiscal 2012.

It is important for the people of Mendon to understand that although we have balanced the budget this year, it by no means signals that we are out of the woods. As the Long Range Financial Planning Committee made clear, the Town is in a structural deficit which means that expenses are increasing predictably faster than the Town is able to raise taxes without an override. Next year we will again start early, but will need to find new creative ways to balance the budget.

For this year, however, The Mendon Finance Committee is pleased that our strategy to begin early, increase budgeting accuracy, and rightsize free cash has enabled us to submit and recommend this balanced budget representing completely level services from fiscal year 2012 to 2013.

Respectfully Submitted,

The Mendon Financial Committee:

Richard Schofield, Chairman
Richard Lareau, Vice Chairman
Christopher Burke, Secretary

Eric Peterson
Kenneth Polay

Michael Merolli
Peter Salenius

**SUMMARY OF FUNDING AND EXPENDITURE RECOMMENDATION
FY2013**

Balance of Available Funds (as of 4/19/12)

Free Cash	\$ 195
Recommend Snow & Ice Deficit	\$ -
Remaining FY11 Free cash	<u>\$195</u>
Finance Committee Reserve	\$ 17,250

Revenue Projections

FY2011 Levy Limit	\$ 10,196,439
2 1/2% Growth	\$ 254,911
New Growth	\$ 70,000
Debt Exclusions	\$ 1,273,935
State Aid	\$ 351,876
Estimated Receipts	\$ 1,894,033
Stabilization - Hartford Ave East Project	\$ -
Assessor's Overlay	\$ 20,000
Conservation	\$ 10,000
Revenue Total	\$ 14,071,194

Finance Committee Recommendations

Article 4	\$ 12,667,383
Assessor's Overlay	\$ 80,000
Local Aid Assessments (e.g. County Tax)	\$ 12,176
Debt Exclusions	\$ 1,273,935
Subtotal	\$ 14,033,494
Special Articles:	
Police Matching Grants	\$ 2,500
Police Trailers	\$ 16,000
Cyclical Inspection	\$ 10,000
Update Valuation	\$ 9,200
Subtotal Special Articles	\$ 37,700
Total Recommendations	\$ 14,071,194

Fund Balances (as of 4/19/12)

Stabilization Balance	\$ 502,849
Capital Equipment Balance	\$ 1,824
Land Bank	\$ 3,687
CPA Budgeted Reserve	\$ 816,442
CPA Historic	\$ 144,178
CPA Open Space	\$ 71,529
CPA Affordable Housing	\$ 315,618
CPA Administrative	\$ 35,264
CPA Fund Balance	<u>\$ 125,958</u>
Community Preservation Fund	\$ 1,508,989

FY 2013 Salary Report

	Grade, Step	Hourly Pay Rate	Weekly Hours	Longevity/ Stipends	FY13 Salary
Elected Officials					
Board of Health Elected - Chairman					\$ -
Board of Health Elected - Members					\$ -
Planning Board Elected Chairman					\$ -
Planning Board Elected Members					\$ -
Selectmen Elected - Chairman					\$ -
Selectmen Elected - Member					\$ -
Town Clerk Elected	8,3	\$ 23.79	33.0	\$ 1,614.72	\$ 42,595.00
Tree Warden Elected		\$ 10.91			\$ -
Board of Assessors - Members Elected					\$ -
Moderator					\$ -
Highway Surveyor	12,7	\$ 34.23	40.0	\$ 1,786.81	\$ 73,260.00
Blackstone Valley Voc Reg School Committee					\$ -
Mendon / Upton Regional School Committee					\$ -
Park Commissioner					\$ -
Taft Library Trustee					\$ -
Water Commission					\$ -
Non-Elected Officials					
Administrative Assistant Board of Selectmen	contractual				\$ -
Outside Services - Building Inspector Account					\$ 2,771.00
Assistant Assessor	9,10	\$ 29.95	40.0	\$ 1,876.07	\$ 64,411.67
Board of Health Administrative Assistant	4,6	\$ 19.46	40.0	\$ 609.49	\$ 41,241.97
Board of Selectmen Administrative Secretary	4,1	\$ 17.33	24.0		\$ 21,711.02
Building Comm Administrative Assistant	4,3	\$ 18.15	37.5	\$ 532.93	\$ 36,061.56
Building Inspector					\$ 5,655.00
Conservation Commission Clerk	4,1	\$ 17.33	11.0		\$ 9,950.89
Director - Council on Aging	7,4	\$ 22.76	35.0		\$ 41,582.52
Elections/Registrations Registrars					\$ 150.00
Elections/Registrations Secretary					\$ 200.00
Finance Committee clerk (hours per year)	4,1	\$ 17.33	126.9		\$ 2,200.00
Highway - Road Foreman	6,4	\$ 21.27	40.0		\$ 44,411.76
Highway - Mechanic	7,5	\$ 23.29	40.0		\$ 48,629.52
Highway - HE Operator	6,1	\$ 19.84	40.0		\$ 41,425.92
Highway - Sr. Equipment Operator	6,3	\$ 20.78	40.0		\$ 43,388.64
Highway Department Assistant	4,2	\$ 17.74	30.0		\$ 27,780.84
Park clerk (includes 50 summer hours)	4,1	\$ 17.33	19.0		\$ 17,187.89
Town Accountant	10,6	\$ 29.21	35.0	\$ 2,601.00	\$ 55,967.67
Town Clerk Assistant	4,1	\$ 17.33	13.0		\$ 11,760.14
Treasurer/Collector	contractual				\$ 56,000.00
Treasurer/Collector Assistant	7,2	\$ 21.73	32.0		\$ 36,297.79
Treasurer/Collector clerk	4,1	\$ 17.33	18.0		\$ 16,283.27
Van Driver - Council on Aging		\$ 13.79	17.0		\$ 12,189.00
Veteran's Agent					\$ 2,831.00
Zoning Board of Appeals clerk (hrs per year)	4,1	\$ 17.33	120.0		\$ 2,080.00

