

FINANCE COMMITTEE REPORT



Town of Upton, Massachusetts

Fiscal Year 2013
Budget Recommendation

FINANCE COMMITTEE

Town of Upton



Massachusetts

Dear Voters:

Attached is the FY 2013 operating budget for the Town of Upton. The operational budget is \$17,272,480, which is 3.82% higher than FY 2012, and balanced. This is the first full year where the Town Manager has taken on the primary role of formulating the initial budget recommendation for all departments that report directly to the Selectmen. The Finance Committee appreciates the time and effort expended by our Town Manager in helping us achieve a balanced budget. Much of the 3.87% increase in the budget is attributable to contractual obligations and increased costs (such as insurance and energy) and increases in school funding. Our portion of the Blackstone Valley Regional School District's budget increased by nearly 55% because more Upton students are attending BVT and the State has increased the Town's funding requirements.

This year, we have experienced a unique, cooperative approach in dealing with the largest piece of our budget picture, the Mendon Upton Regional School District. Under the new leadership of Superintendent Maruszczak, the School Committee held frequent meetings with all stakeholders from both towns, including the Boards of Selectmen and Finance Committees. The Superintendent's goal for FY 2013 is to stabilize the District, and his budget, with a modest increase, reflects that goal. The leadership in both towns supported the Superintendent's approach early on and committed to funding the requested budget. As we progress in future budget years, we are hopeful that the spirit of cooperation will remain even in the face of greater funding challenges.

Additionally voters should be aware of the large capital project facing the Town this fiscal year, completion of the Third Water Source which is Article 10 on the Annual Warrant. The town is seeking \$3,397,000 to borrow outside the limits of Proposition 2 1/2. The proposed repayment is 50% from all taxpayers as a whole and 50% from the users of the system. In order to achieve this funding, voters must pass the article at Town Meeting and there must be a favorable ballot vote which is scheduled for June 12, 2012.

In balancing the budget and funding certain articles on the Annual Warrant, we were fortunate this year to have excess free cash from the fiscal restraint we exercised in prior years by not filling critical positions and cutting back wherever possible. The savings we achieved, however, comes at a cost in that we delay certain capital needs that only grow worse with time (like roads). As we move forward, we recommend that the Town maintain its vigilance on reducing costs whenever possible and avoid growing government, unless the growth is absolutely necessary to maintain our health, safety, or the quality of life we have come to expect.

COMMITTEE MEMBERS:

Joan Shanahan, Chair

Steve Bern, Vice-Chair

Jonathan Calianos
Karen Glowacki

Robert Driscoll
Jonathan Graves

Paul Flaherty
John O'Sullivan



**TOWN OF UPTON FINANCE COMMITTEE
FY 13 BUDGET RECOMMENDATION
SUMMARY**

Category	Amount
Revenues (Estimated)	18,095,571
Expenses (Finance Committee Recommendation)	
Operating Expenses	17,272,480
Other Expenses (Recap)	206,000
Articles	582,924
Total Expenses	18,061,404
Favorable (Unfavorable)	34,167



TOWN OF UPTON FINANCE COMMITTEE
FY 13 BUDGET RECOMMENDATION
LINE ITEM DETAILS

	FY '12 Approved	11/16/11 STM	4/3/12 STM	STM	FY '12 Additional	FY '12 Total	FY '13 Request	FY '13 Recommend
1 ACCOUNTANT:								
2 Wages	36,587				-	36,587	30,912	30,892
3 Salaries	-				-	-	-	-
4 Other Expense Detail								
5 Miscellaneous	2,000				-	2,000	2,000	2,000
6 Municipal Accounting Program	3,222				-	3,222	3,222	3,222
7 Total Departmental Expense	41,809	-	-	-	-	41,809	36,134	36,114
8 ANIMAL CONTROL:								
9 Wages	29,102				-	29,102	29,102	29,102
10 Salaries	-				-	-	-	-
11 Other Expense Detail								
12 Kennel Rental	2,000				-	2,000	2,000	2,000
13 Miscellaneous	1,000				-	1,000	1,000	1,000
14 Vehicle Expense	1,200				-	1,200	1,200	1,200
15 Total Departmental Expense	33,302	-	-	-	-	33,302	33,302	33,302
16 BLACKSTONE VALLEY REGIONAL SCHOOL:								
17 Other Expense Detail								
18 Expansion Debt Service	22,379				-	22,379	21,883	21,883
19 Town Funded Op Exp	453,761				-	453,761	714,500	714,500
20 Total Departmental Expense	476,140	-	-	-	-	476,140	736,383	736,383
21 BOARD OF ASSESSORS:								
22 Wages	44,228				-	44,228	44,228	44,054
23 Salaries	18,625				-	18,625	18,625	18,625
24 Other Expense Detail								
25 Interim / In Home Valuation	6,500				-	6,500	6,500	6,500
26 In Home Inspections	14,800				-	14,800	14,800	14,800
27 Mapping	2,950				-	2,950	3,550	3,550
28 Miscellaneous	3,700	5,000			5,000	8,700	3,800	3,800
29 Software	3,500				-	3,500	3,850	3,850
30 Total Departmental Expense	94,303	5,000	-	-	5,000	99,303	95,353	95,179
31 BOARD OF HEALTH:								
32 Wages	43,150				-	43,150	48,044	45,909
33 Salaries	2,523				-	2,523	2,523	2,523
34 Other Expense Detail								
35 Demolition/buildings	10				-	10	10	10
36 Miscellaneous	4,000				-	4,000	4,500	4,500
37 Food Inspector	2,472				-	2,472	2,472	2,472
38 Total Departmental Expense	52,155	-	-	-	-	52,155	57,549	55,414
39 BOARD OF SELECTMEN:								
40 Wages	206,249				-	206,249	206,227	203,106
41 Salaries	1,750				-	1,750	1,750	1,750
42 Other Expense Detail								
43 Town Manager Expenses	7,650				-	7,650	7,650	7,650
44 Annual Audit	12,000				-	12,000	13,000	13,000
45 General Computer Account	30,000		6,000		6,000	36,000	35,160	35,160
46 General Expenses	2,000				-	2,000	2,000	2,000
47 Insurance	790,000		32,000		32,000	822,000	862,000	862,000
48 Medical Testing	2,000				-	2,000	2,500	2,500
49 Printing	6,000				-	6,000	7,000	7,000
50 Telephone	18,000				-	18,000	16,000	16,000
51 Architectural Retainer	-				-	-	-	-
52 Total Departmental Expense	1,075,649	-	38,000	-	38,000	1,113,649	1,153,287	1,150,166
53 BONDING TOWN OFFICERS:								
54 Other Expense Detail								
55 Miscellaneous	1,200				-	1,200	1,200	1,200
56 Total Departmental Expense	1,200	-	-	-	-	1,200	1,200	1,200
57 CABLE ADVISORY								
58 Wages	17				-	17	17	30
59 Salaries	-				-	-	-	-
60 Other Expense Detail								
61 Miscellaneous					-	-		
62 Total Departmental Expense	17	-	-	-	-	17	17	30
63 CAPITAL BUDGET COMMITTEE:								
64 Other Expense Detail								
65 Miscellaneous					-	-	1,500	1,500
66 Total Departmental Expense	-	-	-	-	-	-	1,500	1,500
67 CEMETERY COMMISSION:								



