

**2021-2022  
Annual Town Report  
Part II**

**Warrant for the Annual Town Meeting  
With Reports and Recommendations of  
the Finance and Advisory Committee**



Hearing on the Warrant  
**Monday, April 26 2021**  
via Zoom at 7:00 pm  
Meeting ID: 894 6260 6686

Annual Town Meeting  
**Saturday, May 1, 2021**  
Pingree Park at 1:00 pm

Election Day  
**Thursday, May 6, 2021**  
Wenham Town Hall at 7:00 am to 8:00 pm

Please bring this Part II with you to the Hearing and Town Meeting.  
Matters to be voted on do not appear in Part I of the Town Report.  
The Town Report is available at [www.wenhamma.gov](http://www.wenhamma.gov).

# Wenham Finance and Advisory Committee

## Fiscal Year 2022 Annual Report

To the Citizens of Wenham,

The Wenham Finance and Advisory Committee herein submits for your review, consideration, and action at the May 1, 2021 Annual Town Meeting, our recommended budget for the Fiscal Year (FY) 2022, which begins July 1, 2021.

While The Town of Wenham continues to face future structural budget challenges as we work within Proposition 2 ½ levy limit legislation, the annual town FY22 operating budget inclusive of the HWRSD FY22 budget, has been established within the FY22 levy capacity (plus new growth), thus eliminating the need for a Town operation override or a school budget override for the upcoming Fiscal Year. Wenham's continued challenge is meeting our annual increases in base operational costs, while our primary revenue source remains and is dependent upon, our residential property tax assessments.

The FY 2022 operating budget reflects an increase of \$517,245, or 2.41% over the previous fiscal year, assuming the passage of Article 1 Budget Appropriations and Article 2 Use of Free Cash to Balance the Operating Budget.

### Schools Overview

The HWRSD School Committee adopted a FY 2022 gross operational budget of \$38,738,975 which represents an increase over FY 2021 of 4.63%. The net operating budget increase is 3.99% reflecting changes in other school funding sources.

Projections for student enrollment as of 10/1/2020 show the following:

- Wenham student enrollment decreased from 635 to 558 students
- Hamilton student enrollment decreased from 1,130 to 1,072 students
- Wenham's share of the HWRSD operating budget decreased from 36.14% to 35.56%

While both Towns saw a decrease in enrollment, Wenham's decrease was more significant which reduced Wenham's share of the net operating assessment.

The HWRSD net assessment increased by \$213,483 or 1.86%, over the current fiscal year. This leads to a total assessment for operations and debt for Wenham of \$11,865,576 for FY 2022, which represents a 2.32% increase overall for Wenham's HWRSD line item.

### Town Overview

The FY 2021 budget reflects an increase of 2.95% in Town expenses, as detailed below. Among the key drivers of Town expense increases are health insurance benefits, retirement obligations, trash services, as well as some needed investment in information technology. The Town is also experiencing minimal changes in revenue including state aid, local receipts, and free cash.

### Salaries

Town salaries increase by \$125,956 reflecting 2.76% increase overall due to 2% COLA increases, contractual step increases, up to 2% in non-union personnel merit increases, and salary

adjustments for non-union positions within the ranges established in the existing compensation and classification schedule.

### **Debt Service**

Debt payments of both principle and interest from the general fund operating budget will increase by \$75,000 from the current fiscal year to \$525,186, an increase of 16.66%. This is due to the increase of the Fire Truck debt payment as approved by Town Meeting in the prior year. The Town is also experiencing an increase on the school debt, as addressed above based on their Capital Project Debt Exclusion approved in July 2020. No new HWRSD debt is proposed for FY 2022.

### **Free Cash**

Free cash results from higher than anticipated revenue, or lower than expected expenditures (relative to one another). As with the prior two fiscal years, the FY 2022 budget includes the use of free cash (Article 2) in the amount of \$316,400. This reflects a decrease year over year of \$182,685, or 36.6%, to ensure a minimum of \$250,000 is maintained in reserve, consistent with the Town's financial policy.

Available free cash was certified by the State Department of Revenue for FY22 at \$826,178. Of this amount the Finance Committee is proposing the use of \$316,400 in free cash to balance the operating budget and \$259,600 for one-time capital investment as displayed in Article 3. This will leave a balance of \$250,178 in our Reserve account as noted above. Since year-to-year fluctuations in the amount of free cash generated by operations are possible, best practices in municipal financial management discourage the use of free cash for on-going operations support and suggest that free cash be used for one-time items such as capital or investment in reserves. We are pleased with the continued reduction with our use of free cash to balance the Town's operating budget and have made significant progress in the last few fiscal years; while the structural deficit is significantly less than even a few years ago, the Finance Committee intends to remain disciplined in reducing the Town's reliance in these one-time funds to support needed, annual operations.

### **Capital Expenditures**

The following capital commitments are made in Article 1 based on current lease agreements or necessary safety equipment. These were selected as minimum requirements and do not accurately reflect all necessary capital improvement items identified in either departmental budget requests or the Town's 5-year Capital Improvement Plan.

- \$36,000 for Highway Dept. backhoe lease
- \$35,000 for Highway Dept. front end loader lease
- \$20,000 for Highway Dept. for one-time purchase of the ride-on-roller
- \$31,000 for Highway Dept. for year 1 of 5 for the trackless municipal tractor
- \$15,000 for Police Dept. administrative vehicle lease
- \$80,000 for Debt Service, for the payment for the debt excluded fire truck approved by Town Meeting last year

While Article 1 includes mostly debt payments and leases for capital expenses, Article 3 includes one-time capital expenditures with the use of free cash. These are one-time capital items that include critical infrastructure repairs, safety equipment, and long-term planning. These items were identified in the Town's Capital Improvement Program, as shown in Appendix 2 of this Warrant Book and were recommended with unanimous support by the Finance & Advisory Committee.

- Police – replacement cruiser \$42,000
- Police – two replacement rifles \$2,600
- Library Roof – supplemental allocation \$75,000
- Compensation and Classification Study \$15,000
- Master Plan \$125,000

This capital allocation includes additional funding for the library roof repair/replacement project. Last year’s allocation was based on an insufficient, informal quote process, which then required additional review. Wenham, in conjunction with Hamilton, formed an ad hoc committee to develop a formal bid for this project, which now includes the repair of the Hamilton Recreation Department roof. The total project expense for the Library and Recreation Roofs, with a now fully developed bid, is projected to cost \$300,000. Subtract the allocation by both towns from last year (\$75,000), the new total cost for the repair is \$225k, leaving Wenham to fund an additional \$75k in FY 22 and Hamilton to fund an additional \$150,000 to start and complete the project. The Town is actively seeking funds from the roof material warranties, but we will not realize potential cost savings from those warranties until well after Town Meeting. While not having potential warranty reimbursement, both towns wish to address the repairs in a timely manner to avoid any possible damage to the structure or library materials/equipment.

This budget also includes year 2 of 3 for the replacement schedule for the Police Dept. rifles as well as the annual cruiser vehicle replacement, per the Town’s vehicle replacement schedule.

The Compensation and Classification study at \$15,000 includes a survey of job descriptions as well as internal and external pay equity for all collective bargaining units and non-union staff.

Such a study will assist the community as we enter this year’s collective bargaining negotiations. The Town continually struggles to retain employees and recruit new hires. The goal of this research is to better capture human resource data for all full-time positions so the Town can work to systemically address recruitment and retention issues.

The final item is \$125,000 for a town wide Master Plan, as put forward by the Planning Board, Land Use Department, and Town Administration. This would begin a two -year, town wide planning process that would provide decision making for all Town boards and committees. A Master Plan study actively involves citizen and community input on a wide variety of policy issues and provides a blueprint for how the Town would move forward in regards to zoning, housing, open space, transportation, and economic development, to name a few.

The Water Dept. is again seeking to transfer \$35,000 from the operating budget to the Capital Reserve account created last year for long term investments into the water infrastructure.

The Iron Rail Commission will continue to cover debt service and previously deferred modest capital projects through the use of their revolving fund. These funds are generated by Iron Rail rental income, while the remainder of the Iron Rail rental income is included in General Fund Revenue.

## Net Effect: Anticipated Tax Rate Impact of Articles 1 and 2

The chart below summarizes the impact of Article 1 and 2 as presented in the Warrant book.

### FY22 TAX RATE SCENARIOS

	FY 21 Tax Rate	Est. Tax Rate Impact	Resulting estimated Tax Rate*	Percent Increase FY21 to FY22
Articles 1 & 2, levy limit budget and free cash	\$19.68	+ \$0.81 /\$1,000	\$20.49	+4.12%

\*Calculated with total valuation of the entire Town at \$925,512,543.

The tax rate for FY 21 was projected based on the prior year valuation of \$885,688,516, but the actual valuation to calculate the final FY 21 tax rate was at \$925,512,543. This resulted in the tax rate of \$19.68 per thousand instead of the FY 21 projected \$20.70 per thousand. That, along with the new excluded debt for the fire truck and school capital, means that the projected tax rate is less than last year's projected tax rate, but higher than the actual/current rate. The FY 22 rate will be finalized in the fall of 2021 when the new valuation is completed.

#### Fiscal Outlook for FY 2022 and Beyond

We remain confident that Wenham's financial operations are appropriately managed; a clean audit report for FY 2020 and a solid rating of AAA reflect the operational diligence.

We will be holding a Budget Forum for residents on Wednesday, April 14, at 6:30 pm via Zoom and available on HWCAM.

We hope you will join us at the Warrant Hearing on Monday, April 26, at 7:00 PM via ZOOM and available on HWCAM.

#### WENHAM FINANCE AND ADVISORY COMMITTEE

James Purdy, Chair

Carrie Jelsma, Vice-Chair

Alex Begin

Susan Mehlin

David Molitano

**WARRANT FOR THE ANNUAL TOWN MEETING  
WENHAM, MASSACHUSETTS  
Saturday, May 1, 2021**

Essex, ss

To either of the Constables of Wenham, in said County,

**GREETINGS:**

In the name of the Commonwealth of Massachusetts, you are hereby directed to notify the inhabitants of said Town qualified to vote in the Town Affairs and Elections. The Town Meeting will take place at Pingree Park located on Main Street in said Town on **Saturday, the first of May, 2021 at 1:00 PM**. Voters of the Town are also notified to bring in their votes at the Annual Town Election for the election of town officers to be determined by official ballot from 7:00 AM to 8:00 PM at the Wenham Town Hall, 138 Main Street, on **Thursday the sixth day of May, 2021**.

**ARTICLE 1: Annual Operating Budget Appropriations - Town and Schools (balanced budget)**

To see if the Town will determine what sum of money may be necessary to defray the Town's expenses for Fiscal Year 2022, the twelve month period beginning July 1, 2021 and ending June 30, 2022, including expenses for the Town and Regional School District; make appropriations for the same and determine the source thereof; provided, however, that the budget proposed hereunder is intended, in concert with Article 2, to provide for a budget within the Town's levy limit.  
Or take any other action relative thereto.