FY 2013 Salary Report

	Grade, Step	Hourly Pay Rate	Weekly Hours	Longevity/ Stipends	FY13 Salary
Public Safety					
Dispatcher Full Time ¹	contractual	\$ 21.50	40.0		\$ 44,892.00
Dispatcher Part Time	contractual	\$ 16.00			\$ -
Fire Chief	contractual				\$ 15,000.00
Deputy Fire Chief	contractual				
Full Time Lt./EMT ¹	contractual	\$ 22.73	48.0		\$ 56,952.29
Full Time Firefighter/EMT ¹	contractual	\$ 20.73	48.0		\$ 51,941.09
Part-Time Firefighter/EMT					
Police Chief	contractual			\$ 2,934.89	\$ 100,764.00
Police Clerk ¹					
Police Lt/Detective Weekly Stipend	contractual				\$ 40.00
Police Patrolman New Hire	contractual				\$ 43,020.00
Police Patrolman step 1 ¹	contractual				\$ 48,080.00
Police Patrolman step 2 ¹	contractual				\$ 51,561.00
Police Patrolman step 3 ¹	contractual				\$ 55,586.00
Police Patrolman step 4 ¹	contractual				\$ 56,219.00
Police Patrolman step 5 ¹	contractual				\$ 56,852.00
Police Sergeant	contractual				\$ 66,725.00
Police Lieutenant	contractual				\$ 69,040.00
Library					
Director					\$ 29,000.00
Children's Librarian*		\$ 20.52	40.0		\$ 42,845.76
Adult Librarian*		\$ 13.28	16.0		\$ 11,091.46
Sr. Technicians*		\$ 13.17	12.0		\$ 8,249.69
Sr. Technicians*		\$ 12.35	16.0		\$ 10,314.72
Sr. Technicians*		\$ 12.35	11.0		\$ 7,091.37
Sr. Technicians*		\$ 11.49	16.0		\$ 5,491.00
Technician*		\$ 11.11	10.0		
Technician*		\$ 11.11	7.0		
Custodian*					\$ 3,140.00

¹ Represents base pay. Does not include shift differential, holiday pay or stipends.

Note: Salaries in negotiations are level funded pending the resolution of their respective contracts.

SPECIAL ARTICLES BALANCES

Account Name	Funding Source	Vote / Date	Account Balance
Meadow Brook Woods Weed Removal	CPA	STM 11/29/10 (Article 6)	\$ -
Meadow Brook Cabin Renovation	CPA	STM 11/16/09 (Article 7)	\$ 4,820
Nolet Land Purchase	CPA	STM 6/23/10 (Article 5)	\$ 52,916
Paddock Land Purchase	CPA - Open Space	STM 11/29/10 (Article 5)	\$ 4,572
Cyclical Inspection Program	Raise/Appropriate	Various ATMs	\$ 20,000
Update Valuation	Raise/Appropriate	Various ATMs	\$ 9,200
Repair/ Renovate Town Hall	Free Cash	STM 1/30/06 (Article 8)	\$ -
Safety Building Account	Transfer from Design Acct	STM 9/12/05 (Article 11)	\$ 406
Ambulance Lease	Ambulance Reserve Acct	ATM 5/7/10 (Article 12)	\$ 28,849
Hartford Avenue East	Stabilization	Various ATMs	\$ -
Solar Panels	Free Cash - 5,000 Stabilization - 2400	STM 11/16/09 (Article 3)	\$ 7,400
Phase 1 Test Well Exploration	Insurance Deductable - 2,500 Trash Collection - 1,390.57 Fire Hydrants - 7,800 F/B Water Surplus - 4,809.43	STM 6/27/05 (Article 22)	\$ -
Hydrological Water Study	Hydrological Study Acct - 2,500	STM 2/11/03 (Article 10)	\$ 1,884
Design Plan	Raise/Appropriate	ATM 5/3/99 (Article 11)	\$ 951
Capital Improvements (Library)	Capital Expenditure Acct	ATM 5/5/06 (Article 29)	\$ 173
Building Maintenance (Library)	Library Building Maintenance	STM 4/26/07 (Article 17)	\$ 115
Town Beach Septic Repair	Free Cash	STM 4/26/07 (Article 18)	\$ -
Air Purification System (Highway Garage)	Capital Expenditure Acct	STM 5/6/11 (Article 19)	\$ 14,768
Cobbler Shop Restoration	CPA	STM - 5/24/10 (Article 14)	\$ 17,150