**TOWN OF UPTON FINANCE COMMITTEE
FY 13 BUDGET RECOMMENDATION
LINE ITEM DETAILS**

	FY '12 Approved	11/16/11 STM	4/3/12 STM	STM	FY '12 Additional	FY '12 Total	FY '13 Request	FY '13 Recommend
68 Wages	-				-	-	-	-
69 Salaries	1,317				-	1,317	1,317	1,317
70 Other Expense Detail								
71 Miscellaneous	-				-	-		
72 Total Departmental Expense	1,317	-	-	-	-	1,317	1,317	1,317
73 CODE ENFORCEMENT:								
74 Wages	145,931				-	145,931	128,600	128,600
75 Salaries	-				-	-	-	-
76 Other Expense Detail								
77 Continuing Education	1,500				-	1,500	1,500	1,500
78 Mileage	7,000				-	7,000	7,000	7,000
79 Miscellaneous	8,500				-	8,500	8,500	8,500
80 Office Expense	1,500				-	1,500	1,500	1,500
81 Total Departmental Expense	164,431	-	-	-	-	164,431	147,100	147,100
82 CONSERVATION COMMISSION:								
83 Wages	18,216				-	18,216	18,216	18,736
84 Salaries	-				-	-	-	-
85 Other Expense Detail								
86 Beaver Management	5,000				-	5,000	8,000	8,000
87 Miscellaneous	5,560	(2,000)			(2,000)	3,560	4,600	4,600
88 Total Departmental Expense	28,776	(2,000)	-	-	(2,000)	26,776	30,816	31,336
89 COUNCIL ON AGING:								
90 Wages	145,012				-	145,012	145,377	147,395
91 Salaries	-				-	-	-	-
92 Other Expense Detail								
93 Electricity	6,000				-	6,000	4,820	4,820
94 Equip Maintenance	1,375				-	1,375	1,375	1,375
95 Gas (heat)	9,000				-	9,000	7,850	7,850
96 Membership Dues	300				-	300	300	300
97 Miscellaneous	1,000				-	1,000	1,500	1,500
98 Office Supplies	1,700				-	1,700	1,700	1,700
99 Programs	3,500				-	3,500	4,500	4,500
100 Rent	1				-	1	1	1
101 Training	1,500				-	1,500	1,500	1,500
102 Transportation	10,000				-	10,000	8,000	8,000
103 Water and Sewer	1,500				-	1,500	1,500	1,500
104 Computer Software					-	-	1,800	1,800
105 Trash Removal					-	-	1,560	1,560
106 Total Departmental Expense	180,888	-	-	-	-	180,888	181,783	183,801
107 DEPT. OF PUBLIC WORKS:								
108 Wages	418,944				-	418,944	464,419	464,332
109 Salaries	-				-	-	-	-
110 Other Expense Detail								
111 Animal Disposal	1,200				-	1,200	1,200	1,200
112 Cemetery Maintenance	37,000				-	37,000	42,500	42,500
113 DPW General Expense	22,940				-	22,940	23,940	23,940
114 DPW Contracted Services	20,000				-	20,000	24,000	24,000
115 DPW General Highway Materials	22,500				-	22,500	22,500	22,500
116 DPW Oil & Paving	31,000				-	31,000	31,000	31,000
117 DPW Snow Removal	210,000				-	210,000	210,000	210,000
118 DPW Building Utilities	28,060				-	28,060	28,060	28,060
119 DPW Building Maint	8,500				-	8,500	8,500	8,500
120 DPW Radio Maintenance	1,500				-	1,500	1,500	1,500
121 DPW Training	1,750				-	1,750	1,750	1,750
122 DPW Clothing Allowance	3,850				-	3,850	3,850	3,850
123 DPW Consultant	20,000		7,500		7,500	27,500	4,000	4,000
124 Forestry Expense	9,000				-	9,000	9,000	9,000
125 Parks Ramsey Building	4,000				-	4,000	-	-
126 Parks Lawn Maintenance	5,100				-	5,100	27,500	27,500
127 Pest Control	1,500				-	1,500	1,500	1,500
128 Vehicle Fuel	20,000				-	20,000	20,000	20,000
129 Vehicle Maintenance/Repair	33,000				-	33,000	33,000	33,000
130 Weed Control	6,500		12,000		12,000	18,500	6,500	6,500
131 StormWater Management	22,000				-	22,000	24,000	24,000
132 Total Departmental Expense	928,344	-	19,500	-	19,500	947,844	988,719	988,632
133 ELECTIONS & TOWN MEETINGS:								
134 Other Expense Detail								



TOWN OF UPTON FINANCE COMMITTEE
FY 13 BUDGET RECOMMENDATION
LINE ITEM DETAILS

	FY '12 Approved	11/16/11 STM	4/3/12 STM	STM	FY '12 Additional	FY '12 Total	FY '13 Request	FY '13 Recommend
135 Miscellaneous	10,000		5,000		5,000	15,000	12,800	12,800
136 Total Departmental Expense	10,000	-	5,000	-	5,000	15,000	12,800	12,800
137 EMERGENCY MANAGEMENT								
138 Wages	5,358				-	5,358	5,358	5,358
139 Salaries	-				-	-	-	-
140 Other Expense Detail								
141 Miscellaneous	468				-	468	468	468
142 Reverse 911 Support	5,000				-	5,000	5,000	5,000
143 Total Departmental Expense	10,826	-	-	-	-	10,826	10,826	10,826
144 EMERGENCY MEDICAL SERVICES:								
145 Wages	126,212				-	126,212	127,212	127,212
146 Salaries	-				-	-	-	-
147 Other Expense Detail								
148 Ambulance Supplies	13,191				-	13,191	13,191	13,191
149 Ambulance Maintenance	3,000				-	3,000	3,000	3,000
150 Clothing Allowance	1,800				-	1,800	1,800	1,800
151 Licensing & Certification	3,400				-	3,400	3,400	3,400
152 Miscellaneous Office & Billing	1,000				-	1,000	1,000	1,000
153 Training	5,000				-	5,000	5,000	5,000
154 Vehicle Fuel	6,000				-	6,000	6,000	6,000
155 Paramedic Expense					-	-	30,000	30,000
156 Ambulance Billing Expense					-	-	9,000	9,000
157 Total Departmental Expense	159,603	-	-	-	-	159,603	199,603	199,603
158 FINANCE COMMITTEE:								
159 Other Expense Detail								
160 Miscellaneous	1,000				-	1,000	1,000	1,000
161 Total Departmental Expense	1,000	-	-	-	-	1,000	1,000	1,000
162 FIRE DEPARTMENT:								
163 Wages	450,233				-	450,233	450,233	450,026
164 Salaries	-				-	-	-	-
165 Other Expense Detail								
166 Building Maintenance	5,000				-	5,000	10,000	10,000
167 Clothing Allowance	4,000				-	4,000	4,000	4,000
168 Copier / Computer Maintenance	2,200				-	2,200	2,200	2,200
169 Fire Alarm Maintenance	1,000				-	1,000	1,000	1,000
170 Forest Fire Expenses	4,000				-	4,000	4,000	4,000
171 Fuel Expense	9,000				-	9,000	9,000	9,000
172 General Expenses	17,500				-	17,500	17,500	17,500
173 New Equipment	15,500				-	15,500	15,500	15,500
174 Radio Maintenance	3,000				-	3,000	3,000	3,000
175 Training Expense	6,000				-	6,000	6,000	6,000
176 Utilities Expenses	32,500				-	32,500	32,500	32,500
177 Vehicle Maintenance	20,000	10,500			10,500	30,500	20,000	20,000
178 Total Departmental Expense	569,933	10,500	-	-	10,500	580,433	574,933	574,726
179 INTEREST PAID:								
180 Other Expense Detail								
181 Fire Station	88,550				-	88,550		-
182 Stefan's Property	56,325				-	56,325	16,500	16,500
183 Route 140 Water Main	58,344				-	58,344		-
184 General Obligation Bond 1					-	-	118,840	118,840
185 General Obligation Bond 2					-	-	47,266	47,266
186 Total Departmental Expense	203,219	-	-	-	-	203,219	182,606	182,606
187 LIBRARY:								
188 Wages	164,491				-	164,491	160,982	160,982
189 Salaries	-				-	-	-	-
190 Other Expense Detail								
191 Library Materials	35,430				-	35,430	39,430	39,430
192 Library Network Membership	8,237				-	8,237	8,224	8,224
193 Miscellaneous Budget	8,000				-	8,000	8,960	8,960
194 Miscellaneous Credit	(6,531)				-	(6,531)	(6,751)	(6,751)
195 Total Departmental Expense	209,627	-	-	-	-	209,627	210,845	210,845
196 LOCAL COMMUNITY HOUSING PARTNERSHIP COMMITTEE								
197 Other Expense Detail								
198 Miscellaneous	500				-	500		-
199 Total Departmental Expense	500	-	-	-	-	500	-	-
200 MATURING DEBT:								
201 Other Expense Detail								