***Commentary:** The FY 2022 budget appropriation in this article, as recommended by the Finance & Advisory Committee, totals \$21,998,714. The FY 2022 budget requires the use of \$316,400 in FY 2020 free cash (see Article 2) to balance the budget and stay within the levy limit. See financial exhibits contained within the Article 1 warrant for further details about departmental line item funding amounts. If the FY 2022 budget outlined in Article 1 is accepted as recommended, total revenues from local property taxation rise by \$643,911, in line with a 2.5% levy limit increase under Proposition 2½ with the addition of new growth and the debt exclusions approved by prior Annual Town Meetings. This article, along with the use of free cash in Article 2, fully funds both municipal and Hamilton-Wenham Regional School District operations within the Town's levy capacity. Article 3 identifies additional use of free cash for one-time capital items. Assuming no changes in the Town's overall property valuation, the tax rate is set to rise to \$20.49/1000 upon the passage of this article, an increase of \$.81 or 4.12% from FY 2021 final tax rate of \$19.68/1000. The estimated FY 22 tax rate is lower than the projected tax rate for FY 21 (\$20.70/1000) due to the rise in the Town's overall valuation. This article requires a 2/3 majority, rather than a simple majority, as it includes the approval of a five year lease.*

***Recommendation of the Board of Selectmen: TO BE MADE AT TOWN MEETING***

***Recommendation of the Finance & Advisory Committee: 5-0-0***

***Vote needed: 2/3 Majority***

## Notes to Recap Sheet for FY 2022

### REVENUE

Local Receipts: Includes the following: \$1,111,528  
 Motor Vehicle Excise, Penalties and Interest, Payments in Lieu of Taxes, Charges for Services, Fees, Rentals,  
 Departmental Revenue, Licenses and Permits, Fines and Forfeits, and Investment Income.

Water Revenue: \$543,387  
 Raised from water use charges. Water receipts equal Water Budget.

Assessment to Hamilton: FY '22 apportionment: \$862,390  
 Joint Library, Joint Inspectional Services Retiree

Cherry Sheet Revenue: \$432,371  
 FY '22 Estimate

Other Available Funds:  
 FY 2020 Certified Free Cash Used to Reduce Tax Rate (\$826,178 certified) \$316,400  
**Transfer from Assessor's Overlay (one-time)** \$125,000

### EXPENSES

Cherry Sheet Charges: Assessed by the Commonwealth \$154,110

Other Expenditures:  
 Other charges that may be assessed to the town without appropriation;  
 This includes Cherry Sheet Offsets and any other deficits that may need to be raised

Public Libraries Offset Receipts \$9,328

Overlay: Allowance for Abatements and Exemptions from Assessors  
 FY '22 Estimated \$195,000

Special Articles:  
 The total dollar amount of the Finance and Advisory Committee's recommended expenditures under all of the  
 warrant articles that affect the tax rate.

Article No. 5 Cemetery funds transfer \$6,000

### FY 2022 Levy Limit Calculation:

Prior Fiscal Year Levy Limit: From Department of Revenue RECAP Sheet \$17,873,265

Prop 2.5 levy increase \$446,831

New Growth: Value increases from new construction \$150,000

---

Levy Limit \$18,470,097

### Proposition 2 ½ Debt Exclusion:

Includes Joint Library Project, Town Hall/Police Station Project Iron  
 Rail Boiler and School Debt; FY 21 School Capital; FY 21 Fire Truck + \$503,668

---

Maximum Allowable Levy \$18,973,765

5/1/2021

All FY 2022 salaries listed are based on a 52.29 week year

ITEM NO.	ITEM	Adopted Budget 7/1/2017 6/30/2018	Adopted Budget 7/1/2018 6/30/2019	Adopted Budget 7/1/2019 6/30/2020	Adopted Budget 7/1/2020 6/30/2021	Proposed Budget 7/1/2021 6/30/2022
114	<b>MODERATOR</b>					
114-5200	EXPENSES	50	50	50	50	50
122	<b>SELECTMEN</b>					
122-5100	SALARIES	11,139	11,029	11,250	11,474	11,474
	<i>(Chairman @ \$4,527/year, 2 Members @ \$3,473/year)</i>					
122-5200	EXPENSES	2,000	2,000	500	1,000	500
	TOTAL - SELECTMEN	13,139	13,029	11,750	12,474	11,974
123	<b>TOWN ADMINISTRATOR</b>					
123-5100	SALARY	114,240	132,000	138,047	135,834	139,909
	<i>(Town Administrator @ 139,909/year)</i>					
123-5200	EXPENSES	2,500	2,500	4,000	6,550	6,550
	TOTAL - TOWN ADMINISTRATOR	116,740	134,500	142,047	142,384	146,459
131	<b>FINANCE &amp; ADVISORY COMMITTEE</b>					
131-5200	EXPENSES	250	250	250	250	250
132	<b>RESERVE FUND MGL C.40, S.6</b>					
132-5700	RESERVE FUND	125,000	125,000	125,000	125,000	125,000
139	<b>MUNICIPAL AUDIT</b>					
139-5300	CONTRACT SERVICES - Municipal Audit	23,500	23,500	25,000	25,500	30,000
	CONTRACT SERVICES - Actuarial Valuation	0	0			
	TOTAL - MUNICIPAL AUDIT	23,500	23,500	25,000	25,500	30,000
141	<b>ASSESSORS</b>					
141-5100	SALARY & WAGES	61,280	63,103	65,131	67,335	69,704
	<i>(P/T Chief Assessor @ \$41,195/year for 20 hrs/wk)</i>					
	<i>(Exec Asst. to BOA @ \$28,508/year for 18 hrs/wk)</i>					
141-5200	EXPENSES	12,150	13,150	14,150	8,150	8,150
141-5800	CAPITAL - Measure List	0	0			
	TOTAL - ASSESSORS	73,430	76,253	79,281	75,485	77,854
145-5301	TAX TITLE EXPENSE			10,000	10,000	10,000



5/1/2021

All FY 2022 salaries listed are based on a 52.29 week year

ITEM NO.	ITEM	Adopted Budget 7/1/2017 6/30/2018	Adopted Budget 7/1/2018 6/30/2019	Adopted Budget 7/1/2019 6/30/2020	Adopted Budget 7/1/2020 6/30/2021	Proposed Budget 7/1/2021 6/30/2022
<b>149</b>	<b>FINANCE DEPARTMENT</b>					
149-5100	SALARY & WAGES <i>Finance Director/Town Accountant @ \$102,889/year for 40 hrs/wk</i> <i>Treasurer/Collector @ \$78,948/year for 40 hrs/wk</i> <i>(Assistant Treasurer/Collector @ \$63,615/year for 36.5 hrs/wk)</i>	187,551	195,778	225,276	244,684	245,454
149-5200	EXPENSES TOTAL - FINANCE DEPARTMENT	37,500 225,051	32,950 228,728	22,950 248,226	22,950 267,634	22,450 267,904
<b>151</b>	<b>TOWN COUNSEL / LEGAL</b>					
151-5210	CONTRACT SERVICES - RETAINER	0	0			
151-5220	CONTRACT SERVICES - OUTSIDE COUNSEL TOTAL - TOWN COUNSEL/LEGAL	50,000 50,000	55,000 55,000	60,000 60,000	75,000 75,000	90,000 90,000
<b>155</b>	<b>INFORMATION TECHNOLOGY</b>					
155-5200	EXPENSES	55,254	64,014	73,211	73,541	99,208
155-5800	CAPITAL TOTAL - INFORMATION TECHNOLOGY	7,000 62,254	7,000 71,014	7,000 80,211	10,000 83,541	10,000 109,208
<b>160</b>	<b>TOWN HALL</b>					
160-5100	SALARY & WAGES <i>(Administrative Assistant @ \$70,149/year for 40/hrs/wk )</i> <i>(Special Projects Manager @ \$76,801/year for 19.75/hrs/wk)</i> <i>(Minute Taker - \$22,075/year)</i>	104,060	122,265	133,276	136,510	180,346
160-5200	EXPENSES	47,720	47,720	47,720	68,600	58,100
160-5310	Minutes Taker - Moved to Salary & Wages TOTAL - TOWN HALL	8,569 160,349	0 169,985	180,996	205,110	238,446
<b>161</b>	<b>TOWN CLERK</b>					
161-5100	SALARY & WAGES <i>(Town Clerk @ \$66,279/year for 36.5 hrs./wk.)</i> <i>(Registrar Stipend \$172/year)</i> <i>(Election coverage totaling \$5,549)</i> <i>(Administrative Assistant @ \$10,012/year for 8 hrs/wk @ \$24)</i> <i>(Office Coverage @ \$24/hr for 80 hours of coverage for the year. Total \$1,920)</i> <i>(Town Clerk Certification Stipend \$1,000/year)</i>	65,039	77,487	83,773	72,401	80,085
161-5200	EXPENSES TOTAL - TOWN CLERK	12,555 77,594	12,855 90,342	13,065 96,838	10,990 83,391	11,680 91,765

5/1/2021

All FY 2022 salaries listed are based on a 52.29 week year

ITEM NO.	ITEM	Adopted Budget 7/1/2017 6/30/2018	Adopted Budget 7/1/2018 6/30/2019	Adopted Budget 7/1/2019 6/30/2020	Adopted Budget 7/1/2020 6/30/2021	Proposed Budget 7/1/2021 6/30/2022
<b>170</b>	<b>PLANNING &amp; LAND USE</b>					
170-5100	SALARY & WAGES <i>(Planning Coordinator @ \$38,318/year for 19 hrs/wk)</i> <i>(Conservation &amp; Open Space Coordinator @ \$32,318/year for 19 hrs/wk)</i>	57,105	69,122	66,056	68,661	70,637
171-5200	EXPENSES - Conservation/Planning/Zoning	4,900	6,155	6,585	6,585	6,085
175-5200	EXPENSES - Planning	0	0			
176-5200	EXPENSES - Board of Appeals	0	0			
	<b>TOTAL - PLANNING &amp; LAND USE</b>	<u>62,005</u>	<u>75,277</u>	<u>72,641</u>	<u>75,246</u>	<u>76,722</u>
<b>192</b>	<b>FACILITIES MANAGEMENT</b>					
192-5100	SALARIES & WAGES <i>(Facilities Director @ \$76,718/year for 40 hrs/wk)</i> <i>(Summer help - 2 workers @ \$5,000)</i> <i>(Clock Winder - \$1,250/year - Stipend)</i>	81,194	81,247	84,045	69,917	82,868
192-5200	EXPENSES	73,989	78,989	87,934	87,866	90,441
192-5800	CAPITAL	0	0		21,000	0
	<b>TOTAL - BUILDING &amp; GROUNDS MAINTENANCE</b>	<u>155,183</u>	<u>160,236</u>	<u>171,979</u>	<u>178,783</u>	<u>173,309</u>
<b>195</b>	<b>TOWN REPORT</b>					
195-5200	EXPENSES	5,500	5,700	6,000	6,000	6,500
<b>199</b>	<b>IRON RAIL PROPERTY</b>					
199-5100	SALARY & WAGES <i>(Custodial staff - moved to contracted for 2020)</i>	7,102	6,973			
199-5200	EXPENSES	36,470	36,470	46,670	47,900	48,100
199-5800	CAPITAL	0	0			
	<b>TOTAL - IRON RAIL PROPERTY</b>	<u>43,572</u>	<u>43,443</u>	<u>46,670</u>	<u>47,900</u>	<u>48,100</u>
	<b>TOTAL GENERAL GOVERNMENT</b>	<u>1,193,617</u>	<u>1,272,307</u>	<u>1,356,939</u>	<u>1,413,748</u>	<u>1,503,542</u>
<b>210</b>	<b><u>PROTECTION OF PERSONS AND PROPERTY</u></b>					
210-5100	<b>POLICE</b> SALARIES & WAGES <i>(Chief @ \$143,307/year)</i> <i>(Deputy Chief @ \$114,596/year)</i> <i>(8 officers totaling \$765,352)</i> <i>(Reserve Officers totaling \$289,420)</i> <i>(Administrative Assistant @ \$63,215/year)</i>	1,237,224	1,271,226	1,306,706	1,322,932	1,420,831