TOWN OF MENDON		Actual FY10	Actual FY11	Current FY12	Proposed FY13	\$ Difference FY12-FY13	% Difference FY12-FY13
GENERAL GOVERNMENT							
114	MODERATOR						
	A. Salaries	\$100	\$100	\$0	\$0	\$0	0.00%
	B. General Expense	\$0	\$0	\$0	\$0	\$0	0.00%
	Subtotal Moderator	\$100	\$100	\$0	\$0	\$0	
122	SELECTMEN						
	A. Salaries	\$5,867	\$3,799	\$0	\$0	\$0	0.00%
	B. Expenses	\$7,397	\$8,981	\$6,095	\$6,095	\$0	0.00%
	C. Audit General Expense	\$15,375	\$9,600	\$18,912	\$12,375	(\$6,537)	-34.57%
	D. Insurance Deductible	\$2,000	\$2,544	\$3,000	\$3,000	\$0	0.00%
	E. Town Hall Roof Matching Funds	\$71,670	\$0	\$0	\$0	\$0	0.00%
	Subtotal Selectman	\$102,309	\$24,924	\$28,007	\$21,470	(\$6,537)	-23.34%
131	FINANCE COMMITTEE						
	A. Salaries	\$1,437	\$2,249	\$2,861	\$2,200	(\$661)	-23.10%
	B. Expenses	\$923	\$723	\$1,000	\$400	(\$600)	-60.00%
	C. Reserve for General Expenses	\$0	\$0	\$20,000	\$30,000	\$10,000	50.00%
	D. Reserve for Salary Negotiations	\$0	\$0	\$0	\$0	\$0	0.00%
	Subtotal Finance Committee	\$2,361	\$2,972	\$23,861	\$32,600	\$8,739	36.62%
135	TOWN ACCOUNTANT						
	A. Salaries	\$52,440	\$54,669	\$55,968	\$55,968	\$0	0.00%
	B. Expenses	\$662	\$902	\$880	\$880	\$0	0.00%
	Subtotal Town Accountant	\$53,102	\$55,571	\$56,848	\$56,848	\$0	0.00%
141	ASSESSORS						
	A1. Salaries	\$7,800	\$7,800	\$0	\$0	\$0	0.00%
	A2. Asst. Assessor Salary	\$60,966	\$62,449	\$64,099	\$64,412	\$313	0.49%
	B. Expenses	\$2,739	\$1,636	\$1,850	\$1,850	\$0	0.00%
	Subtotal Assessors	\$71,505	\$71,885	\$65,949	\$66,262	\$313	0.47%
145	TOWN COLLECTOR/TREASURER						
	A1. Salaries	\$66,128	\$51,787	\$52,579	\$52,579	\$0	0.00%
	A2. Treasurer / Collector Salary	\$60,206	\$62,453	\$62,490	\$56,000	(\$6,490)	-10.39%
	B. Expenses	\$12,769	\$12,140	\$14,225	\$14,295	\$70	0.49%
	C. Banking Services	\$861	\$364	\$850	\$850	\$0	0.00%
	D. Tax Title Foreclosure	\$14,231	\$8,928	\$5,000	\$5,000	\$0	0.00%
	Subtotal Town Collector / Treasurer	\$154,195	\$135,672	\$135,144	\$128,724	(\$6,420)	-4.75%
151	TOWN COUNSEL						
	B. Expenses	\$47,896	\$80,000	\$85,000	\$60,000	(\$25,000)	-29.41%
	C. Retainer	\$0	\$0	\$0	\$0	\$0	0.00%
	Subtotal Town Counsel	\$47,896	\$80,000	\$85,000	\$60,000	(\$25,000)	-29.41%

TOWN OF MENDON		Actual FY10	Actual FY11	Current FY12	Proposed FY13	\$ Difference FY12-FY13	% Difference FY12-FY13
161	TOWN CLERK						
	A1. Salaries	\$11,110	\$0	\$0	\$0	\$0	0.00%
	A2. Town Clerk Salary	\$41,541	\$42,541	\$42,595	\$42,595	\$0	0.00%
	B. Expenses	\$1,131	\$1,104	\$1,060	\$1,060	\$0	0.00%
	Subtotal Town Clerk	\$53,782	\$43,645	\$43,655	\$43,655	\$0	0.00%
162	ELECTIONS & REGISTRATION						
	A. Salaries	\$650	\$800	\$800	\$800	\$0	0.00%
	B. Expenses	\$12,211	\$14,674	\$14,385	\$14,474	\$89	0.62%
	Subtotal Elections & Registrations	\$12,861	\$15,474	\$15,185	\$15,274	\$89	0.59%
165	ENGINEERING CONSULTING SERVICES						
	C. Engineering Fee - Conservation	\$550	\$2,276	\$4,039	\$1,000	(\$3,039)	-75.24%
	D. Engineering Fee - Planning Board	\$10,106	\$5,000	\$1,000	\$1,000	\$0	0.00%
	E. Engineering Fee - Highway	\$493	\$0	\$1,000	\$1,000	\$0	0.00%
	F. Engineering Fee - Selectmen	\$0	\$1,500	\$0	\$0	\$0	0.00%
	Subtotal Engineering Consulting Services	\$11,149	\$8,776	\$6,039	\$3,000	(\$3,039)	-50.32%
171	CONSERVATION						
	A. Salaries	\$8,692	\$8,652	\$9,951	\$9,465	(\$486)	-4.88%
	B. Expenses	\$1,466	\$1,633	\$2,235	\$1,527	(\$708)	-31.68%
	C. Lake Nipmuc Weed Control	\$4,920	\$4,920	\$2,650	\$2,750	\$100	3.77%
	D. New Equipment	\$0	\$180	\$0	\$0	\$0	0.00%
	Subtotal Conservation	\$15,078	\$15,385	\$14,836	\$13,742	(\$1,094)	-7.37%
175	PLANNING BOARD						
	A. Salaries	\$525	\$350	\$0	\$0	\$0	0.00%
	B. Expenses	\$1,541	\$2,727	\$2,200	\$1,200	(\$1,000)	-45.45%
	Subtotal Planning Board	\$2,066	\$3,077	\$2,200	\$1,200	(\$1,000)	-45.45%
176	ZONING BOARD						
	A. Salaries	\$2,012	\$2,080	\$2,080	\$2,080	\$0	0.00%
	B. Expenses	\$1,746	\$1,873	\$1,600	\$1,600	\$0	0.00%
	Subtotal Zoning Board	\$3,758	\$3,952	\$3,680	\$3,680	\$0	0.00%
179	LAND USE COMMITTEE						
	B. Expenses	\$97	\$63	\$100	\$100	\$0	0.00%
	Subtotal Land Use Committee	\$97	\$63	\$100	\$100	\$0	0.00%
195	TOWN REPORTS						
	B. Expenses	\$2,643	\$1,768	\$2,000	\$2,000	\$0	0.00%
	Subtotal Town Reports	\$2,643	\$1,768	\$2,000	\$2,000	\$0	0.00%
196	UNPAID PRIOR YEAR BILLS						
	B. Expenses	\$485	\$275	\$18,357	\$0	(\$18,357)	-100.00%
	Subtotal Unpaid Bills of a Prior Year	\$485	\$275	\$18,357	\$0	(\$18,357)	-100.00%