TOWN OF UPTON FINANCE COMMITTEE
FY 13 BUDGET RECOMMENDATION
LINE ITEM DETAILS

	FY '12 Approved	11/16/11 STM	4/3/12 STM	STM	FY '12 Additional	FY '12 Total	FY '13 Request	FY '13 Recommend
202 Admin Fee - Sewer	3,157				-	3,157	1,423	1,423
203 Fire Station	175,000				-	175,000		-
204 Sewer Plant Upgrade	220,417				-	220,417	113,464	113,464
205 Stefan's Property	125,000				-	125,000	50,000	50,000
206 Route 140 Water Main	45,000				-	45,000		-
207 General Obligation Bond 1					-	-	310,000	310,000
208 General Obligation Bond 2					-	-	231,000	231,000
209 Total Departmental Expense	568,574	-	-	-	-	568,574	705,887	705,887
210 MENDON-UPTON REGIONAL SCHOOL:								
211 Other Expense Detail								
212 Town Funded Operating Expenses	8,132,399				-	8,132,399	8,314,489	8,314,489
213 Capital Assessment	100,867				-	100,867	101,881	101,881
214 Nipmuc HS & Miscoe Bond	413,906				-	413,906	436,416	436,416
215 Memorial School Bond	556,551				-	556,551	566,393	566,393
216 Miscoe Hill Repairs					-	-	14,473	14,473
217 Total Departmental Expense	9,203,723	-	-	-	-	9,203,723	9,433,652	9,433,652
218 MISCELLANEOUS:								
219 Other Expense Detail								
220 Historical Commission	1,000				-	1,000	1,000	1,000
221 Memorial Day	2,000				-	2,000	2,200	2,200
222 Medicare - PR Taxes	60,000				-	60,000	62,000	62,000
223 Weights and Measures	1,200				-	1,200	1,200	1,200
224 Parking Ticket Warrant Officer	1,000				-	1,000	1,000	1,000
225 Street Lighting	32,000				-	32,000	35,000	35,000
226 Unemployment Comp.	25,000				-	25,000	20,000	20,000
227 Total Departmental Expense	122,200	-	-	-	-	122,200	122,400	122,400
228 MODERATOR:								
229 Wages	-				-	-	-	-
230 Salaries	480				-	480	480	480
231 Other Expense Detail								
232 Miscellaneous	70				-	70	70	70
233 Total Departmental Expense	550	-	-	-	-	550	550	550
234 MUNICIPAL BUILDINGS:								
235 Other Expense Detail								
236 Miscellaneous	45,000				-	45,000	45,000	45,000
237 Total Departmental Expense	45,000	-	-	-	-	45,000	45,000	45,000
238 NURSE - HEALTH SVCS:								
239 Wages	31,075				-	31,075	31,075	31,075
240 Salaries	-				-	-	-	-
241 Other Expense Detail								
242 Miscellaneous	1,900				-	1,900	1,900	1,900
243 Total Departmental Expense	32,975	-	-	-	-	32,975	32,975	32,975
244 PERSONNEL BOARD:								
245 Wages	1,568				-	1,568	1,568	1,478
246 Salaries	-				-	-	-	-
247 Other Expense Detail								
248 Longevity Bonus	3,000				-	3,000	3,000	3,000
249 MMPA Membership	200				-	200	200	200
250 Miscellaneous	450				-	450	450	450
251 Training	400				-	400	400	400
252 Merit Bonus Pool	-				-	-	5,000	5,000
253 Total Departmental Expense	5,618	-	-	-	-	5,618	10,618	10,528
254 PLANNING BOARD:								
255 Wages	16,585				-	16,585	16,585	16,583
256 Salaries	-				-	-	-	-
257 Other Expense Detail								
258 Advertising/Printing	1,200				-	1,200	1,200	1,200
259 CMRPC	1,350				-	1,350	1,350	1,350
260 Membership & Training	320				-	320	320	320
261 Miscellaneous	250				-	250	250	250
262 Office Supplies	500				-	500	500	500
263 Postage	300				-	300	300	300
264 Professional Services	2,100				-	2,100	2,100	2,100
265 Total Departmental Expense	22,605	-	-	-	-	22,605	22,605	22,603
266 POLICE DEPARTMENT:								
267 Wages	1,370,945				-	1,370,945	1,377,695	1,377,649
268 Salaries	-				-	-	-	-



**TOWN OF UPTON FINANCE COMMITTEE
FY 13 BUDGET RECOMMENDATION
LINE ITEM DETAILS**

	FY '12 Approved	11/16/11 STM	4/3/12 STM	STM	FY '12 Additional	FY '12 Total	FY '13 Request	FY '13 Recommend
269 Other Expense Detail								
270 Building Maintenance	15,800				-	15,800	15,800	15,800
271 Computer Maintenance	11,000				-	11,000	11,000	11,000
272 Cruiser	30,000				-	30,000	32,000	32,000
273 Cruiser Maintenance	11,000				-	11,000	11,000	11,000
274 Cruiser Gas	32,000				-	32,000	36,000	36,000
275 Clothing Allowance	15,500				-	15,500	15,500	15,500
276 General Expenses	21,700				-	21,700	21,700	21,700
277 Utilities	36,000				-	36,000	34,000	34,000
278 Total Departmental Expense	1,543,945	-	-	-	-	1,543,945	1,554,695	1,554,649
279 POLICE DEPT. - COMMUNICATIONS:								
280 Other Expense Detail								
281 Disp Clothing FT	3,400				-	3,400	3,400	3,400
282 Disp Clothing PT	400				-	400	400	400
283 Radio Maintenance	2,200				-	2,200	2,200	2,200
284 Total Departmental Expense	6,000	-	-	-	-	6,000	6,000	6,000
285 RECREATION:								
286 Wages	12,000				-	12,000	17,000	17,000
287 Salaries	-				-	-	-	-
288 Other Expense Detail								
289 Beach Program	8,000				-	8,000	8,000	8,000
290 Total Departmental Expense	20,000	-	-	-	-	20,000	25,000	25,000
291 REGISTRARS OF VOTERS:								
292 Wages	-				-	-	-	-
293 Salaries	1,036				-	1,036	1,036	1,036
294 Other Expense Detail								
295 Miscellaneous	4,500				-	4,500	4,500	4,500
296 Total Departmental Expense	5,536	-	-	-	-	5,536	5,536	5,536
297 TOWN CLERK:								
298 Wages	9,540				-	9,540	9,540	9,648
299 Salaries	50,690				-	50,690	50,690	50,690
300 Other Expense Detail								
301 Miscellaneous	2,350				-	2,350	2,600	2,600
302 Total Departmental Expense	62,580	-	-	-	-	62,580	62,830	62,938
303 TOWN COUNSEL:								
304 Other Expense Detail								
305 Miscellaneous	35,000		12,000		12,000	47,000	40,000	40,000
306 Total Departmental Expense	35,000	-	12,000	-	12,000	47,000	40,000	40,000
307 TREASURER-COLLECTOR:								
308 Wages	41,988				-	41,988	42,337	41,837
309 Salaries	52,277				-	52,277	52,277	52,277
310 Other Expense Detail								
311 Expenses	30,000				-	30,000	31,700	31,700
312 Tax Title Foreclosure	8,000				-	8,000	10,000	10,000
313 Tax Title Auction	-				-	-	-	-
314 Total Departmental Expense	132,266	-	-	-	-	132,266	136,314	135,814
315 VETERANS SERVICES:								
316 Wages	7,365				-	7,365	7,365	7,365
317 Salaries	-				-	-	-	-
318 Other Expense Detail								
319 Benefit Payments	20,000		6,000		6,000	26,000	27,000	27,000
320 Miscellaneous	700				-	700	700	700
321 Total Departmental Expense	28,065	-	6,000	-	6,000	34,065	35,065	35,065
322 WASTE REMOVAL:								
323 Other Expense Detail								
324 Curbside Pickup	295,500				-	295,500	215,000	215,000
325 Disposal	131,000				-	131,000	131,000	131,000
326 Trash Bags	32,000				-	32,000	32,000	32,000
327 Hazardous Waste	7,000				-	7,000	2,000	2,000
328 Total Departmental Expense	465,500	-	-	-	-	465,500	380,000	380,000
329 Total Operating Expenses	16,543,177	13,500	80,500	-	94,000	16,637,177	17,276,200	17,272,480
Salaries	128,699	-	-	-	-	128,699	128,699	128,699
Wages	3,324,797	-	-	-	-	3,324,797	3,362,092	3,358,371
Total Salaries & Wages	3,453,496	-	-	-	-	3,453,496	3,490,790	3,487,070