5/1/2021

All FY 2022 salaries listed are based on a 52.29 week year

ITEM NO.	ITEM	Adopted Budget 7/1/2017 6/30/2018	Adopted Budget 7/1/2018 6/30/2019	Adopted Budget 7/1/2019 6/30/2020	Adopted Budget 7/1/2020 6/30/2021	Proposed Budget 7/1/2021 6/30/2022
210-5200	(Animal Control Officer @ \$19,500/year)	125,266	123,216	126,616	116,300	128,718
210-5800	(Pleasant Pond Life Guards & Gatekeepers @ \$22,040/year)	40,000	40,000	54,133	12,133	15,000
	EXPENSES					
	CAPITAL					
	Lease costs for Administrative Vehicle @ \$15,000					
	TOTAL - POLICE	1,402,490	1,434,442	1,487,455	1,451,365	1,564,549
<b>220</b>	<b>FIRE</b>					
220-5100	SALARIES & STIPENDS	401,285	387,036	423,125	454,546	470,513
	(Chief @ \$116,967/year)					
	(Fire Prevention Officer @ \$111,541/year)					
	(F/T Firefighter @ \$57,435/year)					
	(Administrative Assistant @ \$7,288/year)					
	(Training, OT & EMT, Deputy, Captain, Lieutenant Stipends, \$151,406)					
	(Additional EMS Coverage(\$25,875)					
220-5110	ON-CALL WAGES	201,220	202,995	181,555	187,910	190,000
220-5200	EXPENSES	133,286	123,961	131,763	141,897	150,045
220-5800	CAPITAL	15,000	0	41,000	0	0
	TOTAL - FIRE	750,791	713,992	777,443	784,353	810,558
<b>240</b>	<b>PERMITTING - INSPECTIONAL SERVICES</b>					
240-5100	ASSESSMENT TO HAMILTON	60,475	138,952	142,573	152,170	71,297
240-5200	EXPENSES (Wenham Permitting Software)	6,757	15,000	27,920	28,820	12,404
240-5800	CAPITAL		3,000	0	0	0
	TOTAL - PERMITTING - INSPECTIONAL SERVICES	67,232	156,952	170,493	180,990	83,701
<b>294</b>	<b>TREE WARDEN</b>					
294-5100	SALARY (\$1,727 stipend/year)	1,627	1,660	2,693	1,727	1,727
294-5200	EXPENSES	25,800	25,800	25,800	26,000	28,220
294-5800	CAPITAL					
	TOTAL - TREE WARDEN	27,427	27,460	28,493	27,727	29,947
	<b>TOTAL PROTECTION OF PERSONS &amp; PROPERTY</b>	2,247,940	2,332,846	2,463,884	2,444,435	2,488,755

5/1/2021

All FY 2022 salaries listed are based on a 52.29 week year

ITEM NO.	ITEM <u>SCHOOLS</u>	Adopted Budget 7/1/2017 6/30/2018	Adopted Budget 7/1/2018 6/30/2019	Adopted Budget 7/1/2019 6/30/2020	Adopted Budget 7/1/2020 6/30/2021	Proposed Budget 7/1/2021 6/30/2022
<b>310</b>	<b>REGIONAL SCHOOL DISTRICT</b>					
310-5200	ASSESSMENT - Wenhams Share	8,870,591	9,708,859	10,488,321	11,447,446	11,660,930
<b>315</b>	<b>REGIONAL SCHOOL DEBT</b>					
315-5900	PRINCIPAL & INTEREST (Cutler Roof)	42,129	45,451	47,023	46,241	44,486
315-5900	PRINCIPAL & INTEREST (Baker & Winthrop Boiler)	45,265	42,049	41,323	43,476	42,103
315-5911	WINTHROP SPRINKLER & INFRASTRUCTURE	0	8,838	54,869	54,211	46,536
315-5900	FY21 CAPITAL	335,586	344,154	143,215	5,421	71,521
	TOTAL - PRINCIPAL & INTEREST	9,206,177	10,053,013	10,631,536	11,596,795	11,865,576
	<b>TOTAL - HAMILTON/WENHAM REGIONAL SCHOOL DISTRICT</b>					
<b>320</b>	<b>REGIONAL VOCATIONAL SCHOOL DISTRICT</b>					
320-5200	ASSESSMENT - Wenhams Share	145,894	143,217	159,958	147,759	150,967
320-5910	INTEREST - New Regional Technical School Building	18,349	16,829	22,850	22,850	20,000
	<b>TOTAL - REGIONAL VOCATIONAL SCHOOL DISTRICT</b>	164,243	160,046	182,808	170,609	170,967
	<b>TOTAL EDUCATION</b>	9,370,420	10,213,059	10,814,344	11,767,404	12,036,543
	<b>DEPARTMENT OF PUBLIC WORKS</b>					
<b>422</b>	<b>HIGHWAY DEPARTMENT</b>					
422-5100	SALARIES & WAGES <i>(DPW Director @ \$121,388/year)</i> <i>(Foreman @ \$79,521/year)</i> <i>(6 ft positions totaling \$338,974/year)</i> <i>(Administrative Assistant \$31,491/year @ 23.5 hrs/wk)</i> <i>(OT \$10,000)</i>	548,447	551,413	569,359	582,044	581,376
422-5200	EXPENSES	219,304	219,304	276,495	280,095	266,800
422-5800	CAPITAL	83,020	83,020	163,020	160,000	207,000
	<b>TOTAL - HIGHWAY DEPARTMENT</b>	850,771	853,737	1,008,874	1,022,139	1,055,176
<b>423</b>	<b>SNOW REMOVAL</b>					
423-5100	WAGES	36,050	36,050	36,050	36,050	36,050
423-5200	EXPENSES	70,000	70,000	70,000	70,000	70,000
	<b>TOTAL - SNOW REMOVAL</b>	106,050	106,050	106,050	106,050	106,050
<b>424</b>	<b>STREET LIGHTING</b>					
424-5200	EXPENSES	30,574	18,000	20,000	20,000	18,000

5/1/2021

All FY 2022 salaries listed are based on a 52.29 week year

ITEM NO.	ITEM	Adopted Budget 7/1/2017 6/30/2018	Adopted Budget 7/1/2018 6/30/2019	Adopted Budget 7/1/2019 6/30/2020	Adopted Budget 7/1/2020 6/30/2021	Proposed Budget 7/1/2021 6/30/2022
<b>433</b>	<b>REFUSE COLLECTION AND DISPOSAL</b>					
433-5300	EXPENSES	365,000	386,000	401,268	446,400	470,000
<b>491</b>	<b>CEMETERY</b>					
491-5100	SALARIES & WAGES -(Burial Agent - \$3,249/year stipend) (DPW Overtime @ \$1,200/year)	3,180	3,122	4,385	4,449	4,449
491-5200	EXPENSES	6,100	6,600	4,750	6,950	6,938
	CAPITAL			4,362	0	0
	TOTAL - CEMETERY	9,280	9,722	13,497	11,399	11,387
	<b>TOTAL DEPARTMENT OF PUBLIC WORKS</b>	1,361,675	1,373,509	1,549,689	1,605,988	1,660,613
	<b><u>HEALTH AND HUMAN SERVICES</u></b>					
<b>510</b>	<b>BOARD OF HEALTH</b>					
510-5100	SALARIES (Inspector of Animals @ \$2,592/year) (Assistant Health Agent @ \$6,134/year) (Public Health Nurse @ \$9,100/year)	12,261	12,384	15,550	15,861	17,825
510-5200	EXPENSES	19,935	20,643	20,948	27,604	19,000
510-5300	CONTRACT SERVICE	0	0			
	TOTAL - BOARD OF HEALTH	32,196	33,027	36,498	43,465	36,825
<b>541</b>	<b>COUNCIL ON AGING</b>					
541-5100	SALARIES (COA Director @\$56,216/year) (4 P/T Staff, Drivers totaling \$56,635/year)	81,886	87,108	93,503	96,797	112,853
541-5200	EXPENSES	20,274	20,274	19,950	17,950	17,950
	TOTAL - COUNCIL ON AGING	102,160	107,382	113,453	114,747	130,803
<b>543</b>	<b>VETERAN'S DEPARTMENT</b>					
543-5200	EXPENSES	1,900	1,919	475	4,000	
543-5210	REGIONAL DISTRICT ASSESSMENT	21,000	21,420	22,724	25,021	16,022
	TOTAL VETERAN'S BENEFITS	22,900	23,339	23,199	29,021	16,022
	<b>TOTAL HEALTH &amp; HUMAN SERVICES</b>	157,256	163,748	173,150	187,233	183,650

5/1/2021

All FY 2022 salaries listed are based on a 52.29 week year

ITEM NO.	ITEM <u>CULTURE and RECREATION</u>	Adopted	Adopted	Adopted	Adopted	Proposed
		Budget 7/1/2017 6/30/2018	Budget 7/1/2018 6/30/2019	Budget 7/1/2019 6/30/2020	Budget 7/1/2020 6/30/2021	Budget 7/1/2021 6/30/2022
<b>620</b>	<b>JOINT LIBRARY</b>					
	<b>SALARIES &amp; WAGES</b>					
620-5100-1	(Director)	83,483	86,801	90,207	81,836	85,180
620-5100-2	(Head Reference)	51,743	53,818	56,401	58,255	59,168
620-5100-3	(General Services)					
620-5100-4	(Young Adult Librarian)					
620-5100-5	(Children's)	51,327	53,406	55,906	57,827	58,121
620-5100-6	(Head of Circulation)	52,748	54,859	57,484	59,342	59,678
620-5100-7	(Adult Services/Admin Librarian)	51,015	53,074	55,521	57,442	51,160
620-5100-8	(Technical Services)	50,518	52,576	54,001	55,049	55,346
620-5100-9	(Assistant Director)	58,615	59,766	54,655	55,786	55,346
620-5100-11	(Generalist)	58,056	60,418	63,187	65,365	57,621
	(Placeholder for Wage Matrix)	50,965	53,036	54,272	55,425	63,226
		0	0			
	<b>SUBTOTAL PROFESSIONAL</b>	<u>508,470</u>	<u>527,754</u>	<u>541,634</u>	<u>546,327</u>	<u>544,846</u>
620-5100-10	(Support Staff - 12 Part-time Positions @ various hourly wages) (Shelvers - total 20 hrs/wk)	105,776	110,209	116,326	127,289	123,900
		0	0			
	<b>SUBTOTAL SUPPORT STAFF</b>	<u>105,776</u>	<u>110,209</u>	<u>116,326</u>	<u>127,289</u>	<u>123,900</u>
	<b>TOTAL SALARIES</b>	<u>614,246</u>	<u>637,963</u>	<u>657,960</u>	<u>673,616</u>	<u>668,746</u>
	<b>EXPENSES</b>					
620-5200-1	(Library Books)	127,814	130,814	132,126	135,000	138,000
620-5200-2	(Subscriptions & Periodicals)	10,000	10,000	10,000	10,000	9,000
620-5200-3	(Technology)	48,668	49,694	53,209	53,982	53,732
620-5200-5	(General Supplies)	12,765	12,627	12,627	12,100	10,300
620-5200-6	(Memberships, Conference & Travel)	916	916	916	2,000	1,400
620-5200-7	(Programs)	500	500	500	1,800	1,200
620-5200-8	(Heat & Utilities)	53,540	53,540	56,427	50,015	50,515
620-5200-9	(Maintenance of Building & Grounds)	41,135	45,105	48,105	61,650	60,450
	<b>TOTAL LIBRARY EXPENSES</b>	<u>295,338</u>	<u>303,196</u>	<u>313,910</u>	<u>326,547</u>	<u>324,597</u>
620-5800-10	<b>CAPITAL</b>	0	0			
	<b>TOTAL - LIBRARY</b>	<u>909,584</u>	<u>941,159</u>	<u>971,870</u>	<u>1,000,163</u>	<u>993,343</u>