TOWN OF MENDON		Actual FY10	Actual FY11	Current FY12	Proposed FY13	\$ Difference FY12-FY13	% Difference FY12-FY13
199	TOWN HALL SERVICES						
	A1. Salaries	\$115,674	\$131,125	\$100,502	\$115,002	\$14,500	14.43%
	A2. Town Coordinator Salary	\$65,776	\$67,749	\$18,105	\$0	(\$18,105)	-100.00%
	B. Expenses	\$30,184	\$28,564	\$37,675	\$32,975	(\$4,700)	-12.48%
	C. New Equipment	\$1,185	\$4,791	\$2,500	\$2,500	\$0	0.00%
	D. Utilities	\$56,499	\$68,697	\$58,500	\$58,500	\$0	0.00%
	E. Computer Expenses	\$34,336	\$34,478	\$42,876	\$34,200	(\$8,676)	-20.24%
	Subtotal Town Hall Services	\$303,654	\$335,404	\$260,159	\$243,177	(\$16,982)	-6.53%
Total General Government		\$837,041	\$798,944	\$761,020	\$691,732	(\$69,288)	-9.10%
PUBLIC SAFETY							
210	POLICE DEPARTMENT						
	A1. Chief Salary	\$98,000	\$100,390	\$100,764	\$100,764	\$0	0.00%
	A2. Salaries	\$710,399	\$690,501	\$634,229	\$687,500	\$53,271	8.40%
	A3. Overtime Wages	\$44,548	\$89,249	\$120,000	\$80,000	(\$40,000)	-33.33%
	A4. Clerk Salary	\$46,195	\$46,765	\$9,542	\$0	(\$9,542)	-100.00%
	A5. Quinn Bill Wages (NO reimbursement from State of Mass)	\$135,794	\$143,044	\$124,560	\$127,000	\$2,440	1.96%
	B. Expenses	\$142,064	\$144,497	\$142,500	\$131,500	(\$11,000)	-7.72%
	C. Cruiser Replacement	\$56,357	\$44,715	\$36,000	\$0	(\$36,000)	-100.00%
	Subtotal Police Department	\$1,233,357	\$1,259,161	\$1,167,595	\$1,126,764	(\$40,831)	-3.50%
220	FIRE DEPARTMENT						
	A1. Fire Chief Salary	\$20,000	\$19,997	\$15,000	\$15,000	\$0	0.00%
	A2. Call Salaries	\$65,200	\$57,592	\$81,635	\$60,000	(\$21,635)	-26.50%
	A3. Full Time Wages	\$325,576	\$330,327	\$300,162	\$323,500	\$23,338	7.78%
	A4. Overtime Wages	\$59,493	\$73,607	\$72,000	\$89,000	\$17,000	23.61%
	B. Expenses	\$133,848	\$138,606	\$159,250	\$143,200	(\$16,050)	-10.08%
	C. New Equipment	\$8,638	\$4,374	\$0	\$0	\$0	0.00%
	D. Training / Travel	\$2,932	\$0	\$0	\$0	\$0	0.00%
	Subtotal Fire Department	\$615,687	\$624,502	\$628,047	\$630,700	\$2,653	0.42%
241	BUILDING INSPECTOR						
	A1. Salaries	\$5,964	\$6,113	\$5,655	\$5,655	\$0	0.00%
	A2. Account Wages	\$9,912	\$6,160	\$8,315	\$8,315	\$0	0.00%
	A3. Contractual Services (Outside Services)	\$425	\$225	\$2,771	\$771	(\$2,000)	-72.18%
	B. Expenses	\$2,319	\$1,401	\$2,135	\$2,135	\$0	0.00%
	Subtotal Building Inspector	\$18,620	\$13,899	\$18,876	\$16,876	(\$2,000)	-10.60%
242	GAS INSPECTOR						
	A. Account Wages	\$1,075	\$975	\$1,819	\$1,019	(\$800)	-43.98%
	B. Expenses	\$75	\$0	\$100	\$100	\$0	0.00%
	Subtotal Gas Inspector	\$1,150	\$975	\$1,919	\$1,119	(\$800)	-41.69%

TOWN OF MENDON		Actual FY10	Actual FY11	Current FY12	Proposed FY13	\$ Difference FY12-FY13	% Difference FY12-FY13
243	PLUMBING INSPECTOR						
	A. Account Wages	\$2,125	\$1,450	\$2,722	\$2,722	\$0	0.00%
	B. Expenses	\$105	\$180	\$200	\$200	\$0	0.00%
	Subtotal Plumbing Inspector	\$2,230	\$1,630	\$2,922	\$2,922	\$0	0.00%
244	SEALER OF WEIGHTS & MEASURES						
	B. Expenses	\$1,500	\$1,500	\$1,500	\$1,500	\$0	0.00%
	Subtotal Sealer of Weight & Measures	\$1,500	\$1,500	\$1,500	\$1,500	\$0	0.00%
245	ELECTRICAL INSPECTOR						
	A. Account Wages	\$5,475	\$4,625	\$8,240	\$5,000	(\$3,240)	-39.32%
	Subtotal Electrical Inspector	\$5,475	\$4,625	\$8,240	\$5,000	(\$3,240)	-39.32%
291	EMERGENCY MANAGEMENT (CIVIL DEFENCE)						
	A. Salaries	\$0	\$400	\$400	\$400	\$0	0.00%
	B. General Expenses	\$0	\$0	\$4,250	\$4,250	\$0	0.00%
	Subtotal Emergency Management	\$0	\$400	\$4,650	\$4,650	\$0	0.00%
292	DOG OFFICER						
	B. Expenses	\$11,000	\$11,000	\$11,000	\$11,000	\$0	0.00%
	Subtotal Dog Officer	\$11,000	\$11,000	\$11,000	\$11,000	\$0	0.00%
294	TREE WARDEN						
	A. Salaries	\$3,118	\$3,197	\$4,006	\$3,206	(\$800)	-19.97%
	B. Expenses	\$17,911	\$18,950	\$29,000	\$17,800	(\$11,200)	-38.62%
	Subtotal Tree Warden	\$21,029	\$22,147	\$33,006	\$21,006	(\$12,000)	-36.36%
299	DISPATCHING						
	Salaries	\$136,794	\$294,245	\$294,245	\$294,245	\$0	0.00%
	Less E-911 Grant	\$0	\$164,237	\$164,237	\$164,237	\$0	0.00%
	A1. Salaries (for appropriation)	\$136,794	\$130,008	\$130,008	\$130,008	\$0	0.00%
	A2. Overtime	\$15,830	\$30,816	\$35,000	\$35,000	\$0	0.00%
	B. Expenses	\$1,998	\$7,387	\$7,500	\$7,500	\$0	0.00%
	Subtotal Dispatching Service	\$154,622	\$168,211	\$172,508	\$172,508	\$0	0.00%
TOTAL PUBLIC SAFETY		\$2,064,669	\$2,108,049	\$2,050,263	\$1,994,045	(\$56,218)	-2.74%

