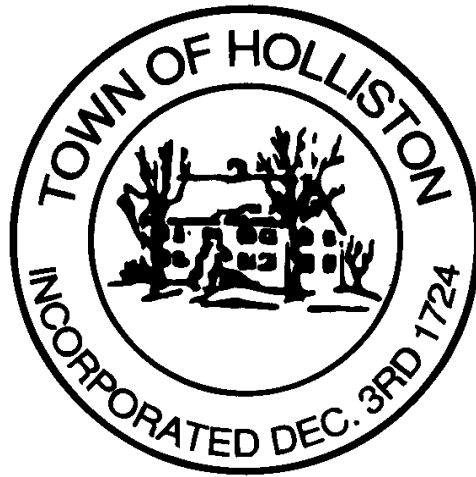


**TOWN OF HOLLISTON**

**WARRANT for  
ANNUAL TOWN MEETING**



**Includes Finance Committee Report &  
Supplemental Warrant Information**

**The location of the Annual Town Meeting will be:  
HOLLISTON HIGH SCHOOL AUDITORIUM  
370 Hollis St.**

**Monday,  
May 13, 2024  
7:00 P.M.**



# Town of Holliston

## 2024 Annual Town Meeting Warrant

Annual Town Meeting will start at 7:00 P.M.

Monday, May 13, 2024

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## Select Board Welcome

To the Residents of Holliston:

We, as a Board, would like to thank you for your attention to Annual Town Meeting, the Legislative function of Town government that keeps critical services in motion for another fiscal year.

This Warrant provides notification of the 2024 Annual Town Meeting and Town Election. It advises residents of the various issues being considered at the Town Meeting scheduled for May 13, 2024 and the Offices on the ballot for the Town Election on May 21, 2024. Only Articles listed in this Warrant may come before residents for a vote.

The most important votes that take place at the Annual Town Meeting are related to the budget. We urge citizens to review the budget, understand it, and help us foster excellence within the community. The Town website, <https://www.townofholliston.us/home/news/town-meeting-is-may-13th>, includes a link to the most recent version of the FY2025 Budget and other relevant information for individual Articles.

Holliston does not send hard copies of the Warrant to households for reasons related to cost and sustainability, however, the document is available remotely and hard copies are available at Town Meeting, or in advance at Town Hall, the Holliston Public Library, the Senior Center, and other locations.

In this year's Warrant, the Board has put forward an Article to re-organize the day-to-day workflow of the Select Board and the Town Administrator, by professionalizing certain tasks to create efficiencies. The language of the Special Act is preceded in the available supplemental materials with an explanation of why the change is being recommended, and how a Town Manager would work under the proposed Act as compared with the Town Administrator position that was established by the Acts of 1994.

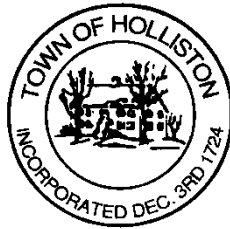
About Town Meeting: Sometimes referred to as the oldest form of government in the country, Town Meeting is your opportunity to learn about, participate, and vote in Holliston's Town Government. Please consider spending a few hours of your time attending this year's Town Meeting and play a role in deciding the direction of your Town. Thank you.

### **Holliston Select Board**

John Cronin, Chair

Tina Hein, Vice Chair

Ben Sparrell, Clerk



## **Annual Town Meeting – May 13, 2024 Town Administrator Message**

The Warrant for May 2024 Annual Town Meeting represents months of effort (Dec. 2023 to April 2024) from various Departments, Boards and Committees working with the Select Board and Finance Committee, which has led to the presentation of a balanced budget under difficult financial circumstances for FY25.

The full tracking of budget development can be found here:

<https://www.townofholliston.us/finance-committee/pages/fy25-budget-presentation-schedule-data>

But this balanced budget does not only represent the impressive feat of delivering “level service” to the Town in the face of stagnant local and state revenue, it also promotes the Guiding Principles of the new 5-Year Town-Wide Strategic Plan (FY25-29): being transparent & accountable, working collaboratively, being solution-driven and inclusive, ensuring our decisions are made with sustainability in mind, and ensuring the Town’s financial health is maintained as a community with a bond rating of AAA.

While the Town Meeting is not voting on the Strategic Plan itself, ultimately the action items called from the Town-Wide Strategic Plan will require Town Meeting approval over the coming years. The Town Meeting body authorized the Envisioning Future Holliston Committee to work with a consultant (BerryDunn) on the development of the Town-Wide Strategic Plan by incorporating numerous online surveys, public forums, and Department-specific strategic plans. Various initiatives from the Town-Wide Strategic Plan can be found in the FY25 Operating Budget (or Warrant) and they are summarized below:

### **Diversity, Equity & Inclusion (DEI)**

- The Human Resources Budget (01152) includes resources for diversification of job advertisement locations and trainings for staff (Art. 20); additional DEI trainings available to non-staff stakeholders have been grant funded to-date;
- The Select Board Budget (01122) includes resources for new communication methods for important Town business (such as postcards for Town Meeting notifications) (Art. 20);

### **Education & Enrichment**

- Support for the 5-Year Strategic Plan of the Holliston Public Schools (HPS) can be found in the Operating Budget (Art. 20) but also the Special Education Funding Appropriation (Art. 17);
- Lifelong learning opportunities can be found in budgets of the Library (01610), Council on Aging (01541), and Keefe Tech (01371) within the Operating Budget (Art. 20).

## Environmental Sustainability & Natural Resources

- Protection of the Town’s Water Resources is supported through the Operating Budget (Enterprise Fund in Art. 20); as well as critical funding for a Lead & Copper Survey for MassDEP’s new regulations (Art. 24) and periodic improvements to the existing Water Treatment Plants (Art. 25);
- Numerous sustainability initiatives for FY25 and beyond will be funded via Revolving Funds (Art. 11) including improvements to the Recycling Center on Marshall Street and the new EV Charging Stations on Green Street;
- Other items are funded through grants, such as the RDP Grant for solid waste initiatives (rain barrels, food waste diversion, etc.), the coordination of which is done through Town staff and professional and technical support paid for by the Sustainability (01199) funds in the Operating Budget (Art. 20);

## Flourishing Economy

- The implementation of the [Economic Development Vision & Service Model](#), created by a previous grant funded initiative with MAPC, has already begun with the hiring of a new Economic Development Coordinator in the EDC Budget (01182);
- The Economic Development Coordinator position will support various other initiatives in the Town-wide Strategic Plan, such as Agricultural initiatives, collaboration of residents with businesses and the pursuit of redevelopment opportunities;

## Robust Infrastructure

- While the May 2023 Annual Town Meeting had major **Transportation Infrastructure** initiatives (Water Mains, Sidewalks, Roadway, Drainage), this Warrant for May 2024 Annual Town Meeting has the majority of capital items related to facilities (Art. 22) or within the DPW Highway & Grounds Budget (01420) in the Operating Budget (Art. 20);
- **Water Infrastructure** issues are supported through Articles 20 (Budget) and 24/25.
- **Sewer Infrastructure** questions are currently pending feedback from MassDEP on the Town’s interest in taking wastewater flow from the Downtown area and sending it to the existing Wastewater Treatment Plant on Linden Street which services only the Woodland Street school complex. The feasibility study is complete (<https://www.townofholliston.us/select-board/pages/proposed-downtown-sewer-district>) and when the DEP approves adequate flow to this plant, the next stage of establishing a Sewer District will be in front of a future Town Meeting;
- A priority to increase and diversify housing stock in Holliston is not an initiative on this Warrant, but is trending for an October 2024 Fall Town Meeting article related to the MBTA 3A Zoning requirements of the State;

## **Thriving & Engaged Community**

- The promotion of volunteer opportunities is supported through the budgets of the Select Board / Town Administrator (01122) and the Town Clerk (01161) in the Operating Budget (Art. 20);
- The promotion of multi-cultural and intergenerational events in Town is supported through the Operating Budget (Art. 20) for the Council on Aging (01541), Library (01610), Parks Department (01650 and Revolving, Art. 11), Youth & Family Services (01542), Town Administrator (01122) and Holliston Public Schools (01300);
- Improvements to communications and education on available resources to the community are planned through regular day-to-day operations of the Town Administrator's Office (01122), Assistant Town Administrator (01152), Information Technology (01155), and Town Clerk (01161), depending on the platform being used to communicate;
- Finally, the investment in FY25 can be found in the Operating Budget (Art. 20) to support the Town's Public Safety offerings through the Holliston Police Department (01210) and the Fire (01220) and Ambulance (01231) services; the FY25 budget includes the final steps of transitioning public safety dispatch (Police & Fire) to the Holbrook RECC while maintaining 24/7 staffing at the Police Station, as well as significant investment in the Ambulance Division of the Fire Department to achieve an upgrade in the Town's license from Basic Life Support (BLS) to Advanced Life Support (ALS), stemming from a multi-year effort summarized here:  
[https://www.townofholliston.us/sites/g/files/vyhlif706/f/uploads/holliston\\_fire\\_study\\_presentation.pdf](https://www.townofholliston.us/sites/g/files/vyhlif706/f/uploads/holliston_fire_study_presentation.pdf)

## **Final Thoughts**

The Warrant is certainly more extensive than the Operating Budget alone, but I highlight the Operating Budget specifically to illustrate the wide reach of the Town's budget to every facet of daily life in Town.

It is so critically important to the future of Holliston that all of its stakeholders remain engaged in processes like Town Meeting to actively participate in creating the future we'd like to see for this Town.

Credit for this document belongs to many people that work and volunteer for the Town. My sincere thanks to all the dedicated public servants that live and work in Holliston.

Respectfully,

Travis J. Ahern  
Town Administrator

## RULES FOR MOTIONS OR POINTS

Rank of Motion in Order of Precedence	Town Meeting Motions or Points	Second Required	Debatable	Amendable	Vote Required	May Reconsider	May Interrupt Debate to make a Motion
1	Adjourn to a fixed time or recess	Yes	Yes	Yes	Majority	No	No
2	Point of no quorum	No	No	No	None	No	Yes
3	Fix time and date to which to adjourn	Yes	Yes	Yes	Majority	Yes	No
4	Point of personal privilege	No	No	No	None	No	Yes
5	Reconsideration (see s. 15)	Yes	Yes	No	Majority	No	Yes
6	Lay on the table	Yes	Yes	No	Majority	Yes	No
7	Move the question (see s. 14)	Yes	No	No	Majority	No	No
8	Extend the speaker's time (see s.11)	Yes	No	No	2/3	No	No
9	Postpone an article to a time certain	Yes	Yes	Yes	Majority	Yes	No
10	Commit or refer a matter	Yes	Yes	Yes	Majority	Yes	No
11	Amend (not amendable more than twice)	Yes	Yes	Yes	Majority	Yes	No
12	Postpone indefinitely (if not main motion)	Yes	Yes	No	Majority	Yes	No
None	Main Motion	Yes	Yes	Yes	Variable	Yes	No
None	Take from the table	Yes	No	No	Majority	No	No
None	Advance an article from order in Warrant	Yes	Yes	Yes	2/3	No	No
*	Point of order or procedural information	No	No	No	None	No	Yes
*	Appeal ruling of Moderator	Yes	Yes	No	3/4	No	Yes
*	Divide a question	Yes	Yes	Yes	Majority	Yes	No

\*Same rank as motion out of which it arises.



## **EXTRACT FROM BY-LAWS REGARDING TOWN MEETING PROCEDURES**

**QUORUMS.** At all Town Meetings one hundred (100) registered voters of the Town shall be necessary to constitute a quorum for the transaction of Town business; but a lesser number may from time to time adjourn any such Meeting. Notwithstanding the above, whenever an article at a Special Town Meeting involves only the transfer of funds within Town accounts, forty (40) registered voters of the Town shall be necessary to constitute a quorum for the transaction of such article or to postpone an article requiring a quorum of one hundred (100) to a time certain. For the purposes of this Section "free cash" shall not be considered a Town account.

**ORDER OF ARTICLES.** All articles in the warrant shall be taken up in the order of their arrangement unless otherwise decided by a two-thirds (2/3) vote of the voters present and voting.

**LENGTH OF SPEECHES.** Except in the discretion of the Moderator, no person shall speak more than two times or more than a total of fifteen (15) minutes upon any question without obtaining leave of the Meeting unless to correct an error or answer a question.

**MOTIONS.** Any action taken by a Town Meeting shall be by vote upon a motion. All motions, if required by the Moderator, shall be reduced to writing before being submitted to the Meeting. Any motions included in the Finance Committee Report on the warrant shall be considered as motions presented to the Meeting, but any registered voter may present a different motion on a question and this motion shall take precedence over any prepared motion in the Finance Committee Report.

**MOVING THE QUESTION.** A motion to move the question need not be recognized by the Moderator unless the Moderator is satisfied that various views on the subject have had an opportunity to be heard. A motion to move the question shall not be made by the last speaker on the question under debate.

**RECONSIDERATION.** Any voter may make a motion to reconsider. No vote shall be reconsidered unless the motion to reconsider is made at the same session and within one-half hour of the original vote. No question shall be twice reconsidered except by a two-thirds (2/3) vote of the voters present and voting. If a motion to reconsider passes, the subject question must be voted upon at the same session as the original vote.

**VOTING PROCEDURE.** After the voters have had the opportunity to be heard on a motion, the Moderator may call for a voice vote, hand vote and/or secret ballot. A hand vote shall be used if requested by three (3) or more voters. Notwithstanding the above, a secret ballot shall be used if so voted by a majority prior to the initial vote on the motion or if requested by three (3) voters after a preceding hand vote on the motion is decided by five percent (5%) or less of the total votes cast. Any vote tellers required shall first be selected from the members of the Board of Registrars present and then from such other registered voters appointed by the Moderator who have not previously spoken at the Meeting on the subject to be voted. The Town Clerk shall have ready at each Town Meeting an up-to-date voter registration list and a sufficient supply of ballots. All ballots used on any vote shall be identical. Ballots used on subsequent votes shall be easily distinguishable from ballots used in a previous vote.

**ADJOURNMENT.** No new article or line item may be considered at any Town Meeting after 11:00 p.m. unless two-thirds (2/3) of the voters present and voting, vote to continue the session. Any adjournment shall be to a date, time and place specified by vote of the Meeting unless the warrant is completely acted upon or unless otherwise provided by these By-laws.

## **ABOUT PROPOSITION 2 ½**

Proposition 2 1/2 contains two separate, distinct levy limits. The first limits the tax levy to 2.5% of the full and fair valuation of the Town each year. The second levy limit confines the annual increase in levy authority to 2.5% of the prior year's authorized levy with new growth added. Proposition 2 1/2 allows overrides to expand the annual increase in levy authority by more than 2.5% in a given year. The law does not allow an expansion of the overall levy limit of 2.5% of the Town's valuation except by vote of the Town Election for past or future debt and one-time capital exclusions.

## **NOTES**

**Town of Holliston, MA  
Report of the**

**FINANCE  
COMMITTEE**

**For the  
May 13, 2024 Annual Town Meeting**

To the Citizens of Holliston:

The Finance Committee submits this report for your consideration of the FY25 Omnibus Budget and associated articles.

*Financial Overview*

For the last two years, the Finance Committee has been noting the risk that persistent inflation poses to the town's finances and how inflation puts extraordinary pressure on the town's budget. Although inflation has come down significantly from peak levels during the pandemic, it is still running at an annualized rate greater than 2.5% by most measures. Costs for the town in several areas continue to rise at a pace that is unsustainable within the constraints of Proposition 2½.

In preparing the budget for FY25 the town's financial team faced several strong headwinds: First, an adjustment from the Department of Revenue resulted in a reduction of Holliston's tax levy by \$400,000 compared to what it would have been without the adjustment (reducing the amount that can be collected through taxation). Second, the state adjusted school special education tuition and transportation rates, causing a significant increase in required school expenses. Third, net state aid to municipalities continues to trend less than inflation, meaning that increases in local aid are not keeping up with increases in costs. Finally, fixed costs (costs outside of town control) will increase at a rate that exceeds the town's revenue growth rate. In addition, many of the town's contracts (for both labor and services) have been or will be renegotiated in FY25, putting further pressure on budgets covered by them.

The result of all these factors is that preparing a budget for FY25 has been significantly more challenging than in prior years. The budget starting point based on department budget requests resulted in a deficit of over \$3 million—a significant shortfall considering the town's budget is only \$72 million in FY24.

The one positive aspect of FY25 is that the town's adherence to prudent fiscal policy allowed us to take extraordinary measures to deal with one-time headwinds without significantly compromising our overall financial health.

The Finance Committee, with significant advice and input from the Town Administrator, implemented a level service budget guideline for FY25, with compensation adjustments based on recommendations from the Town Administrator (or as per collective bargaining agreements). The town has moved to a compensation plan that includes a performance-based adjustment for department heads and managers based on annual performance reviews conducted by the Town Administrator and the Human Resources office. The omnibus budget in Article 20 reflects

implementation of this funding guideline. The recommended budget will result in no service reductions in FY25.

### *Budget Highlights*

The FY25 budget was all about balancing revenue against significant cost increases. To do that, there were several negative adjustments that were made:

- The annual contribution to the Other Post-Employment Benefits (OPEB) trust was reduced from \$1.5 million to \$1.25 million. Prior to FY25, the \$250,000 made available by this adjustment was to be dedicated to the Pension Stabilization Fund, but instead is now being used for operations. This will delay full funding of the town's OPEB and pension liabilities.
- The annual capital appropriation was reduced to \$1,700,000 (down from \$2,350,000 in FY24). This is the lowest level of funding since the start of the pandemic. The money made available by this reduction also went into operations.
- The Finance Committee is recommending one-time use of \$750,000 from the General Stabilization Fund to alleviate the significant increase in special education costs for the School Department in FY25. This is considered one-time because the state made a significant upward adjustment in rates for FY25 that should be offset by federal and state reimbursements in future years. The recommended budget for the school department (a 3.25% increase) does not reflect this additional funding. Should Town Meeting approve Article 17, the overall increase to the school budget will be 5.1%.

Given the financial constraints, there were no significant service enhancements included in the recommended budget. Other adjustments were made to reflect increased energy costs, changes to contracted amounts (such as for solid waste) and to address issues raised during budget reviews—all while maintaining adherence to our financial policies.

### *Capital Reserve/Stabilization/OPEB Trust Funds*

The Finance Committee, in Article 21, is recommending an appropriation of \$1,700,000 to the Capital Expenditure Fund to meet the town's ongoing capital needs. This amount meets the financial policy requirement but is a significant reduction from last year.

The Finance Committee is also recommending that the town reduce the annual OPEB Trust Fund contribution to \$1.25 million (included in the Employee Benefits budget). This recommendation is partly due to the financial pressure on the budget, but also because of steps that were taken last year to reduce the town's liability. The next actuarial report on the state of the liability will be released this fall, at which time we will receive a new estimated full funding date.

No addition to the general stabilization fund is recommended at this time. The Finance Committee will address any strengthening of our reserves at the October Town Meeting.

### *Capital Budget Highlights*

The Finance Committee is currently recommending several needed capital expenditures as detailed in Article 22; details of these expenditures can be found in Appendix B. Any other capital purchases to be made this fiscal year will be addressed at the October Town Meeting.

The Finance Committee continues to be guided by an approach that balances the need to continue investing in the town with fiscal discipline and a series of fiscal objectives outlined in a policy document that the committee updates biennially (with the next update about to be finalized). The most recent update, which was approved by both the Finance Committee and the Select Board, can be found on the town's website ([www.townofholliston.us](http://www.townofholliston.us)) under Boards and Committees→Finance→Approved Financial Policies. Assuming Town Meeting approval of the Finance Committee recommendations, reserves will remain above our 8% policy minimum. Meeting our policy requirement of \$1.5 million annual total funding to the OPEB Trust and Pension Stabilization Funds will require that the town appropriate \$250,000 in additional money at the October Town Meeting; the \$1.25 million OPEB Trust contribution in the FY25 budget does not by itself satisfy the policy requirement. Necessary capital expenses will continue to be funded using our Capital Expenditure Fund and any borrowing authorized by residents. Even though we will be taking a step back in FY25, as a town we must continue to exercise fiscal restraint even while working to fund near-term needs so that we can preserve the gains we have made to date.

As always, we welcome and encourage public attendance at our meetings, and have continued to meet virtually since that has increased public participation in our meetings and has given us the ability to ensure that all meetings are recorded for future viewing. Questions about our recommendations can be emailed to us from <http://www.townofholliston.us/finance-committee> (our page on the town's web site).

The Finance Committee is indebted to the many dedicated and talented town employees whose efforts make this process and report possible, especially the town's financial professionals who support the Finance Committee's work throughout the year. We would also like to commend the committees and departments for their spirit of cooperation in formulating this budget. Their continued efforts on behalf of the town are greatly appreciated.

Respectfully submitted,

**HOLLISTON FINANCE COMMITTEE**

Kenneth S. Szajda, Chairman

Vincent J. Murphy, Vice-Chairman

Mark R. Whittaker

Julie L. Winston

Michelle F. Zeamer

Jon M. Nauss, Clerk

James M. Robinson, Jr.