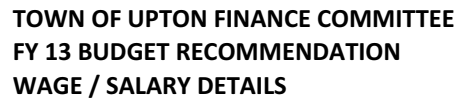
TOWN OF UPTON FINANCE COMMITTEE
FY 13 BUDGET RECOMMENDATION
LINE ITEM DETAILS

	FY '12 Approved	11/16/11 STM	4/3/12 STM	STM	FY '12 Additional	FY '12 Total	FY '13 Request	FY '13 Recommend
Other Operating Expenses	13,089,681	13,500	80,500	-	94,000	13,183,681	13,785,410	13,785,410
BVT	476,140	-	-	-	-	476,140	736,383	736,383
MURSD	9,203,723	-	-	-	-	9,203,723	9,433,652	9,433,652
Other Operating Expenses (not including schools)	3,409,818	13,500	80,500	-	94,000	3,503,818	3,615,375	3,615,375



TOWN OF UPTON FINANCE COMMITTEE
FY 13 BUDGET RECOMMENDATION
WAGE / SALARY DETAILS

Department	Position Title	FY12 Approved Amounts	FY13 Dept Request	FY13 PB Request	FY 13 FC Recommend	% Change
WAGES						
Acct	Department Assistant	4,911.76	4,911.76	4,892.16	4,892.16	-0.40%
Acct	Town Accountant	31,674.96	26,000.00	26,000.00	26,000.00	-17.92%
Anml Ctl	Animal Control Officer	29,102.35	29,102.00	29,102.35	29,102.35	0.00%
BoA	Department Coordinator	44,227.66	44,227.66	44,054.40	44,054.40	-0.39%
BoH	Assistant Supervisor of Public Health	35,490.51	40,384.75	38,249.64	38,249.64	7.77%
BoH	Burial Agent	131.76	131.76	131.76	131.76	0.00%
BoH	Health Agent	7,527.60	7,527.60	7,527.60	7,527.60	0.00%
BoS	Department Coordinator	46,004.63	41,600.00	38,480.00	38,480.00	-16.36%
BoS	Custodian	39,490.54	39,333.00	39,332.80	39,332.80	-0.40%
BoS	Town Manager	120,753.52	120,753.52		120,753.52	0.00%
BoS	Municipal Hearing Officer		2,500.00	2,500.00	2,500.00	N/A
BoS	Custodian Vacation		2,040.00	2,040.00	2,040.00	N/A
Cable	PEG Access Provider	16.83	16.83	16.83	16.83	0.00%
Cable	PEG Access Assistant			12.73	12.73	N/A
CC	Conservation Agent	10,400.00	10,400.00	10,920.00	10,920.00	5.00%
CC	Department Assistant	7,816.22	7,816.22	7,815.60	7,815.60	-0.01%
COA	Department Specialist	19,167.84	19,167.84	19,094.40	19,094.40	-0.38%
COA	COA Director	56,867.25	57,232.08	57,232.08	57,232.08	0.64%
COA	Facilities Maintenance & Transportation Coordinator	26,402.76	26,402.76	28,657.20	28,657.20	8.54%
COA	Social Services Coordinator	42,574.32	42,574.32	42,411.20	42,411.20	-0.38%
Code Enf	Assistant Plumbing & Gas Inspector	9,771.17	3,000.00	3,000.00	3,000.00	-69.30%
Code Enf	Assistant Wiring Inspector	9,771.17	3,000.00	3,000.00	3,000.00	-69.30%
Code Enf	Building Inspector/Local Inspector	18,383.02	15,000.00	15,000.00	15,000.00	-18.40%
Code Enf	Department Coordinator	38,547.60	38,547.60	38,547.60	38,547.60	0.00%
Code Enf	Inspector of Buildings	28,461.54	28,461.54	28,461.54	28,461.54	0.00%
Code Enf	Plumbing Inspector	20,254.52	6,000.00	6,000.00	6,000.00	-70.38%
Code Enf	Wiring Inspector	16,750.40	6,000.00	6,000.00	6,000.00	-64.18%
Code Enf	Department Assistant	3,991.26	3,991.26	3,991.00	3,991.00	-0.01%
Code Enf	Per Inspection Compensation		24,600.00	24,600.00	24,600.00	N/A
DPW	Director of Public Works	22,500.00	47,500.00		47,500.00	111.11%
DPW	Highway Supervisor	70,783.20	70,783.20		70,783.20	0.00%
DPW	Department Specialist	22,425.12	22,508.64	22,422.40	22,422.40	-0.01%
DPW	Clerical Fill in (plus adjustment)		1,916.48	1,916.00	1,916.00	N/A
DPW	Equipment Operator	43,451.28	43,451.28		43,451.28	0.00%
DPW	Equipment Operator	43,451.28	43,451.28		43,451.28	0.00%
DPW	Equipment Operator	43,451.28	43,451.28		43,451.28	0.00%
DPW	Equipment Operator	43,451.28	43,451.28		43,451.28	0.00%
DPW	Mechanic / Equip Operator	56,501.28	56,501.28		56,501.28	0.00%
DPW	Full Time Parks Laborer	43,451.28	43,451.28		43,451.28	0.00%
DPW	Summer Park Employees	10,664.00	10,664.00		10,664.00	0.00%
DPW	Seasonal Parks		16,000.00		16,000.00	N/A
DPW	DPW OT	13,525.00	14,000.00		14,000.00	3.51%
DPW	On Call Stipend	5,289.00	5,289.00		5,289.00	0.00%
DPW	Working foreman Differential		2,000.00		2,000.00	N/A
Emerg. Mgt.	CEMP/LEPC Director	5,358.00	5,358.00	5,358.00	5,358.00	0.00%
EMS	EMS Lieutenant	3,081.03	3,081.03	3,083.00	3,081.00	0.00%
EMS	Assistant EMS Director - Training	4,000.00	4,000.00	4,000.00	4,000.00	0.00%
EMS	CPR Officer	896.00	896.43	896.00	896.00	0.00%
EMS	EMS Captain	6,384.00	6,388.00	6,384.00	6,384.00	0.00%
EMS	EMT Night on Call Compensation	20,144.00	20,159.59	20,144.00	20,144.00	0.00%
EMS	EMT Training Compensation	20,816.00	20,841.20	20,816.00	20,816.00	0.00%
EMS	Evening on Call Compensation	24,784.46	25,804.28	25,784.46	25,784.46	4.03%
EMS	Hourly Compensation	29,090.00	29,112.66	29,090.00	29,090.00	0.00%
EMS	Infection Control Officer	502.00	400.73	502.00	502.00	0.00%
EMS	W/E on Call Compensation	16,515.00	16,528.11	16,515.00	16,515.00	0.00%
Fire	Assistant Fire Chief	9,544.00	9,544.00	9,544.00	9,544.00	0.00%
Fire	Deputy Chief	9,972.00	9,972.00	9,972.00	9,972.00	0.00%
Fire	EMT/Financial Assistant	51,563.00	51,563.00	51,355.20	51,355.20	-0.40%
Fire	Fire Alarm Tech Lic.	600.00	600.00		600.00	0.00%
Fire	Fire Captain	4,547.00	4,547.00	4,547.00	4,547.00	0.00%
Fire	Fire Chief	97,850.00	97,850.00		97,850.00	0.00%
Fire	Certified Lead Fire Inspector	400.00	400.00		400.00	0.00%

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TOWN OF UPTON FINANCE COMMITTEE
FY 13 BUDGET RECOMMENDATION
WAGE / SALARY DETAILS