TOWN OF MENDON		Actual FY10	Actual FY11	Current FY12	Proposed FY13	\$ Difference FY12-FY13	% Difference FY12-FY13
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SCHOOLS

301	MENDON/UPTON REGIONAL SCHOOL DISTRICT						
	B. Operational Assessment	\$5,839,607	\$5,839,607	\$6,792,519	\$6,954,519	\$162,000	2.38%
	B1. Minimum Local Contribution	\$4,639,144	\$4,639,144	\$4,999,998	\$5,141,037	\$141,039	2.82%
	B2. Transportation and Fixed Assets	\$570,597	\$570,597	\$773,358	\$792,327	\$18,969	2.45%
	B3. Operational Additional	\$629,866	\$629,866	\$1,019,163	\$1,021,155	\$1,992	0.20%
	C. Long-term Debt - HS & Miscoe Renovation	\$362,188	\$369,459	\$363,298	\$354,038	(\$9,260)	-2.55%
	D. Long-term Debt - Clough School	\$482,278	\$475,942	\$450,957	\$411,948	(\$39,009)	-8.65%
	E. Long-term Debt - Miscoe Hill Green Repair (boiler, roof, windows)	\$0	\$0	\$0	\$12,165	\$12,165	100.00%
	Subtotal Regional School District	\$6,684,073	\$6,685,008	\$7,606,774	\$7,732,670	\$125,896	1.66%
310	BLACKSTONE VALLEY VOCATIONAL SCHOOL						
	B. Operational Assessment	\$257,865	\$303,572	\$447,370	\$569,042	\$121,672	27.20%
	C. Debt Service (NOT treated as a debt exclusion)	\$17,460	\$17,114	\$16,624	\$16,256	(\$368)	-2.21%
	Subtotal Vocational School District	\$275,325	\$320,686	\$463,994	\$585,298	\$121,304	26.14%
TOTAL SCHOOLS		\$6,959,398	\$7,005,694	\$8,070,768	\$8,317,968	\$247,200	3.06%

PUBLIC WORKS AND FACILITIES

421	ROAD MACHINERY						
	B. Expenses	\$49,405	\$54,478	\$50,940	\$50,940	\$0	0.00%
	Subtotal Road Machinery	\$49,405	\$54,478	\$50,940	\$50,940	\$0	0.00%
422	HIGHWAY CONSTRUCTION & MAINTENANCE						
	A1. Salaries	\$200,060	\$204,995	\$206,637	\$206,637	\$0	0.00%
	A2. Highway Surveyor Salary	\$70,630	\$72,384	\$73,260	\$73,260	\$0	0.00%
	A3. Overtime Wages	\$3,694	\$2,573	\$3,500	\$3,500	\$0	0.00%
	A4. Police Overtime Wages	\$13,380	\$9,290	\$10,000	\$10,000	\$0	0.00%
	B. Expenses	\$98,613	\$87,946	\$49,978	\$59,978	\$10,000	20.01%
	C. Storm Water Management Plan	\$0	\$4,983	\$20,000	\$20,000	\$0	0.00%
	Subtotal Highway Construction & Maintenance	\$386,377	\$382,171	\$363,375	\$373,375	\$10,000	2.75%
423	SNOW & ICE REMOVAL						
	A. Salaries	\$32,502	\$37,050	\$25,000	\$25,000	\$0	0.00%
	B. Expenses	\$133,730	\$191,806	\$90,000	\$95,000	\$5,000	5.56%
	C. New / Used Equipment	\$0	\$3,995	\$5,000	\$5,000	\$0	0.00%
	Subtotal Snow & Ice Removal	\$166,232	\$232,851	\$120,000	\$125,000	\$5,000	4.17%
424	STREET LIGHTS						
	B. Expenses	\$19,551	\$20,373	\$19,500	\$19,500	\$0	0.00%
	Subtotal Street Lights	\$19,551	\$20,373	\$19,500	\$19,500	\$0	0.00%