5/1/2021

All FY 2022 salaries listed are based on a 52.29 week year

ITEM NO.	ITEM	Adopted Budget 7/1/2017 6/30/2018	Adopted Budget 7/1/2018 6/30/2019	Adopted Budget 7/1/2019 6/30/2020	Adopted Budget 7/1/2020 6/30/2021	Proposed Budget 7/1/2021 6/30/2022
640	<b>JOINT RECREATION PROGRAM</b>	68,784	97,140	86,778	90,583	93,918
640-5200	OTHER - JT. RECREATION PROGRAM EXPENSE <i>(Includes IDC model administrative fee to Hamilton)</i> EXPENSES	200	200	200	200	200
691	<b>HISTORIC DISTRICT COMMISSION</b>	978,568	1,038,499	1,058,848	1,090,946	1,087,461
691-5200	EXPENSES					
	<b>TOTAL CULTURE AND RECREATION</b>	20,101	20,717	24,281	26,224	25,053
	<b><u>FIXED CHARGES</u></b>					
840	<b>INTERGOVERNMENTAL</b>					
911-5200	ECO - RETIREE ASSESSMENT	668,111	728,457	794,018	836,419	864,021
911	<b>RETIREMENT</b>	0	0	0	0	0
911-5200	ESSEX REGIONAL RETIREMENT ASSESSMENT	668,111	728,457	794,018	836,419	864,021
911-5220	FORMER EMPLOYEE PENSION	668,111	728,457	794,018	836,419	864,021
	TOTAL - RETIREMENT					
914	<b>EMPLOYEE BENEFITS</b>	691,696	638,415	760,168	874,275	900,503
914-5200	GROUP INSURANCE (Health & Life - Town Share)	7,000	7,000	22,400	0	0
914-5220	UNEMPLOYMENT	698,696	645,415	782,568	874,275	900,503
	COMPENSATED ABSENCES					
	TOTAL - EMPLOYEE BENEFITS					
916	<b>FICA / MEDICARE</b>	56,721	57,856	59,013	63,000	65,000
916-5200	EXPENSES					
945	<b>GENERAL INSURANCE</b>	123,600	127,308	135,000	145,000	160,000
945-5200	EXPENSES	123,600	127,308	135,000	145,000	160,000
	TOTAL - GENERAL INSURANCE					
991	<b>OTHER POST EMPLOYMENT BENEFITS - OPEB</b>	0	40,000	50,000	60,000	70,000
991-5960	EXPENSES					
	<b>TOTAL FIXED CHARGES</b>	1,567,229	1,619,753	1,844,880	2,004,918	2,084,577

5/1/2021

All FY 2022 salaries listed are based on a 52.29 week year

ITEM NO.	ITEM	Adopted Budget 7/1/2017 6/30/2018	Adopted Budget 7/1/2018 6/30/2019	Adopted Budget 7/1/2019 6/30/2020	Adopted Budget 7/1/2020 6/30/2021	Proposed Budget 7/1/2021 6/30/2022
<b>TOWN DEBT - PRINCIPAL &amp; INTEREST</b>						
<b>710 PRINCIPAL</b>						
710-5910-3	PRINCIPAL - JOINT LIBRARY	60,000	50,000	50,000	0	0
710-5910-4	PRINCIPAL - LIBRARY LEASE/PURCHASE	15,000	15,000	15,000	0	0
710-5910-5	PRINCIPAL - TOWN HALL PROJ (\$244,000)	10,000	10,000	10,000	0	0
710-5910-6	PRINCIPAL- TOWN HALL / POLICE PROJECT	210,000	200,000	195,000	195,000	190,000
710-5910-8	PRINCIPAL - FIRE ENGINE (Quint - Debt Exclusion)					
710-5910-9	PRINCIPAL - Culvert/Drainage Road Repair	40,000	76,000	76,000	76,000	76,000
710-5910-11	PRINCIPAL - ESCO	24,000	24,000	24,000	24,000	24,000
710-5910-13	PRINCIPAL - HIGHWAY TRACKLESS MACHINE (Loan)					
710-5910-14	PRINCIPAL - STATE HOUSE NOTE '15 - FIRE TRUCK	120,000	120,000	115,000	110,000	110,000
	PRINCIPAL - 2020 FIRE TRUCK					
	<b>Subtotal - Principal</b>	<b>479,000</b>	<b>495,000</b>	<b>485,000</b>	<b>405,000</b>	<b>472,875</b>
<b>751 INTEREST</b>						
751-5915-3	INTEREST - JOINT LIBRARY	2,600	1,500	500	0	0
751-5915-4	INTEREST - LIBRARY LEASE/PURCHASE	750	450	150	0	0
751-5915-5	INTEREST - TOWN HALL PROJ (\$244,000)	500	300	100	0	0
751-5915-6	INTEREST - TOWN HALL / POLICE PROJECT	47,150	43,050	39,100	35,201	35,201
751-5915-8	INTEREST - FIRE ENGINE (Quint - Debt Exclusion)					
751-5915-9	INTEREST - Culvert/Drainage Road Repair	12,230	10,830	8,740	6,460	6,460
751-5915-11	INTEREST - ESCO	3,990	3,420	2,760	2,040	2,040
751-5915-12	INTEREST - HIGHWAY TRACKLESS MACHINE (Loan)					
751-5915-14	INTEREST - STATE HOUSE NOTE '15 - FIRE TRUCK	10,935	7,695	4,523	1,485	1,485
	INTEREST - 2020 FIRE TRUCK					
	<b>Subtotal - Interest</b>	<b>78,155</b>	<b>67,245</b>	<b>55,873</b>	<b>45,186</b>	<b>52,311</b>
	<b>TOTAL TOWN DEBT</b>	<b>557,155</b>	<b>562,245</b>	<b>540,873</b>	<b>450,186</b>	<b>525,186</b>
	<b>Water Indirects (Offset)</b>				<b>(94,000)</b>	<b>(100,000)</b>
	<b>Personnel Reserve (Obligatory Retirement Costs)</b>				<b>38,110</b>	<b>60,000</b>
	<b>Insurance Premium Holiday (FY22 ONLY)</b>					<b>(75,000)</b>
	<b>TOTAL GENERAL FUND</b>	<b>17,433,860</b>	<b>18,575,966</b>	<b>19,802,607</b>	<b>20,908,968</b>	<b>21,455,327</b>



FY 2022 Article 1

5/1/2021

All FY 2022 salaries listed are based on a 52.29 week year

ITEM NO.	ITEM	Adopted Budget		Adopted Budget		Adopted Budget		Proposed Budget			
		7/1/2017	6/30/2018	7/1/2018	6/30/2019	7/1/2019	6/30/2020	7/1/2020	6/30/2021	7/1/2021	6/30/2022
450	<b>WATER FUND</b>										
450-5100	<b>SALARIES &amp; WAGES</b>										
	(Superintendent @ \$102,840/year)	168,828		174,048		191,798		186,050		240,187	
	(Primary operator @ \$63,375/year)										
	(Administrative Assistant @ \$17,069/year for 13 hrs/wk)										
	(Secondary Operator @ \$46,496)										
	(Summer help/weekend coverage - \$8,400)										
	(Overtime - \$2,000)										
	(Commissioner's salaries: 1 @ \$2, 2 @ \$1)										
450-5200	<b>EXPENSES</b>	134,503		136,458		137,958		241,423		268,200	
450-5916	<b>DEBT</b>	113,655		77,250		75,750		0		0	
450-5800	<b>CAPITAL</b>	4,631		39,632		39,632		35,000		35,000	
	<b>TOTAL - WATER FUND</b>	<b>421,617</b>		<b>427,388</b>		<b>445,138</b>		<b>462,473</b>		<b>543,387</b>	
	<b>TOTAL GENERAL/WATER FUND</b>	<b>17,855,477</b>		<b>19,003,354</b>		<b>20,247,745</b>		<b>21,371,441</b>		<b>21,998,714</b>	

SUMMARY

ARTICLE 1 - SALARIES & WAGES	4,055,439	4,262,961	4,432,111	4,559,078	4,685,034
ARTICLE 1 - TOWN EXPENSES	3,609,157	3,715,187	4,075,520	4,356,640	4,484,950
ARTICLE 1 - TOWN DEBT SERVICE	670,810	639,495	616,623	450,186	525,186
ARTICLE 1 - H W REG SCHOOL EXPENSES	8,870,591	9,708,859	10,488,321	11,447,446	11,660,930
ARTICLE 1 - SCHOOL DEBT	335,586	344,154	143,215	149,349	204,646
ARTICLE 1 - REG VOCATIONAL SCHOOL EXPENSES	145,894	143,217	159,958	147,759	150,967
ARTICLE 1 - REG VOCATIONAL SCHOOL DEBT	18,349	16,829	22,850	22,850	20,000
ARTICLE 1 - CAPITAL	149,651	172,652	309,147	238,133	267,000
	<b>17,855,477</b>	<b>19,003,354</b>	<b>20,247,745</b>	<b>21,371,441</b>	<b>21,998,713</b>

## **ARTICLE 2: Use of Free Cash to Balance the Budget**

To see what sum of money the Town will vote to transfer from Free Cash to be used to balance the budget for the period July 1, 2021 to June 30, 2022.

Or take any other action relative thereto.

**Commentary:** *This article seeks to transfer the sum of \$316,400 from the FY 2020 certified free cash amount of \$826,178 to balance the FY 2022 budget. This article seeks to use 38.3% of the FY 2020 certified free cash amount, leaving a balance of \$250,178, which is consistent with the Town's Financial Policy to maintain a minimum balance of \$250,000 in free cash. For comparison purposes, last year, the Town's FY 2019 free cash was certified at \$954,005 and 2020 Annual Town Meeting appropriated \$499,085 to balance the budget, utilizing a total of 52% of the available free cash and leaving a balance of \$250,000. The Town's annual certified free cash balances have decreased over the past few years due to more conservative budgeting, leading to less excess funds available at the end of each fiscal year. An additional 31.42% of free cash is proposed for allocation in Article 3 for the FY 2022 Capital Improvement Program for one-time projects.*

**Recommendation of the Board of Selectmen: TO BE MADE AT TOWN MEETING**

**Recommendation of the Finance & Advisory Committee: 5-0-0**

*Vote needed: Simple Majority*

## **ARTICLE 3: Use of Free Cash to Fund FY 2022 Capital Improvement Program**

To see if the Town will vote to transfer from Free Cash a sum or sums of money to fund the Town's FY 2022 Capital Improvement Program, including the acquisition, equipping, and all other incidental and related costs, of Items A through J, as printed below:

A. Police – replacement cruiser	\$42,000
B. Police – replacement rifles (2) (Year 2 of 3)	\$ 2,600
C. Library – roof replacement (supplemental allocation)	\$75,000
D. Administration – Compensation & Classification Study	\$15,000
E. Land Use/Administration – Town-Wide Master Plan	\$125,000

Or take any other action relative thereto.