Department	Position Title	FY12 Approved Amounts	FY13 Dept Request	FY13 PB Request	FY 13 FC Recommend	% Change
Police	Communication Educational Incentive Program	8,000.00	8,000.00		8,000.00	0.00%
Police	Communication Training	2,972.00	2,972.00		2,972.00	0.00%
Recreation	Recreation Director	12,000.00	17,000.00	17,000.00	17,000.00	41.67%
Town Clerk	Department Associate	9,539.80	9,540.00	9,647.82	9,647.82	1.13%
T/C	Assistant Treasurer/Collector	28,275.70	28,629.03	28,167.36	28,167.36	-0.38%
T/C	Department Associate	10,538.64	10,533.60	10,495.68	10,495.68	-0.41%
T/C	Overtime (Addl 92 hours + stipend)	3,174.00	3,174.00	3,174.00	3,174.00	0.00%
VetSvc	Veterans Director	7,365.00	7,364.84	7,365.00	7,365.00	0.00%
VetSvc	Department Assistant					N/A
Sub-Total		3,324,797.03	3,362,091.53	1,142,449.07	3,358,370.75	1.01%
Water	Director of Public Works	13,500.00	28,500.00		28,500.00	111.11%
Water	Water & Sewer Supervisor	35,391.60	35,391.60		35,391.60	0.00%
Water	Department Specialist (DPW)	13,505.18	13,505.18	13,453.44	13,453.44	-0.38%
Water	Water / WW Operator	25,494.48	25,494.48		25,494.48	0.00%
Water	Water / WW Operator	27,916.56	27,916.56		27,916.56	0.00%
Water	Water / WW Operator	25,494.48	25,494.48		25,494.48	0.00%
Water	Scheduled OT	18,900.00	12,000.00		12,000.00	-36.51%
Water	Unscheduled OT	4,000.00	14,000.00		14,000.00	250.00%
Water	On Call Stipend	2,644.00	2,644.00		2,644.00	0.00%
Water	Full license upgrades		5,000.00		5,000.00	N/A
Wastewater	Director of Public Works	9,000.00	19,000.00		19,000.00	111.11%
Wastewater	Water & Sewer Supervisor	35,391.60	35,391.60		35,391.60	0.00%
Wastewater	Department Specialist (DPW)	9,003.46	9,003.46	8,968.96	8,968.96	-0.38%
Wastewater	WW Operator	48,462.48	48,462.48		48,462.48	0.00%
Wastewater	Water / WW Operator	25,494.48	25,494.48		25,494.48	0.00%
Wastewater	Water / WW Operator	27,916.56	27,916.56		27,916.56	0.00%
Wastewater	Water / WW Operator	25,494.48	25,494.48		25,494.48	0.00%
Wastewater	Scheduled OT	12,900.00	12,900.00		12,900.00	0.00%
Wastewater	Unscheduled OT	4,000.00	6,000.00		6,000.00	50.00%
Wastewater	On Call Stipend	2,644.00	2,644.00		2,644.00	0.00%
Wastewater	Full license upgrades		5,000.00		5,000.00	N/A
Sub-Total		367,153.36	407,253.36	22,422.40	407,167.12	10.90%
SALARIES						
Moderator	Moderator	480.00	480.00		480.00	0.00%
BoS	Selectmen #1	750.00	750.00		750.00	0.00%
BoS	Selectmen #2	500.00	500.00		500.00	0.00%
BoS	Selectmen #3	500.00	500.00		500.00	0.00%
BoA	Assessor #1	6,208.34	6,208.34		6,208.34	0.00%
BoA	Assessor #2	6,208.33	6,208.33		6,208.33	0.00%
BoA	Assessor #3	6,208.33	6,208.33		6,208.33	0.00%
T/C	Treasurer	52,277.24	52,277.24		52,277.24	0.00%
Town Clerk	Town Clerk	50,690.00	50,690.00		50,690.00	0.00%
BoH	Board of Health #1	917.86	917.86		917.86	0.00%
BoH	Board of Health #2	802.62	802.62		802.62	0.00%
BoH	Board of Health #3	802.62	802.62		802.62	0.00%
Cemetery	Cemetery Commission #1	658.74	658.74		658.74	0.00%
Cemetery	Cemetery Commission #2	329.37	329.37		329.37	0.00%
Cemetery	Cemetery Commission #3	329.37	329.37		329.37	0.00%
Voters	Registrars of Voters	1,036.00	1,036.00		1,036.00	0.00%
Sub-Total		128,698.82	128,698.82	-	128,698.82	0.00%
Total		3,453,495.85	3,490,790.35	1,164,871.47	3,487,069.57	0.97%
DEPARTMENT TOTALS						
Acct		36,586.72	30,911.76	30,892.16	30,892.16	-15.56%
Annl Ctl		29,102.35	29,102.00	29,102.35	29,102.35	0.00%
BoA		62,852.66	62,852.66	44,054.40	62,679.40	-0.28%
BoH		45,672.97	50,567.21	45,909.00	48,432.10	6.04%
BoS		207,998.69	207,976.52	82,352.80	204,856.32	-1.51%
COA		145,012.17	145,377.00	147,394.88	147,394.88	1.64%
Cable		16.83	16.83	29.56	29.56	75.64%



TOWN OF UPTON FINANCE COMMITTEE
FY 13 BUDGET RECOMMENDATION
WAGE / SALARY DETAILS

Department	Position Title	FY12 Approved Amounts	FY13 Dept Request	FY13 PB Request	FY 13 FC Recommend	% Change
Cemetery		1,317.48	1,317.48	-	1,317.48	0.00%
Code Enf		145,930.68	128,600.40	128,600.14	128,600.14	-11.88%
CC		18,216.22	18,216.22	18,735.60	18,735.60	2.85%
DPW		418,944.00	464,419.00	24,338.40	464,332.28	10.83%
Emerg. Mgt.		5,358.00	5,358.00	5,358.00	5,358.00	0.00%
EMS		126,212.49	127,212.03	127,214.46	127,212.46	0.79%
Fire		450,233.00	450,233.00	187,650.20	450,026.20	-0.05%
Library		164,491.37	160,982.28	99,073.00	160,982.28	-2.13%
Moderator		480.00	480.00	-	480.00	0.00%
Nurse		31,075.22	31,075.00	31,075.22	31,075.22	0.00%
Personnel		1,568.25	1,568.25	1,477.84	1,477.84	-5.77%
Planning		16,585.37	16,585.00	16,582.80	16,582.80	-0.02%
Police		1,370,945.00	1,377,695.00	46,758.40	1,377,649.40	0.49%
Recreation		12,000.00	17,000.00	17,000.00	17,000.00	41.67%
Voters		1,036.00	1,036.00	-	1,036.00	0.00%
T/C		94,265.58	94,613.87	41,837.04	94,114.28	-0.16%
Town Clerk		60,229.80	60,230.00	9,647.82	60,337.82	0.18%
VetSvc		7,365.00	7,364.84	7,365.00	7,365.00	0.00%
	Total	3,453,495.85	3,490,790.35	1,142,449.07	3,487,069.57	0.97%
Water		166,846.30	189,946.30	13,453.44	189,894.56	13.81%
Wastewater		200,307.06	217,307.06	8,968.96	217,272.56	8.47%



TOWN OF UPTON FINANCE COMMITTEE
FY 13 BUDGET RECOMMENDATION
ARTICLES

Article #	Description	Requested Amount	Total Appropriations	From Raise and Appropriate (Tax Levy)	From Free Cash	From Other Available Funds	From Offset Receipts, Enterprise Funds or CPA	Revolving Funds	Borrowing Authorization	Free Cash	Stabilization Account
5	DPW - Wastewater Fund Supplement	74,000.00	41,319.39			41,319.39					General
5	DPW - Wastewater Fund Supplement		32,680.61			32,680.61					Wastewater
7	BoS - Worcester County Retirement	411,054.00	411,054.00	411,054.00							
9	DPW - Chapter 90 Roads	319,629.00	319,629.00						319,629.00		
10	DPW - 3rd Water Source	3,397,000.00	3,397,000.00						3,397,000.00		
13	Personnel - Classification & Compensation Study	3,500.00	3,500.00	3,500.00							
20	CPC - Administrative Expense	10,000.00	10,000.00				10,000.00				
21	BoS - Town Hall Renovation	398,000.00	398,000.00				398,000.00				
22	BoA - Valuation	18,000.00	18,000.00	18,000.00							
23	Fire - Replace Brush Truck #2	45,000.00	45,000.00		45,000.00					General	
24	Fire - Tanker #2	25,000.00	25,000.00		25,000.00					General	
25	Police - Sports Utility Vehicle	30,000.00	30,000.00		30,000.00					General	
26	Police - Taser System	15,000.00	15,000.00		15,000.00					General	
27	DPW - Stormwater Management	15,000.00	15,000.00	15,000.00							
28	DPW - Drainage Repair	50,000.00	50,000.00								
29	DPW - 3rd year of 3 year lease for 5 ton dump truck	55,370.00	55,370.00	55,370.00							
30	DPW - JD Walkers Mower	8,000.00	8,000.00	8,000.00							
31	DPW - Replacement Tractor	32,000.00	32,000.00								
32	DPW - Highway Building Expansion (Architect)	25,000.00	25,000.00		32,000.00					General	
33	BoS - Glen Ave Well Field (supplemental appropriation)	30,000.00	30,000.00		30,000.00					General	
34	DPW - Replacement 1/2 Ton Pickup Truck	22,000.00	22,000.00				22,000.00			Water	
35	DPW - State TIP Program (Hopkinton/High/Hartford Ave)	70,000.00	70,000.00						70,000.00		
36	BoS - GASB 45 obligation	10,000.00	10,000.00		10,000.00					General	
37	Conservation - Conservation Fund	2,000.00	2,000.00								
39	Finance Committee Reserve	20,000.00	20,000.00								
			-								
Totals		5,085,553.00	5,085,553.00	582,924.00	212,000.00	74,000.00	430,000.00	-	3,786,629.00		