TOWN OF MENDON		Actual FY10	Actual FY11	Current FY12	Proposed FY13	\$ Difference FY12-FY13	% Difference FY12-FY13
450	WATER DEPARTMENT						
	B. Expenses	\$134,605	\$141,627	\$145,020	\$145,020	\$0	0.00%
	C. Hydrant Fees	\$9,688	\$9,688	\$9,700	\$9,700	\$0	0.00%
	Subtotal Water Department	\$144,292	\$151,314	\$154,720	\$154,720	\$0	0.00%
491	SOLDIER'S & SAILOR'S GRAVES						
	B. Expenses	\$0	\$0	\$100	\$100	\$0	0.00%
	Subtotal Soldier's & Sailor's Graves	\$0	\$0	\$100	\$100	\$0	0.00%
TOTAL PUBLIC WORKS		\$765,857	\$841,187	\$708,635	\$723,635	\$15,000	2.12%
PUBLIC WELFARE							
510	BOARD OF HEALTH						
	A. Salaries	\$3,338	\$2,269	\$1,000	\$1,000	\$0	0.00%
	B. Expenses	\$11,642	\$20,787	\$22,550	\$22,550	\$0	0.00%
	C. Trash Disposal	\$124,482	\$106,882	\$112,000	\$115,000	\$3,000	2.68%
	D. Trash Collection	\$206,971	\$204,958	\$211,106	\$217,400	\$6,294	2.98%
	E. Testing - Landfill, Wells and Beach	\$17,983	\$15,445	\$15,300	\$15,000	(\$300)	-1.96%
	F. Engineering Fees	\$7,025	\$0	\$0	\$0	\$0	0.00%
	Subtotal Board of Health	\$371,441	\$350,339	\$361,956	\$370,950	\$8,994	2.48%
541	COUNCIL ON AGING						
	A1. Salaries	\$12,636	\$12,956	\$12,189	\$12,189	\$0	0.00%
	A2. COA Director Salary	\$39,628	\$40,633	\$41,583	\$41,583	\$0	0.00%
	B. Expenses	\$12,754	\$11,300	\$5,071	\$5,071	\$0	0.00%
	Subtotal Council on Aging	\$65,018	\$64,889	\$58,843	\$58,843	\$0	0.00%
543	VETERAN'S BENEFITS						
	A. Salaries	\$2,762	\$2,831	\$2,831	\$2,831	\$0	0.00%
	B. Expenses	\$0	\$231	\$300	\$300	\$0	0.00%
	C. Aid to Veterans	\$2,700	\$7,441	\$4,500	\$4,500	\$0	0.00%
	Subtotal Veteran's Benefits	\$5,462	\$10,502	\$7,631	\$7,631	\$0	0.00%
TOTAL PUBLIC WELFARE		\$441,922	\$425,731	\$428,430	\$437,424	\$8,994	2.10%
CULTURE AND RECREATION							
610	LIBRARY						
	A1. Salaries	\$97,660	\$88,255	\$73,342	\$73,342	\$0	0.00%
	A2. Library Director Salary	\$29,195	\$24,022	\$29,000	\$29,000	\$0	0.00%
	B. Expenses	\$61,280	\$63,976	\$51,361	\$51,361	\$0	0.00%
	Subtotal Library	\$188,135	\$176,253	\$153,703	\$153,703	\$0	0.00%

TOWN OF MENDON		Actual FY10	Actual FY11	Current FY12	Proposed FY13	\$ Difference FY12-FY13	% Difference FY12-FY13
630	PARKS & RECREATION DEPARTMENT						
	A1. Salaries	\$71,520	\$53,308	\$46,024	\$46,024	\$0	0.00%
	A2. Park Director Salary	\$16,771	\$17,178	\$17,188	\$17,188	\$0	0.00%
	A3. Life Guard Salaries	\$0	\$0	\$0	\$10,976	\$10,976	100.00%
	B. Expenses	\$14,423	\$15,846	\$13,009	\$13,509	\$500	3.84%
	C. Site Improvement	\$2,000	\$2,000	\$200	\$200	\$0	0.00%
	Subtotal Recreation	\$104,714	\$88,332	\$76,421	\$87,897	\$11,476	15.02%
691	HISTORICAL COMMISSION						
	B. Expenses	\$0	\$27	\$250	\$250	\$0	0.00%
	Subtotal Historical Commission	\$0	\$27	\$250	\$250	\$0	0.00%
692	MEMORIAL DAY						
	B. Expenses	\$397	\$291	\$400	\$400	\$0	0.00%
	Subtotal Memorial Day	\$397	\$291	\$400	\$400	\$0	0.00%
TOTAL CULTURE & RECREATION		\$293,246	\$264,903	\$230,774	\$242,250	\$11,476	4.97%
DEBT SERVICE							
710	RETIREMENT OF DEBT PRINCIPAL						
	B. Expenses	\$259,000	\$434,000	\$420,000	\$365,000	(\$55,000)	-13.10%
751	INTEREST ON LONG TERM DEBT						
	B. Expenses	\$215,761	\$0	\$0	\$0	\$0	0.00%
	C. Expenses (Fino Property)	\$0	\$92,069	\$79,011	\$130,785	\$51,774	65.53%
752	INTEREST ON SHORT TERM DEBT						
	B. Expenses (To Bridge Cash Flow)	\$3,162	\$0	\$0	\$0	\$0	0.00%
TOTAL DEBT SERVICE		\$477,923	\$526,069	\$499,011	\$495,785	(\$3,226)	-0.65%

TOWN OF MENDON		Actual FY10	Actual FY11	Current FY12	Proposed FY13	\$ Difference FY12-FY13	% Difference FY12-FY13
MISCELLANEOUS							
911	WORCESTER COUNTY RETIREMENT						
	B. Expenses	\$281,739	\$313,882	\$340,329	\$335,163	(\$5,166)	-1.52%
912	WORKER'S COMPENSATION						
	B. Expenses	\$9,774	\$11,080	\$12,500	\$12,500	\$0	0.00%
913	UNEMPLOYMENT INSURANCE						
	B. Expenses	\$479	\$3,135	\$35,000	\$20,000	(\$15,000)	-42.86%
914	HEALTH INSURANCE						
	B. Expenses	\$505,497	\$520,518	\$519,748	\$539,000	\$19,252	3.70%
915	LONG TERM DISABILITY INS.						
	B. Expenses	\$10,405	\$11,838	\$12,000	\$12,000	\$0	0.00%
916	MEDICARE						
	B. Expenses	\$42,688	\$42,524	\$45,510	\$45,510	\$0	0.00%
919	POLICE AND FIRE ACCIDENT INSURANCE						
	B. Expenses	\$11,911	\$12,693	\$13,169	\$13,500	\$331	2.51%
930	CAPITAL PROJECTS						
	B. Fire Station Building Renovation	\$2,386	\$0	\$0	\$0	\$0	0.00%
945	PROPERTY & CASUALTY INSURANCE						
	B. Expenses	\$52,638	\$53,955	\$61,239	\$60,808	(\$431)	-0.70%
TOTAL MISCELLANEOUS		\$915,130	\$969,624	\$1,039,495	\$1,038,481	(\$1,014)	-0.10%