**Commentary:** *The Town is committed to continuing our efforts to make strategic investments in our infrastructure, facilities, and equipment. To that end, we have developed an updated 5-Year Capital Improvement Program (CIP) that seeks to comprehensively address our needs in a way that is both realistic and sustainable. The items identified in this article have been prioritized for FY 2022 as one-time projects as part of an annual evaluation process (annual leases and debt payments for capital projects are included in the operating budget in Article 1). Using \$259,600, or approximately 31.42%, of available certified FY 2020 free cash to fund annual capital needs is consistent with best practices in municipal financial planning. It is important to note that the Town is actively seeking warranty funds for the additional costs of the Library roof as outlined in this Warrant and this additional allocation would only be used if no funds are gained from the warranty. The full capital improvement*

*program information can be found in the appendices and a more detailed summary can be found in the Finance Committee's Report at the beginning of this Warrant.*

***Recommendation of the Board of Selectmen: TO BE MADE AT TOWN MEETING***

***Recommendation of the Finance & Advisory Committee: 5-0-0***

*Vote needed: Simple Majority for all items*

*\* CONSENT CALENDAR FOR ARTICLES 4-7\**

## **ARTICLE 4: Cemetery and Other Trust Funds**

To see if the Town will vote to accept the Cemetery and other Trust Funds received in FY 2020, as printed in Part I of the Town Report and on file with the Town Clerk.

Or take any other action relative thereto.

***Commentary:*** *This is a standard acceptance article required to enable expenditure of annually accruing funds from trust donations for general or restricted purposes as provided by the terms of the gift or trust.*

***Recommendation of the Board of Selectmen: TO BE MADE AT TOWN MEETING***

***Recommendation of the Finance & Advisory Committee: 5-0-0***

*Vote needed: Simple Majority*

## **ARTICLE 5: Cemetery Maintenance Fund Transfer**

To see if the Town will vote to authorize the Treasurer to transfer the sum of \$6,000 from the Sale of Cemetery Lots - Receipts Reserved for Appropriation account to be used with the amounts appropriated for Highway Department expenditures under Article 1 for the care and operation of the three cemeteries in the Town of Wenham.

Or take any action relative thereto.

***Commentary:*** *The Sale of Cemetery Lots - Receipts Reserved for Appropriation account is restricted for expenditure for certain purposes, including costs to maintain the cemeteries. For many years, this service has been provided by DPW staff rather than a private grounds keeping service. The DPW estimates their cost to maintain the cemeteries totals approximately \$30,000 each year. Proceeds from burials and the sale of lots have historically directed about \$15,000-20,000 to the General Fund to help offset these expenses.*

*This article seeks to transfer \$6,000 from the Sale of Cemetery Lots - Receipts Reserved for Appropriation account to cover the balance of projected DPW General Fund expenses for cemetery maintenance next year. Based on historical sale of lot proceeds, transfers from this account at this level should continue to be self-sustaining over time, but due to current actuals has been reduced to \$6,000 from the previous figure of \$7,500.*

***Recommendation of the Board of Selectmen: TO BE MADE AT TOWN MEETING***

***Recommendation of the Finance & Advisory Committee: 5-0-0***

*Vote needed: Simple Majority*

**ARTICLE 6:                    Transfer from Water Operating Budget to Water Capital Reserve Fund**

To see if the Town will vote to transfer the sum of \$35,000 from the FY 2022 Water operating budget into the Water Capital Reserve account.  
Or take any other action relative thereto.

*Commentary: The Water Department is responsible for the maintenance of more than 28 miles of water main throughout town. While most of this infrastructure is still in relatively good condition, it was all installed 40+ years ago and will need to be incrementally replaced over time in the coming years. This work will come at a significant cost, requiring a debt issuance that will be authorized by Town Meeting when the time comes. Several years ago, based on a permanent reduction in approximately \$35,000 in annual debt payments, Town Meeting approved a transfer of \$35,000 into a new capital reserve account in order to mitigate future impacts to the water rate from these capital projects.*

**Recommendation of the Board of Selectmen: TO BE MADE AT TOWN MEETING**

**Recommendation of the Finance & Advisory Committee: 5-0-0**

*Vote needed: Simple Majority*

**ARTICLE 7:                    Road Work – Chapter 90 Funding**

To see if the Town will vote from available funds a sum of money for work on Town Roads, subject to conditions detailed by the Massachusetts Department of Transportation Highway Division, pursuant to MGL Chapter 30, Section 39M; Chapter 149, Section 44J; and Chapter 149, Section 26-27F; said work to conform to the requirements of the Massachusetts Department of Transportation Highway Division.  
Or take any other action relative thereto.

*Commentary: This annual article allows the Town to expend funds for work on Town roads in anticipation of reimbursement through the state’s Chapter 90 program. The actual amount of funding available to the Town will not be confirmed until the state votes to appropriate funding later in the calendar year, but has historically totaled approximately \$150,000 and no major changes are anticipated for this coming year based on anticipated bond authorizations.*

**Recommendation of the Board of Selectmen: TO BE MADE AT TOWN MEETING**

**Recommendation of the Finance & Advisory Committee: 5-0-0**

*Vote needed: Simple Majority*

**ARTICLE 8:                    Transfer from Water Surplus for Sick-Time Buy Back Account for Retiring Employee**

To see if the Town will vote to transfer the sum of \$16,000 from the Water Department Surplus to an account for the use of paying a sick time buy back for the Town’s obligation to a retiring water department employee.  
Or take any other action relative thereto.

**Commentary:** *The Town has an upcoming retirement in the Water Department. The Water Department funds its retirement obligations annually and transfer those funds to the Town for the cost. This transfer from the Water Surplus account would seek to transfer those funds to pay the sick-time buy back obligation the Town has for this upcoming retirement. Historically, the Town has relied on Reserve Fund and Year End Transfers to fund this obligation to retirees, but since last year’s FY 2020 Operating Budget, the Town has included funding for this obligation in the personnel reserve line (See Article 1). This transfer would serve the same purpose, but for a Water Department employee. Going forward, the Town will expect additional employee retirements based on more employees becoming eligible for retirement and is including this item as a budget request moving forward as a better financial planning practice as the Town is required pay this commitment.*

**Recommendation of the Board of Selectmen: TO BE MADE AT TOWN MEETING**  
**Recommendation of the Finance & Advisory Committee: 5-0-0**  
*Vote needed: Simple Majority*

**ARTICLE 9:            CPA Reservations and Appropriations**

To see if the Town will vote to: hear and act on the report of the Community Preservation Committee (“CPC”) for FY 2022; increase the amounts set aside in FY 2021 to reflect higher than forecasted FY 2021 Community Preservation Fund (“CPF”) revenues; appropriate from the CPF FY 2022 estimated annual revenues a sum of money to meet the necessary and proper expenses of the Community Preservation Committee for FY 2022; and, further, to expend or set aside, whether from CPF FY 2022 estimated annual revenues or otherwise, as recommended by the CPC, sums of money for: acquisition, creation and preservation of open space; acquisition, creation, preservation, rehabilitation, and restoration of land for recreational use; acquisition, preservation, rehabilitation, and restoration of historic resources; acquisition, creation, preservation and support of community housing; and for the rehabilitation and restoration of open space or community housing acquired under the Community Preservation Act (“CPA”), to include the following items numbered 1 through 6, below.  
 Or take any other action relative thereto.

- 1) Transfer from FY2021 CPF actual annual revenues and reserve the total sum of **\$191,915.01**, for each of the three purposes of the CPA, and transfer from FY 2022 CPF estimated annual revenues and reserve the total sum of **\$140,400**, for each of the three purposes of the CPA, and transfer and the sum of **\$319,100** to the FY 2022 Budgetary Reserve; and, further, appropriate from FY2022 CPF FY2022 estimated annual revenues the sum of **\$8,500** to the CPC Administrative Account for the necessary and proper expenses of the CPC for FY 2022, as follows:

	<b>Transfer and Reserve from additional CPF FY2021 Estimated Annual Revenues</b>
\$63,971.67	Historic Resources Reserve
\$63,971.67	Open Space & Recreation Reserve
\$63,971.67	Community Housing Reserve
	<b>Transfer and Reserve from CPF FY2022 Estimated Annual Revenues</b>
\$ 46,800	Historic Resources Reserve

\$ 46,800	Open Space & Recreation Reserve
\$ 46,800	Community Housing Reserve
\$319,100	FY 2022 Budgetary Reserve
	<b>Appropriate from CPF FY2022 Estimated Annual Revenues</b>
\$8,500	CPC Administrative Expenses

***Recommendation of the Board of Selectmen: TO BE MADE AT TOWN MEETING***

***Recommendation of the Finance & Advisory Committee: 4-0-0***

***Recommendation of the Community Preservation Committee: 7-0-0***

*Vote needed: Simple Majority*

- 2.) Transfer from the Community Preservation Fund the total sum of **\$121,900** for FY2022 debt service on the borrowing for the rehabilitation of the historic **Town Hall**, of which the total sum shall come from the **Historic Resources Reserves**.

***Recommendation of the Board of Selectmen: TO BE MADE AT TOWN MEETING***

***Recommendation of the Finance & Advisory Committee: 4-0-0***

***Recommendation of the Community Preservation Committee: 7-0-0***

*Vote needed: Simple Majority*

- 3.) Transfer the sum of **\$15,000** from the Community Preservation Fund **Open Space and Recreation Reserve** for the purpose of the **West Wenham Feasibility Study**, including all incidental and related expenses, which project is described in detail in the application submitted to the Community Preservation Committee on January 11, 2021, such sum to be expended under the direction of the Open Space and Recreation Committee.

***Recommendation of the Board of Selectmen: TO BE MADE AT TOWN MEETING***

***Recommendation of the Finance & Advisory Committee: 2-2-0***

***Recommendation of the Community Preservation Committee: 7-0-0***

*Vote needed: Simple Majority*

- 4.) Transfer the total sum of **\$47,400**, with \$31,567 from the CPF Historic Preservation Fund and \$15,833 from the FY2021 CPA Budgetary Reserve, for the purpose of the purchasing and installation of the **Wenham Museum HVAC System**, at the Wenham Museum located at 132 Main Street, Wenham including all incidental and related expenses, which project is described in detail in the application submitted to the Community Preservation Committee on January 12, 2021, and to authorize the Board of Selectmen to enter into a grant agreement with the Wenham Museum, upon such terms and conditions as the Board of Selectmen shall deem appropriate, including but not limited to the provision to the Town of a 29-year historic preservation restriction, in such property, and further that historic preservation efforts be documented to the satisfaction of the Board of Selectmen, and to authorize the Board of Selectmen to accept an historic preservation restriction in such property, execute documents, and take all other action needed to effectuate the purposes of this vote; provided, however, that if the project contemplated by this vote has not commenced on July 1, 2022, the appropriation authorized hereunder shall expire, said deadline to be extended at the discretion of the Board of Selectmen upon the request of the Wenham Museum as long as the Board determines that a good faith effort has been made by the Wenham Museum to advance the Project.

**Recommendation of the Board of Selectmen: TO BE MADE AT TOWN MEETING**

**Recommendation of the Finance & Advisory Committee: 4-0-0**

**Recommendation of the Community Preservation Committee: 7-0-0**

*Vote needed: Simple Majority*

- 5.) Transfer the total sum of \$150,000, from the CPF Community Housing Fund to the **Wenham Affordable Housing Trust** for the purpose of the creation and acquisition of affordable housing under the CPA Statute and the charge/charter of said trust, which project is described in detail in the application submitted to the Community Preservation Committee on January 11, 2021.