**Operating Budget Comparison  
Finance Committee Recommendation**

	<b>FY24</b>	<b>FY25</b>	<b>% Change</b>
General Government	2,629,494	2,725,950	3.67%
Public Safety	5,816,661	6,130,605	5.40%
Local Schools	40,529,934	41,847,157	3.25%
Keefe Technical School	1,529,189	1,824,872	19.34
Public Works	2,667,528	2,623,636	-1.65%
Solid Waste	1,474,188	1,549,683	5.12%
Human Services	729,302	791,482	8.53%
Culture & Recreation	786,217	807,650	2.73%
Debt	377,650	362,650	-3.97%
Pensions & Benefits	11,797,831	11,847,302	0.42%
Water Enterprise	3,399,681	3,304,799	-2.79%
	71,737,675	73,815,786	2.90%

General Government includes: Select Board, Human Resources, Finance Committee, Reserve Fund, Town Accountant, Assessors, Treasurer/Collector, Technology, Town Clerk, Elections, Conservation Commission, Planning Board, Zoning Board of Appeals, Building Inspector and Economic Development

Public Safety includes: Police, Auxiliary Police, Fire, Ambulance, Emergency Management, and Animal Control

Public Works includes: Highway, Facilities, Snow and Ice, Street Lights, Wastewater Treatment, Vehicle Fuel

Human Services includes: Board of Health, Council on Aging, Youth & Family Services, and Veterans

Culture & Recreation includes: Library, Parks and Recreation, Rail Trail, and Celebrations

Pensions & Benefits includes: County Retirement, Workers Compensation, Unemployment, Employee Benefits, and Liability Insurance

## EXPLANATION OF TERMS

The following terms are frequently used in Finance Committee Reports, and during Annual and Special Town Meetings. These definitions are provided in order to give everyone a better understanding of these terms.

**Cannabis Revenue Stabilization Fund:** Under the latest legislation financial impacts of Holliston's cannabis manufacturers and growers are primarily tax revenue (General Fund). In specific circumstances, cannabis companies may be required to pay the Town Community Impact Fees which are directed to this Fund, and can only be spent to mitigate the impact of the business in question. As of March 31, 2024, the balances was \$152,506 (see page 57).

**Capital Expenditure Fund:** an account created by a special act of the legislature allowing Holliston to set aside funds in reserve for capital expenditures. As of March 31, 2024, the balance was \$4,082,975 (see page 55), which accounts for \$7,000,000 being encumbered for the DPW Facility project.

**Community Preservation Fund:** a fund generated by a 1.5% surcharge on real estate taxes, after allowable deductions, and matching grants from the state. This fund is administered by the Community Preservation Committee for the purpose of preserving and expanding community assets in open space, historic resources, recreational land and community housing. As of March 31, 2024, the undesignated Community Preservation Fund balance was \$4,852,096 (see page 60).

**Conservation Trust Fund:** a fund managed by the Conservation Commission which can be used to purchase property or interests in property for conservation purposes or to prepare plans or studies. As of March 31, 2024, the Conservation Fund balance was \$148,460 (see page 61).

**Free Cash:** a fund certified annually by the Massachusetts Department of Revenue by deducting from surplus revenue all uncollected taxes for prior years. As of March 31, 2024, the Town's Free Cash was \$150,000 (see page 54).

**Golf Course Revolving Account:** funds realized from the operations at the golf course are placed into this account for future improvements, after obligations for debt service and contributions to the General Fund are met. As of March 31, 2024, the unencumbered balance in the Golf Course Capital Account was \$543,369 (see page 60).

**Opioid Settlement Stabilization Account:** As part of a class action lawsuit, the majority of municipalities in the Commonwealth received settlement funds from companies that contributed to the opioid crisis. The funds can only be spent in ways allowed under the settlement to combat the opioid crisis. As of March 31, 2024, the balance was \$139,579 (see page 57).

**OPEB Trust Fund:** this fund was created through special legislation in 2013 for the purpose of setting aside money to cover the future costs of other post-employment benefits for current and former Town employees. As of February 29, 2024, the balance in the OPEB Trust Fund was \$28,367,055 (see page 58).

**Open Space Acquisition Fund:** this fund was created by the Town for the purpose of funding acquisitions of property to be preserved as open space. As of March 31, 2024, the balance in this fund was \$517,220 (see page 61).

**Overlay:** the amount annually raised by the Assessors in excess of appropriations and other charges for the purpose of creating a fund to cover abatements granted and to avoid fractions in the tax rate.

**Overlay Reserve:** the accumulated amount of Overlay for various years not used or required to be held in the specific Overlay accounts for a given year, and which may be used by a vote of the Town for any lawful purpose. As of March 31, 2024, the balance of Overlay Reserve was \$263,955 (see page 55).

**Reserve Fund:** this fund is established by the voters at the Annual Town Meeting and may be composed of (1) an appropriation not exceeding 5% of the tax levy of the preceding year; or (2) money transferred from the Overlay Reserve. Transfers from the Reserve Fund are within the exclusive control of the Finance Committee. The purpose of the Reserve Fund is to fund extraordinary and unforeseen items. It is not intended as a supplement to departmental budgets. As of March 31, 2024, the balance was \$325,000 (see page 54).

**Revolving Funds:** these are kept separate from all other funds received by the Town. Such funds are kept under exclusive control (by state statute) of the receiving department, and are expended without further appropriation by the Town. The total of all the Revolving Accounts as of March 31, 2024, was \$7,534,289. Please see page 52 for a breakdown of the funds.

**Stabilization (General) Fund:** a special account created originally to provide a reserve for capital expenditures but recently changed by State law to allow its use for any purpose. As of March 31, 2024, the Stabilization Fund balance was \$9,707,155 (see page 56).

**Water Retained Earnings:** Water Enterprise Fund is comprised of water department revenue, realized from fees, found to be in excess of operating costs. Use of these funds is limited to water capital projects and water system development. As of March 31, 2024, Water Retained Earnings balance was \$1,352,597 (see page 59).



**ANNUAL TOWN MEETING WARRANT**  
**May 13, 2024 HOLLISTON HIGH SCHOOL**  
**TOWN OF HOLLISTON**

**Annual Town  
Meeting Articles  
with Finance  
Committee  
Recommendations**

Commonwealth of Massachusetts  
Middlesex, ss.  
Town of Holliston

To any Constable of the Town of Holliston, Greetings:

In the name of the Commonwealth you are hereby required to notify and warn the inhabitants of the Town of Holliston who are qualified to vote in Town affairs to meet in the Holliston High School auditorium on:

<b>Monday,</b>	<b>May 13, 2024</b>
<b>Tuesday,</b>	<b>May 14, 2024 (if necessary)</b>
<b>Wednesday,</b>	<b>May 15, 2024 (if necessary)</b>
<b>Thursday,</b>	<b>May 16, 2024 (if necessary)</b>

at **7:00 p.m.** to act on the following Articles, to wit:

**ARTICLE 1. HEAR REPORT OF THE SELECT BOARD**

**SPONSORED BY: Select Board**

To hear and act on the report of the Select Board.

**COMMENTS:** The Select Board will provide a report on activities of the Board since the last Annual Town Meeting. This is a standard article that allows reports commissioned by the Town to be heard.

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**ARTICLE 2. HEAR REPORT OF THE FINANCE COMMITTEE**

**SPONSORED BY: Finance Committee**

To hear and act on the report of the Finance Committee.

**COMMENTS:** The Finance Committee will provide a report regarding the Town's overall financial condition.

***THE FINANCE COMMITTEE RECOMMENDS FAVORABLE ACTION (7-0)***

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**ARTICLE 3. AUTHORIZE TREASURER/COLLECTOR TO SELL  
FORECLOSED TAX TITLE PROPERTIES**

**SPONSORED BY: Select Board**

To see if the Town will vote to authorize the Town Treasurer/Collector, subject to the approval of the Select Board, to sell property acquired through foreclosure of tax titles by the Town and other real estate, after first giving notice of the time and place of the sale by posting such notice of sale in some convenient place in the Town, by publishing such notice of such sale in a newspaper having general circulation in the Town and by posting such notice on a Holliston

Cable Access Television (Holliston Hub-HCAT) bulletin board and on the Town's website at least fourteen (14) days before the sale. The Treasurer/Collector shall also give notice of such sale to the Executive Director of the Holliston Housing Authority, the Chair of the Holliston Housing Trust and the Chair of the Holliston Housing Committee or its subsequent equivalent by first class letter at least forty-five (45) days before the sale. The Treasurer/Collector may hold a public auction and may reject any bid which she/he deems inadequate, and any such advertisement, notice or indication that real property is to be offered for sale by the Town of Holliston, or any department, commission, or other subdivision of the Town shall include the following statement: "Buyers should be aware that the Town of Holliston does not guarantee this property to be in conformity with existing zoning bylaws."

Whenever the proceeds of the sale or other disposal of real estate, other than that acquired through tax title foreclosure, by the Town of Holliston exceed five hundred dollars, the same shall be applied to the payment of indebtedness incurred in acquiring such real estate or shall be added to the sinking fund, if any, from which said indebtedness is payable, or if no such indebtedness is outstanding will be applied to the Town's Capital Expenditure Fund as established by Chapter 46 of the Acts of 1993. The proceeds of a sale in excess of five hundred dollars of any park land by the Town shall be used only by the Town for acquisition of land for park purposes or for capital improvements to park land; or take any action relative thereto.

**COMMENTS:** From time to time, the Treasurer/Collector takes personal property (mostly real estate) with the approval of the Land Court due to delinquency to make property tax payments. This article would allow the Treasurer/Collector to dispose of those properties.

***THE FINANCE COMMITTEE RECOMMENDS FAVORABLE ACTION (7-0)***

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**ARTICLE 4. TAX WORKOFF PROGRAM – CH. 59, SEC. 5K & 5N**  
**SPONSORED BY: Select Board**

To see if the Town will vote to amend prior acceptance of Chapter 59, Sections 5K and 5N, by allowing the maximum reduction of the real property tax bill, up to 125 volunteer service hours in a given tax year; or take any action relative thereto.

**COMMENTS:** Currently the Town is allowing the reduction of the real property bill by \$1,000 in a tax year, and required to pay minimum wage for the volunteer service hours, meaning the number of hours allowed to be worked decreases if/when minimum wage increases. By amending the Town's acceptance of Chapter 59, the Town will be able to allow for 125 volunteer hours in a given tax year as minimum wage is set to increase.

***THE FINANCE COMMITTEE RECOMMENDS FAVORABLE ACTION (7-0)***

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**ARTICLE 5. AUTHORIZE THE SELECT BOARD TO SELL SURPLUS EQUIPMENT**

**SPONSORED BY: Select Board**

To see if the Town will vote to authorize the Select Board to hold a public auction for the purpose of disposing of surplus departmental equipment; or take any action relative thereto.

**COMMENTS:** This standard article allows the Town to sell used vehicles, equipment or other personal property.

***THE FINANCE COMMITTEE RECOMMENDS FAVORABLE ACTION (7-0)***

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**ARTICLE 6. AMEND INTEREST RATE PER ANNUM**

**SPONSORED BY: Board of Assessors**

To see if the Town will vote to amend the interest rate per annum from 8% to 6% under the provisions of Massachusetts General Laws Chapter 59, Section 5, clause 41A, which regulates tax deferral for homeowners 65 years or older, pursuant to the authority contained in Chapter 136 of the Acts of 2005, thereby amending said clause 41A; or take any action relative thereto.

**COMMENTS:** Residents who are 65 and older may take advantage of this option at an annual rate of 6%. This Article requires annual approval at Town Meeting. The Board of Assessors unanimously in favor.

***THE FINANCE COMMITTEE RECOMMENDS FAVORABLE ACTION (7-0)***

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**ARTICLE 7. AMEND INCOME REQUIREMENTS**

**SPONSORED BY: Board of Assessors**

To see if the Town will vote to accept the provisions of Section 51 of Chapter 184 of the Acts of 2002, amending the income requirements under Massachusetts General Laws Chapter 59, Section 5, clause 41C; or take any action relative thereto.

**COMMENTS:** This would allow the Town to increase the statutory income requirements to \$20,000 for single and \$30,000 for married couples from \$10,000 to \$12,000. The Article was originally adopted by the Town in 2006. This Article requires annual approval at Town Meeting. The Board of Assessors unanimously in favor.

***THE FINANCE COMMITTEE RECOMMENDS FAVORABLE ACTION (7-0)***

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**ARTICLE 8. VETERANS' TAX EXEMPTIONS**

**SPONSORED BY: Board of Assessors**

To see if the Town will vote to accept the following statutory provisions affording tax exemptions:

M.G.L. Chapter 59 Section 5 Clause 22G (inserted by Chapter 218 of the Acts of 2018 known as an Act Relative to Veterans' Benefits, Rights, Appreciation, Validation, and Enforcement ("BRAVE Act")), signed into law August 28, 2018, which provides for a property tax exemption for any real estate that is the domicile of a person but is owned by a trustee, conservator or other fiduciary for the person's benefit if the real estate would be eligible for exemption under clause 22, 22A, 22B, 22C, 22D, 22E, or 22F if the person were the owner of the real estate;

M.G.L. Chapter 59 Section 5, Clause 22H (inserted by Chapter 218 of the Acts of 2018 known as an Act Relative to Veterans' Benefits, Rights, Appreciation, Validation, and Enforcement ("BRAVE Act")), signed into law August 28, 2018, which provides for a property tax exemption for real estate to the full amount of the taxable valuation of the real property of the surviving parents or guardians of soldiers and sailors, members of the National Guard and Veterans who: (i) during active duty service, suffered an injury or illness documented by the United States Department of Veteran Affairs or a branch of the armed forces that was a proximate cause of their death; or (ii) are missing in action with a presumptive finding of death as a result of active duty service as members of the Armed Forces of the United States; provided, however, that the real estate shall be occupied by the surviving parents or guardians as the surviving parents' or guardians' domicile; and provided further that the surviving parents or guardians shall have been domiciled in the commonwealth for the 5 consecutive years immediately before the date of filing for an exemption pursuant to this clause or the soldier or sailor, member of the National Guard or veteran was domiciled in the commonwealth for not less than 6 months before entering service. Surviving parents or guardians eligible for an exemption pursuant to this clause shall be eligible regardless of when the soldier, sailor, member of the National Guard or veteran died or became missing in action with a presumptive finding of death; provided however, that the exemption shall only apply to tax years beginning on or after January 1, 2019. Such exemption shall be available until such time as the surviving parents or guardians are deceased. No real estate shall be so exempt which has been conveyed to the surviving parents or guardians to evade taxation; and

That Veterans must have (1) been domiciled in Massachusetts for at least 6 consecutive months before entering military service, or (2) lived in Massachusetts for at least 1 consecutive year before the tax year begins; or take any action relative thereto.

**BOARD OF ASSESSORS' COMMENTS:** The article would provide three separate impacts for Veterans: (1) the residency definition would allow Veterans less time in Massachusetts to qualify for the exemptions currently offered by the Town, (2) add 22H which allows "Gold Star" parents to be exempted from taxes at a rate of 100%, and (3) add 22G which allows a parent who is a caretaker to a Veteran to receive exemption normally given to the Veteran, so long as they file a fiduciary trust. The Board of Assessors unanimously in favor.

***THE FINANCE COMMITTEE RECOMMENDS FAVORABLE ACTION (7-0)***

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**ARTICLE 9. PERSONAL PROPERTY EXEMPTION**

**SPONSORED BY: Board of Assessors**

To see if the Town will vote to accept clause 54 of Section 5 of Chapter 59 of the Massachusetts General Laws, and authorize the Town to establish a minimum fair cash value required for a personal property account to be taxed, and further establish such minimum fair cash value at \$5,000, to be effective for the fiscal year beginning July 1, 2024 and ending June 30, 2025; or take any action relative thereto.

**COMMENTS:** The personal property exemption was voted for FY2007 at \$3,000 and has been in place since this time. The Board of Assessors voted on February 15, 2022 to increase this exemption from \$3,000 to \$5,000. The Board of Assessors unanimously in favor.

***THE FINANCE COMMITTEE RECOMMENDS FAVORABLE ACTION (7-0)***

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**ARTICLE 10. RELEASE OF OUTDATED LIENS**

**SPONSORED BY: Board of Assessors Estimated Cost: \$2,675**

To see if the Town will vote to transfer from available funds a sum of money for the purpose of filing documents at the Middlesex South Registry of Deeds to address outdated liens on Chapter 61, 61A and 61B properties; or take any action relative thereto.

**BOARD OF ASSESSORS COMMENTS:** There are 25 liens dating back to the early 1980s that should be released to eliminate potential title problems for land owners. This action also will eliminate a potential issue when the Mass. Department of Revenue (MassDOR) recertifies the Town's values in Fiscal Year 2026.

***THE FINANCE COMMITTEE RECOMMENDS THAT THE TOWN APPROPRIATE \$2,675 FROM THE OVERLAY ACCOUNT FOR THE PURPOSE STATED (6-0, MR. NAUSS ABSENT)***

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**ARTICLE 11. REVOLVING FUND SPENDING LIMITS**

**SPONSORED BY: Select Board**

To see if the Town will vote to authorize the spending limits of the following revolving funds established under the Town Bylaw and General Laws Chapter 44, Section 53E ½:

<b>Revolving Fund</b>	<b>Spending Limit</b>
Wetlands Filing Fee	\$40,000
Council on Aging	\$5,000
Community Farm	\$5,000
Composting Kit	\$3,000
Recycling & Sustainability	\$60,000
EV Charging Stations	\$50,000

Response and Recovery	\$25,000
Abutters List	\$5,000
Building Inspection	\$150,000
Town Hall Rental	\$25,000
Senior Center Van	\$10,000
Agricultural Commission	\$10,000
Sealer of Weights and Measures	\$10,000
Fluorescent Bulb Recycling	\$3,000
Banner	\$5,000
Accident Fee	\$5,000
Inoculation	\$20,000
Cost of Prosecution	\$30,000
Nutrition	\$10,000
Pinecrest Golf Course	\$225,000
Technology Repair and Replenish	\$75,000

**COMMENTS:** Town Meeting establishes the spending limits of a Revolving Fund and the Town Accountant monitors all other spending in these accounts in addition to approvals from the Select Board or School Committee, as applicable. Pinecrest Revolving limit increases by \$25,000 as electric bills have been moved from General Fund to Revolving Fund for FY25. EV Charging was reduced to \$50,000, as only the 9 Green Street parking lot is anticipated to accept credit card payments for EV charging stations in FY25; additional lots and EV charging stations being reviewed for FY26 and beyond.

***THE FINANCE COMMITTEE RECOMMENDS FAVORABLE ACTION (7-0)***

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**ARTICLE 12. GOLF COURSE IMPROVEMENTS**

**SPONSORED BY: Select Board Estimated Cost: \$325,000**

To see if the Town will vote to transfer from available funds a sum of money for the purpose of making improvements to the storage of electronic carts (i.e. a cart-port) and for the replacement of the roof of the clubhouse; or take any action relative thereto.

**COMMENTS:** The Golf Course Advisory Committee to make comments at Town Meeting. The Facilities Director has recommended that after the creation of the cart-port and the replacement of the roof that both structures would be ideal for solar panels to reduce the carbon footprint of the facility and drastically reduce the utility bills of Pinecrest. The balance of the fund, with a new revenue model for FY25, can support the normal spending limit with a sizable capital spending authorization for these priority capital projects.

***THE FINANCE COMMITTEE RECOMMENDS THAT THE TOWN APPROPRIATE \$325,000 FROM THE PINECREST GOLF COURSE REVOLVING FUND FOR THE PURPOSE STATED (7-0)***

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**ARTICLE 13. COMPENSATION FOR ELECTED OFFICIALS**

**SPONSORED BY: Select Board**

To see if the Town will vote to raise and appropriate or transfer from available funds for the purposes of fixing the salaries and compensation of all elected officers of the Town effective July 1, 2023, which salaries and compensation are printed below.

<b>COMPENSATION SCHEDULE – ELECTED OFFICIALS</b>	<b>FY2024</b>	<b>FY2025</b>
Board of Assessors	\$2,500	\$0
Select Board	\$25	\$0
Town Clerk (Salary, incl. certification) or take any action relative thereto.	\$90,000	\$92,225

**COMMENTS:** Based on advice from Massachusetts Department of Revenue, Town Meeting must approve the annual compensation for all elected Town officials. The Town Clerk’s salary adjustment is consistent with the Department Head salaries, however, because the Town Clerk is an elected official, Town Meeting must set the salary at the Annual Town Meeting. Decreases in stipends for Select Board and Board of Assessors represent the final phasing-out of stipends for these Boards over a three-year period.

***THE FINANCE COMMITTEE RECOMMENDS FAVORABLE ACTION ON THE AMOUNTS LISTED IN THE FY2025 COLUMN (7-0)***

**ARTICLE 14. PAY UNPAID BILLS**

**SPONSORED BY: Select Board**

To see if the Town will vote to raise and appropriate or transfer from available funds a sum of money for unpaid bills from prior years; or take any action relative thereto.