TOWN OF MENDON	Actual FY10	Actual FY11	Current FY12	Proposed FY13	\$ Difference FY12-FY13	% Difference FY12-FY13
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Special Articles & Other Expenses

Special Articles

B. Cyclical Inspection Program		\$10,000	\$10,000	\$10,000	\$0	0.00%
C. Update Valuation		\$19,000	\$9,200	\$9,200	\$0	0.00%
D. Police Matching Grants		\$2,500	\$2,500	\$2,500	\$0	0.00%
E. Police Trailers		\$0	\$0	\$16,000	\$16,000	100.00%
Subtotal Special Articles		\$31,500	\$21,700	\$37,700	\$16,000	73.73%

Other Expenses

B. Assessors Overlay		\$90,000	\$90,000	\$80,000	(\$10,000)	-11.11%
C. County Tax, Air Pollution, etc.		\$6,006	\$6,006	\$12,176	\$6,170	102.73%
Other Expenses		\$96,006	\$96,006	\$92,176	(\$3,830)	-3.99%

TOTAL SPECIAL ARTICLES & OTHER EXPENSES

\$127,506 \$117,706 \$129,876 \$12,170 10.34%

OPERATIONAL EXPENSES (Article 4 Less Debt Exclusions)	\$11,568,731	\$12,475,130	\$12,667,383	\$192,254	2%
+ DEBT EXCLUSIONS	\$1,371,470	\$1,313,266	\$1,273,935		
+ SPECIAL ARTICLES & OTHER EXPENSES	\$127,506	\$117,706	\$129,876		
GRAND TOTAL OF EXPENSES	\$13,067,707	\$13,906,101	\$14,071,194		

TOWN OF MENDON - REVENUE

Tax Revenues (at Levy Limit)	\$10,196,439	\$10,521,350
+ Debt Exclusions	\$1,313,266	\$1,273,935
+ Local Receipts	\$1,783,633	\$1,894,033
+ State Aid	\$386,653	\$351,876
+ Assessor's Overlay	\$45,000	\$20,000
+ Conservation	\$0	\$10,000
+ Fund Balance Reserve for Debt	\$0	\$0
+ Free cash/Stabilization	\$94,513	\$0
+ Transfers from Special Article Balances	\$86,598	\$0
Planning Board Hearings		

TOTAL REVENUE	\$13,906,101	\$14,071,194
- TOTAL EXPENSES	\$13,906,101	\$14,071,194
ESTIMATED SURPLUS / SHORTFALL	\$0	\$0

The Commonwealth of Massachusetts

Worcester, ss.

**To either of the Constables of the Town of Mendon
In the County of Worcester greeting:**

In the name of the Commonwealth of Massachusetts you are hereby directed to notify and warn the inhabitants of said Town, qualified to vote in elections and in Town affairs, to meet at the **Miscoe Hill School** in said Mendon on the **Fifteenth day of May** next, at 7:00 o'clock in the fore noon, then and there to act on the following articles:

ARTICLE 1

To bring in their ballots for the following Town Officers:

One (1) Moderator for one (1) year
One (1) Selectman for three (3) years
One (1) Town Clerk for three (3) years
One (1) Board of Health member for three (3) years
One (1) Assessor for three (3) years
One (1) Park Commissioner for three (3) years
One (1) Water Commissioner for three (3) years
One (1) Taft Library Trustee for three (3) years
One (1) Taft Library Trustee for two (2) years
One (1) Mendon-Upton Regional School Committee member for three (3) years
One (1) Planning Board member for five (5) years
One (1) Housing Authority member for five (5) years

The Polls Will Open at 7:00am and Close at 8:00pm

ARTICLE 2 AND ALL THE FOLLOWING ARTICLES ON THIS WARRANT WILL BE ACTED UPON FRIDAY THE 4TH DAY OF MAY, 2012 A.D. AT 7:00PM AT THE MISCOE HILL SCHOOL IN MENDON;

ARTICLE 2 To see if the town will vote that any motion or amendment to increase any monetary
(FinCom) articles or line items as proposed by the Finance Committee, presented at this Town Meeting shall be OUT OF ORDER unless such motion, or amendment, states the source of funding as being from available free cash, or the line item or article that will be reduced by the same amount, or take any action in relation thereto.

ARTICLE 3 To fix the salaries and compensations of the elected officials of the Town.
(FinCom)

ARTICLE 4 To determine what sums of money the Town will raise and appropriate and or transfer to
(FinCom) defray charges and expenses of the Town including debt and interest and to provide for a reserve fund for the ensuing year, or take any action in relation thereto.

ARTICLE 5 To see if the Town will vote to appropriate funds provided to the Town by the State
(FinCom) under Chapter 90 type money and such other funds as the Commonwealth of Massachusetts Highway Department may provide and to authorize the Board of Selectmen to enter into contracts with the Massachusetts Highway Department for Chapter 90 type money allocated the Town, or take any action in relation thereto.

ARTICLE 6 To see if the Town will vote to raise and appropriate and or transfer from available
(FinCom) sources a sum of money to fund the FY13 portion of the Update Valuation Account, or take any action in relation thereto.