**Recommendation of the Board of Selectmen: TO BE MADE AT TOWN MEETING**

**Recommendation of the Finance & Advisory Committee: 3-1-0**

**Recommendation of the Community Preservation Committee: 5-2-0**

*Vote needed: Simple Majority*

- 6.) Amend the vote taken under Article 8 of the July 11, 2020 Annual Town Meeting approving an amendment to the vote taken appropriating the sum of \$50,000 as a grant to the Community House, Inc., located at 284 Bay Road, Hamilton, Massachusetts, by deleting from said vote the words “the heating system”, and, further, to authorize the funds appropriated thereunder to be expended for any historic preservation work as outlined in the original 2019 application, maintaining the requirement for a 29-year historic preservation restriction, as to establish that July 1, 2022 as the new deadline provided for commencement of the project and lapse of the appropriation unless an extension is granted prior thereto by the Board of Selectmen following a determination that the project has moved forward in good faith.

**Recommendation of the Board of Selectmen: TO BE MADE AT TOWN MEETING**

**Recommendation of the Finance & Advisory Committee: TO BE MADE AT TOWN MEETING**

**Recommendation of the Community Preservation Committee: 5-0-0**

*Vote needed: Simple Majority*

**Commentary:** *In 2005, the Town adopted the Community Preservation Act, and began accumulating funds drawn from a 3% surcharge on our Wenham real estate taxes, with the first \$100,000 of assessed value being exempt from that surcharge. To date, we have collected approximately \$4 million in local property taxes and the Town has received approximately \$2.5 million in state matching funds. Money from this CPA fund can be used to pay for projects that qualify. CPA mandates that each year, the Town must set aside from its CPA income at least 10% each for open space, community housing, and historic preservation funds. Operation of and initial selection of grants from the CPA funds so collected are made by an appointed Community Preservation Committee. The Committee reviews eligible needs in the town and grant applications, and its recommendation is required for Town Meeting to appropriate CPA funds for specific projects.*

*Section 1 allocates projected FY 2022 revenues from local property tax collections and state matching funds to the various required funds and allocates the administrative expenses for FY 2022. It also allocates additional FY 21 revenues that came in higher than the projections. Sections 2 through 5 of this article set forth the CPC recommended grants for FY 2022. If all proposed project funding and*

*transfers are approved by Town Meeting this year, the account balances for each fund will be as follows: \$99,260 in the CPA Fund Balance; \$303,267 in budgetary reserves; \$ \$815,659 in open space fund; \$0.00 in historic preservation fund; \$3,447 in community housing fund.. There remains \$939,005 in the CPA fund for allocations made by Town Meeting that have not yet by spent by applicants.*

## **ARTICLE 10:            Net Metering Credit Purchase Agreements**

To see if the Town will vote to authorize the Board of Selectmen to (i) enter into one or more net metering credit purchase agreements with one or more owners of renewable energy facilities for terms of up to 30 years, and (ii) take any actions and execute any other documents and ancillary agreements necessary, convenient, or appropriate to accomplish the foregoing and to implement and administer the net metering credit purchase agreements, all of which agreements and documents shall be on such terms and conditions and for such consideration as the Board of Selectmen deems in the best interests of the Town;

Or to act in any manner in relation thereto.

***Commentary:** This article would authorize the Board of Selectmen to enter into agreements to allow for solar projects on municipal buildings and for the Town to see the cost savings from the solar projects through agreements made with the Board of Selectmen.*

***Recommendation of the Board of Selectmen: TO BE MADE AT TOWN MEETING***

*Vote needed: Simple Majority*

## **ARTICLE 11:            Select Board**

To see if the Town will vote to change the name of the “Board of Selectmen” to “Select Board”, by amending the General Bylaws to strike the words, “Board of Selectmen”, “Selectmen” and “Selectman” and inserting, in place thereof, respectively, as follows, “Select Board” and “Select Board member”, and further, to delete the first paragraph of Section 5-6(B) and insert therein the following:

Powers and duties. The Select Board shall serve as the chief executive officer and policymaking entity of the Town and have and exercise all the powers and duties vested in boards of selectmen under the General Laws or by vote of the Town, and such other authority as specified herein, including but not limited to the following; provided, however, that notwithstanding any of provision of this bylaw, Select Board shall not act to derogate from the statutory authority of multiple-member bodies and other appointees of the Board and departments under its responsibility or any other multiple-member bodies, officers and employees of the Town.

And, further, to authorize the Town Clerk, with the approval of the Town Administrator, to make such other changes to the bylaws with respect to grammar as may be needed to ensure that such changes are properly integrated into the General Bylaws.

Or take any other action relative thereto.

***Commentary:** This article would change the title of the “Board of Selectmen” to “Select Board” as indicated in the article in the Town’s General Bylaws. There will be a future article to make this*



*change to the Zoning Bylaw as changes to the Zoning Bylaw require a 2/3 majority at Town Meeting as well as a public hearing and recommendation by the Planning Board. This item will be included the next time the Planning Board has a public hearing for Zoning Bylaw amendments.*

***Recommendation of the Board of Selectmen: TO BE MADE AT TOWN MEETING***

*Vote needed: Simple Majority*

**Citizens Petition:                      Recall of Elected Officers**

To see if the Town will vote to authorize the Select Board/Board of Selectmen to petition the General Court for special legislation to provide for recall of officials elected solely by the voters of Wenham, and, further, to authorize the General Court to make changes of form only to such legislation unless approved by the Select Board prior to enactment, and, further, to authorize the Board to approve such changes as are within the public purposes of this petition.

Or take any other action relative thereto.

**An Act Relative to Recall of Elected Officers in the Town of Wenham**

SECTION 1. Any holder of an office elected solely by the voters of Wenham may be recalled and removed therefrom by the qualified voters of said town as herein provided.

SECTION 2. No fewer than 50 registered voters of Wenham may initiate recall by filing with the town clerk an affidavit of intent to recall, signed under the penalties of perjury, containing the name of the officer and the office held whose recall is sought and a statement of the grounds of recall; provided however, that the vote of an elected official on a matter, other than in connection with a conflict-of-interest violation, shall not constitute valid grounds for recall; the voters themselves shall individually determine whether any other grounds listed for recall are sufficient. The town clerk shall, within 2 business days of receipt of an affidavit of intent, certify, in accordance with the standards established by section 7 of chapter 53 of the General Laws, the names of voters of the town who signed the affidavit of intent.

SECTION 3. Upon certification by the town clerk of a sufficient number of signatures, the town clerk shall, within 3 business days, notify the primary petitioner, the voter first named on such notice of intent, that copies of such petition blanks are available at the office of the town clerk. The blanks shall be issued by the town clerk with the town clerk's signature and official seal attached thereto; they shall be dated and addressed to the select board/board of selectmen and shall contain the name of the person whose recall is sought, the office from which recall is sought, the grounds for recall as stated in the affidavit, and shall demand the election of a successor to such office. The names of the first ten signers of the affidavit of intent shall be listed above the voter signature lines and any instructions to signers. A copy of the petition shall be entered in a record book to be kept in the office of the town clerk.

SECTION 4. The recall petition shall be returned and filed with the town clerk and board of registrars no later than 5:00 p.m. 21 calendar days following the date the clerk notifies the primary petitioner of the availability of the petition, or the next business day if the 21<sup>st</sup> day falls on a Saturday, Sunday or legal holiday. The clerk shall notify the primary petitioner of the final date and hour for filing. Said recall petition shall be signed by at least 10 percent of the registered voters of Wenham as of the last annual town election, and to every signature shall be added the place of residence of the signer, giving the street and number. The town clerk and board of registrars shall, within 5 business days following the date of such filing, certify in writing thereon the number of signatures which are names of registered voters in said town as of the date such affidavit was filed with the town clerk.

SECTION 5. If the petition shall be found and certified by said town clerk to be sufficient, the town clerk shall submit the certified petition to said select board/board of selectmen within 2 business days from certification of sufficient signatures, and said select board/board of selectmen shall forthwith, and in no more

than 5 business days, give written notice of the receipt of said certificate to said elected officer whose recall is being sought. If the officer sought to be removed does not resign within 3 business days thereafter, said select board/board of selectmen shall within 5 business days order a recall election to be held not less than 64 nor more than 90 calendar days from the date of the vote scheduling the election; provided however, that if any other town election is to occur within 100 calendar days after the date of the vote, the select board/board of selectmen may, in its discretion, place the question of recall on the ballot at such other election. If a vacancy occurs in said office after a recall election has been ordered, but not yet been conducted, the election shall nevertheless proceed as herein provided.

SECTION 6. The nomination of all candidates, including the incumbent, the publication of the warrant for the recall election, and the conduct of the same, shall all be in accordance with the provisions of law relating to elections, unless otherwise provided in this act.

SECTION 7. The incumbent shall continue to perform the duties of the office until the recall election, unless the elected official resigns. If the incumbent is not recalled, that person shall remain in office for the remainder of the incumbent's unexpired term, subject to recall as before. If recalled in the recall election, the incumbent shall be considered removed. The successor, upon qualification, shall hold office during the unexpired term; provided, however, that if such person is not qualified within 10 business days of said election, the position shall be deemed vacant and may be filled in accordance with applicable law.

SECTION 8. Ballots used in a recall election in said town shall submit the following proposition in the order indicated:

FOR THE RECALL OF THE [NAME OF OFFICER] (OFFICE HELD)

AGAINST THE RECALL OF THE [NAME OF OFFICER] (OFFICE HELD)

Immediately at the right of each proposition there shall be a designated space for voters to vote for either of the propositions. Just above said space, there shall appear the direction "Vote for one".

Under the proposition shall appear the word "CANDIDATES" and the direction "Vote for one" and beneath this, listed alphabetically, the names of candidates nominated as hereinbefore provided.

If a majority of the votes cast on the recall question is in favor of the recall, the elected official shall be recalled and the ballots for the candidates shall be counted. The candidate who received the highest number of votes of the special election to the vacancy shall be elected.

If a majority of the votes cast on the recall question is in the negative, the votes for candidates to fill the potential vacancy need not be counted unless a vacancy exists at the time of the election.

SECTION 9. A recall petition shall not be filed against an elected official within three months after the official has taken office. An elected official shall not be subject to a subsequent recall effort for the same specific grounds listed in the notice of intent filed for any prior recall effort.

A person who has been recalled from office, or who has resigned from office after the recall petition has been filed with the board of registrars of voters, shall not be appointed to any town office, board or committee within 3 years after the recall or resignation.

SECTION 10. This act shall take effect upon its passage.

## **ARTICLE 12:            Election of Officers**

To choose the following officers:

Board of Assessors, one position, three year term; Board of Health, one position, three year term;  
Board of Selectmen, one position, three year term; Hamilton Wenham Regional Library Trustee, two

at-large positions, three year term; Hamilton Wenham Regional School Committee, two positions, three year terms; Town Moderator, one position, three year term; Planning Board, one position, five year term; Water Commissioner, one position, three year term; Wenham Housing Authority, one position, five year term, Wenham Housing Authority, one position, three year term to fulfill an unexpired term.

And you are hereby directed to serve this warrant by posting attested copies thereof at Town Hall, Hamilton-Wenham Regional Library, Senior Center, and on the bulletin board outside the Fire Station seven days at least before the time of the meeting aforesaid.

THEREOF FAIL NOT and make return of this warrant, with your doings thereon, to the Town Clerk, at the time and place of holding the meeting aforesaid.

Given under our hands this \_\_\_\_\_ of \_\_\_\_\_, 2021.

\_\_\_\_\_  
Gary Cheeseman

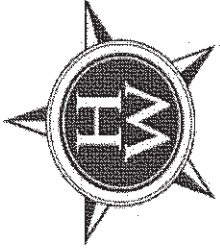
\_\_\_\_\_  
Catherine Harrison

\_\_\_\_\_  
Name

“In pursuance of the above written warrant, I have this \_\_\_\_\_ day of \_\_\_\_\_, 2021, posted the attested copies thereof as directed therein.”