<b>Vendor</b>	<b>Fiscal Year</b>	<b>Amount</b>	<b>Board</b>
None known at time of print			

**COMMENTS:** Bills from a prior year, after a reasonable amount of time, can no longer be paid without additional Town Meeting approval. The reasons for this to occur may include late submission of an invoice from the vendor.

***THE FINANCE COMMITTEE RECOMMENDS INDEFINITE POSTPONEMENT (7-0)***

**ARTICLE 15. CURRENT FISCAL YEAR TRANSFERS**

**SPONSORED BY: Select Board**

To see if the Town will vote to raise and appropriate or transfer from available funds a sum of money for the purpose of supplementing various accounts of the Town’s Fiscal Year 2024 annual operating budget, previously voted by the Town under Article 15 of the Warrant for the May 15, 2023 Annual Town Meeting; or take any action relative thereto.

<b>Department</b>	<b>Amount</b>	<b>Source</b>
Snow & Ice (01423-54000)	\$79,000	Reserve Fund (01132-57810)
Select Board Communications (01122-53400)	\$2,700	EDC Salaries (01182-51100)
Finance Committee Prof. & Tech (01131-53000)	\$1,319	FC Salaries (01131-51113)
Accountant Prof. & Tech. (01135-53000)	\$35,000	Reserve Fund (01132-57810)
Treas./Collector Prof. & Tech. (01145-53000)	\$35,000	Reserve Fund (01132-57810)
Health (BOH) Nurse (01512-53007)	\$3,025	BOH Salaries (01512-51113)
ConCom Prof. & Tech. (01171-53000)	\$10,000	ConCom Sal. (01171-51100)
EDC Prof. & Tech. (01182-53000)	\$10,000	EDC Salaries (01182-51100)
Fire Prof. & Tech (01220-53000)	\$30,000	Fire Equip. (01220-58700)
Fire Training (01220-51903)	\$21,000	Reserve Fund (01132-57810)
Ambulance Training (01231-51903)	\$22,000	Reserve Fund (01132-57810)
Unemployment (01913-51780)	\$17,000	Benefits (01914-51750)
Liability Insurance (01945-57400)	\$33,062	Benefits (01914-51750)

**ART. 15 COMMENTS: Summary of items:** (1) Snow & Ice is legally allowed to run above its annual appropriation of \$250,000 and be corrected in the spring; (2) The Select Board communications line is related to postcards being implemented to notify residents of Town Meeting and how to obtain electronic or physical copies of the Warrant (for both October 2023 and May 2024 Town Meetings); (3) The Finance Committee used Zoom AI to address minutes in 2023-2024, so funds for personnel need to be moved to operating; (4) Professional & Technical budgets for the Town Accountant and Treasurer/Collector's Office are related to a continued engagement with a third party CPA firm to support transition in staff for both of these offices; (5) The Economic Development Committee budget was established for FY24 before the new part-time Economic Development Coordinator was hired, and the vacancy in the position for part the year is intended to cover the operating costs of getting the office established - the FY25 EDC budget is based on the hiring in FY24 and approved operating costs; (6) Unplanned vehicle maintenance for the Fire Department will require moving equipment purchase funds from Capital Outlay to Operating, while Fire and Ambulance In-Service Training costs were substantially above budget due to new staffing and the FY25 budget has been increased; (7) Unemployment and Liability Insurance are current projections based on expenditures through March 31, 2024 (Q3 of FY24), the Liability Insurance was only slightly over-expended based on lower credits, while the decision was made to replace a totaled vehicle with a hybrid model at a higher cost than the insurance claim, which assists the Town in keeping its fleet compliant with Green Communities.

***THE FINANCE COMMITTEE RECOMMENDS THAT THE TOWN APPROPRIATE \$192,000 FROM THE RESERVE FUND, \$50,062 FROM BENEFITS, \$12,700 FROM EDC SALARIES, \$1,319 FROM FINANCE COMMITTEE SALARIES, \$3,025 FROM HEALTH SALARIES, \$10,000 FROM CONSERVATION SALARIES, AND \$30,000 FROM FIRE CAPITAL OUTLAY FOR THE PURPOSE STATED (6-0, MR. NAUSS ABSENT)***



**ARTICLE 16.**

**AMEND CONSOLIDATED PERSONNEL BY-LAW  
SECTION 29, JOB AND WAGE CLASSIFICATION PLAN**

**SPONSORED BY: Town Administrator**

To see if the Town will vote to amend the Consolidated Personnel By-law Section 29, Job and Wage Classification Plan, by reflecting those revisions, deletions and/or additions to be effective as of July 1, 2024; or take any action relative thereto.

**JOB CLASSIFICATION PLAN - FY2025  
(Full and Part-Time Employees)**

<b>POSITION</b>	<b>Grade</b>	<b>POSITION</b>	<b>Grade</b>
Administrative Assessor	500	Dispatcher	500
Administrative Clerk	400	Economic Development Coordinator	600
Assistant Assessor	600	Head Dispatcher	700
Assistant Building Inspector	600	Head of Library Circulation	500
Assistant Collector	500	Library Cataloger	400
Assistant Library Director	600	Library Technician	200
Assistant Recreation Director	600	Office Assistant	100
Assistant Senior Center Director	600	Program Assistant	400
Assistant Town Clerk	500	Police Matron	100
Assistant Treasurer	500	Principal Clerk - FT	400
Children's Librarian	600	Program Coordinator	300
Community Therapist / Court Diversion Co	600	Reference Librarian	500
Crossing Guard	100	Van Driver	100
Custodian	200		

<b>GRADE</b>	<b>STEP 1</b>	<b>STEP 2</b>	<b>STEP 3</b>	<b>STEP 4</b>	<b>STEP 5</b>	<b>STEP 6</b>	<b>STEP 7</b>	<b>STEP 8</b>	<b>STEP 9</b>	<b>STEP 10</b>	<b>STEP 11</b>	<b>STEP 12</b>	<b>STEP 13</b>
100	18.54	18.97	19.41	19.85	20.31	20.78	21.25	21.75	22.24	22.76	23.28	23.82	24.36
200	20.09	20.55	21.03	21.51	22.01	22.51	23.03	23.55	24.10	24.65	25.22	25.80	26.39
300	21.63	22.13	22.64	23.16	23.70	24.24	24.80	25.36	25.95	26.55	27.16	27.79	28.42
400	23.18	23.72	24.26	24.82	25.38	25.97	26.57	27.18	27.81	28.44	29.09	29.76	30.45
500	27.30	27.93	28.57	29.23	29.90	30.59	31.29	32.01	32.75	33.50	34.28	35.06	35.86
600	29.36	30.04	30.73	31.43	32.15	32.90	33.66	34.43	35.22	36.03	36.86	37.71	38.57
700	30.39	31.09	31.80	32.53	33.29	34.05	34.83	35.64	36.46	37.29	38.15	39.02	39.93

**JOB AND WAGE CLASSIFICATION PLAN - MANAGERIAL - FY2025**

<b>Position</b>	<b>Grade</b>	<b>Position</b>	<b>Grade</b>
Asst. Town Adm/HR Director	M4	IT Director	M3
Asst. Fire Chief/ EMS Director	M4	Library Director	M2
Building Inspector	M3	Police Chief	M5
COA Director	M2	Police Lieutenant	M4
Conservation Agent	M2	Principal Assessor	M3
DPW Director	M4	Recreation Director	M2
Deputy DPW Dir/Hwy Super.	M3	Town Accountant	M3
Facilities Director	M4	Town Administrator	M6
Finance Dir/Treasurer/Collector	M4	Town Planner	M2
Fire Chief	M5	Youth & Family Services Dir.	M2
Health Agent/Director	M2		

<b>GRADE</b>	<b>MIN</b>	<b>1/3 POINT</b>	<b>MIDPOINT</b>	<b>2/3 POINT</b>	<b>MAX</b>
M2	61,809	72,663	83,514	94,367	105,219
M3	77,761	86,727	95,695	104,661	113,626
M4	97,952	109,483	116,880	121,013	135,808
M5	138,654	151,986	165,318	178,650	191,982
M6	160,777	168,816	176,855	184,893	192,932

**JOB AND WAGE CLASSIFICATION - ADMINISTRATIVE SUPPORT - FY2025  
FY2025-1.5%**

<b>Position</b>	<b>Grade</b>	<b>Position</b>	<b>Grade</b>
Administrative Assistant (40 hr/wk)	A2	Office Managers (35 hr/wk)	A1
Benefits & Payroll Managers (40 hr/wk)	A2		

<b>Grade</b>	<b>MIN</b>				<b>1/3 PT</b>	<b>MID</b>					<b>2/3 PT</b>			<b>MAX</b>
	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>	<b>7</b>	<b>8</b>	<b>9</b>	<b>10</b>	<b>11</b>	<b>12</b>	<b>13</b>	
A1	49,496	50,952	52,406	53,862	55,319	56,774	58,230	59,685	61,142	62,597	64,053	65,508	66,966	
A2	62,429	64,257	66,084	67,911	69,739	71,566	73,397	75,224	77,042	78,869	80,697	82,524	84,362	

**JOB COMPENSATION PLAN-INTERMITTENT AND FIRE DEPARTMENT POSITIONS-FY2025  
INTERMITTENT RATES**

(Temporary, Seasonal, Miscellaneous and Per Diem Position)

<b>Position</b>	<b>Beginning Rate</b>	<b>Each Year Returning</b>	<b>Max Rate</b>
Camp Counselors	Minimum Wage	.25 per hour	\$16.00
Camp Director	\$20.00		\$26.00
Camp Supervisor	\$17.00		\$22.00
Camp Labor Aide	Minimum Wage	.25 per hour	\$18.00
Clerks to the Boards/Committees	\$18.00	.25 per hour	\$23.00
Clinic Assistants	Minimum Wage	.25 per hour	\$16.00
Clinic Supervisor	\$25.00		\$35.00
Gate Guards	Minimum Wage	.25 per hour	\$16.00
Grounds Maintenance-Park	Minimum Wage	.25 per hour	\$16.00
IT Support	\$18.00	.25 per hour	\$23.00
Library Page*	Minimum Wage	.25 per hour	\$20.00
Life Guards	\$18.00	.25 per hour	\$20.00
Life Guard Supervisor	\$20.00	.25 per hour	\$25.00
Waterfront Supervisor	\$20.00		\$26.00
Minute Taker	\$100 per set of approved minutes		
Multi-Sport Counselor	60% of the clinic revenues		
Per Diem Dispatchers	\$25.00	.25 per hour	\$35.00
Program Assistants	Minimum Wage	.25 per hour	\$16.00
Program Coordinator	20.00	.25 per hour	\$24.00
Recycle Center Attendant	20.00	.25 per hour	\$24.00
Temporary Clerical Employees	18.00	.25 per hour	\$22.00
Temporary DPW Employees	15.00	.25 per hour	\$19.00

\*Position falls under Personnel By-Laws

**FIREFIGHTERS RATES**

Deputy Chief		Monthly	\$843.05
Captain		Monthly	\$558.34
Lieutenant		Monthly	\$511.24
Firefighter		Monthly	\$504.48
Fire-Weekend	Deputy, Captain, Lieutenant	Weekend	\$436.01
Fire-Weekend	Firefighters	Weekend	\$108.26
Fire Hourly	Firefighter	Hourly	\$36.33
	Lieutenant	Hourly	\$36.97
	Captain	Hourly	\$38.70
	Deputy	Hourly	\$42.17
In-Service Training		2 Hr Training	\$80.00

**AMBULANCE / EMT RATES**

EMT Off-site Rate per Shift	EMT-Basic	12 Hr Shift	\$150.00
<i>(Incident/Response hrly rate applies if called to respond)</i>	EMT-Advanced	12 Hr Shift	\$165.00
	EMT-Paramedic	12 Hr Shift	\$180.00
In-Service Training		2 Hr Training	\$80.00

<b>Hourly EMT Rates</b>	<b>0-1 Years of Service</b>	<b>2-5 Years</b>	<b>6+ Years</b>
EMT-Basic \$	24.00 \$	26.00 \$	28.00
EMT-Advanced \$	26.00 \$	28.50 \$	31.00
EMT-Paramedic \$	30.00 \$	32.50 \$	35.00

**ART. 16 COMMENTS:** These charts incorporate a 1.5% COLA adjustment for FY25, so that all steps are increased by 1.5% from prior year. There are no new positions added to FY25 charts, but FY25 represents the second year for two positions which were developed in FY24 and supported unanimously by the Select Board and Finance Committee: Assistant Fire Chief / EMS Director and Economic Development (Part-Time) Coordinator.

The only structural adjustments to these charts are for Ambulance pay rates which represent the final implementation of proposed changes to the Ambulance model as the Town anticipates achieving Advanced Life Support (ALS) licensure during the FY25 period (July 1, 2024 to June 30, 2025) for which the Town must recruit an increased number of Paramedics for scheduling.

***THE FINANCE COMMITTEE RECOMMENDS FAVORABLE ACTION (6-0, MR. NAUSS ABSENT)***

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**ARTICLE 17. SPECIAL EDUCATION TEMPORARY FUNDING**  
**SPONSORED BY: Select Board Estimated Cost: \$750,000**

To see if the Town will vote to transfer from available funds for the purpose of funding Special Education costs that are normally paid for by federal funding known as Circuit Breaker, namely (i) Special Education personnel costs, (ii) Special Education programmatic expenses, and (iii) Special Education transportation costs; or take any action relative thereto.

**COMMENTS:** This Article and funding authorization allows the Town to set aside funds to address an immediate concern for FY25 with the timing of federal, state, and town funding for Special Education costs (including, but not limited to, Circuit Breaker funding).

In recent years, the Holliston Public Schools (along with most school districts in the Commonwealth) have seen a significant increase in the need and cost for Special Education services. The state only reimburses a relatively small amount of these costs and does not reimburse until the year after the costs were incurred. This has resulted in large increases in costs where the timing and amount of reimbursements have not kept up with expenditures. This funding authorization will be used to help offset increases that are reasonably expected to be covered by future increases in reimbursements from the state and federal governments.  
***(\$750,000 from General Stabilization)***

***THE FINANCE COMMITTEE RECOMMENDS THAT THE TOWN APPROPRIATE \$750,000 FROM THE GENERAL STABILIZATION FUND FOR FY2025 SPECIAL EDUCATION PROGRAMMATIC EXPENSES & FY2025 SPECIAL EDUCATION TRANSPORTATION COSTS (6-0, MR. NAUSS ABSENT)***

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**ARTICLE 20. FISCAL YEAR 2025 BUDGET**

**SPONSORED BY: Omnibus Budget**

To see what sum of monies the Town will vote to raise and appropriate or transfer from available funds to meet expenses and outlays to Town departments, salaries of Town Officers, sundry and miscellaneous but regular expenditures, for a Reserve Fund, and to appoint trustees or caretakers or authorize the Select Board to appoint caretakers of the cemeteries of the Town not otherwise provided for, the ensuing year; or take any action relative thereto.

**COMMENTS:** Tracking of budget development process from December 2023 to May 2024 is available on the Town’s website, from (1) Departmental Requests in January 2024, to (2) Town Administrator Recommended budget on March 4, 2024, to (3) Select Board Recommended budget on April 1, 2024, to (4) Finance Committee Recommended budget on April 16, 2024. The 5<sup>th</sup> and final step of the budget process is a Town Meeting approved Omnibus Budget which becomes the official budget for FY2025. Full budget development process illustrated on the Town’s website: <https://www.townofholliston.us/finance-committee/pages/fy25-budget-presentation-schedule-data>

The standard funding source for the Operating Budget is the Tax Levy (i.e. Raise and Appropriation).

***THE FINANCE COMMITTEE RECOMMENDS THAT THE TOWN RAISE AND APPROPRIATE \$70,480,987, APPROPRIATE \$30,000 FROM THE OPIOID SETTLEMENT STABILIZATION FUND, AND APPROPRIATE \$3,304,799 FROM THE WATER ENTERPRISE FUND TO COVER ALL AMOUNTS LISTED IN THE “LEVEL 4 RECOMMENDED” COLUMN OF THE OMNIBUS BUDGET (7-0), WITH THE EXCEPTION OF THE PARKS BUDGET WHICH WAS ALSO RECOMMENDED FOR APPROVAL (6-0-1, MR. ROBINSON ABSTAINED)***

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**ARTICLE 21. TRANSFER FROM AVAILABLE FUNDS A SUM OF MONEY FOR THE CAPITAL EXPENDITURE FUND**

**SPONSORED BY: Select Board Estimated Cost: \$1,700,000**

To see if the Town will vote to raise and appropriate or transfer from available funds a sum of money for the Capital Expenditure Fund; or take any action relative thereto.

**COMMENTS:** It has been the custom of the Town to annually transfer from reserves a sum of money to the Capital Expenditure Fund to be used at the October Special Town Meeting to fund capital expenditure requests. *(\$1,700,000 from Raise & Appropriate)*

***THE FINANCE COMMITTEE RECOMMENDS THAT THE TOWN RAISE AND APPROPRIATE \$1,700,000 FOR THE CAPITAL EXPENDITURE FUND (7-0)***

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**ARTICLE 22. CAPITAL EXPENDITURES**

**SPONSORED BY: Select Board Estimated Cost: \$1,153,328**

To see if the Town will vote to raise and appropriate or transfer from available funds, or borrow a sum of money for the purpose of capital expenditures, including replacement and new vehicles and equipment, for the Schools, Select Board, Facilities Maintenance, Fire & Ambulance, and Public Works Departments, and authorize the Select Board to trade or sell used equipment toward part of the purchase price; or take any action relative thereto.

<b>Department</b>	<b>Item / Activity</b>	<b>Estimated Cost</b>
Ambulance	ALS Equipment	\$57,828
Fire	Structural Firefighting Gear	\$33,000
Facilities	Town Hall HVAC Systems	\$12,150
Facilities	Central Fire Improvements (incl. windows)	\$135,000
Facilities	Central Fire – Roof Replacement	\$300,000
Facilities	Wastewater Treatment Plant – SCADA Sensors	\$24,000
DPW (Hwy)	Snow Plow with Power Angle	\$26,000
DPW (Hwy)	Heavy Duty Flatbed Body	\$12,400
DPW (Hwy)	Asphalt Berm Machine & Side Bucket for Skid Steer	\$17,850
School	Curriculum Materials / Licenses	\$250,700
School	Technology – Laptops and Infrastructure	\$231,000
School	High School Auditorium Wall Insulation	\$53,400
		<b>\$1,153,328</b>

**ART. 22 COMMENTS:** The Town approves capital requests in both May and October, with larger requests generally scheduled for the Fall Town Meeting when Free Cash is certified. The list above are items that have been vetted and represented in the Town’s 5-Year Capital Improvement Plan (FY2024-2028).

The balance of the Capital Expenditure Fund as of March 31, 2024 is \$3.9 million and the total impact of capital costs in this Warrant are offset by the funding into the Capital Expenditure Fund in Article 21. *(\$1,063,328 from Capital Expenditure Fund and \$90,000 from previously approved Warrant Article 5 from Dec. 2020 Town Meeting)*

***THE FINANCE COMMITTEE RECOMMENDS THAT THE TOWN APPROPRIATE \$1,063,328 FROM THE CAPITAL EXPENDITURE FUND AND \$90,000 FROM THE BALANCE OF ARTICLE 5 FROM THE DECEMBER 2020 TOWN MEETING FOR THE ITEMS LISTED IN THE ARTICLE (6-0, MR. NAUSS ABSENT)***

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**ARTICLE 23.**

**HDAAC OPIOID RESPONSE INITIATIVES**

**SPONSORED BY:**

**Select Board**

**Estimated Cost: \$50,000**

To see if the Town will vote to raise and appropriate or transfer from available funds a sum of money for the purpose of addressing the Opioid Epidemic as defined by the Opioid Settlement received by the Town; or take any action relative thereto.

**COMMENTS:** HDAAC is dedicated to fostering communication, collaboration, opportunities, and support for the people of Holliston. By addressing the opioid crisis through the following strategic initiatives, HDAAC aims to create a resilient and informed community that actively works towards mitigating the harmful effects of substance abuse:

- **Support People in Treatment & Recovery (\$15,000)** – Engage non-profits, faith-based communities, and community coalitions to support people in treatment and recovery and to support family members in their efforts to support the person with OUD;
- **Connections to Care (\$2,500)** – Support school-based services related to OUD: Handle with Care;
- **Harm Reductions (\$15,000)** – Increase availability of naloxone and other drugs that treat overdoses for first responders, overdose patients, individuals with OUD and their friends and family, schools, community-based organizations, community navigators and outreach workers, persons being released from jail or prison, or the public. Provide training and education regarding naloxone and other drugs that treat overdoses;
- **Needs of Criminal-Justice-Involved Persons (\$2,500)** – Collaborate with Holliston Police Department on post intervention program for residents with SUDs and criminal issues;
- **Support for Pregnant or Parenting Women (\$1,000)** – Collaborate with maternity wards at local hospitals and provide resources and assistance for Holliston mothers and parenting women;
- **Prevent Misuse of Opioids & Implement Prevention Education (\$14,000)** – Support programs, policies, and practices that have demonstrated effectiveness in preventing drug misuse among youth. Implement a comprehensive strategic plan for substance misuse prevention (see: HDAAC DFC Action Plan).