FREE CASH

	BEGINNING	STM ACTIVITY	ENDING
General	194,312.00	(182,000.00)	12,312.00
Water	32,352.00	(30,000.00)	2,352.00
Wastewater	-	-	-
FREE CASH TOTAL	226,664.00	(212,000.00)	14,664.00

STABILIZATION

General	448,183.44	(41,319.39)	406,864.05
MURSD	518,326.62	-	518,326.62
Water	823.60	-	823.60
Wastewater	32,680.61	(32,680.61)	-
Capital	188,200.32	-	188,200.32
STABILIZATION TOTAL	1,188,214.59	(74,000.00)	1,114,214.59

TOTAL FREE CASH & STABILIZATION

1,414,878.59	(286,000.00)	1,128,878.59
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Town of Upton / ATM 10 May 2012 / Warrant

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 in the Gymnasium at the Nipmuc Regional Middle/High School, 90 Pleasant Street, Upton on Monday, the seventh-day of May 2012, from Seven o'clock in the morning, until Eight o'clock in the evening, then and there to act on Article 1, and to meet at an adjourned session of the meeting in the Auditorium at said Nipmuc Regional Middle/High School on Thursday, May 10, 2012 punctually at Seven o'clock in the evening, then and there to act on the remaining Articles in the warrant.

Article No.	Article	Justification/Submitted By	Recommendation
1	To choose necessary officers for the ensuing year, all to be voted for upon one ballot as follows: Moderator (1 for 1 year); Board of Selectmen (1 for 3 years); Collector /Treasurer (1 for 3 years); Board of Assessors (1 for 3 years); Mendon Upton Regional School Committee (1 for 3 years); Mendon Upton Regional School Committee (1 for 2 years); Board of Health (1 for 3 years); Cemetery Commission (1 for 3 years); Library Trustees (3 for 3 years); Recreation Commission (1 for 3 years); Board of Trust Fund Commissioners (1 for 3 years); Planning Board (1 for 5 years); Finance Committee (1 for 3 years); Housing Authority (1 for 1 year).	Choose Officers for the Ensuing year.	Not Applicable
2	To hear reports of all Town Officers and Appointed Committees, or, to take any other action relative thereto.	Town Reports. Board of Selectmen	Not Applicable
3	To see if the Town will fix the salaries and compensation of all officers of the Town as provided by M.G.L. Chapter 41, Section 108, as amended, and to raise and appropriate, transfer from available unappropriated funds in the Town Treasury, or transfer, such sums as may be necessary to defray expenses of the Town Departments for the ensuing year, or, to take any other action relative thereto.	Annual Town Budget. Board of Selectmen	Favorable Action
4	To see if the Town will vote to raise and appropriate, transfer from available unappropriated funds in the Town Treasury, or transfer a sum of money to operate the Water Enterprise Fund, or, to take any other action thereon. That the following sums be appropriated for the Water Enterprise Fund.	Annual budget for the water enterprise fund. Board of Selectmen	Favorable Action

Town of Upton / ATM 10 May 2012 / Warrant

Article No.	Article	Justification/Submitted By	Recommendation
	Wages & Salaries \$189,950.00 Expenses 251,400.00 Capital Outlay -0- Debt 187,800.00 Extra/Unforeseen -0- Total \$629,150.00 And that \$629,150.00 be raised as follows: Department receipts \$535,250.00 Retained Earnings -0- Tax Levy 93,900.00* Free Cash -0- *(NOTE: As appropriated under Article 3)		
5	To see of the Town will vote to raise and appropriate, transfer from available unappropriated funds in the Town Treasury, or transfer a sum of money to operate the Waste Water Enterprise Fund, or, to take any other action thereon. That the following sums be appropriated for the Waste Water Enterprise Fund. Wage & Salaries \$217,350.00 Expenses 202,650.00 Capital Outlay -0- Debt 246,500.00 Extra/Unforeseen -0- Total \$666,500.00 And that \$666,500.00 be raised as follows:	Annual budget for the waste water enterprise fund. Board of Selectmen	Favorable Action

Town of Upton / ATM 10 May 2012 / Warrant

Article No.	Article	Justification/Submitted By	Recommendation
	Department receipts 469,250.00 Retained Earnings -0- Tax levy 123,250.00* 74,000.00 Free cash -0- *(NOTE: As appropriated under Article 3)		
6	To see if the Town will vote to authorize the Town Treasurer, with approval of the Board of Selectmen, to borrow in anticipation of revenue for the fiscal year 2013 beginning July 1, 2012, in accordance with the provisions of M.G.L., chapter 44, Section 4 and to issue a note or notes therefor payable within one year in accordance with M.G.L., chapter 44, Section 17, or, to take any other action relative thereto.	Authorize the treasurer to borrow in anticipation of revenue	Favorable Action
7	To see if the Town will vote to raise and appropriate, appropriate from available unappropriated funds in the Town Treasury, or transfer, or borrow the sum of Four hundred eleven thousand, fifty-four dollars (\$411,054.00), or any other sum, in conformity with M.G.L. Chapter 32, Section 22(7)(c)(ii) of the General Laws relative to the Pension, Expense, Worker's Compensation, and Military Service Funds of the Worcester Regional Retirement System for the fiscal year 2012 beginning July 1, 2012 through June 30, 2013, or, to take any other action relative thereto.	Funding to meet the Town's obligations to the regional retirement system. Board of Selectmen	Favorable Action
8	To see if the Town will vote to establish the following revolving funds in accordance with M.G.L., Chapter 44, § 53E ½: A. Conservation Commission "Wetland By-Law Fund" - the purpose of which will be to pay costs associated with reviewing Wetlands Filings; processing Certificates of Compliance; and providing for related operating expenses and essential functions of the Conservation Commission. Monies to be deposited into this fund will be fees collected from filings made under the Town of Upton Wetlands By-Law. Expenditures from this fund shall be	Revolving Fund for various activities.	Favorable Action

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	authorized by the chairperson of the Conservation Commission and be limited to Fifteen thousand dollars (\$15,000.00) for Fiscal Year 2013; provided further that any funds remaining in the revolving fund at the end of FY 2012 shall be retained by said fund; B. Board of Health “Curbside Bulk Items Fund” - the purpose of this fund shall be to pay the cost of removing residential bulk items through curbside pick-up. Monies to be deposited into this fund shall be fees collected for the removal of bulk items. Expenditures from this fund shall be fees collected for removal of bulk items. Expenditures from this fund shall be authorized by the chairperson of the Board of Health, and be limited to Ten thousand dollars (\$10,000.00) for Fiscal Year 2013; C. Upton Town Library – the purpose of this fund shall be to replace items lost or damaged by those who borrow materials, and to replace items used in activities for which a fee is paid and to purchase new materials and equipment. Receipts to this fund shall be fees and fines paid for lost or damaged materials or, for overdue books, for use of the fax, copier and printing facilities, and for purchase of used library materials. Expenditures from this fund shall be authorized by the Library Director, with the approval of the Library Board of Trustees, and be limited to Six thousand dollars (\$6,000.00) for Fiscal Year 2013; D. Council on Aging Fund - the purpose of this fund will be to provide programming for the elderly of Upton as administered through the Senior Center and the Council on Aging. Monies to be deposited in this fund shall be fees and charges for Senior Center and Council on Aging programs. The Director of the Upton Council on Aging, with the approval of the Council on Aging, shall be authorized to expend from this fund. Expenditures from this fund shall not exceed Ten thousand dollars (\$10,000.00), or the total of receipts into the fund, in any given year; E. Recreation Commission Revolving Account – the purpose of this fund will be to collect fees for, and to fund all operating expenses of, the various Recreation Programs administered by the Recreation Commission. Expenditures from this fund shall be authorized by the chairperson of the Recreation Commission, and be limited to One hundred forty-five thousand dollars (\$145,000.00) for Fiscal Year 2013;		