**ATRUE COPY ATTEST:**

\_\_\_\_\_  
Constable of the Town of Wenham  
Date:




# HAMILTON-WENHAM REGIONAL SCHOOL DISTRICT

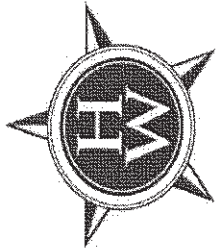
Hamilton-Wenham RSD FY22 Final Budget  
Passed by School Committee on March 10, 2021  
School District Treasurer's Certification  
Certification of Town Receipt

I, Don Gallant Hamilton-Wenham Regional School District's District Treasurer here do certify the  
FY22 Final Budget passed by the School Committee on March 10, 2021.

  
Treasurer Signature

  
Member Town Certification of Receipt

  
Date Delivered



# HAMILTON-WENHAM REGIONAL SCHOOL DISTRICT

Superintendent's FY22 Final Budget Recommendation  
 Combined Operating & Debt Service Town Assessments  
 As of March 10, 2021

	FY21	FY22	Increase \$	Increase %
<u>Hamilton</u>				
Operating Budget After Offsets and Revenue Sources	\$ 20,227,834	\$ 21,131,336	\$ 903,502	4.47%
Debt Service	\$ 263,903	\$ 370,848	\$ 106,945	40.52%
<u>Hamilton Combined Total</u>	\$ 20,491,737	\$ 21,502,184	\$ 1,010,447	4.93%
<u>Wenham</u>				
Operating Budget After Offsets and Revenue Sources	\$ 11,447,446	\$ 11,660,930	\$ 213,483	1.86%
Debt Service	\$ 149,349	\$ 204,646	\$ 55,296	37.02%
<u>Wenham Combined Total</u>	\$ 11,596,796	\$ 11,865,575	\$ 268,780	2.32%
<u>Total</u>				
Operating Budget After Offsets and Revenue Sources	\$ 31,675,280	\$ 32,792,265	\$ 1,116,985	3.53%
Debt Service	\$ 413,253	\$ 575,494	\$ 162,242	39.26%
<u>Combined Assessment</u>	\$ 32,088,532	\$ 33,367,759	\$ 1,279,227	3.99%

Debt Service Assessment Summary					
	Principal	Interest	Total	64.44%	35.56%
				Hamilton Share	Wenham Share
Cutler Roof & Summer 2013 Projects	\$ 95,000	\$ 30,100	\$ 125,100	\$ 80,614	\$ 44,486
Buker Boiler & Winthrop Boiler/Glass	\$ 95,000	\$ 23,400	\$ 118,400	\$ 76,297	\$ 42,103
Winthrop Sprinkler System	\$ 125,000	\$ 5,867	\$ 130,867	\$ 84,331	\$ 46,536
FY21 Capital Projects	\$ 191,600	\$ 9,527	\$ 201,127	\$ 129,606	\$ 71,521
<b>Net Assessment</b>			<b>\$ 575,494</b>	<b>\$ 370,848</b>	<b>\$ 204,646</b>

Capital Assessment Calculation					
Calculation of Individual Town Assessments					
	Total			Hamilton Share	Wenham Share
<b><u>Cutler Roof &amp; Summer 2013 Projects</u></b>					
100% Apportioned by Enrollment	\$ 125,100			\$ 80,614.44	\$ 44,485.56
Enrollment					
10/1/2018	1,715			1,091	624
10/1/2019	1,765			1,130	635
10/1/2020	1,630			1,072	558
	<u>5,110</u>			<u>3,293</u>	<u>1,817</u>
				64.44%	35.56%
<b><u>Buker Boiler &amp; Winthrop Boiler/Glass Projects</u></b>					
100% Apportioned by Enrollment	\$ 118,400.00			\$ 76,296.96	\$ 42,103.04
Enrollment					
10/1/2018	1,715			1,091	624
10/1/2019	1,765			1,130	635
10/1/2020	1,630			1,072	558
	<u>5,110</u>			<u>3,293</u>	<u>1,817</u>
				64.44%	35.56%
<b><u>Winthrop Sprinkler</u></b>					
100% Apportioned by Enrollment	\$ 130,867.22			\$ 84,330.84	\$ 46,536.38
Enrollment					
10/1/2018	1,715			1,091	624
10/1/2019	1,765			1,130	635
10/1/2020	1,630			1,072	558
	<u>5,110</u>			<u>3,293</u>	<u>1,817</u>
				64.44%	35.56%
<b><u>FY21 Capital Projects</u></b>					
100% Apportioned by Enrollment	\$ 201,126.78			\$ 129,606.10	\$ 71,520.68
Enrollment					
10/1/2018	1,715			1,091	624
10/1/2019	1,765			1,130	635
10/1/2020	1,630			1,072	558
	<u>5,110</u>			<u>3,293</u>	<u>1,817</u>
				64.44%	35.56%

**FY22 Final Operating Budget Calculation**

**General Fund Operating Overview**

	FY18 ACT	FY19 ACT	FY20 ACT	FY21 BUD	FY22 BUD	\$ Difference	%
Operating Expense - Gross, before offsets & Overlays	\$ 31,466,748	\$ 33,330,038	\$ 35,372,286	\$ 37,023,572	\$ 38,738,975	\$ 1,715,403	4.63%

**Operating Offsets**

	FY18 ACT	FY19 ACT	FY20 ACT	FY21 BUD	FY22 BUD	\$ Difference	%
<i>Recurring Offsets</i>							
School Choice	\$ 241,703	\$ 265,000	\$ 385,000	\$ 476,360	\$ 399,500	\$ (76,860)	-16.13%
Preschool Tuition	\$ 75,740	\$ 84,407	\$ 94,445	\$ 95,607	\$ 75,740	\$ (19,867)	-20.78%
Facilities Rental	\$ 1,461	\$ 2,000	\$ -	\$ 2,000	\$ 2,000	\$ -	0.00%
Special Ed Grants	\$ -	\$ -	\$ 406,287	\$ 366,747	\$ 392,747	\$ 26,000	7.09%
Circuit Breaker Offset	\$ 924,160	\$ 1,094,160	\$ 1,102,223	\$ 776,000	\$ 934,096	\$ 158,096	20.37%
<b>Total Offsets</b>	<b>\$ 1,243,065</b>	<b>\$ 1,445,567</b>	<b>\$ 1,987,955</b>	<b>\$ 1,716,714</b>	<b>\$ 1,804,083</b>	<b>\$ 87,369</b>	<b>5.09%</b>

**General Fund After Offsets**

	FY18 ACT	FY19 ACT	FY20 ACT	FY21 BUD	FY22 BUD	\$ Difference	%
Operating Expense - Gross, after offsets & Overlays	\$ 30,223,683	\$ 31,884,471	\$ 33,384,331	\$ 35,306,858	\$ 36,934,892	\$ 1,628,034	4.61%

**Operating Funding Sources**

	FY18 ACT	FY19 ACT	FY20 ACT	FY21 BUD	FY22 BUD	\$ Difference	%
<i>Revenues</i>							
Chapter 70-Base Aid	\$ 3,606,706	\$ 3,687,076	\$ 3,714,665	\$ 2,969,125	\$ 3,715,561	\$ 746,436	25.14%
State Transportation	\$ 340,686	\$ 330,837	\$ 385,868	\$ 332,124	\$ 372,065	\$ 39,941	12.03%
Charter School Reimbursement	\$ 11,867	\$ 13,726	\$ 1,542	\$ -	\$ -	\$ -	#DIV/0!
Medicaid Reimbursement	\$ 175,036	\$ 171,954	\$ 88,455	\$ 95,000	\$ 45,000	\$ (50,000)	-52.63%
Interest Income	\$ 13,675	\$ 25,631	\$ 19,661	\$ 18,000	\$ 10,000	\$ (8,000)	-44.44%
Prior Year Unexpended Encumbrances	\$ 15,473	\$ 90,982	\$ 26,108	\$ -	\$ -	\$ -	#DIV/0!
Other Income	\$ 81	\$ 6,167	\$ 3,372	\$ -	\$ -	\$ -	#DIV/0!
<b>Total Revenues</b>	<b>\$ 4,163,523</b>	<b>\$ 4,326,372</b>	<b>\$ 4,239,671</b>	<b>\$ 3,414,249</b>	<b>\$ 4,142,627</b>	<b>\$ 728,378</b>	<b>21.33%</b>
<i>Transfers In From Other Funds</i>							
Excess and Deficiency	\$ 568,821	\$ 347,218	\$ 147,396	\$ 217,329	\$ -	\$ (217,329)	-100.00%
Other Revolving Accounts	\$ 25,983	\$ 12,662	\$ -	\$ -	\$ -	\$ -	#DIV/0!
<b>Total Transfers</b>	<b>\$ 594,804</b>	<b>\$ 359,880</b>	<b>\$ 147,396</b>	<b>\$ 217,329</b>	<b>\$ -</b>	<b>\$ (217,329)</b>	<b>-100.00%</b>
<b>Total Funding Sources</b>	<b>\$ 4,758,327</b>	<b>\$ 4,686,252</b>	<b>\$ 4,387,067</b>	<b>\$ 3,631,578</b>	<b>\$ 4,142,627</b>	<b>\$ 511,049</b>	<b>14.07%</b>

<b>NET OPERATING BUDGET</b>	<b>\$ 25,465,356</b>	<b>\$ 27,198,218</b>	<b>\$ 28,997,264</b>	<b>\$ 31,675,280</b>	<b>\$ 32,792,265</b>	<b>\$ 1,116,985</b>	<b>3.53%</b>
-----------------------------	----------------------	----------------------	----------------------	----------------------	----------------------	---------------------	--------------

**Calculation of Individual Town Assessments**

	FY18 ACT	FY19 ACT	FY20 ACT	FY21 BUD	FY22 BUD	\$ Difference	%
Town of Hamilton				\$ 20,227,834	\$ 21,131,336		
Capital Debt Assessment "Shift"				\$ -	\$ -		
Net Operating Assessment	\$ 16,776,063 65.40%	\$ 17,746,438 64.65%	\$ 18,686,426 64.05%	\$ 20,227,834 63.86%	\$ 21,131,336 64.44%	\$ 903,502	4.47%
Town of Wenham				\$ 11,447,446	\$ 11,660,930		
Capital Debt Assessment "Shift"				\$ -	\$ -		
Net Operating Assessment	\$ 8,870,590 34.60%	\$ 9,708,859 35.35%	\$ 10,488,321 35.95%	\$ 11,447,446 36.14%	\$ 11,660,930 35.56%	\$ 213,483	1.86%

**FY22 Final Operating Budget Calculation**

**General Fund Operating Overview**

	FY18 ACT	FY19 ACT	FY20 ACT	FY21 BUD	FY22 BUD	\$ Difference	%
Operating Expense - Gross, before offsets & Overlays	\$ 31,466,748	\$ 33,330,038	\$ 35,372,286	\$ 37,023,572	\$ 38,738,975	\$ 1,715,403	4.63%