The Opioid Stabilization Fund received \$73,940 in FY23 and \$65,639 in FY24 (through March 31, 2024), for a total available balance of \$139,579. The FY2025 Operating Budget assumes the use of \$30,000 for a position within Youth & Family Services and this Article requests an additional \$50,000 be approved for the expenses listed above. The remaining balance if these proposed costs are approved would be \$59,579 in the Fund, with additional settlement funds to be received over the next 10-15 years unless the settlement are converted to a lump sum.

***THE FINANCE COMMITTEE RECOMMENDS THAT THE TOWN APPROPRIATE \$50,000 FROM THE OPIOID SETTLEMENT STABILIZATION FUND FOR THE PURPOSE STATED (6-0, MR. NAUSS ABSENT)***

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**ARTICLE 24. WATER DIVISION – LEAD & COPPER RULE REVISION COMPLIANCE**

**SPONSORED BY: Select Board Estimated Cost: \$300,000**

To see if the Town will vote to raise and appropriate, transfer from available funds or borrow a sum of money for the purpose of authorizing the procurement of consulting services and capital improvements to comply with Lead and Copper Rule Revisions (LCRR) from MassDEP; or take any action relative thereto.

**COMMENTS:** In the category of unfunded mandates, the Town was given a directive from MassDEP on Dec. 4, 2023 regarding Lead & Copper Rule Revisions (LCRR). The Town must hire 3<sup>rd</sup> party consulting services to perform various duties to remain in compliance as a public water system (PWS), including but not limited to, submitting a service line inventory (SLI) by October 16, 2024. *(\$300,000 from a previously approved Warrant Article balance – Article 31 of the May 2022 Town Meeting)*

***THE FINANCE COMMITTEE RECOMMENDS THAT THE TOWN APPROPRIATE \$300,000 FROM THE BALANCE OF ARTICLE 31 FROM THE MAY 2022 TOWN MEETING FOR THE PURPOSE STATED (6-0, MR. NAUSS ABSENT)***

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**ARTICLE 25. WATER TREATMENT PLANT IMPROVEMENTS**

**SPONSORED BY: Select Board Estimated Cost: \$500,000**

To see if the Town will vote to raise and appropriate, transfer from available funds or borrow a sum of money for the purpose of upgrading filter media and making other facility improvements to existing Water Treatment Plants; or take any action relative thereto.

**COMMENTS:** The Town’s newest Water Treatment Plant (Well No. 5) has achieved its intended purpose of improving water quality throughout the public water system. The Town continues to operate a number of Water Treatment Plants (including Dopping Brook and Well No. 4) and all of the operating Plants require consistent maintenance and occasional replacement of filter media to provide optimum water quality. The Town is also monitoring further changes to regulations from MassDEP and EPA on emerging contaminants (such as PFAS) and must continue to upgrade technologies accordingly.

*(\$500,000 from previously approved Warrant Article balances:*

- *\$80,000 from Article 31 of the May 2022 Town Meeting;*
- *\$250,000 from Article 17 of the October 2018 Town Meeting;*
- *\$24,000 from Article 9 of December 2020 Town Meeting, and*
- *\$146,000 from Article 4 of the October 2019 Town Meeting)*

***THE FINANCE COMMITTEE RECOMMENDS THAT THE TOWN APPROPRIATE \$500,000 FROM THE BALANCES OF THE FOLLOWING ARTICLES: \$80,000 FROM ARTICLE 31 OF THE MAY 2022 TOWN MEETING, \$250,000 FROM ARTICLE 17 OF THE OCTOBER 2018 TOWN MEETING, \$24,000 FROM ARTICLE 9 OF THE DECEMBER 2020 TOWN MEETING, AND \$146,000 FROM ARTICLE 4 OF THE OCTOBER 2019 TOWN MEETING FOR THE PURPOSE STATED IN THE ARTICLE (6-0, MR. NAUSS ABSENT)***

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**ARTICLE 26. SPECIAL LEGISLATION – TOWN MANAGER ACT  
SPONSORED BY: Select Board**

To see if the Town will vote to authorize the Select Board to petition the General Court for special legislation creating a Town Manager position and prescribing the duties and responsibilities thereof, and further, to authorize the Select Board to accept any non-material revisions to said legislation, as may be required by the General Court

**AN ACT CREATING SELECT BOARD-TOWN MANAGER FORM OF  
GOVERNMENT IN THE TOWN OF HOLLISTON.**

*Be it enacted by the Senate and House of Representatives in General Court assembled, and by the authority of the same, as follows:*

SECTION 1. Chapter 94 of the acts of 1994, entitled AN ACT ESTABLISHING A SELECT BOARD-ADMINISTRATOR FORM OF GOVERNMENT IN THE TOWN OF HOLLISTON, is hereby repealed.

SECTION 2. (a) The Town Manager shall be the chief administrative and operating officer of the town, with the following authority and duties, provided however that the Holliston School Committee shall retain any and all authority conferred on it under Massachusetts General Law.

(b) The Town Manager shall be responsible for managing, supervising and executing all of the activities under this act, in the Town Manager's job description and any other duties assigned to the Town Manager by the Select Board or in compliance with federal and state law and the town code and town policies.

(c) The Town Manager shall not set town policy, but shall work with the Select Board to implement its policy directives, and ensure there is appropriate coordination in the implementation of town policy working across all town departments in conjunction with all elected and appointed boards, commissions and committees.

(d) The Town Manager shall ensure that all town employees, boards, commissions and committees comply with the town's financial, personnel and legal policies and procedures, as well as all town meeting votes, town code, federal and state law and all regulations.

(e) The Town Manager shall be responsible for the management of all financial, administrative and operational affairs of the town and town departments and all boards, commissions and committees but excluding the school department; provided, however, that all boards, commissions and committees shall continue to exercise permitting or policy-making authority as provided by state law.

(f) The Town Manager shall be responsible for overseeing, coordinating and making recommendations that may impact town boards, commissions and committees, broadly or in detail, regarding town financial, personnel and legal activities, including but not limited to: executing the weekly accounts payable and payroll warrants and reporting bi-monthly to the Select Board on spending, approving event permits with the exception of those permits that require permission to serve or sell alcohol as may be required under G.L. c. 138. The Town Manager shall also be afforded the authority to accept allowable donations and gifts on behalf of the Town, as may be required pursuant to G.L. c. 44, s. 53A, excepting gifts to the School Department.

(g) The Town Manager shall understand and have a working knowledge of the statutory and regulatory authority and responsibility held by department heads and elected and appointed boards, commissions and committees so the town manager can effectively support these officers in the execution of their duties. Unless expressly stated in this act, nothing in this act shall reassign policy-making or permit granting statutory authority of any department head or any elected or appointed board, commission or committee to the Town Manager.

(h) With respect to town policies and programs that impact multiple areas of town government, the Town Manager shall work with all elected and appointed boards, commissions and committees and town department heads and shall be responsible for ensuring there is appropriate administration and coordination in the: (i) implementation and on-going adherence to town policies; and (ii) development and execution of such policies and programs.

(i) With respect to the development, implementation and execution of policies and programs affecting various town departments, the Town Manager shall:

(i) coordinate the setting of priorities with the rest of the town government;

(ii) communicate activities, including projects, plans and studies, so that necessary input is received from all areas of town government that should be involved in those initiatives; and

(iii) coordinate efforts so that cross-functional services to residents and others are effectively and consistently delivered.

(j) With the exception of the school department, to streamline services, the Town Manager may create new departments, reorganize, eliminate or consolidate town departments or functions, in whole or in part, and assign functions of a department to another department, subject to the approval of the Select Board.

(k) The Town Manager shall oversee crisis intervention in emergency situations, working with other key town department heads, and shall address any systemic problems impacting multiple areas of the town as they arise. The Town Manager shall ensure priority items are properly attended to and bring concerns about problem resolution to related boards, commissions and committees and, ultimately, to the Select Board for assistance in resolution, if necessary.

SECTION 3. (a) The Town Manager shall be the chief financial officer of the town of Holliston provided however that the Holliston School Committee shall continue to enjoy the authority and responsibilities over educational financial issues, as may be conferred under the General Laws of the Commonwealth.

(b) The town manager shall initiate, draft and have general oversight of the process of preparing the town's annual operating and capital budgets for submission to the Select Board and Finance Committee. To assist the Town Manager in preparing the proposed annual operating and capital budgets, all department heads, boards, commissions and committees of the town, including the school department, shall furnish all relevant information and submit to the Town Manager, in writing and in such form as the town manager shall prescribe, a detailed estimate of the appropriations required and available funds.

(c) The Town Manager shall draft and update a 5-year capital improvement plan for all town departments for submission to the finance committee.

(d) The Town Manager shall consult with the finance staff and Finance Committee in the development of operating and capital budgets in order to:

(i) develop long-term financial strategies addressing operational and capital financial needs of the town;

(ii) establish set budgetary guidelines to be used in the development of annual budgets;

(iii) review all operating and capital budgets of all town departments and make recommendations to the affected boards, commissions and committees and to the finance committee about priorities important to budget development; and

(iv) evaluate actual expenditures and receipts against budgets and coordinate with affected department heads, boards, commissions and committees the development of plans to manage to the budget or obtain finance committee approval for reserve fund transfers, in advance of spending, when possible.

(e) The Town Manager shall serve as the town's chief procurement officer pursuant to state and federal law and shall ensure that all town departments comply with applicable procurement laws. The Town Manager may, in the Town Manager's discretion, delegate any procurement responsibilities to a qualified designee.

(f) Unless any general or special law provides to the contrary, the Town Manager may execute all grant applications and shall award and execute all contracts binding the town up to a set amount to be established by policy set by the Select Board, provided however that the Holliston School Committee shall retain any and all authority to seek or accept grants and accept gifts, as such authority may be conferred under the General Laws of the Commonwealth.

SECTION 4. (a) Except as expressly provided in this act, the Town Manager shall appoint or hire, on the basis of merit and fitness alone, all department heads or similar positions, in consultation with the respective boards, commissions and committees that the department heads or similar positions support and in compliance with any applicable provision of a collective bargaining agreement, with the exception of the school department. This provision shall supersede any contrary provision of the General Bylaws of Holliston, for which appointment or hiring for such positions may be specified.

(b) The Town Manager shall ultimately be responsible for appointing or hiring subordinates to department heads or similar positions. Unless otherwise provided by the terms of an applicable collective bargaining agreement, the department head or similar position may, with the consent of the Town Manager or their designee, appoint on the basis of merit and fitness alone, all subordinate employees of each town department, with the exception of the school department.

(c) Unless otherwise provided under this act, the Town Manager shall be responsible for appointing or hiring of all other employees for whom no other method of appointment or hiring is provided by the town code or other special act.

(d) The Town Manager may, for cause, discipline or remove any department head or similar position, with the exception of the school department, and shall, in consultation with the applicable department head or similar position, discipline or remove all subordinate employees of each town department, with the exception of the school department.

(e) The Town Manager shall appoint, on the basis of merit and fitness alone, with ratification by a vote of a majority of the Select Board, and evaluate, discipline and, for cause, remove, without the ratification of the Select Board:

- (i) a police chief;
- (ii) a fire chief;
- (iii) a public works director; and
- (iv) an Assistant Town Manager.

(f) In the event of a vacancy, disability or absence anticipated to be greater than 30 days of any department head or any position appointed by the Town Manager, the Town Manager may appoint another person to serve in an acting or interim capacity for the period of such vacancy, disability or absence.

(g) Working with the town's human resource department, the Town Manager shall be responsible for the daily administration of the town-wide personnel system, including the maintenance of personnel records and the enforcement of personnel policies, rules and regulations and managing personnel costs to ensure maximum efficiency and fairness across town departments, provided however that the School Committee shall continue to have any and all authority over educational personnel, as such authority may be conferred under the General Laws of the Commonwealth.

(h) The Town Manager shall develop a performance evaluation process and establish performance standards not inconsistent with any terms of any collective bargaining agreement.

(i) The Town Manager shall be responsible for the annual evaluation of job performance of all town department heads, excluding the school department, and shall incorporate any input or recommendations received from any elected or appointed board, commission or committee served by such department heads. The Town Manager shall be responsible for ensuring the completion of annual evaluations of the job performance of all subordinate town employees, excluding those of the school department. The evaluation of the Town Manager shall be performed annually by the Select Board.

(j) The Town Manager shall serve as the agent of the Select Board and negotiate collective bargaining agreements on behalf of the Select Board in accordance with chapter 150E of the General Laws; provided, however, that such agreements shall be subject to ratification by the Select Board and subject to funding by town meeting. The Town Manager may utilize the services of counsel and designate appropriate employees to assist with collective bargaining.

SECTION 5. (a) The Town Manager shall be responsible for the construction, reconstruction, restoration, rehabilitation, repair and maintenance of all town buildings and all town real and personal property, and information technology and infrastructure, excepting such real and personal property as may be subject to the custody and control of another town entity, pursuant to state law, including, without limitation, the School Committee. Nothing in this section shall confer any authority upon the Town Manager to have access to information that is otherwise unauthorized under state law.

(b) The Town Manager shall, directly or through the town's various departments, boards, commissions and committees, maintain an inventory of all town-owned real and personal property.

SECTION 6. (a) Upon the effective date of this act, the position of Town Administrator shall be abolished and the incumbent thereof shall serve as the acting Town Manager, or if there is no incumbent, the Select Board shall appoint an acting Town Manager. The acting Town Manager shall serve until the Select Board appoints a permanent Town Manager.

(b) Following the effective date of this act, the Select Board shall appoint a Town Manager, and if the Select Board so chooses, the incumbent Town Administrator may be appointed town manager on a permanent basis.

(c) Following the effective date of this act, any reference to the Town Administrator existing in any provision of the town code or any other special act shall be construed as referring to the Town Manager. All powers and duties conferred upon the Town Administrator by the town code or other special act shall be vested in the Town manager, unless otherwise provided in this act.

(d) Following the effective date of this act, the provisions of this act shall supersede any inconsistent provisions of the town code.

(e) Following the effective date of this act, all town officers, boards, commissions and employees shall continue to perform their duties in the same manner and to the same extent as they have performed the same prior to the enactment of this act, except that, upon the appointment of a Town Manager, the powers and duties outlined in this act shall be vested in the Town Manager.

SECTION 7. The Town Manager may be removed by an affirmative vote of a majority of the Select Board, in accordance with the Town Manager's contract, if applicable.

SECTION 8. If the Town Manager shall be absent from their office for not more than 14 days, the Town Manager may designate a qualified person to serve as the acting Town Manager and to perform the duties of the office of the Town Manager during this period of absence, subject to the ratification of the Select Board, and the Town Manager fails or is unable to do so or if the Select Board chose not to ratify the Town Manager's designee, the Select Board may appoint a qualified person to serve as the acting town manager and to perform the duties of the office of the town manager during the period of any vacancy caused by the Town Manager's absence. The appointment by the Select Board shall be for a period of not more than 6 months, but such appointment may be extended by majority vote of the Select Board.

SECTION 9. If there is a conflict between any provision of this act and any provision of the town code, rules, regulations, orders, special acts, acceptances of laws or other special acts pertaining to the town of Holliston, this act shall prevail. All other provisions of town code, resolutions, rules, regulations and votes of the town meeting that are in force at the time this act is enacted, not inconsistent with or superseded by the provisions of this act, shall continue in full force and effect until amended or repealed. Boards, Committees and officials that have authority derived under State law shall continue to enjoy such authority, provided that such authority is not directly abridged by the terms thereof.

SECTION 10. This form of government shall take effect upon its passage.

SECTION 11. This act shall take effect upon its passage.

**ART. 26 COMMENTS:** Additional supplemental materials are available that summarize this changes of this Special Act in relation to status quo (the Acts of 1994). The Act is intended to streamline the day-to-day operations of the Town, shifting responsibility of certain daily operations to the Town Manager from the Select Board to avoid requiring meetings for approval – examples include: applying for and accepting grants, signing contracts that have been procured under Attorney General guidelines, signing weekly A/P and payroll warrants for timely vendor payments and reporting on the finances to the Board periodically.

***THE FINANCE COMMITTEE WILL MAKE A RECOMMENDATION AT TOWN MEETING (4-2, MR. ROBINSON & MR. WHITTAKER OPPOSED, MR. NAUSS ABSENT)***

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**ARTICLE 27. GENERAL BY-LAW: REGULATION OF INDUSTRIAL VEHICLES**

**SPONSORED BY: Select Board**

To see if the Town will vote to amend the Town’s General Bylaws by adding a new Article \_\_, regulating Industrial Vehicles on public ways

**ARTICLE \_\_ - REGULATION OF INDUSTRIAL VEHICLES**

**1. Purpose:** Large Industrial Vehicles, as defined below, travelling on certain public ways endanger public health, safety, welfare, and quality of life. In order to limit such risks in the Town of Holliston (the “Town”), the following requirements and restrictions are hereby enacted.

**2. Prohibitions:**

The Select Board of the Town (the “Select Board”) may, by adoption of a regulation, designate certain public ways (“Prohibited Ways”) in the Town as being unsafe for Large Industrial Vehicles and prohibit such vehicles from travelling on the designated ways, pursuant to G.L. c. 90, § 18. For the purposes of this Bylaw, “Large Industrial Vehicles” are motor vehicles with a gross weight of 5,000 pounds or greater and which are registered for commercial use. “Large Industrial Vehicles” shall not include vehicles whose primary purpose is related to providing healthcare services directly to humans. The Select Board may prohibit such vehicles at all times and days, or for certain periods as the Select Board may determine.

**3. Exemptions:**

Large Industrial Vehicles shall be exempted from the provisions of this Bylaw in the following circumstances:

1. Large Industrial Vehicles may enter Prohibited Ways in the event that such vehicle is making a delivery, or travelling for service, directly to a property on the Prohibited Way.

2. In the event of a detour closing other ways and directing traffic through a Prohibited Way within the Town.
3. In the event of an emergency, whereby there would be imminent danger to human health or property without the Large Industrial Vehicle travelling through the Prohibited Way.
4. Any activity to the extent regulation thereof has been preempted by state or federal law.

4. **Enforcement:**

This Bylaw shall be enforced by the Holliston Police Department.

5. **Violations and Penalties:**

Violations under this Bylaw, in the discretion of the enforcing person, may be enforced in equity under the police powers of the Town and by fines issued pursuant to noncriminal disposition as provided in M.G.L. c. 40 § 21D.

The fines for violations of this Bylaw shall be \$300.00 per offense, without limit, for each succeeding offense. Each day or part thereof shall constitute a separate offense.

6. **Notice:**

No regulation by the Select Board, designating prohibitions of Large Industrial Vehicles on Prohibited Ways shall be effective until notice of the regulation is published in one or more newspapers serving the Town of Holliston and until signs that indicate the prohibition and conform to the standards adopted by the Massachusetts Division of Highways are erected on the Prohibited Ways.

7. **Severability:**

If any provision of this Bylaw shall be determined invalid or unenforceable by final judgement or order of a court of competent jurisdiction, the remaining provisions of this Bylaw shall continue in effect to the fullest extent permitted by law.

**ART. 27 COMMENTS:** The Town has various side streets that have been classified by MassDOT as having Heavy Commercial Vehicle Exclusions (HCVE) meaning that vehicles over 2.5 tons are restricted access – though a 2.5 ton vehicle is exempt from the HCVE if it requires the roadway to do business, per statute. When MassDOT approved these HCVE the Town was required to prove that heavy commercial vehicles have an “alternate route” meaning that trucks are using these residential side streets to avoid traffic, not out of necessity. One issue with enforcing the HCVEs is that the fine for such infractions is considered by some large companies to be worth the price of the violation and this General By-Law allows the Town to address the issue with greater fines for better enforcement.

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**ARTICLE 28. LIBRARY GRANT MATCH (MPLCP)**  
**SPONSORED BY: Library Trustees Estimated Cost: \$150,000**

To see if the Town will vote to raise and appropriate or transfer from available funds a sum of money for the purpose of providing matching grant funding required for an application to the Massachusetts Public Library Construction Program (MPLCP) to consider rehabilitation of the existing public library or reconstruction of a public library, to be determined by feasibility study if selected for the grant program; or take any other action relative thereto.

**LIBRARY TRUSTEE COMMENTS:** The purpose of this article is to ask the Town to vote to appropriate \$150,000 towards a feasibility/building study should the Town be selected by the MPCLP, which would then match the funds up to an additional \$100,000 for the study. The Town cannot apply to the grant without setting aside funds prior the application deadline of May 31, 2024. The last time this grant cycle opened was 2016-2017 with payout through 2019 for waitlisted libraries. There is currently no future cycle being discussed or announced, it may be another 6-8 years before this grant opens again. The grant is not prescriptive to an outcome of rehabilitation or reconstruction, but it does require that the Town consider both, similar to the MSBA’s process for reviewing school building projects. Our facility is going to need a large debt exclusion for updates within the next decade. Many of our existing utilities are reaching the end of their useful life, and our current facility limits the library’s ability to provide services commensurate with the community’s evolving needs. To not enter this grant cycle is to pass up the opportunity to have a significant amount of the overall costs covered by the State.