ARTICLE 7 To see if the Town will vote to raise and appropriate and or transfer from available

- (FinCom) sources a sum of money to fund the FY13 portion of the Cyclical Inspection Account, or take any action in relation thereto.
- ARTICLE 8**
(Library) To see if the Town will vote to establish a revolving fund as recommended by the Board of Selectmen for the Taft Public Library in accordance with M.G.L. Chapter 44, Section 53E 1/2. The purpose of this fund shall be to replace items lost or damaged by those who borrow materials and to purchase new materials. Receipts to this fund shall be monies paid by borrowers for lost or damaged materials and for overdue fines. The Library Director, with the approval of the Library Board of Trustees, shall be authorized to expend from this fund but at no time exceeding more than the available balance in the revolving fund nor to expend more than six thousand dollars per year.
- ARTICLE 9**
(Planning Board) To see if the Town will vote to establish a revolving fund as recommended by the Board of Selectmen for the Planning Board in accordance with M.G.L. Chapter 44, Section 53E 1/2. The purpose of this fund shall be to hold deposits made by applicants before the Planning Board for engineering and other applicable fees incurred by the Planning Board for processing the requests of said applicants. The Planning Board Chair, with the approval of the Planning Board, shall be authorized to expend from this fund but at no time exceeding more than the available balance in the revolving fund nor to expend more than thirty thousand dollars per year.
- ARTICLE 10**
(Highway) To see if the Town will vote to establish a revolving fund as recommended by the Board of Selectmen for the Highway Department in accordance with M.G.L. Chapter 44, Section 53E 1/2. The purpose of this fund shall be to hold all monies related to recycling materials including, but not limited to, metal, tires, light bulbs, batteries, etc. collected at the recycling center located at the Highway Department to maintain and improve the recycling facility. The Highway Surveyor, with approval of the Board of Selectmen, shall be authorized to expend from this fund but at no time exceeding more than the available balance in the revolving fund nor to expend more than twenty-five thousand dollars per year.
- ARTICLE 11**
(ConCom) To see if the Town will vote to establish a revolving fund as recommended by the Board of Selectmen for the Conservation Commission in accordance with M.G.L. Chapter 44, Section 53E 1/2. The purpose of this fund shall be to hold deposits made by applicants before the Conservation Commission for engineering and other applicable fees incurred by the Planning Board for processing the requests of said applicants. The Conservation Commission Chair, with approval of the Conservation Commission, shall be authorized to expend from this fund but at no time exceeding more than the available balance in the revolving fund nor to expend more than twenty-five thousand dollars per year.
- ARTICLE 12**
(Land Use) To see if the Town will vote to approve the Mendon Land Use Committee's Five Year Land Use Plan, copies of which are available in the Town Clerk's office and the Taft Public Library, or take any action in relation thereto.
- ARTICLE 13**
(FinCom) To see if the Town will vote to transfer a sum of money from the Ambulance Reserve Account to fund the FY13 Ambulance lease payment, or take any action in relation thereto.
- ARTICLE 14**
(FinCom) To see if the Town will vote to raise and appropriate and or transfer a sum of money from available sources for Police Department State/Federal General Matching Grants, or take any action in relation thereto.
- ARTICLE 15**
(CPC) To see if the Town will vote to transfer a sum of money from the Community Preservation Funds Account to fund a portion of the FY 13 Fino Land Debt, or take any action in relation thereto.
- ARTICLE 16**
(CPC) To see if the Town will vote to transfer a sum of money from the Community Preservation Open Space Account to fund the removal of the non-native invasive water chestnut weeds in Inman Pond on the Meadow Brook Woods property in the spring of 2012, or take any action in relation thereto.

- ARTICLE 17** (CPC) To see if the Town will vote to transfer a sum of money from the Community Preservation Affordable Housing Account to create an Affordable Housing Coordinator temporary position for a period of one year, or take any action in relation thereto.
- ARTICLE 18** (FinCom) To see if the Town will vote to raise and appropriate and or transfer a sum of money from available funds to pay the yearly rental cost of the temporary trailer for Public Safety usage, or take any action in relation thereto.
- ARTICLE 19** (BoS) To see if the Town will vote to authorize the Board of Selectmen to appoint one of its members to the Conservation Commission to a term of three years, or take any action in relation thereto
- ARTICLE 20** (Mennonite Church) To see if the town will vote to approve the establishment of a cemetery proposed by the Mennonite Church on land located at 70 Cape Rd. which property is owned by the Mennonite Church, plans for such cemetery are available for inspection at the Board of Health office, or act or do anything in relation thereto.
- ARTICLE 21** (BoS) To see if the town will vote to accept the street known as **Deer Hill Road** as a public way in the Town of Mendon provided, however, the grantor provide to the Town a certificate of title and deed acceptable to the Board of Selectmen with respect to the roadway and easements.
- ARTICLE 22** (BoS) To see if the town will vote to accept the street known as **Freeman Place** as a public way in the Town of Mendon provided, however, the grantor provide to the Town a certificate of title and deed acceptable to the Board of Selectmen with respect to the roadway and easements
- ARTICLE 23** (BoS) To see if the town will vote to accept the street known as **Leone Lane** as a public way in the Town of Mendon provided, however, the grantor provide to the Town a certificate of title and deed acceptable to the Board of Selectmen with respect to the roadway and easements.
- ARTICLE 24** (BoS) To see if the town will vote to accept the street known as **Lowell Drive** as a public way in the Town of Mendon provided, however, the grantor provide to the Town a certificate of title and deed acceptable to the Board of Selectmen with respect to the roadway and easements.
- ARTICLE 25** (BoS) To see if the town will vote to accept the street known as **Millbrook Drive** as a public way in the Town of Mendon provided, however, the grantor provide to the Town a certificate of title and deed acceptable to the Board of Selectmen with respect to the roadway and easements.
- ARTICLE 26** (BoS) To see if the town will vote to accept the street known as **Springbrook Court** as a public way in the Town of Mendon provided, however, the grantor provide to the Town a certificate of title and deed acceptable to the Board of Selectmen with respect to the roadway and easements.
- ARTICLE 27** (BoS) To see if the town will vote to accept the street known as **Forest Park Drive** as a public way in the Town of Mendon provided, however, the grantor provide to the Town a certificate of title and deed acceptable to the Board of Selectmen with respect to the roadway and easements.
- ARTICLE 28** (Moderator) To see if the Town will vote to adjourn this Annual Town Meeting until 7:00am on May 15, 2012 in the Miscoe Hill School gymnasium, for the sole purpose of conducting the Annual Town Election and further that this Annual Town Meeting warrant will be dissolved immediately upon the closing of the polls on that date.