**Operating Offsets**

	FY18 ACT	FY19 ACT	FY20 ACT	FY21 BUD	FY22 BUD	\$ Difference	%
<i>Recurring Offsets</i>							
School Choice	\$ 241,703	\$ 265,000	\$ 385,000	\$ 476,360	\$ 399,500	\$ (76,860)	-16.13%
Preschool Tuition	\$ 75,740	\$ 84,407	\$ 94,445	\$ 95,607	\$ 75,740	\$ (19,867)	-20.78%
Facilities Rental	\$ 1,461	\$ 2,000	\$ -	\$ 2,000	\$ 2,000	\$ -	0.00%
Special Ed Grants	\$ -	\$ -	\$ 406,287	\$ 366,747	\$ 392,747	\$ 26,000	7.09%
Circuit Breaker Offset	\$ 924,160	\$ 1,094,160	\$ 1,102,223	\$ 776,000	\$ 934,096	\$ 158,096	20.37%
<b>Total Offsets</b>	<b>\$ 1,243,065</b>	<b>\$ 1,445,567</b>	<b>\$ 1,987,955</b>	<b>\$ 1,716,714</b>	<b>\$ 1,804,083</b>	<b>\$ 87,369</b>	<b>5.09%</b>

**General Fund After Offsets**

	FY18 ACT	FY19 ACT	FY20 ACT	FY21 BUD	FY22 BUD	\$ Difference	%
Operating Expense - Gross, after offsets & Overlays	\$ 30,223,683	\$ 31,884,471	\$ 33,384,331	\$ 35,306,858	\$ 36,934,892	\$ 1,628,034	4.61%

**Operating Funding Sources**

	FY18 ACT	FY19 ACT	FY20 ACT	FY21 BUD	FY22 BUD	\$ Difference	%
<i>Revenues</i>							
Chapter 70-Base Aid	\$ 3,606,706	\$ 3,687,076	\$ 3,714,665	\$ 2,969,125	\$ 3,715,561	\$ 746,436	25.14%
State Transportation	\$ 340,686	\$ 330,837	\$ 385,868	\$ 332,124	\$ 372,065	\$ 39,941	12.03%
Charter School Reimbursement	\$ 11,867	\$ 13,726	\$ 1,542	\$ -	\$ -	\$ -	#DIV/0!
Medicaid Reimbursement	\$ 175,036	\$ 171,954	\$ 88,455	\$ 95,000	\$ 45,000	\$ (50,000)	-52.63%
Interest Income	\$ 13,675	\$ 25,631	\$ 19,661	\$ 18,000	\$ 10,000	\$ (8,000)	-44.44%
Prior Year Unexpended Encumbrances	\$ 15,473	\$ 90,982	\$ 26,108	\$ -	\$ -	\$ -	#DIV/0!
Other Income	\$ 81	\$ 6,167	\$ 3,372	\$ -	\$ -	\$ -	#DIV/0!
<b>Total Revenues</b>	<b>\$ 4,163,523</b>	<b>\$ 4,326,372</b>	<b>\$ 4,239,671</b>	<b>\$ 3,414,249</b>	<b>\$ 4,142,627</b>	<b>\$ 728,378</b>	<b>21.33%</b>
<i>Transfers In From Other Funds</i>							
Excess and Deficiency	\$ 568,821	\$ 347,218	\$ 147,396	\$ 217,329	\$ -	\$ (217,329)	-100.00%
Other Revolving Accounts	\$ 25,983	\$ 12,662	\$ -	\$ -	\$ -	\$ -	#DIV/0!
<b>Total Transfers</b>	<b>\$ 594,804</b>	<b>\$ 359,880</b>	<b>\$ 147,396</b>	<b>\$ 217,329</b>	<b>\$ -</b>	<b>\$ (217,329)</b>	<b>-100.00%</b>
<b>Total Funding Sources</b>	<b>\$ 4,758,327</b>	<b>\$ 4,686,252</b>	<b>\$ 4,387,067</b>	<b>\$ 3,631,578</b>	<b>\$ 4,142,627</b>	<b>\$ 511,049</b>	<b>14.07%</b>

<b>NET OPERATING BUDGET</b>	<b>\$ 25,465,356</b>	<b>\$ 27,198,218</b>	<b>\$ 28,997,264</b>	<b>\$ 31,675,280</b>	<b>\$ 32,792,265</b>	<b>\$ 1,116,985</b>	<b>3.53%</b>
-----------------------------	----------------------	----------------------	----------------------	----------------------	----------------------	---------------------	--------------

**Calculation of Individual Town Assessments**

	FY18 ACT	FY19 ACT	FY20 ACT	FY21 BUD	FY22 BUD	\$ Difference	%
Town of Hamilton				\$ 20,227,834	\$ 21,131,336		
Capital Debt Assessment "Shift"				\$ -	\$ -		
Net Operating Assessment	\$ 16,776,063 65.40%	\$ 17,746,438 64.65%	\$ 18,686,426 64.05%	\$ 20,227,834 63.86%	\$ 21,131,336 64.44%	\$ 903,502	4.47%
Town of Wenham				\$ 11,447,446	\$ 11,660,930		
Capital Debt Assessment "Shift"				\$ -	\$ -		
Net Operating Assessment	\$ 8,870,590 34.60%	\$ 9,708,859 35.35%	\$ 10,488,321 35.95%	\$ 11,447,446 36.14%	\$ 11,660,930 35.56%	\$ 213,483	1.86%



Summary by DESE Category	FY18 Actuals	FY19 Actuals	FY20 FTE	FY20 Budget	FY20 Actuals	FY21 FTE	FY21 Budget	FY22 FTE	FY22 Budget	Change FY21 \$	To FY22 %
Administration	\$ 1,107,495	\$ 1,097,981	8.61	\$ 1,208,488	\$ 992,140	6.94	\$ 1,229,833	7.47	\$ 1,383,565	\$ 153,732	12.50%
Capital, Operations, Maintenance	\$ 2,288,962	\$ 2,221,673	17.86	\$ 2,188,334	\$ 2,071,927	15.25	\$ 2,285,561	16.25	\$ 2,366,101	\$ 80,540	3.52%
Guidance, Counseling, Testing	\$ 1,067,619	\$ 1,118,011	13.78	\$ 1,132,103	\$ 1,126,908	13.78	\$ 1,141,839	13.78	\$ 1,147,345	\$ 5,506	0.48%
Inst. Materials	\$ 831,931	\$ 870,461	-	\$ 901,817	\$ 685,373	-	\$ 872,397	-	\$ 854,757	\$ (17,641)	-2.02%
Instructional Leadership	\$ 2,831,552	\$ 3,027,285	31.23	\$ 3,144,508	\$ 2,954,380	26.17	\$ 2,571,133	26.27	\$ 2,618,506	\$ 47,373	1.84%
Insurance, Retirement, Other	\$ 3,933,325	\$ 4,206,515	-	\$ 4,486,189	\$ 4,534,453	0.86	\$ 5,399,815	0.86	\$ 5,927,024	\$ 527,209	9.76%
Other Teaching Services	\$ 2,266,182	\$ 2,532,491	63.56	\$ 2,589,061	\$ 2,482,888	59.90	\$ 2,796,326	68.08	\$ 3,014,610	\$ 218,284	7.81%
Prof. Dev.	\$ 181,488	\$ 171,951	-	\$ 233,944	\$ 138,886	-	\$ 262,196	3.60	\$ 636,021	\$ 373,825	142.57%
Pupil Services	\$ 2,055,694	\$ 2,343,752	7.25	\$ 2,596,474	\$ 2,473,423	8.97	\$ 2,728,507	8.97	\$ 2,864,857	\$ 136,350	5.00%
Teachers	\$ 11,692,876	\$ 12,240,941	157.08	\$ 12,616,826	\$ 12,805,737	152.70	\$ 12,973,972	153.70	\$ 13,183,707	\$ 209,735	1.62%
Tuitions	\$ 3,209,626	\$ 3,498,978	-	\$ 3,853,666	\$ 5,106,171	-	\$ 4,761,992	-	\$ 4,742,482	\$ (19,510)	-0.41%
<b>Grand Total</b>	<b>\$ 31,466,748</b>	<b>\$ 33,330,038</b>	<b>299.37</b>	<b>\$ 34,951,408</b>	<b>\$ 35,372,286</b>	<b>284.56</b>	<b>\$ 37,023,572</b>	<b>298.98</b>	<b>\$ 38,738,975</b>	<b>\$ 1,715,403</b>	<b>4.63%</b>

CAPITAL IMPROVEMENT PROGRAM  
 FY 2022 CAPITAL IMPROVEMENT PROJECTS PROPOSED

DEPARTMENT	PROJECT	Project Description	OPERATING BUDGET	REVOLVING FUND (DPW, Iron Rail)	CHAPTER 90	WATER*	FREE CASH (PAY AS YOU GO)	TOTAL BY DEPARTMENT
DPW	Front End Loader	Year 4 of 5	\$35,000					
DPW	Backhoe	Year 2 of 3	\$36,000					
DPW	Ride on Roller	one-time	\$20,000					
DPW	Trackless Municipal Tractor	Year 1 of 5	\$31,000					
DPW	Highway Road Capital	Annual	\$85,000					\$207,000
Chapter 90	Road Work - Chapter 90				\$150,000			
<b>Chapter 90 TOTAL</b>								<b>\$150,000</b>
FIRE	2020 Fire Truck	recurring debt (BAN)	\$80,000					
FIRE TOTAL	Master Plan	one-time					\$125,000	\$80,000
LAND USE/ADMIN	Compensation and Classification Study	one-time					\$15,000	\$125,000
ADMINISTRATION TOTAL	Replace roofing, gutter, fascia	recurring debt (BAN)		\$17,000				\$15,000
IRON RAIL	Road and Parking Lot Paving	recurring debt (BAN)		\$8,000				\$25,000
IRON RAIL TOTAL	Roof Project with Rec	one-time					\$75,000	\$75,000
LIBRARY TOTAL	Administrative Vehicle	annual lease	\$15,000					
POLICE	front line cruiser	annual purchase					\$42,000	
POLICE	2 Rifles (Year 2 of 3)	one-time					\$2,600	
POLICE TOTAL	Water Capital Reserve	annual				\$35,000		\$59,600
WATER TOTAL								\$35,000
<b>TOTAL CAPITAL IMPROVEMENT</b>	<b>BY FUNDING SOURCE</b>		<b>TOTAL OPERATING BUDGET</b>	<b>TOTAL REVOLVING FUND (DPW, Iron Rail)</b>	<b>TOTAL CHAPTER 90</b>	<b>TOTAL WATER</b>	<b>TOTAL FREE CASH (PAY AS YOU GO)</b>	<b>TOTAL FY 2022</b>
			\$302,000	\$25,000	\$150,000	\$35,000	\$259,600	\$771,600

Total Free Cash \*Estimated\* **\$826,178**  
 Free Cash Reserved per policy **\$250,178**  
 Free Cash for allocation **\$576,000**  
 Free Cash allocated for Capital items **\$259,600**  
 Balance of free cash for Operating Budget **\$316,400**

(this must be a minimum of \$250,000)  
 31.42%  
 38.30%

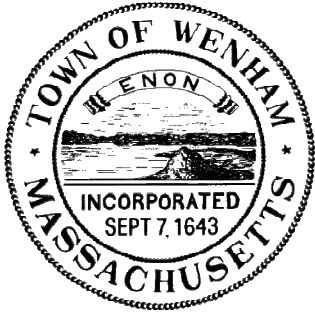


## **Connect With Us**

**Stay up to date on news and services in Wenham at [www.wenhamma.gov](http://www.wenhamma.gov) and by following us on social media via Facebook, Twitter, and Instagram: @townofwenhamma**

## **Annual Town Election**

**Thursday, May 6  
7:00 am to 8:00 pm  
Wenham Town Hall, 138 Main St**



**Town of Wenham  
138 Main Street  
Wenham, MA 01984**

Pre-Sorted  
Standard  
US Postage  
PAID  
Woburn, MA  
Permit 88

**RESIDENTIAL CUSTOMER  
WENHAM, MA 01984**