**ART. 28 SELECT BOARD COMMENTS:** The Board does not take a stance for or against this article, but voted 2-1 to include the article for Town Meeting to decide the merits of the request. (\$150,000 from Free Cash)

***THE FINANCE COMMITTEE RECOMMENDS THAT THE TOWN APPROPRIATE \$150,000 FROM FREE CASH FOR THE PURPOSE STATED IN THE ARTICLE SHOULD THE TOWN CHOOSE TO ENTER THE GRANT PROGRAM (6-0, MR. NAUSS ABSENT)***

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**ARTICLE 29. REPORT OF THE COMMUNITY PRESERVATION COMMITTEE**

**SPONSORED BY: Community Preservation Committee**

To see if the Town will vote to act on the report of the Community Preservation Committee for the fiscal year 2025 community preservation budget and to appropriate or reserve for later appropriation monies from Community Preservation Fund annual revenues or available funds for the administrative expenses of the Community Preservation Committee, the payment of debt service, the undertaking of community preservation projects and all other necessary and proper expenses for the year:

<u>Reserves</u>	
Community Housing Reserve	\$ 95,618
Open Space Reserve	\$ 95,618
Historic Resources Reserve	\$ 95,618

**Appropriations**

Administrative Functions to support the Committee	\$5,000
Holliston Historical Society – ADA compliant restrooms Asa Whiting	\$54,300
Parks Engineering/Design of Basketball Courts at Flagg Field	\$50,000
Holliston Community Farm Engineering/Materials for Pavilion	\$21,750
Conservation Commission Trail Markers at Miller Hill (Gold Award)	\$551

**Total: \$131,601**

And to extend the sunset provision on the previous \$1,100,000 appropriation for Goodwill Park renovations to June 30, 2025 or take any action relative thereto.

**COMMENTS:** Total balance of Community Preservation Fund as of May 2024 Annual Town Meeting is approximately \$4.85 million, prior to approvals for the above requests. Comments to be made at Town Meeting by Community Preservation Committee. *(\$77,301 from Community Preservation Fund General Balance; \$54,300 from the Community Preservation Fund Historic Preservation Reserve; \$1,100,000 sunset extension on previous approval)*

***THE FINANCE COMMITTEE RECOMMENDS THAT THE TOWN APPROPRIATE \$77,301 FROM THE COMMUNITY PRESERVATION FUND GENERAL BALANCE AND \$54,300 FROM THE COMMUNITY PRESERVATION FUND HISTORIC PRESERVATION RESERVE FOR THE ITEMS LISTED IN THE ARTICLE, AND WILL MAKE A RECOMMENDATION ON THE GOODWILL PARK SUNSET PROVISION AT TOWN MEETING (6-0, MR. NAUSS ABSENT)***

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**ARTICLE 30. ROAD ACCEPTANCE – REBECA LANE**

**SPONSORED BY: Select Board**

To see if the Town will vote to accept as a public way Rebeca Lane (Station 0+00 to 5+00.06) and the associated drainage easement in the Triangle Farm Subdivision as shown on the plan entitled “Acceptance Plan ‘Triangle Farms’ Rebeca Lane Sta. 0+00 to 5+00.06” dated November 11, 2023, prepared by GLM Engineering Consultants, such way having been laid out as Town Ways by the Select Board; and to authorize the Select Board to acquire deeds or easements to effectuate such acceptance; or take any action relative thereto.

**COMMENTS:** The Planning Board voted in February 2024 to send Rebeca Lane to the Select Board for consideration of acceptance under c. 82, s. 17-32, for which the Select Board held a public hearing in April 2024. Final punch list items for the developer are considered minimal and subdivision performance surety was reduced to meet the potential cost of the punch list.

The 7-lot subdivision is built out and the Homeowner’s Association own and is responsible for the Open Space associated with the OSRD subdivision. Application for a permanent Conservation Restriction on the Open Space is under review by the EEA Division of Conservation Services per Agreement with the developer and the Planning Board.

**ARTICLE 31. WATER TOWER LEASE AUTHORIZATION**

**SPONSORED BY: Select Board**

To see if the Town will vote to authorize the Select Board pursuant to MGL c. 40 s. 3, and any other authority appertaining, to lease to use and occupy a portion of the Town owned property located at 0 Fairlane Way (Mount Hollis Water Tank) for a period of up to 30 years for the placement and operation of cell tower(s) and associated appurtenances under such terms and conditions as the Select Board may determine to be in the best interest of the Town; or take any action relative thereto.

**COMMENTS:** To secure the best financial terms for the Town to lease space on water tanks to cell companies, the lease agreements must be longer than normally allowable for the Select Board to agree to without Town Meeting authorization. By authorizing a lease up to 30 years, the Town can negotiate the best financial terms which then benefit the General Fund, Water Enterprise Fund, and Capital Expenditure Fund as percentages of lease revenue.

***THE FINANCE COMMITTEE RECOMMENDS FAVORABLE ACTION (6-0, MR. NAUSS ABSENT)***

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You are directed to notify and warn the inhabitants of said Town who are qualified to vote in Town elections to vote at:

- Voters in Precinct 1 vote at High School gymnasium
- Voters in Precinct 2 vote at High School gymnasium
- Voters in Precinct 3 vote at High School gymnasium
- Voters in Precinct 4 vote at High School gymnasium

On Tuesday, May 21, 2024

From 7:00 a.m. to 8:00 p.m. for the following purpose:

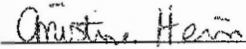
To cast their votes in the Town Election for the election of candidates for the following offices:


Select Board	3 year term	Vote for ONE
Board of Assessors	3 year term	Vote for ONE
Board of Assessors	2 year term	Vote for ONE
School Committee	3 year term	Vote for THREE
Board of Health	3 year term	Vote for ONE
Board of Health	2 year term	Vote for ONE
Trustee of Public Library	3 year term	Vote for TWO
Trustee of Public Library	2 year term	Vote for ONE
Finance Committee	3 year term	Vote for TWO
Finance Committee	1 year term	Vote for ONE
Park Commissioner	3 year term	Vote for TWO
Planning Board	5 year term	Vote for ONE
Housing Authority	5 year term	Vote for ONE

And you are directed to serve this Warrant by posting true copies thereof, attested, on and within the Town Hall seven days at least before the date of said meeting. Hereof fail not and make return of this Warrant with your doings thereon at the time and place of said meeting. Given under our hands this 24 day of April A.D. 2024.

  
\_\_\_\_\_  
John Cronin, Chair

SELECT BOARD

  
\_\_\_\_\_  
Tina Hein, Vice Chair

  
\_\_\_\_\_  
Benjamin Sparrell, Clerk

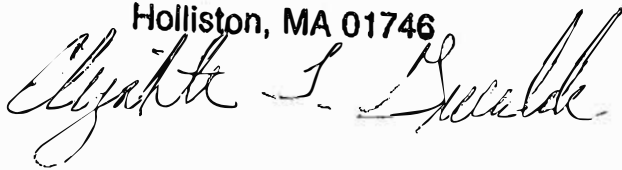
I have this 26<sup>TH</sup> day of April 2024, posted true copies, attested, of the within Warrant on and within the Town Hall, as herein directed.

  
\_\_\_\_\_  
Constable

A true record, ATTEST:

  
\_\_\_\_\_  
Elizabeth Greendale, Town Clerk

**A true copy of record  
Attest: Elizabeth T. Greendale  
Town Clerk  
Holliston, MA 01746**



**FY2025 Revenue vs. Expenditures (Projections)**

	FY23	FY24	FY25	Chg (\$)	Chg (%)	Level 2 - TA		Level 3 - BOS		Level 4 - FC		Level 4 FY25 to FY24	
	Actual	Tax Recap	Projected	FY24-25	FY24-25	FY25 Projected	FY25 Chg. Proj. to Dept.	FY24 Projected	FY24 Chg. Proj. to TA	FY24 Projected	FY24 Chg. Proj. to BOS	Chg (\$) to FY24	Chg (%) to FY24
<b>Revenue</b>													
Property Tax Levy	54,530,022	55,868,973	57,590,697	1,721,724	3.08%	57,590,697	-	57,590,697	-	57,590,697	-	1,721,724	3.08%
Excluded Debt	627,574	369,883	360,050	(9,833)	-2.66%	360,050	-	360,050	-	360,050	-	(9,833)	-2.66%
State Aid	11,209,150	11,600,514	11,759,919	159,405	1.37%	11,759,919	-	11,759,919	-	11,894,328	134,409	293,814	2.53%
MSBA	-	-	-	-	0.00%	-	-	-	-	-	-	-	0.00%
Local Receipts	3,597,076	4,291,558	4,295,235	3,677	0.09%	4,303,235	8,000	4,303,235	-	4,303,235	-	11,677	0.27%
Other	231,000	-	30,000	30,000	100.00%	280,000	250,000	280,000	-	30,000	(250,000)	30,000	100.00%
<b>Subtotal GF Revenue</b>	<b>70,194,822</b>	<b>72,130,928</b>	<b>74,035,901</b>	<b>1,904,973</b>	<b>2.64%</b>	<b>74,293,901</b>	<b>2,162,973</b>	<b>74,293,901</b>	<b>-</b>	<b>74,178,310</b>	<b>(115,591)</b>	<b>2,047,382</b>	<b>2.84%</b>
			<b>Level 1</b>			<b>Level 2</b>		<b>Level 3</b>		<b>Level 4</b>		<b>Level 4 to FY24</b>	
<b>Expenditures</b>			<b>FY25 Dept. Req.</b>	<b>Chg (\$)</b>	<b>Chg (%)</b>	<b>FY25 TA Rec.</b>	<b>FY25 Level 1 to 2</b>	<b>FY24 BOS Rec.</b>	<b>FY24 Level 2 to 3</b>	<b>FY24 FC Rec.</b>	<b>FY24 Level 3 to 4</b>	<b>Chg (\$)</b>	<b>Chg (%)</b>
Budget Requests (01122-01692)	12,533,299	14,103,390	15,183,741	1,080,352	7.66%	14,649,391	(534,350)	14,779,391	130,000	14,629,006	(150,385)	525,616	3.73%
Debt Service	623,073	377,650	362,650	(15,000)	-3.97%	362,650	-	362,650	-	362,650	-	(15,000)	-3.97%
County Retirement	2,607,227	2,611,009	2,550,093	(60,916)	-2.33%	2,550,093	-	2,617,865	67,772	2,617,865	-	6,856	0.26%
Employee Benefits / Insurances	7,937,764	9,186,822	9,547,209	360,387	3.92%	9,427,209	(120,000)	9,229,437	(197,772)	9,229,437	-	42,615	0.46%
<b>Subtotal GF, less Education</b>	<b>23,701,363</b>	<b>26,278,871</b>	<b>27,643,693</b>	<b>1,364,823</b>	<b>5.19%</b>	<b>26,989,343</b>	<b>(654,350)</b>	<b>26,989,343</b>	<b>-</b>	<b>26,838,958</b>	<b>(150,385)</b>	<b>560,087</b>	<b>2.13%</b>
Holliston Public Schools	38,845,279	40,529,934	43,517,951	2,988,017	7.37%	41,847,157	(1,670,794)	41,847,157	-	41,847,157	-	1,317,223	3.25%
Keefe Tech	1,471,091	1,529,189	1,824,872	295,683	19.34%	1,824,872	-	1,824,872	-	1,824,872	-	295,683	19.34%
<b>Subtotal Education</b>	<b>40,316,370</b>	<b>42,059,123</b>	<b>45,342,823</b>	<b>3,283,700</b>	<b>7.81%</b>	<b>43,672,029</b>	<b>(1,670,794)</b>	<b>43,672,029</b>	<b>-</b>	<b>43,672,029</b>	<b>-</b>	<b>1,612,906</b>	<b>3.83%</b>
Tax Supported Articles	1,875,000	2,350,000	2,139,260	(210,740)	-8.97%	1,650,000	(489,260)	1,650,000	-	1,700,000	50,000	(650,000)	-27.66%
Other Amts to Be Raised	1,952,968	1,412,636	1,960,496	547,860	38.78%	1,960,496	-	1,960,496	-	1,938,957	(21,539)	526,321	37.26%
<b>Total Expenditures (GF)</b>	<b>67,845,701</b>	<b>72,100,630</b>	<b>77,086,272</b>	<b>4,985,643</b>	<b>6.91%</b>	<b>74,271,868</b>	<b>(2,814,405)</b>	<b>74,271,868</b>	<b>-</b>	<b>74,149,944</b>	<b>(121,924)</b>	<b>2,049,314</b>	<b>2.84%</b>
<i>Projected Surplus/Deficit (Based on Tax Levy LIMIT)</i>		<i>30,299</i>	<i>(3,050,371)</i>			<i>22,034</i>		<i>22,034</i>		<i>28,366</i>			

3/4/2024

4/1/2024 voted

4/16/2024 voted

REVENUE & EXPENDITURE DETAIL COMPARISON						Level 2		Level 3		Level 4		FY24-25 +/-	
REVENUE	FY23 Tax Recap	FY24 Tax Recap	FY25 Proj	Chg (\$) FY24-25	Chg (%) FY24-25	FY25 TA Rec.	Dept. Req. to TA Rec.	FY24 BOS Rec.	Proj. TA to BOS Chg. (\$)	FY24 FC Rec.	Proj. BOS to FC Chg. (\$)	FY24-25 (\$) +/-	FY24-25 [%] +/-
<b>PROPERTY TAX LEVY</b>													
R1 Tax Levy (Prop. 2.5 & New Growth)	54,528,945	55,868,973	57,590,697	1,721,724	3.08%	57,590,697	-	57,590,697	-	57,590,697	-	1,721,724	3.08%
R2 Excluded Debt Service	627,574	369,883	360,050	(9,833)	-2.66%	360,050	-	360,050	-	360,050	-	(9,833)	-2.66%
Subtotal Tax Levy Revenue	55,156,519	56,238,856	57,950,747	1,711,891	3.04%	57,950,747	-	57,950,747	-	57,950,747	-	1,711,891	3.04%
<b>STATE AID</b>													
R3 Cherry Sheet (Ch. 70 & UGGA)	11,209,150	11,600,514	11,759,919	159,405	1.37%	11,759,919	-	11,759,919	-	11,894,328	134,409	685,178	6.11%
R4 MSBA (old methodology)	-	-	-	-	0.00%	-	-	-	-	-	-	-	0.00%
Subtotal State Aid	11,209,150	11,600,514	11,759,919	159,405	1.37%	11,759,919	-	11,759,919	-	11,894,328	134,409	685,178	6.11%
<b>LOCAL RECEIPTS</b>													
R5 MV Excise	2,200,000	2,397,323	2,250,000	(147,323)	-6.15%	2,250,000	-	2,250,000	-	2,250,000	-	50,000	2.27%
R6 Penalties & Interest	125,000	125,000	125,000	-	0.00%	125,000	-	125,000	-	125,000	-	-	0.00%
R7 PILOT (incl. Solar)	80,000	250,000	350,000	100,000	40.00%	350,000	-	350,000	-	350,000	-	270,000	337.50%
R8 Solid Waste Fees	65,000	70,000	70,000	-	0.00%	70,000	-	70,000	-	70,000	-	5,000	7.69%
R9 Other Charges for Services	150,000	140,000	140,000	-	0.00%	140,000	-	140,000	-	140,000	-	(10,000)	-6.67%
R10 Fees	155,000	210,000	210,000	-	0.00%	210,000	-	210,000	-	210,000	-	55,000	35.48%
R11 Rentals (Pinecrest)	60,000	60,000	87,000	27,000	45.00%	95,000	8,000	95,000	-	95,000	-	35,000	58.33%
R12 Other Dept. Revenue (incl. Ambulance)	290,000	211,000	375,000	164,000	77.73%	375,000	-	375,000	-	375,000	-	85,000	29.31%
R13 Licenses & Permits	375,000	455,000	375,000	(80,000)	-17.58%	375,000	-	375,000	-	375,000	-	-	0.00%
R14 Fines & Forfeits	20,000	19,000	19,000	-	0.00%	19,000	-	19,000	-	19,000	-	(1,000)	-5.00%
R15 Investment Income	22,000	250,000	190,000	(60,000)	-24.00%	190,000	-	190,000	-	190,000	-	168,000	763.64%
R16 Medicaid Reimbursement	50,000	100,000	100,000	-	0.00%	100,000	-	100,000	-	100,000	-	50,000	100.00%
R17 Miscellaneous Recurring	5,076	4,235	4,235	-	0.00%	4,235	-	4,235	-	4,235	-	(841)	-16.57%
R18 Solar	-	-	-	-	0.00%	-	-	-	-	-	-	-	0.00%
Subtotal Local Receipts	3,597,076	4,291,558	4,295,235	3,677	0.09%	4,303,235	8,000	4,303,235	-	4,303,235	-	706,159	19.63%
<b>WATER ENTERPRISE FUND</b>													
R19 Water Rate Revenue	3,167,697	3,399,681	3,304,799	(94,882)	-2.79%	3,304,799	-	3,304,799	-	3,304,799	-	137,102	4.33%
<b>OTHER AVAILABLE FUNDS</b>													
R20 Free Cash	3,859,028	2,574,748	-	(2,574,748)	-100.00%	-	-	-	-	-	-	(2,574,748)	-100.00%
R21 Capital Expenditure Fund	4,204,762	10,791,823	-	(10,791,823)	-100.00%	-	-	-	-	-	-	(10,791,823)	-100.00%
R22 Community Preservation	1,296,952	1,370,373	-	(1,370,373)	-100.00%	-	-	-	-	-	-	(1,370,373)	-100.00%
R23 Other	231,000	-	30,000	30,000	0.00%	280,000	250,000	280,000	-	30,000	(250,000)	30,000	100.00%
Subtotal - Other Available	9,591,742	14,736,944	30,000	(14,706,944)	-99.80%	280,000	250,000	280,000	-	30,000	(250,000)	(9,561,742)	-64.88%
<b>TOTAL REVENUE / AVAILABLE FUNDS</b>	82,722,184	90,267,553	77,340,700	(12,926,853)	-14.32%	77,598,700	258,000	77,598,700	-	77,483,109	(115,591)	(12,784,444)	-14.16%
<b>GF REVENUE (NOT INCL. WATER + OTHER)</b>	69,962,745	72,130,928	74,035,901	1,904,973	2.64%	74,293,901	258,000	74,293,901	-	74,178,310	(115,591)	2,047,382	2.84%