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	or take any other action relative thereto.		
9	To see if the Town will vote to raise and appropriate, appropriate from available unappropriated funds in the Town Treasury, or transfer, or borrow, the sum of Three hundred nineteen thousand, six hundred twenty-nine dollars (\$319,629.00), or, any other sum, to be used for the construction and/or improvement of Town Roads, and to be reimbursed by the Commonwealth under M.G.L. Chapter 90, for Upton's apportionment for Fiscal Year 2013, beginning July 1, 2012, or, to take any other action relative thereto.	Annual Road repair appropriation from the State. Board of Selectmen	Favorable Action
10	To see if the Town will vote to appropriate Three million three hundred ninety-seven thousand dollars (\$3,397,000.00) for the construction of the Well field at the third water source, located at 172 West River Street, and related Pumping Station, and the West River Street water main, and the acquisition and installation of a Supervisory Control and Data Acquisition (SCADA) system at all water and wastewater facilities, including associated engineering fees to complete the construction phase of the project and all costs incidental and related thereto.; and as funding therefor to authorize the Treasurer, with the approval of the Board of Selectmen to borrow said sum pursuant to G.L. c.44, §§7 or 8 and issue bonds and notes therefor; with the intent that while such bonds or notes shall be general obligations of the Town, 50% of the principal and interest on the bonds issued for the Well Field, Pumping Station and Water Main and 25% of the bonds issued for the SCADA system shall be repaid from the Water Enterprise Fund, and 25% of the principal and interest on the bonds issued for the SCADA system shall be repaid from the Wastewater Enterprise Fund; provided, further, however, that any vote taken hereunder shall be contingent upon approval by the voters of the Town of a Proposition 2 ½ debt exclusion question authorizing the Town to repay the principal and interest on the borrowing outside the limits of Proposition 2 ½, or, to take any other action relative thereto.	Construction of Municipal Well Field #3 and the West River Street Water Main, and installation of a SCADA system at all water and wastewater facilities. Board of Selectmen	Favorable Action
11	To see if the Town will vote to accept the provisions of Massachusetts General Laws Chapter 44, Section 55C, and to establish a trust to be known as the Upton Affordable	Establish an Affordable Housing Trust	

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	Housing Trust Fund, whose purpose shall be to provide for the creation and preservation of affordable housing in the Town of Upton for the benefit of low and moderate income households , and in implementation thereof will vote to amend the Town of Upton General By-Laws by adding the following as Title 2, Chapter 23, or, to take any other action relative thereto. The complete text of the proposed by-law is available for review at the Office of the Town Clerk.	Board of Selectmen	
12	To see if the Town will vote to amend the Town of Upton General By-Laws by inserting a new Title 7, Storm Water By-Law, and renumbering the current Title 7 as Title 8. This bylaw will regulate the quantity and quality of stormwater runoff from new development and redevelopment to minimize the adverse impacts to surface water drinking supplies, groundwater resources, recreation, aquatic habitats, fish and other aquatic life, property values and other uses of lands and waters; the complete text of the proposed by-law is available for review at the Office of the Town Clerk, or, to take any other action relative thereto.	Establish a By-Law for Storm Water Management Board of Selectmen	
13	To see if the Town will vote to raise and appropriate, appropriate from available unappropriated funds in the Town Treasury, or transfer, or borrow, the sum of Three thousand five hundred dollars (\$3,500.00), or any other sum, for a classification and compensation plan review and update to be completed by or before the start of Fiscal Year 2015, or, to take any other action relative thereto.	Funding for the next classification & compensation plan review. Personnel Board	Favorable Action
14	To see if the Town will vote to amend Section VI-B of the Personnel By-law regarding Salary Review by adding a paragraph following the third paragraph of the existing text to establish a Meritorious Bonus Program for non-union employees. The complete text of the proposed by-law amendment is available for review at the Office of the Town Clerk, or, to take any other action relative thereto.	To create a meritorious bonus program to reward performance that significantly exceeds expectations. Personnel Board	Not applicable
15	To see if the Town will vote to amend Section VII of the Personnel By-Law regarding Conditions of Work by adding a new paragraph F to establish a policy for	To put in place a policy regarding the use of electronic	Not applicable

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	the use of electronic devices and social media. The complete text of the proposed by-law amendment is available for review at the Office of the Town Clerk, or, to take any other action relative thereto.	devices by employees and the appropriate use of Social Media outlets. Personnel Board	
16	To see if the Town will vote to delete Section IX.A of the Personnel By-law regarding Vacation in its entirety, and insert in place thereof a new section on Vacation that provides employees with twenty (20) years or more of service a 5 th week of vacation and clarifies how vacation is accrued and carried over from one fiscal year to the next. The complete text of the proposed by-law amendment is available for review at the Office of the Town Clerk, or, to take any other action relative thereto.	To provide more consistency between union and non-union employees in the amount of vacation allotted to employees with more than 20 years of service. Personnel Board	Follow Personnel Board Recommendation
17	To see if the Town will vote to amend Section IX of the Personnel By-law regarding Employee Benefits by adding a paragraph following the fourth paragraph of the existing text to establish a Short-term disability plan for all employees. The complete text of the proposed by-law amendment is available for review at the Office of the Town Clerk, or, to take any other action relative thereto.	To implement a short term disability policy for all eligible employees. Personnel Board	Follow Personnel Board Recommendation
18	To see if the Town will vote to amend Section IX-B of the Personnel By-law regarding Sick Time by changing the maximum accumulation from 20 to 40 days, or, to take any other action relative thereto.	To allow employees to carry up to 40 days of sick time rather than 20. Personnel Board	Follow Personnel Board Recommendation
19	To see if the Town will vote to disband the Local Community Housing Partnership Committee that was formed under Article 41 of the May 10, 2007 Annual Town Meeting, or, to take any other action relative thereto.	This Committee would no longer need to be in existence if the Town Meeting votes favorably on Article #11 to implement an Affordable Housing Trust. Board of Selectmen	Not Applicable

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20	To see if the Town will vote to appropriate the sum of Ten thousand dollars (\$10,000.00) from the Community Preservation Act Fund Fiscal Year 2013 estimated annual revenues to the Community Preservation Committee Administrative Expense Account (#24-300-3249-1000) for Fiscal Year 2013, or, to take any other action relative thereto.	Appropriate revenues received in FY 2013 into the Administrative Expense Account Community Preservation Committee	Favorable Action
21	To see if the Town will vote to transfer the sum of Fifty-eight thousand dollars (\$58,000.00) from the Community Preservation Fund Historic Resources Reserve and Three hundred forty thousand dollars (\$340,000.00) from the Undesignated Fund Balance for a total of Three hundred ninety-eight thousand dollars (\$398,000.00) to fund the design development, construction documents, and bidding phases of design for the proposed renovation and preservation of the historic Upton Town Hall building, and all costs incidental and related thereto, including but not limited to: improvements to comply with the Americans with Disabilities Act and other federal, state or local building codes; providing additional office space for Town Departments and boards; and related parking. This project is to be managed by a Town Hall Renovation Committee appointed by the Board of Selectmen and performed by a Massachusetts Registered Architect. The final design development documents shall require the approval of the Massachusetts Historical Commission; said project to be completed within three years; or, to take any other action relative thereto.	To fund the remaining phases of design and bidding in order to obtain Mass. Historical Commission approval for the project and to bring actual construction costs to the Town Meeting for its approval in the spring of 2013. Town Hall Renovation Committee	Favorable Action
22	To see if the Town will vote to raise and appropriate, appropriate from available unappropriated funds in the Town Treasury, or transfer, or borrow the sum of Eighteen thousand dollars (\$18,000.00), or any other sum, for the revaluation to be performed by the Board of Assessors, or, to take any other action relative thereto.	Funds set aside for the triennial revaluation process. Board of Assessors	Favorable Action
23	To see if the Town will vote to raise and appropriate, appropriate from available unappropriated funds in the Town Treasury, or transfer, or borrow the sum of Forty-five thousand dollars (\$45,000.00), or any other sum, to purchase and equip a pick up truck to replace Brush Truck #2 that is assigned to the Fire Department, or, to take	Funding to replace Brush Truck #2 with a similar vehicle.	Favorable Action