EXPENDITURE	Level 1		Level 2		Level 3		Level 4		Level 4 to Prior Year				
	FY23 Actuals	FY24 Budget	FY25 Dept. Req.	Chg (\$) FY24-25	Chg (%) FY24-25	FY25 TA Rec.	Dept. Req. to TA Rec.	FY24 BOS Rec.	Level 2 to 3 (\$)	FY24 FC Rec.	Level 3 to 4 (\$)	FY24-25 (\$) +/-	FY24-25 [%] +/-
E1 General Government	1,969,557	2,393,913	2,512,055	118,142	4.94%	2,497,831	(14,224)	2,497,831	-	2,485,421	(12,410)	91,508	3.82%
E2 Public Safety	5,129,251	5,583,272	6,259,516	676,244	12.11%	5,893,170	(366,346)	5,973,170	80,000	5,893,170	(80,000)	309,898	5.55%
E3 Education (HPS & Keefe)	40,316,370	42,059,123	45,342,823	3,283,700	7.81%	43,672,029	(1,670,794)	43,672,029	-	43,672,029	-	1,612,906	3.83%
E4 Land Use	371,724	476,470	487,864	11,394	2.39%	485,464	(2,400)	485,464	-	485,464	-	8,994	1.89%
E5 Public Works (incl. Snow & Ice, Fuels, WWTP)	2,105,657	2,348,231	2,435,965	87,734	3.74%	2,294,265	(141,700)	2,344,265	50,000	2,294,265	(50,000)	(53,966)	-2.30%
E6 Facilities Management (Town-side)	290,140	319,297	331,141	11,844	3.71%	329,371	(1,770)	329,371	-	329,371	-	10,074	3.16%
E7 Solid Waste (Muni. Trash)	1,321,133	1,474,188	1,549,683	75,495	5.12%	1,549,683	-	1,549,683	-	1,549,683	-	75,495	5.12%
E8 Health & Human Services (BOH, COA, YFS, Vets)	659,866	729,302	799,392	70,091	9.61%	791,482	(7,910)	791,482	-	791,482	-	62,181	8.53%
E9 Library	550,778	624,769	638,883	14,114	2.26%	638,883	-	638,883	-	630,908	(7,975)	6,139	0.98%
E10 Parks & Recreation	135,193	153,948	169,242	15,294	9.93%	169,242	-	169,242	-	169,242	-	15,294	9.93%
E11 Debt Service	623,073	377,650	362,650	(15,000)	-3.97%	362,650	-	362,650	-	362,650	-	(15,000)	-3.97%
E12 County Retirement	2,607,227	2,611,009	2,550,093	(60,916)	-2.33%	2,550,093	-	2,617,865	67,772	2,617,865	-	6,856	0.26%
E13 Employee Benefits / Insurances	7,937,764	9,186,822	9,547,209	360,387	3.92%	9,427,209	(120,000)	9,229,437	(197,772)	9,229,437	-	42,615	0.46%
E14 Warrant Articles (Tax Supported)	1,875,000	2,350,000	2,139,260	(210,740)	-8.97%	1,650,000	(489,260)	1,650,000	-	1,700,000	50,000	(650,000)	-27.66%
Subtotal	65,892,733	70,687,994	75,125,776	4,437,783	6.28%	72,311,372	(2,814,405)	72,311,372	-	72,210,987	(100,385)	1,522,993	2.15%
E15 Water Enterprise Fund	3,167,697	3,399,681	3,304,799	(94,882)	-2.79%	3,304,799	-	3,304,799	-	3,304,799	-	(94,882)	-2.79%
E16 Warrant Articles (non-Tax Supported)	9,360,742	14,736,944	-	(14,736,944)	-100.00%	-	-	-	-	-	-	(14,736,944)	-100.00%
<b>OTHER AMOUNTS TO BE RAISED</b>													
E17 Cherry Sheet Charges	618,946	698,314	716,682	18,368	2.63%	716,682	-	716,682	-	695,143	(21,539)	(3,171)	-0.45%
E18 Cherry Sheet Offsets	972,765	706,785	693,814	(12,971)	-1.84%	693,814	-	693,814	-	693,814	-	(12,971)	-1.84%
E19 Overlay	361,257	7,537	550,000	542,463	7197.33%	550,000	-	550,000	-	550,000	-	542,463	7197.33%
Subtotal	1,952,968	1,412,636	1,960,496	547,860	38.78%	1,960,496	-	1,960,496	-	1,938,957	(21,539)	526,321	37.28%
<b>TOTAL TO BE RAISED / EXPENDITURE</b>	80,374,140	90,237,255	80,391,071	(9,846,183)	-10.91%	77,576,667	(2,814,405)	77,576,667	-	77,454,743	(121,924)	(12,782,512)	-14.17%
<b>TOTAL TO BE RAISED, LESS WARRANT</b>	71,013,398	75,500,311	80,391,071	4,890,761	6.48%	77,576,667	(2,814,405)	77,576,667	-	77,454,743	(121,924)	1,954,432	2.59%
<b>CURRENT SURPLUS / DEFICIT</b>	2,348,044	30,299	(3,050,371)			22,034		22,034		28,366			

FY2025 Omnibus Budget - May 2024 ATM

			Actual Fiscal Year 2021	Actual Fiscal Year 2022	Actual Fiscal Year 2023	Budget Fiscal Year 2024	Level 1	Level 2	Level 3	Level 4	FY2024 to	
							Dept. Req Fiscal Year 2025	TA Rec Fiscal Year 2025	BOS Rec Fiscal Year 2025	Fincom Rec Fiscal Year 2025	FY2025 Level 4	
											(\$)	(%)
01122	Select Board	Personnel	296,904	276,240	303,105	324,226	338,917	338,917	338,917	338,917	14,691	4.53%
		Operating	133,260	112,556	98,183	102,500	103,750	102,450	102,450	102,450	(50)	-0.05%
		<b>Total</b>	<b>430,164</b>	<b>388,796</b>	<b>401,288</b>	<b>426,726</b>	<b>442,667</b>	<b>441,367</b>	<b>441,367</b>	<b>441,367</b>	<b>14,641</b>	<b>3.43%</b>
01131	Finance Committee	Personnel	-	2,196	1,394	4,000	4,000	4,000	4,000	1,580	(2,420)	-60.50%
		Operating	210	210	210	210	210	210	210	220	10	4.76%
		<b>Total</b>	<b>210</b>	<b>2,406</b>	<b>1,604</b>	<b>4,210</b>	<b>4,210</b>	<b>4,210</b>	<b>4,210</b>	<b>1,800</b>	<b>(2,410)</b>	<b>-57.24%</b>
01132	Reserve Fund	<b>Total</b>	<b>195,112</b>	<b>125,316</b>	<b>96,747</b>	<b>325,000</b>	<b>325,000</b>	<b>325,000</b>	<b>325,000</b>	<b>325,000</b>	-	0.00%
01135	Town Accountant	Personnel	140,779	145,745	126,565	163,161	165,555	165,555	165,555	165,555	2,394	1.47%
		Operating	33,798	34,190	53,904	37,500	47,200	43,200	43,200	43,200	5,700	15.20%
		<b>Total</b>	<b>174,577</b>	<b>179,935</b>	<b>180,469</b>	<b>200,661</b>	<b>212,755</b>	<b>208,755</b>	<b>208,755</b>	<b>208,755</b>	<b>8,094</b>	<b>4.03%</b>
01141	Board of Assessors	Personnel	196,590	205,494	195,476	207,923	214,011	214,011	214,011	214,011	6,088	2.93%
		Operating	22,943	36,057	49,471	87,218	79,105	79,105	79,105	79,105	(8,113)	-9.30%
		<b>Total</b>	<b>219,533</b>	<b>241,551</b>	<b>244,947</b>	<b>295,141</b>	<b>293,116</b>	<b>293,116</b>	<b>293,116</b>	<b>293,116</b>	<b>(2,025)</b>	<b>-0.69%</b>
01145	Treasurer/Collector	Personnel	317,869	287,435	311,358	326,194	346,292	346,292	346,292	346,292	20,098	6.16%
		Operating	44,032	49,163	57,324	60,620	60,700	58,300	58,300	58,300	(2,320)	-3.83%
		<b>Total</b>	<b>361,901</b>	<b>336,598</b>	<b>368,682</b>	<b>386,814</b>	<b>406,992</b>	<b>404,592</b>	<b>404,592</b>	<b>404,592</b>	<b>17,778</b>	<b>4.60%</b>
01152	Human Resources	Personnel	-	95,886	122,348	126,926	131,739	131,739	131,739	131,739	4,813	3.79%
		Operating	-	5,720	11,777	24,260	34,760	30,960	30,960	30,960	6,700	27.62%
		<b>Total</b>	<b>-</b>	<b>101,606</b>	<b>134,125</b>	<b>151,186</b>	<b>166,499</b>	<b>162,699</b>	<b>162,699</b>	<b>162,699</b>	<b>11,513</b>	<b>7.62%</b>
01155	Technology	Personnel	97,645	104,668	110,692	119,656	123,586	123,586	123,586	123,586	3,930	3.28%
		Operating	122,252	133,468	146,956	157,701	175,187	175,187	175,187	175,187	17,486	11.09%
		Capital Outlay	34,555	9,607	39,663	45,976	47,900	45,976	45,976	45,976	0	0.00%
		<b>Total</b>	<b>254,452</b>	<b>247,743</b>	<b>297,311</b>	<b>323,333</b>	<b>346,673</b>	<b>344,749</b>	<b>344,749</b>	<b>344,749</b>	<b>21,416</b>	<b>6.62%</b>
01161	Town Clerk	Personnel	144,748	150,959	147,809	168,709	175,357	175,357	175,357	175,357	6,648	3.94%
		Operating	7,261	10,261	11,349	11,344	11,550	11,550	11,550	11,550	206	1.82%
		<b>Total</b>	<b>152,009</b>	<b>161,220</b>	<b>159,158</b>	<b>180,053</b>	<b>186,907</b>	<b>186,907</b>	<b>186,907</b>	<b>186,907</b>	<b>6,854</b>	<b>3.81%</b>
01162	Elections	Personnel	23,284	3,644	16,623	25,694	50,841	50,841	50,841	40,841	15,147	58.95%
		Operating	12,654	5,897	15,556	16,095	17,395	16,595	16,595	16,595	500	3.11%
		<b>Total</b>	<b>35,938</b>	<b>9,541</b>	<b>32,179</b>	<b>41,789</b>	<b>68,236</b>	<b>67,436</b>	<b>67,436</b>	<b>57,436</b>	<b>15,647</b>	<b>37.44%</b>
01171	Conservation Comm.	Personnel	50,459	51,468	59,996	62,096	64,319	64,319	64,319	64,319	2,223	3.58%
		Operating	3,977	1,892	1,877	4,150	4,550	3,650	3,650	3,650	(500)	-12.05%
		<b>Total</b>	<b>54,436</b>	<b>53,360</b>	<b>61,873</b>	<b>66,246</b>	<b>68,869</b>	<b>67,969</b>	<b>67,969</b>	<b>67,969</b>	<b>1,723</b>	<b>2.60%</b>
01175	Planning Board	Personnel	96,869	101,914	103,725	109,697	113,295	113,295	113,295	113,295	3,598	3.28%
		Operating	3,211	3,416	3,428	5,050	4,550	4,550	4,550	4,550	(500)	-9.90%
		<b>Total</b>	<b>100,080</b>	<b>105,330</b>	<b>107,153</b>	<b>114,747</b>	<b>117,845</b>	<b>117,845</b>	<b>117,845</b>	<b>117,845</b>	<b>3,098</b>	<b>2.70%</b>
01176	Zoning Board	Personnel	6,253	5,858	7,013	7,213	7,516	7,516	7,516	7,516	303	4.20%
		Operating	2,225	3,820	1,690	3,875	3,875	2,875	2,875	2,875	(1,000)	-25.81%
		<b>Total</b>	<b>8,478</b>	<b>9,678</b>	<b>8,703</b>	<b>11,088</b>	<b>11,391</b>	<b>10,391</b>	<b>10,391</b>	<b>10,391</b>	<b>(697)</b>	<b>-6.29%</b>

FY2025 Omnibus Budget - May 2024 ATM

			Actual Fiscal Year 2021	Actual Fiscal Year 2022	Actual Fiscal Year 2023	Budget Fiscal Year 2024	Level 1	Level 2	Level 3	Level 4	FY2024 to FY2025 Level 4	
							Dept. Req Fiscal Year 2025	TA Rec Fiscal Year 2025	BOS Rec Fiscal Year 2025	Fincom Rec Fiscal Year 2025	(\$) Chg	(%) Chg
01182	Economic Dev.	Personnel	-	-	-	50,000	48,874	48,874	48,874	48,874	(1,126)	-2.25%
		Operating	788	4,056	1,070	1,000	2,950	2,950	2,950	2,950	1,950	195.00%
		<b>Total</b>	<b>788</b>	<b>4,056</b>	<b>1,070</b>	<b>51,000</b>	<b>51,824</b>	<b>51,824</b>	<b>51,824</b>	<b>51,824</b>	<b>824</b>	<b>1.62%</b>
01192	Public Buildings	<b>Total</b>	<b>332,600</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0</b>	<b>0.00%</b>	
01199	Sustainability	<b>Total</b>	<b>47,738</b>	<b>47,520</b>	<b>47,205</b>	<b>51,500</b>	<b>51,500</b>	<b>51,500</b>	<b>51,500</b>	<b>0</b>	<b>0.00%</b>	
01210	Police	Personnel	2,734,632	2,868,431	3,000,290	3,324,429	3,355,505	3,305,505	3,305,505	3,305,505	(18,924)	-0.57%
		Operating	195,593	211,275	256,342	251,308	301,547	281,266	281,266	281,266	29,958	11.92%
		Capital Outlay	1,385	1,010	-	1,435	1,435	-	-	-	(1,435)	-100.00%
		<b>Total</b>	<b>2,931,610</b>	<b>3,080,716</b>	<b>3,256,632</b>	<b>3,577,172</b>	<b>3,658,487</b>	<b>3,586,771</b>	<b>3,586,771</b>	<b>3,586,771</b>	<b>9,599</b>	<b>0.27%</b>
01211	Auxiliary Police	<b>Total</b>	<b>13,517</b>	<b>3,534</b>	<b>7,359</b>	<b>16,002</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>(16,002)</b>	<b>-100.00%</b>
01220	Fire	Personnel	717,003	739,150	856,488	843,390	924,678	852,572	852,572	852,572	9,182	1.09%
		Operating	79,943	129,247	140,494	145,145	181,777	171,777	171,777	171,777	26,632	18.35%
		Capital Outlay	2,394	9,965	31,501	35,000	35,000	35,000	35,000	35,000	0	0.00%
		<b>Total</b>	<b>799,340</b>	<b>878,362</b>	<b>1,028,483</b>	<b>1,023,535</b>	<b>1,141,455</b>	<b>1,059,349</b>	<b>1,059,349</b>	<b>1,059,349</b>	<b>35,814</b>	<b>3.50%</b>
01231	Ambulance	Personnel	303,750	361,451	654,504	708,352	1,189,513	977,239	1,057,239	977,239	268,887	37.96%
		Operating	91,055	121,456	127,938	198,150	210,000	210,000	210,000	210,000	11,850	5.98%
		Capital Outlay	-	46	-	-	-	-	-	-	-	-
		<b>Total</b>	<b>394,805</b>	<b>482,953</b>	<b>782,442</b>	<b>906,502</b>	<b>1,399,513</b>	<b>1,187,239</b>	<b>1,267,239</b>	<b>1,187,239</b>	<b>280,737</b>	<b>30.97%</b>
01241	Building Inspection	Personnel	130,210	146,121	176,992	213,689	218,235	218,235	218,235	218,235	4,546	2.13%
		Operating	13,579	16,723	15,498	19,200	19,200	19,200	19,200	19,200	0	0.00%
		Capital Outlay	500	-	435	500	500	-	-	-	(500)	-100.00%
		<b>Total</b>	<b>144,289</b>	<b>162,844</b>	<b>192,925</b>	<b>233,389</b>	<b>237,935</b>	<b>237,435</b>	<b>237,435</b>	<b>237,435</b>	<b>4,046</b>	<b>1.73%</b>
01291	Emergency Mgmt	Personnel	-	5,000	5,028	10,000	10,000	10,000	10,000	10,000	0	0.00%
		Operating	11,276	11,453	11,057	12,061	12,061	11,811	11,811	11,811	(250)	-2.07%
		<b>Total</b>	<b>11,276</b>	<b>16,453</b>	<b>16,085</b>	<b>22,061</b>	<b>22,061</b>	<b>21,811</b>	<b>21,811</b>	<b>21,811</b>	<b>(250)</b>	<b>-1.13%</b>
01292	Animal Control	<b>Total</b>	<b>38,000</b>	<b>38,000</b>	<b>38,250</b>	<b>38,000</b>	<b>38,000</b>	<b>38,000</b>	<b>38,000</b>	<b>0</b>	<b>0.00%</b>	
01420	DPW (Hwy)	Personnel	709,416	790,950	959,997	1,058,403	1,061,359	1,061,359	1,061,359	1,061,359	2,956	0.28%
		Operating	280,438	331,619	319,937	357,233	407,233	407,233	407,233	407,233	50,000	14.00%
		Capital Outlay	302,129	236,209	246,211	300,000	300,000	200,000	250,000	200,000	(100,000)	-33.33%
		<b>Total</b>	<b>1,291,983</b>	<b>1,358,778</b>	<b>1,526,145</b>	<b>1,715,636</b>	<b>1,768,592</b>	<b>1,668,592</b>	<b>1,718,592</b>	<b>1,668,592</b>	<b>(47,044)</b>	<b>-2.74%</b>
01422	Facilities Maint.	Personnel	95,556	97,592	100,529	103,540	117,164	117,164	117,164	117,164	13,624	13.16%
		Operating	117,816	171,292	189,005	214,257	212,477	210,707	210,707	210,707	(3,550)	-1.66%
		Capital Outlay	2,354	1,377	606	1,500	1,500	1,500	1,500	1,500	0	0.00%
		<b>Total</b>	<b>215,726</b>	<b>270,261</b>	<b>290,140</b>	<b>319,297</b>	<b>331,141</b>	<b>329,371</b>	<b>329,371</b>	<b>329,371</b>	<b>10,074</b>	<b>3.16%</b>
01423	Snow & Ice	Personnel	57,082	73,164	27,118	50,000	50,000	50,000	50,000	50,000	0	0.00%
		Operating	338,732	347,871	224,277	200,000	200,000	200,000	200,000	200,000	0	0.00%
		<b>Total</b>	<b>395,814</b>	<b>421,035</b>	<b>251,395</b>	<b>250,000</b>	<b>250,000</b>	<b>250,000</b>	<b>250,000</b>	<b>250,000</b>	<b>0</b>	<b>0.00%</b>



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			Actual Fiscal Year 2021	Actual Fiscal Year 2022	Actual Fiscal Year 2023	Budget Fiscal Year 2024	Level 1	Level 2	Level 3	Level 4	FY2024 to FY2025 Level 4		
							Dept. Req Fiscal Year 2025	TA Rec Fiscal Year 2025	BOS Rec Fiscal Year 2025	Fincom Rec Fiscal Year 2025	(\$)	(%)	
							2025	2025	2025	2025	Chg	Chg	
01424	Street Lighting	Total	67,112	76,553	87,166	99,820	81,982	75,782	75,782	75,782	(24,038)	-24.08%	
01433	Solid Waste	Total	1,274,518	1,234,435	1,321,133	1,474,188	1,549,683	1,549,683	1,549,683	1,549,683	75,495	5.12%	
01440	Wastewater Treatment	Operating	85,302	100,853	100,630	106,275	134,891	134,891	134,891	134,891	28,616	26.93%	
		Capital Outlay	-	-	-	-	24,000	-	-	-	-	-	-
		Total	85,302	100,853	100,630	106,275	158,891	134,891	134,891	134,891	28,616	26.93%	
01499	Motor Vehicle Fuels	Total	80,181	109,299	140,321	176,500	176,500	165,000	165,000	165,000	(11,500)	-6.52%	
01512	Board of Health	Personnel	151,026	159,344	160,783	165,091	164,368	164,368	164,368	164,368	(723)	-0.44%	
		Operating	7,247	7,405	6,900	8,450	9,650	9,650	9,650	9,650	1,200	14.20%	
		Total	158,273	166,749	167,683	173,541	174,018	174,018	174,018	174,018	477	0.27%	
01541	Council on Aging	Personnel	179,463	206,527	182,607	223,146	244,493	238,867	238,867	238,867	15,721	7.05%	
		Operating	56,594	45,213	56,079	61,915	69,145	66,861	66,861	66,861	4,946	7.99%	
		Total	236,057	251,740	238,686	285,061	313,638	305,728	305,728	305,728	20,668	7.25%	
01542	Youth & Family	Personnel	140,711	147,886	148,459	154,323	192,133	192,133	192,133	192,133	37,810	24.50%	
		Operating	18,104	12,983	17,398	19,170	19,420	19,420	19,420	19,420	250	1.30%	
		Total	158,815	160,869	165,857	173,493	211,553	211,553	211,553	211,553	38,060	21.94%	
01543	Veterans' Services	Benefits	46,296	46,250	43,835	50,000	50,000	50,000	50,000	50,000	0	0.00%	
		Operating	42,677	44,798	43,805	47,207	50,183	50,183	50,183	50,183	2,976	6.30%	
		Total	88,973	91,048	87,640	97,207	100,183	100,183	100,183	100,183	2,976	3.06%	
01610	Library	Personnel	351,334	363,980	371,385	436,469	445,563	445,563	445,563	437,588	1,119	0.26%	
		Operating	162,867	165,690	179,393	188,300	193,320	193,320	193,320	193,320	5,020	2.67%	
		Total	514,201	529,670	550,778	624,769	638,883	638,883	638,883	630,908	6,139	0.98%	
01650	Parks & Recreation	Personnel	125,993	132,125	135,193	153,948	169,242	169,242	169,242	169,242	15,294	9.93%	
		Operating	-	9,755	-	-	-	-	-	-	-	-	-
		Total	125,993	141,880	135,193	153,948	169,242	169,242	169,242	169,242	15,294	9.93%	
01660	Rail Trail	Total	1,000	293	3,542	5,000	5,000	5,000	5,000	5,000	0	0.00%	
01692	Celebrations	Total	2,000	2,000	2,300	2,500	2,500	2,500	2,500	2,500	0	0.00%	
01911	County Retirement	Total	2,144,455	2,375,731	2,607,227	2,611,009	2,550,093	2,550,093	2,617,865	2,617,865	6,856	0.26%	
01912	Workers' Comp.	Total	283,171	302,068	348,377	380,969	377,630	377,630	377,630	377,630	(3,339)	-0.88%	
01913	Unemployment	Total	41,438	41,662	48,138	50,000	50,000	50,000	50,000	50,000	0	0.00%	
01914	Employee Benefits	Total	7,274,235	7,426,875	7,176,730	8,364,143	8,718,076	8,598,076	8,400,304	8,400,304	36,161	0.43%	
01945	Liability Insurance	Total	245,831	365,486	364,519	391,710	401,503	401,503	401,503	401,503	9,793	2.50%	
		Subtotal - 01122 - 01945	21,385,931	22,104,803	23,078,290	25,901,221	27,281,043	26,626,693	26,626,693	26,476,308	575,087	2.22%	

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							Level 1	Level 2	Level 3	Level 4	FY2024 to FY2025 Level 4	
			Actual Fiscal Year 2021	Actual Fiscal Year 2022	Actual Fiscal Year 2023	Budget Fiscal Year 2024	Dept. Req Fiscal Year 2025	TA Rec Fiscal Year 2025	BOS Rec Fiscal Year 2025	Fincom Rec Fiscal Year 2025	(\$) Chg	(%) Chg
01300	Holliston Public Schools*	Total	35,139,715	37,098,523	38,845,279	40,529,934	43,517,951	41,847,157	41,847,157	41,847,157	1,317,223	3.25%
01371	Keefe Technical*	Total	1,214,357	1,421,995	1,471,091	1,529,189	1,824,872	1,824,872	1,824,872	1,824,872	295,683	19.34%
		Education Subtotal	36,354,072	38,520,518	40,316,370	42,059,123	45,342,823	43,672,029	43,672,029	43,672,029	1,612,906	3.83%
01710	Debt Service	Operating	2,000	2,000	2,000	4,000	4,000	4,000	4,000	4,000	0	0.00%
		Debt Service	3,010,553	2,398,638	621,073	373,650	358,650	358,650	358,650	358,650	(15,000)	-4.01%
		Total	3,012,553	2,400,638	623,073	377,650	362,650	362,650	362,650	362,650	(15,000)	-3.97%
		Total General Fund Budget	60,752,556	63,025,959	64,017,733	68,337,994	72,986,516	70,661,372	70,661,372	70,510,987	2,172,993	3.18%
61450	Water Division (Enterprise)	Personnel	648,407	754,069	719,399	872,110	877,583	877,583	877,583	877,583	5,473	0.63%
		Benefits	194,424	222,383	243,566	280,623	297,391	297,391	297,391	297,391	16,768	5.98%
		Operating	772,543	864,062	900,514	1,150,115	1,050,115	1,050,115	1,050,115	1,050,115	(100,000)	-8.69%
		Capital Outlay	15,000	-	10,651	-	15,000	15,000	15,000	15,000	15,000	0.00%
		Debt Service	682,101	663,752	1,293,567	1,096,833	1,064,710	1,064,710	1,064,710	1,064,710	(32,123)	-2.93%
		Total	2,312,475	2,504,266	3,167,697	3,399,681	3,304,799	3,304,799	3,304,799	3,304,799	(94,882)	-2.79%

FY24 WAGES AND BENEFITS

Department	9600				1100	Health	Health	Workers	Middlesex	OPEB	Total
	Gross Wages	Disability Insurance	Health Insurance	Life Insurance	Medicare Tax	Savings Account	Ins. Opt-Out Program				
122-Select Board	249,845	1,161	23,486	42	3,316	3,000		254	47,332	6,470	85,062
135-Accounting	137,253	653	9,677	28	1,861	1,000		86	26,682	2,669	42,655
141-Assessors	195,113	739	14,636	84	2,634	2,000		1,229	29,716	4,048	55,087
145-Treasurer/Collector	340,685	1,620	21,842	109	4,639	3,000		150	64,937	6,036	102,333
152-Human Resources	173,772	901	8,329	42	2,417	0		74	36,340	2,302	50,407
155-Technology	110,387	535	6,592	42	1,516	1,000		62	21,495	1,824	33,066
161-Town Clerk	130,991	624	26,092	60	1,577	2,000		70	25,464	7,192	63,078
162-Elections	8,821	0		0	128	0		1	0	0	129
171-Conservation	59,636	310	5,431	0	803	1,000		30	12,471	1,493	21,539
175-Planning	112,803	557		28	1,635	0		89	22,410	8	24,727
210-Police	3,343,829	13,776	172,359	774	44,925	7,000		70,210	571,102	47,611	927,756
220-Fire/Ambulance	1,655,950	1,709	181,017	1,327	20,623	20,000	1,000	30,164	85,817	50,144	391,799
241-Building	275,161	862	5,983	28	3,927	0		5,809	34,666	1,653	52,929
265-CPA	907	0		0	13	0		0	0	0	14
420-DPW-Highway	879,343	4,023	163,487	352	11,008	0		30,481	164,140	45,055	418,546
422-DPW-Facilities Manager	101,186	518	17,359	0	1,277	0		3,979	20,932	4,774	48,839
429-DPW-Grounds Div	149,526	727	12,361	39	2,032	0		2,942	28,836	3,410	50,347
430-DPW Director	182,487	586	17,359	42	2,455	0		5,789	23,578	4,785	54,595
450-DPW-Water	802,832	3,008	91,270	300	10,675	0		14,431	119,769	25,181	264,634
512-Board of Health	167,734	859	12,676	84	2,282	1,000		421	34,913	3,509	55,744
541-Council on Aging	242,131	1,005	13,679	151	3,361	1,000	1,000	2,432	41,097	3,803	67,527
542-Youth and Family Services	178,016	801	6,717	42	2,493	1,000		157	32,550	1,859	45,620
543-Veterans District	127,561	651		42	1,785	0		74	26,442	12	29,006
610-Library	403,171	1,324	36,227	88	5,447	0		228	53,665	9,986	106,966
650-Park and Rec	313,042	690	20,967	42	4,314	0		5,203	27,820	5,777	64,813
<b>Total-Town</b>	<b>10,342,178</b>	<b>37,638</b>	<b>867,547</b>	<b>3,742</b>	<b>137,144</b>	<b>43,000</b>	<b>2,000</b>	<b>174,368</b>	<b>1,552,175</b>	<b>239,602</b>	<b>3,057,216</b>
910-Miller Schhol	5,884,548	0	396,894	1,313	80,649	3,667	2,500	35,522	37,166	109,506	667,216
911-Placentino School	5,866,749	0	437,867	1,350	79,870	6,167	1,833	34,728	56,051	120,783	738,649
912-Substitutes & Tutors	392,469	0	8,235	154	5,576	417		2,297	42,669	2,307	61,654
913-High School	8,473,237	0	500,154	1,327	117,019	3,833	8,500	50,432	117,477	137,906	936,647
914-Middle School	6,498,236	0	504,554	1,253	87,601	2,833	1,000	39,183	50,430	139,095	825,950
915-School Administration	1,451,453	0	80,467	214	19,860	5,000		7,451	26,616	22,187	161,794
916-Cafeteria	583,643	0	127,634	280	7,127	1,667		14,957	98,956	35,176	285,797
917-Teachers Aides	2,826,400	0	351,178	999	37,063	7,833	2,000	16,027	528,285	96,848	1,040,233
918-School Clerical	543,102	0	44,718	319	7,213	1,000	2,500	2,931	111,676	12,385	182,741
919-Custodians/Maintenance	351,677	0	62,882	168	4,460	1,000		13,970	69,646	17,339	169,465
920-Bus Drivers	0	0	0	0	0	0		96	0	0	96
921-Extended Day Program	618,582	0	76,032	119	8,157	5,000		4,193	112,269	20,941	226,711
922-Nurses/Misc	514,804	0	19,249	112	7,250	1,500		2,821	392	5,324	36,648
923-Coaches	296,521	0	24,779	44	4,019	0		825	0	6,826	36,494
924-Extended School Year Program	46,229	0	0	0	664	0		198	0	0	862
<b>Total-School</b>	<b>34,347,651</b>	<b>0</b>	<b>2,634,644</b>	<b>7,650</b>	<b>466,527</b>	<b>39,917</b>	<b>18,333</b>	<b>225,632</b>	<b>1,251,633</b>	<b>726,623</b>	<b>5,370,958</b>
Retirees-Direct Bill			525,065	1,114						144,698	670,877
Retirees-Middlesex Retirement			441,223	897						121,582	563,701
Retirees-Teachers Retirement			971,029	1,697						267,497	1,240,223
Total Retirees	0	0	1,937,318	3,708	0	0	0	0	0	533,776	2,474,801
<b>Total-Town, School and Retirees</b>	<b>44,689,829</b>	<b>37,638</b>	<b>5,439,509</b>	<b>15,100</b>	<b>603,670</b>	<b>82,917</b>	<b>20,333</b>	<b>400,000</b>	<b>2,803,808</b>	<b>1,500,000</b>	<b>10,902,975</b>

Notes:

- Employee wages and benefits are charged to the employees "home" departments if they worked in more than one location or have changed departments during the fiscal year
- Wages include uniforms, meals and other taxable fring benefigts that an employee may have received.
- The Metrowest Veterans District wages and benefits are included in the above numbers as they are part of our payroll/accounting system.
- The total Middlesex Retirement Assessment for FY24 is broken down as follows:

Normal Cost:	708,301.00
Unfunded Actuarial Accrued Liability:	2,059,332.00
Total Retirement Assessment:	2,767,633.00

Payment to Middlesex Retirement on July 1 was \$2,720,260. \$47,373 was deposited into the Pension Stabilization Fund.

- The OPEB allocation is bases upon the total health and life insurance for active employees and retirees.
- Health Savings Account and Health Insurance Opt-Out Programs capture the employer's share of expenses relating to our PEC Agreement for health insurance.

**REVOLVING ACCOUNTS FY2024**

<b>SCHOOL DEPARTMENT</b>	<b>BALANCE JULY 1</b>	<b>REVENUE</b>	<b>EXPENDITURES</b>	<b>BALANCE MARCH 31</b>
School Community Use	34,925	59,398	48,873	45,450
Industrial Arts	7,801	2,374	0	10,175
School Tuition	863,651	293,199	370,161	786,689
Extended Day Care	410,860	1,320,728	1,051,026	680,562
Athletic	88,809	145,248	10,421	223,636
High School Parking Lot	12,961	11,075	15,000	9,036
Lost Books/High School	6,117	172	0	6,289
High School Student Revolving	2,273	17,010	13,470	5,813
Student Bus Program	315,830	222,240	360,000	178,070
SPED 50-50	1,472,320	1,904,105	1,472,320	1,904,105
Drama	204	0	845	(641)
Elementary After School	8,665	0	410	8,255
Adult Education	24,436	0	0	24,436
Cable TV Studio Rental	48,200	0	13,000	35,200
Lost Books/Middle School	5,971	0	0	5,971
High School Transcript Fees	23,446	0	10,000	13,446
Cafeteria	660,542	1,440,862	1,227,785	873,619
Middle Student Revolving	2,603	0	0	2,603
Miller Student Revolving	4,460	0	0	4,460
School Choice	603,636	731,905	640,022	695,519
<b>Total School Department</b>	<b>4,597,710</b>	<b>6,148,316</b>	<b>5,233,333</b>	<b>5,512,693</b>
<b>TOWN DEPARTMENTS</b>				
Park Department	463,154	510,358	472,979	500,533
Premium on Long Term Debt	3,557			3,557
Recycling Initiative	12,417	9,937		22,354
Assessors Abutters	3,787	4,714	1,359	7,142
Conservation Fees	63,712	2,832	1,386	65,158
Conservation By-Laws	143,527	16,035	707	158,855
Community Farm	2,931	4,308	3,565	3,674
Agricultural Commission	1,841		395	1,446
Town Hall Rental	43,655	14,675	8,705	49,625
Building (Wiring, Gas, Plumbing)	258,887	133,681	111,647	280,921
Sealer of Weights/Measures	51,262	17,135	5,100	63,297
Emergency Management	58,439	1,152	3,453	56,138
School Tech Repair & Replace	93,865	19,986	33,244	80,607
Composting Kit Fees	2,418	396		2,814
Flourescent Bulb	897			897
Health Inoculations	24,667	404		25,071
Senior Center Nutrition	23,423	5,916	8,122	21,217
Senior Center Van	18,410	39,512	69,604	-11,682
Senior Center Rentals	0	50	0	50
Pinecrest Golf Course	504,412	313,256	209,123	608,545
Select Board Insurance Recovery	974		2,641	-1,667
MTBE Settlement	13,869		13,869	0
Tax Title Revolving	33,661	5,773		39,434
Police Insurance Recovery	5,131	3,046	4,199	3,978
Fire Insurance Recovery	9,742	2,974		12,716
School Insurance Recovery	23,181			23,181
Highway Insurance Recovery	2,627	967	705	2,889
COA Insurance Recovery	846			846
Library Insurance Recovery	0			0
Recreation Insurance Recovery	0			0
<b>Total Town Departments</b>	<b>1,865,292</b>	<b>1,107,107</b>	<b>950,803</b>	<b>2,021,597</b>
<b>Grand Total Revolving</b>	<b>6,463,002</b>	<b>7,255,423</b>	<b>6,184,136</b>	<b>7,534,289</b>

HOLLISTON LONG TERM DEBT SCHEDULE

4/28/2022

OUTSIDE THE LEVY LIMIT

FISCAL YEAR	FIRE	LAND	WATER	TOWN HALL	GOLF COURSE	TOTAL	ELEMENT. SCHOOL	HIGH&MIDDLE SCHOOL	SEWERS	POLICE STATION	1750 WASHINGTON	TOTAL	ALL ITEMS	CHANGE
2025	0	0	1,064,710	0	0	1,064,710	0	0	0	358,650		358,650	1,423,360	-47,122
2026	0	0	1,037,738	0	0	1,037,738	0	0	0	343,650		343,650	1,381,388	-41,971
2027	0	0	733,667	0	0	733,667	0	0	0	333,650		333,650	1,067,317	-314,071
2028	0	0	717,448	0	0	717,448	0	0	0	183,400		183,400	900,848	-166,469
2029	0	0	701,228	0	0	701,228	0	0	0	171,600		171,600	872,828	-28,020
2030	0	0	685,009	0	0	685,009	0	0	0	0		0	685,009	-187,818
2031	0	0	668,791	0	0	668,791	0	0	0	0		0	668,791	-16,218
2032	0	0	659,074	0	0	659,074	0	0	0	0		0	659,074	-9,718
2033	0	0	649,358	0	0	649,358	0	0	0	0		0	649,358	-9,716
2034	0	0	639,641	0	0	639,641	0	0	0	0		0	639,641	-9,717
2035	0	0	629,926	0	0	629,926	0	0	0	0		0	629,926	-9,715
2036	0	0	464,750	0	0	464,750	0	0	0	0		0	464,750	-165,176
2037	0	0	454,188	0	0	454,188	0	0	0	0		0	454,188	-10,563
2038	0	0	443,625	0	0	443,625	0	0	0	0		0	443,625	-10,563
2039	0	0	433,063	0	0	433,063	0	0	0	0		0	433,063	-10,563
2040	0	0	422,500	0	0	422,500	0	0	0	0		0	422,500	-10,563
2041	0	0	411,125	0	0	411,125	0	0	0	0		0	411,125	-11,375
2042	0	0	399,750	0	0	399,750	0	0	0	0		0	399,750	-11,375
2043	0	0	388,375	0	0	388,375	0	0	0	0		0	388,375	-11,375
2044	0	0	376,188	0	0	376,188	0	0	0	0		0	376,188	-12,188
2045	0	0	364,000	0	0	364,000	0	0	0	0		0	364,000	-12,188
2046	0	0	351,000	0	0	351,000	0	0	0	0		0	351,000	-13,000
2047	0	0	338,000	0	0	338,000	0	0	0	0		0	338,000	-13,000
<b>TOTAL</b>	<b>2,417,008</b>	<b>201,328</b>	<b>25,990,826</b>	<b>3,746,517</b>	<b>2,192,494</b>	<b>34,548,173</b>	<b>44,163,164</b>	<b>35,882,468</b>	<b>6,234,497</b>	<b>8,457,361</b>	<b>1,564,000</b>	<b>96,301,490</b>	<b>130,849,663</b>	

\*Please refer to prior town meeting reports for details.

The above debt schedules include those projects which have been permanently financed. The school figures do not include SBAB reimbursements. Short term borrowing is not included above but is included in the Debt Service budget in the Omnibus Budget.

Notes: The 1996 Annual Town Meeting approved a borrowing of up to \$45 million for a sewer project. Town Meetings in 1996 and 1997 authorized borrowings of up to \$28,962,000 for the elementary school project and the 1998 Annual Town Meeting authorized a borrowing of \$50,408,132 for the high and middle school building projects. Various Town Meetings between 1997 and 2000 authorized a total borrowing of \$1,800,000 for the golf course clubhouse. Town Meetings in 1997 and 2000 authorized a total borrowing of \$1,750,000 for the Central Fire Station. The 2001 Annual Town Meeting authorized a borrowing of \$2,950,000 for the Town Hall project. A Town Meeting in 2002 authorized a borrowing of up to \$649,000 for land acquisition. Town Meetings in 2003 authorized a borrowing of \$6,900,000 for water projects. A Town Meeting in 2006 authorized \$6,630,000 for a new police station. A Town Meeting in 2010 authorized a borrowing of \$1,500,000 for water projects. A Town Meeting in 2015 authorized \$1,725,000 for the purchase of land and buildings at 1750 Washington Street. The above debt schedules includes those projects which have been permanently financed and reflects refinancing of school, fire and sewer debt in 2016 and the police station in 2020. The Town Meeting in 2018 authorized the borrowing of \$8,375,000 for a new treatment plant for Well 5. The 25 years bonds in the amount of \$8,250,000 will be issued on May 10, 2022, and are reflected in the above figures. The school figures do not include SBAB reimbursements.

## FREE CASH ANALYSIS

FISCAL YEAR	CERTIFIED JULY 1	TRANSFERS	% OF TAX LEVY
2015	690,000	690,000	1.70%
2016	2,083,684	2,083,684	4.87%
2017	2,005,149	2,005,149	4.52%
2018	2,273,203	2,273,203	4.89%
2019	3,022,466	3,022,466	6.31%
2020	3,067,104	3,067,104	6.11%
2021	2,654,475	2,654,475	5.20%
2022	3,657,905	3,451,500	6.92%
2023	3,716,249	3,716,249	6.84%
2024	2,661,149	2,511,149	4.73%
AVERAGE	2,583,138	2,547,498	5.21%

## RESERVE FUND ANALYSIS

ALL CURRENT YEAR BALANCES AS OF MARCH 31

FISCAL YEAR	ATM	STM	TRANSFERS OUT	BALANCE JUNE 30
2015	212,675		209,436	3,239
2016	212,675		106,061	106,614
2017	215,000	220,000	37,902	397,098
2018	215,000	120,000	49,983	285,017
2019	315,000		144,213	170,787
2020	315,000		56,575	258,425
2021	600,000	190,000	195,112	594,888
2022	325,000		125,316	199,684
2023	325,000		96,747	228,253
2024	325,000			325,000
AVERAGE	306,035	176,667	113,483	256,901

## OVERLAY ANALYSIS

ALL CURRENT YEAR BALANCES AS OF MARCH 31

<b>FISCAL YEAR</b>	<b>OVERLAY RAISED</b>	<b>% TAX LEVY</b>	<b>TOTAL EXPENDED</b>	<b>EXPENDED % OF LEVY</b>	<b>TRANSFERS TO RESERVE</b>	<b>BALANCE JUNE 30</b>
2017	421,353	0.95%	166,485	0.37%	99,686	155,183
2018	344,954	0.74%	165,159	0.36%		334,977
2019	328,160	0.69%	123,672	0.26%		539,465
2020	342,290	0.68%	168,448	0.34%		713,307
2021	511,879	1.00%	353,026	0.69%		872,160
2022	363,614	0.69%	294,699	0.56%		941,076
2023	364,257	0.67%	635,573	1.20%		669,759
2024	7,537	0.01%	413,341	0.78%	2,675	261,280
AVERAGE	335,506	0.54%	290,050	0.57%	51,181	560,901

## CAPITAL EXPENDITURE FUND

ALL CURRENT YEAR BALANCES AS OF MARCH 31

<b>FISCAL YEAR</b>	<b>BALANCE JULY 1</b>	<b>TRANSFERS IN</b>	<b>CELL TOWERS</b>	<b>INTEREST</b>	<b>TRANSFERS OUT</b>	<b>BALANCE JUNE 30</b>
2014	1,629,147	1,017,193	89,093	9,070	1,158,293	1,586,210
2015	1,586,210	625,000	83,022	5,408	1,801,464	498,176
2016	498,176	1,187,878	57,258	3,596	537,037	1,209,871
2017	1,209,871	2,470,211	60,354	5,166	2,115,600	1,630,002
2018	1,630,002	1,754,437	61,907	10,819	855,330	2,601,835
2019	2,601,835	3,237,576	63,516	34,384	2,302,943	3,634,368
2020	3,634,368	4,217,154	69,213	54,603	1,472,144	6,503,194
2021	6,503,194	3,491,351	69,263	23,351	3,060,827	7,026,332
2022	7,026,332	3,164,994	81,198	-35,848	3,135,783	7,100,893
2023	7,100,893	3,773,048	61,197	191,658	2,779,730	8,347,066
2024	8,347,066	4,199,649	45,661	87,366	8,596,767	4,082,975
AVERAGE	3,797,009	2,648,954	67,426	35,416	2,528,720	4,020,084

**STABILIZATION FUND**

ALL CURRENT YEAR BALANCES AS OF MARCH 31

<b>FISCAL YEAR</b>	<b>BALANCE JULY 1</b>	<b>TRANSFERS IN</b>	<b>INVESTMENT GAIN/LOSS</b>	<b>TRANSFERS OUT</b>	<b>BALANCE JUNE 30</b>
2014	3,969,221	1,891,974	23,291	3,295,479	2,589,007
2015	2,589,007	900,000	7,684	474,000	3,022,691
2016	3,022,691	1,833,684	27,016		4,883,391
2017	4,883,391	150,000	-2,884	200,000	4,830,507
2018	4,830,507	250,000	11,725		5,092,232
2019	5,092,232	1,000,000	183,348		6,275,580
2020	6,275,580	250,000	121,603		6,647,183
2021	6,647,183	884,000	115,750	400,000	7,246,933
2022	7,246,933	1,565,000	-182,204		8,629,729
2023	8,629,729	400,000	122,572		9,152,301
2024	9,152,301	250,000	304,854		9,707,155
AVERAGE	5,667,161	852,242 0	66,614	1,092,370	6,188,792

Holliston's financial policies require a minimum Stabilization Fund balance to 8.1% of General Fund Expenditures (GFE).