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	any other action relative thereto.	Board of Selectmen	
24	To see if the Town will vote to raise and appropriate, appropriate from available unappropriated funds in the Town Treasury, or transfer, or borrow the sum of Twenty-five thousand dollars (\$25,000.00), or any other sum, for the installation of a water tank, pump and related equipment on a 1987 Western Star Truck Chassis, including all costs incidental and related thereto, or, to take any other action relative thereto.	To install a water tank, pump and related equipment on a truck obtained by the Fire Department. This vehicle will replace Fire Tanker #2 – vintage 1973. Board of Selectmen	Favorable Action
25	To see if the Town will vote to raise and appropriate, appropriate from available unappropriated funds in the Town Treasury, or transfer, or borrow, the sum of Thirty thousand dollars (\$30,000.00), or any other sum, to purchase and equip a new 2012 Sport Utility Vehicle for the Upton Police Department, including all costs incidental and related thereto, or, to take any other action relative thereto.	Purchase of a new SUV to replace a 2005 model. Board of Selectmen	Favorable Action
26	To see if the Town will vote to raise and appropriate, appropriate from available unappropriated funds in the Town Treasury, or transfer, or borrow, the sum of Fifteen thousand dollars (\$15,000.00), or any other sum, to purchase a Taser System for the Upton Police Department, including all costs incidental and related thereto, or, to take any other action relative thereto.	To purchase a Taser System for the Police Department. Board of Selectmen	Favorable Action
27	To see if the Town will vote to raise and appropriate, appropriate from available unappropriated funds in the Town Treasury, or transfer, or borrow, the sum of Fifteen thousand dollars (\$15,000.00), or any other sum, for the purposes of complying with the Phase II National Pollutant Discharge Elimination System (NPDES) Storm Water Program to address, evaluate, and monitor storm water discharges from the Town's existing small municipal separate storm sewer systems (MS4s), including all costs incidental and related thereto. The Phase II NPDES storm water requirements are mandated by the United States Environmental	To comply with DEP mandated storm water management regulations. Board of Selectmen	Favorable Action

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	Protection Agency and the Massachusetts Department of Environmental Protection, or, to take any other action relative thereto.		
28	To see if the Town will vote to raise and appropriate, appropriate from available unappropriated funds in the Town Treasury, or transfer, or borrow the sum of Fifty thousand dollars (\$50,000.00) or any other sum, for construction, drainage, and road repairs at various locations in Town as identified by the Public Works Drainage Report as accepted by the Board of Selectmen, including all costs incidental and related thereto, or, to take any other action relative thereto.	To make repairs to drainage at various locations in Town, and make road repairs once drainage is complete. Board of Selectmen	Favorable Action
29	To see if the Town will vote to raise and appropriate, appropriate from available unappropriated funds in the Town Treasury, or transfer, or borrow the sum of Fifty-five thousand, three hundred seventy dollars (\$55,370.00) or any other sum, for the third year payment of a three year lease/purchase of one 5-ton dump truck for use within the DPW Highway Division, or, to take any other action relative thereto.	Funding for the 3rd year of a 3 year lease/purchase of a 5-ton dump truck. Board of Selectmen	Favorable Action
30	To see if the Town will vote to raise and appropriate, appropriate from available unappropriated funds in the Town Treasury, or transfer, or borrow, the sum of Eight thousand dollars (\$8,000.00), or any other sum, to purchase a Stand Up Hydrostatic Zero Radius Mower for the Upton Public Works Department, or, to take any other action relative thereto.	To purchase a stand behind mower for use by the Parks division to mow grassed areas throughout Town. Board of Selectmen	Favorable Action
31	To see if the Town will vote to raise and appropriate, appropriate from available unappropriated funds in the Town Treasury, or transfer, or borrow the sum of Thirty-two thousand dollars (\$32,000.00) or any other sum, for the purchase and equipping of a replacement tractor for the John Deere Tractor in use by the DPW Highway Division, including all costs incidental and related thereto, and to authorize the trade-in or sale of the John Deere Tractor, or, to take any other action relative thereto.	To trade in the existing tractor and replace it with a model and attachments more suited to the work required to maintain various recreational facilities. Board of Selectmen	Favorable Action

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32	To see if the Town will vote to raise and appropriate, appropriate from available unappropriated funds in the Town Treasury, or transfer, or borrow the sum of Twenty-five thousand dollars (\$25,000.00) or any other sum, for the architectural design costs for an addition to the Public Works Highway Garage located at 100 Pleasant Street, including all costs incidental and related thereto, or, to take any other action relative thereto.	To design an addition to the Public Works Garage to accommodate office space and two additional truck bays Board of Selectmen	Favorable Action
33	To see if the Town will vote to raise and appropriate, appropriate from available unappropriated funds in the Town Treasury, or transfer, or borrow the sum of Thirty thousand dollars (\$30,000.00) or any other sum, for a supplemental appropriation for the Glen Avenue Well Field Replacement Project (Account #03-500-5012-5417), or, to take any other action relative thereto.	To supplement \$286,000 approved at the May 2011 Annual Town Meeting to complete the project. Board of Selectmen	Favorable Action
34	To see if the Town will vote to raise and appropriate, appropriate from available unappropriated funds in the Town Treasury, including the Water Enterprise Fund, or transfer, or borrow, and as appropriate, to increase the Water Enterprise receipts by, the sum of Twenty-two thousand dollars (\$22,000.00), or any other sum, to purchase and equip a new 2012 ½-ton pick up truck for the Upton Water Department, including all costs incidental and related thereto, or, to take any other action relative thereto.	To replace a 2001 pick up truck in the Water division of the Public Works Department. Board of Selectmen	Favorable Action
35	To see if the Town will vote to raise and appropriate, appropriate from available unappropriated funds in the Town Treasury, or transfer, or borrow the sum of Seventy thousand dollars (\$70,000.00), or any other sum, for the design of the replacement of the Hartford Avenue North water main as well as associated engineering and legal fees to complete the pre-construction phase of the project, and including all costs incidental and related thereto, and as funding therefore, to authorize the Treasurer, with the approval of the Board of Selectmen to borrow said sum pursuant to G.L. c44, §§7 and 8 or any other enabling authority, and issue bonds and notes therefor; with the intent that while such bonds or notes shall be general obligations of the Town, 50% of the principal and interest on the bonds will be repaid from the Water	To complete the design phase of a project to replace the water main on Hartford Avenue North. Board of Selectmen	Favorable Action

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	Enterprise Fund, or, to take any other action relative thereto.		
36	To see if the Town will vote to raise and appropriate, appropriate from available unappropriated funds in the Town Treasury, or transfer, or borrow the sum of Ten thousand dollars (\$10,000.00), or any other sum, to meet the Town's obligations under the Government Accounting Standards Board (GASB) Statement 45 to fund the Town's future obligations for the cost of other post employment benefits identified by the GASB 45 Report; or, to take any other action relative thereto.	To add monies to the trust fund to meet the Town's future OPEB obligations. Board of Selectmen	Favorable Action
37	To see if the Town will vote to raise and appropriate, appropriate from available unappropriated funds in the Town Treasury, or transfer, or borrow the sum of Two thousand dollars (\$2,000.00), or any other sum, to supplement the Town's Conservation Fund; or, to take any other action relative thereto.	To add \$2,000 to the Town's Conservation Fund. Conservation Commission	Favorable Action
38	To see if the Town will vote to set Fifteen thousand dollars (\$15,000.00) as the maximum spending limit for Fiscal Year 2013 expenditures for the "Senior Work Off" Program, which program allows senior citizens to work for the Town in exchange for credit on annual property tax assessments, or, to take any other action relative thereto.	To set a limit of expenditure for this program at \$15,000.00. Board of Assessors	Favorable Action
39	To see if the Town will vote to raise and appropriate, appropriate from available unappropriated funds in the Town Treasury, or transfer, or borrow, the sum of Twenty thousand dollars (\$20,000.00), or any other sum, to the Finance Committee Reserve Account, said amount to be expended in accordance with M.G.L. Chapter 40, §6, or, to take any other action relative thereto.	Finance Committee Reserve Fund Account Finance Committee	Favorable Action