**PENSION STABILIZATION FUND**

ALL CURRENT YEAR BALANCES AS OF MARCH 31

<b>FISCAL YEAR</b>	<b>BALANCE JULY 1</b>	<b>TRANSFERS IN</b>	<b>INVESTMENT GAIN/LOSS</b>	<b>TRANSFERS OUT</b>	<b>BALANCE JUNE 30</b>
2021	0	43,524	0		43,524
2022	43,524	296,018	-24,599		314,943
2023	314,943	250,000	14,901		579,844
2024	579,844	370,000	40,340		990,184 *
					<i>*Feb. 29, 2024 Balance</i>
AVERAGE	234,578	239,886	7,661	0	482,124



**CANNABIS REVENUE STABILIZATION FUND**

ALL CURRENT YEAR BALANCES AS OF MARCH 31

<b>FISCAL YEAR</b>	<b>BALANCE JULY 1</b>	<b>TRANSFERS IN</b>	<b>INVESTMENT GAIN/LOSS</b>	<b>TRANSFERS OUT</b>	<b>BALANCE JUNE 30</b>
2024	0	152,506	0		152,506
AVERAGE	0	152,506	0	0	152,506

**OPIOID STABILIZATION FUND**

ALL CURRENT YEAR BALANCES AS OF MARCH 31

<b>FISCAL YEAR</b>	<b>BALANCE JULY 1</b>	<b>TRANSFERS IN</b>	<b>INVESTMENT GAIN/LOSS</b>	<b>TRANSFERS OUT</b>	<b>BALANCE JUNE 30</b>
2023	0	73,940	0	0	73,940
2024	73,940	65,639	0	0	139,579
AVERAGE	36,970	69,790	0	0	106,760

**PROGRAMMATIC STABILIZATION FUND**

ALL CURRENT YEAR BALANCES AS OF MARCH 31

<b>FISCAL YEAR</b>	<b>BALANCE JULY 1</b>	<b>TRANSFERS IN</b>	<b>INTEREST</b>	<b>TRANSFERS OUT</b>	<b>BALANCE JUNE 30</b>
2023	0	400,000	343	231,000	169,343
2024	169,343	63,599	4,279		237,221 *
AVERAGE	84,672	231,800	2,311	115,500	203,282

*\*Mar. 31, 2024 Balance*

**OPEB TRUST FUND**

ALL CURRENT YEAR BALANCES AS OF FEBRUARY 29

<b>FISCAL YEAR</b>	<b>BALANCE JULY 1</b>	<b>TRANSFERS IN</b>	<b>INVESTMENT GAIN/LOSS</b>	<b>TRANSFERS OUT</b>	<b>BALANCE JUNE 30</b>
2015	0	4,861,673	9,798		4,871,471
2016	4,871,471	1,508,750	108,236		6,488,457
2017	6,488,457	1,500,000	1,013,590		9,002,047
2018	9,002,047	1,500,000	973,397		11,475,444
2019	11,475,444	1,500,000	714,101		13,689,545
2020	13,689,545	1,500,000	279,478		15,469,023
2021	15,469,023	1,500,000	4,877,629		21,846,652
2022	21,846,652	1,500,000	1,093,059		24,439,711
2023	24,439,711	1,500,000	-649,357		25,290,354
2024	25,290,354	1,500,000	1,576,702		28,367,055 *
AVERAGE	13,257,270	1,837,042	999,663	0	16,093,976

*\*Feb. 29, 2024 Balance*

**WATER SURPLUS/RETAINED EARNINGS**

ALL CURRENT YEAR BALANCES AS OF MARCH 31

<b>FISCAL YEAR</b>	<b>BALANCE JULY 1</b>	<b>REVENUES</b>	<b>EXPENSES</b>	<b>TRANSFERS IN/OUT</b>	<b>BALANCE JUNE 30</b>
2015	646,161	3,098,464	2,911,482	-23,574	809,569
2016	809,569	3,186,138	2,569,602		1,426,105
2017	1,426,105	2,925,975	2,561,977		1,790,103
2018	1,790,103	2,832,573	2,780,302		1,842,373
2019	1,842,373	2,950,043	3,494,046		1,298,370
2020	1,298,370	2,702,346	2,299,156	-267,591	1,433,969
2021	1,433,969	2,956,659	2,206,387	-75,000	2,109,241
2022	2,109,241	2,835,171	2,504,264	-234,250	2,205,898
2023	2,205,898	2,194,403	2,600,856	-816,000	983,446
2024	983,446	2,031,282	1,662,131		1,352,597
AVERAGE	1,454,524	2,771,305	2,559,020	-141,642	1,525,167

**INFRASTRUCTURE FEE**

ALL CURRENT YEAR BALANCES AS OF MARCH 31

<b>FISCAL YEAR</b>	<b>BALANCE JULY 1</b>	<b>REVENUES</b>	<b>EXPENSES</b>	<b>TRANSFERS OUT</b>	<b>BALANCE JUNE 30</b>
2016	0	951,340			951,340
2017	951,340	1,362,810		948,000	1,366,150
2018	1,366,150	1,399,738		1,350,000	1,415,888
2019	1,415,888	1,418,689		1,350,000	1,484,577
2020	1,484,577	1,420,989			2,905,566
2021	2,905,566	1,451,299		2,800,000	1,556,865
2022	1,556,865	1,445,811		800,000	2,202,676
2023	2,202,676	1,452,658		500,000	3,155,334
2024	3,155,334	1,066,192		2,600,000	1,621,527
AVERAGE	1,670,933	1,329,947	0	1,149,778	1,851,103

**METER FEE**

ALL CURRENT YEAR BALANCES AS OF MARCH 31

<b>FISCAL YEAR</b>	<b>BALANCE JULY 1</b>	<b>REVENUES</b>	<b>EXPENSES</b>	<b>TRANSFERS OUT</b>	<b>BALANCE JUNE 30</b>
2016	0	99,993			99,993
2017	99,993	142,480			242,473
2018	242,473	146,505			388,978
2019	388,978	148,367		25,000	512,345
2020	512,345	148,101		60,000	600,446
2021	600,446	152,965			753,411
2022	753,411	151,630			905,041
2023	905,041	151,779		905,000	151,820
2024	151,820	112,818			264,638
AVERAGE	406,056	139,404	0	110,000	435,461

## COMMUNITY PRESERVATION FUND

ALL CURRENT YEAR BALANCES AS OF MARCH 31

FISCAL YEAR	BALANCE JULY 1	TAX REVENUES	STATE REVENUE	EXPENSES	BALANCE JUNE 30
2014	2,633,225	429,599	213,999	278,770	2,998,053
2015	2,998,053	453,325	132,448	925,927	2,657,899
2016	2,657,899	488,493	132,667	868,372	2,410,687
2017	2,410,687	507,289	98,843	611,215	2,405,604
2018	2,405,604	568,057	87,319	1,023,291	2,037,689
2019	2,037,689	618,902	101,840	291,026	2,467,405
2020	2,467,405	626,754	131,683	85,959	3,139,883
2021	3,139,883	636,689	167,015	729,753	3,213,834
2022	3,213,834	596,502	262,418	144,454	3,928,300
2023	3,928,300	636,437	190,493	532,307	4,222,923
2024	4,222,923	518,358	137,808	26,993	4,852,096
AVERAGE	2,919,591	552,764	150,594	501,642	3,121,307

## GOLF COURSE CAPITAL/REVOLVING ACCOUNT

ALL CURRENT YEAR BALANCES AS OF MARCH 31

FISCAL YEAR	BALANCE JULY 1	REVENUES	EXPENSES	ADJUSTMENTS	BALANCE JUNE 30
2014	3,881	192,133	178,308	-17,603	103
2015	103	193,161	166,719	-17,778	8,767
2016	8,767	233,186	164,229	35,556	113,280
2017	113,280	212,493	185,125		140,648
2018	140,648	222,096	237,154		125,590
2019	125,590	262,347	179,965		207,972
2020	207,972	258,531	241,202		225,301
2021	225,301	309,183	165,412		369,072
2022	369,072	317,315	181,975		504,412
2023	504,412	217,889	110,302	-200,000	411,999
2024	411,999	244,050	112,680		543,369
AVERAGE	191,911	242,035	174,825	-49,956	240,956

**OPEN SPACE ACQUISITION FUND**

ALL CURRENT YEAR BALANCES AS OF MARCH 31

FISCAL YEAR	BALANCE JULY 1	CELL TOWERS AND INTEREST			BALANCE JUNE 30
		EXPENSES	TRANSFERS		
2015	122,057	79,452		-100,000	101,509
2016	101,509	57,826			159,335
2017	159,335	60,882		-150,000	70,217
2018	70,217	64,352	2,475		132,094
2019	132,094	64,406			196,500
2020	196,500	70,476			266,976
2021	266,976	70,053			337,029
2022	337,029	81,371	5,000		413,400
2023	413,400	61,359	3,200		471,559
2024	471,559	45,661			517,220
AVERAGE	227,068	65,584	3,558	-125,000	266,584

**CONSERVATION TRUST FUND**

ALL CURRENT YEAR BALANCES AS OF MARCH 31

FISCAL YEAR	BALANCE JULY 1	REVENUE AND INTEREST			BALANCE JUNE 30
		EXPENSES	TRANSFERS		
2015	15,126	39	2,127		13,038
2016	13,038	886	1,350		12,574
2017	12,574	1,449	2,416		11,607
2018	11,607	289			11,896
2019	11,896	150,405	400		161,901
2020	161,901	94			161,995
2021	161,995	295	8,225		154,065
2022	154,065	451	6,500		148,016
2023	148,016	194			148,210
2024	148,210	250			148,460
AVERAGE	83,843	15,435	3,503		97,176

**PREVIOUSLY APPROVED WARRANT ARTICLE BALANCES (unaudited)**

ORG	OBJ	ACCOUNT DESCRIPTION - WARRANT ARTICLE	Authorization		ORIGINAL BUDGET	7/1/23 AVAILABLE BALANCE	FY24 EXPENDED/ENC.	3/31/24 AVAILABLE BALANCE
			ART. #	TOWN MEETING				
02122	58075	Trash and Recycling Carts	17	5/19	302,500	58,308	1,400	56,908
02122	58098	Land Donation - Legal Cost - Generazio	15	10/19	5,000	4,000	-	4,000
73145	58243	Microfiche Machine (T/C)	29	5/22	10,000	10,000	-	10,000
02122	58227	Cable Renewal (Legal)	7	10/21	25,000	11,190	-	11,190
02220	58229	Fire/EMS Organizational Evaluation	8	10/21	28,000	8,672	5,293	3,379
02122	58289	DPW Facility - D&E (Partial, non-site specific)	18	10/22	500,000	450,710	96,308	354,402
73122	58322	DPW Facility - Engineering & Construction	21	5/23	7,000,000	7,000,000	-	7,000,000
02122	58242	300th Anniversary Celebration	34	5/22	30,000	30,000	15,000	15,000
02122	58303	Envisioning Future Holliston - Consulting Services	26	10/22	80,000	59,867	59,867	-
02122	59802	Housing Production & MBTA 3A Zoning	15	10/23	50,000	50,000	-	50,000
02122	59801	Historic Commission Survey (Grant Match)	12	10/23	15,000	15,000	-	15,000
73122	58269	Streetlight LED Conversion	30	5/22	354,900	339,765	249,298	90,467
73155	58218	Town Telephone Replacement	4	10/21	26,300	10,690	-	10,690
73122	58232	9 Green St. - Construction	10	10/21	300,000	148,186	148,186	-
		<b>Total 02122 SELECT BOARD / GENERAL ARTICLES</b>			<b>8,726,700</b>	<b>8,196,388</b>	<b>575,352</b>	<b>7,621,036</b>
02122	58288	Houghton Pond Dam - D&E, incl. Hydro	17	10/22	56,000	38,105	38,105	-
		<b>Total 02171 CONSERVATION ARTICLES</b>			<b>56,000</b>	<b>38,105</b>	<b>38,105</b>	<b>-</b>
73210	58278	Police Cruisers (3x) - Equipped	5	10/22	165,435	58,441	40,528	17,913
73210	58324	Police Cruisers (2x & Hybrid Admin) - Equipped	4	10/23	170,800	170,800	-	170,800
		<b>Total 02210 POLICE DEPT ARTICLES</b>			<b>336,235</b>	<b>229,241</b>	<b>40,528</b>	<b>188,713</b>
02122	58187	Traffic & Sound Engineering Studies	15	12/20	40,000	13,850	4,000	9,850
73210	58222	Public Safety Cameras (Traffic Signals)	4	10/21	91,620	91,620	-	91,620
02122	58294	Public Safety Signs (TAC)	10	10/22	22,000	17,021	14,897	2,124
73210	58325	Public Safety Drone Program	4	10/23	27,500	27,500	27,464	36
73220	58165	Public Safety Radios	13	7/20	283,020	42,993	-	42,993
		<b>Total PUBLIC SAFETY, INCL. TAC</b>			<b>464,140</b>	<b>192,984</b>	<b>46,361</b>	<b>146,623</b>
02220	58063	Wire Relocation	16	10/18	25,000	16,391	-	16,391
73220	58048	Structural Fire Gear	5	10/18	50,000	32,144	-	32,144
73220	58323	Fire Personal Protective Equipment (PPE)	4	10/23	78,000	78,000	50,851	27,149
73220	58244	Skid Unit - Brush Truck	29	5/22	16,250	16,250	-	16,250
73220	58170	Fire Air Pack/Bottle	5	12/20	370,000	26,480	-	26,480
73220	58294	Asst Fire Chief SUV Hybrid		5/23	70,000	70,000	66,178	3,822
		<b>Total 02220 FIRE DEPARTMENT ARTICLES</b>			<b>609,250</b>	<b>239,265</b>	<b>117,029</b>	<b>122,236</b>
73231	58223	Ambulance Replacement	4	10/21	285,000	285,000	-	285,000
73231	58299	Ambulance - EMS (ALS) Tech & Equip	4	10/23	253,000	253,000	253,000	-
		<b>Total 02231 AMBULANCE ARTICLES</b>			<b>538,000</b>	<b>538,000</b>	<b>253,000</b>	<b>285,000</b>

**PREVIOUSLY APPROVED WARRANT ARTICLE BALANCES (unaudited)**

ORG	OBJ	ACCOUNT DESCRIPTION - WARRANT ARTICLE	Authorization		ORIGINAL BUDGET	7/1/23 AVAILABLE BALANCE	FY24 EXPENDED/ENC.	3/31/24 AVAILABLE BALANCE
			ART. #	TOWN MEETING				
02300	58055	Energy Management System	5	10/18	100,000	31,974	-	31,974
02300	58056	Auditorium Wall Repair	5	10/18	40,000	36,200	2,939	33,261
02300	58091	School Curriculum	4	10/19	370,675	22,679	-	22,679
73300	58399	School Tech Devices (Grade 5&8)	4	10/23	150,000	150,000	135,000	15,000
73300	58161	Miller Roof Replacement	13	7/20	125,000	125,000	50,459	74,541
73300	58339	School Roof Repairs	17	5/23	757,000	741,579	330,156	411,423
73300	58162	Kamitian Field Turf	13	7/20	500,000	3,527	-	3,527
73300	58176	H.S. Field House Insulation	5	12/20	90,000	90,000	-	90,000
73300	58267	School Technology	29	5/22	275,000	254,320	247,575	6,745
73300	58282	Kindergarten Technology	5	10/22	40,625	3,825	-	3,825
73300	58281	HS Lab Improvement	5	10/22	63,000	13,139	-	13,139
73300	58226	School HVAC Roof Units	4	10/21	500,000	450,800	-	450,800
		<b>Total 02300 SCHOOL DEPARTMENT ARTICLES</b>			<b>3,011,300</b>	<b>1,923,043</b>	<b>766,129</b>	<b>1,156,914</b>
73420	58180	Mudville Roadwork	7	12/20	418,000	225,369	-	225,369
02122	58237	Crosswalk Improvements	13	10/21	84,000	35,057	-	35,057
73122	58290	Sidewalks & Ramps (ADA) - Year 1	20	10/22	1,250,000	758,205	162,975	595,230
73122	58343	Sidewalks & Ramps (ADA) - Year 2	5	10/23	900,000	900,000	-	900,000
73420	58277	Debris Vacuum/Sweeper (Grounds)	5	10/22	44,640	10,994	-	10,994
73420	58275	Tractors (2) with Attachments	5	10/22	112,000	112,000	111,561	439
73420	58340	Bucket Truck with Attachments	4	10/23	241,000	241,000	-	241,000
73420	58336	Front-End Loader	17	5/23	220,000	220,000	-	220,000
73420	58337	Snow & Ice Equipment	17	5/23	36,500	36,500	36,500	-
73420	58338	Grounds Equipment	17	5/23	30,000	30,000	22,001	7,999
		<b>Total 02420 PUBLIC WORKS (NON-WATER) ARTICLES</b>			<b>3,336,140</b>	<b>2,569,125</b>	<b>333,037</b>	<b>2,236,088</b>
73422	58249	Town Hall HVAC (2)	29	5/22	12,150	1,258	1,258	-
73422	58272	Town Hall Generator	5	10/22	75,000	75,000	-	75,000
73422	58321	Town Hall ADA Exterior	17	5/23	75,000	75,000	-	75,000
73422	58332	Town Hall HVAC System	17	5/23	12,150	12,150	12,150	-
73422	58193	Municipal Security Cameras	20	5/21	75,000	32,836	537	32,299
73122	58326	Public Safety Disptach Reconfig.	4	10/23	40,000	40,000	22,358	17,642
73422	73422	Police Station HVAC Systems	17	5/23	35,000	23,970	20,674	3,296
73422	58273	Central Fire Rehabilitation (3)	5	10/22	160,000	63,822	36,612	27,210
73422	58333	Central Fire HVAC Systems	17	5/23	21,910	21,910	15,592	6,318
73422	58253	COA Exterior Improvements (incl. drainage)	29	5/22	60,000	4,736	-	4,736
73422	58274	COA HVAC Improvement	5	10/22	10,000	10,000	-	10,000
73422	58334	COA HVAC Systems	17	5/23	12,500	12,500	-	12,500
73122	58327	Library ADA Access	4	10/23	20,000	20,000	20,000	-
73122	58328	1750 Washington - HVAC Units & Reconfig.	4	10/23	40,000	40,000	39,953	47
73422	58195	1750 Washington - HVAC Units	20	5/21	33,500	473	442	31
		<b>Total 02422 FACILITIES ARTICLES</b>			<b>682,210</b>	<b>433,655</b>	<b>169,576</b>	<b>264,079</b>

**PREVIOUSLY APPROVED WARRANT ARTICLE BALANCES (unaudited)**

ORG	OBJ	ACCOUNT DESCRIPTION - WARRANT ARTICLE	Authorization		ORIGINAL BUDGET	7/1/23 AVAILABLE BALANCE	FY24 EXPENDED/ENC.	3/31/24 AVAILABLE BALANCE
			ART. #	TOWN MEETING				
02449	58287	Stormwater Management (Year 5)	16	10/22	95,200	95,200	42,076	53,124
02449	58239	Stormwater Management (Year 4)	14	10/21	90,000	10,986	10,986	-
		<b>Total 02449 STORMWATER MANAGEMENT</b>			<b>185,200</b>	<b>106,186</b>	<b>53,062</b>	<b>53,124</b>
02122	59802	COA Architect Services	10	10/23	25,000	25,000	-	25,000
		<b>Total 02541 COUNCIL ON AGING ARTICLES</b>			<b>25,000</b>	<b>25,000</b>	<b>-</b>	<b>25,000</b>
02610	58301	Library Feasibility Study		10/22	12,000	12,000	9,000	3,000
		<b>Total 02610 LIBRARY ARTICLES</b>			<b>12,000</b>	<b>12,000</b>	<b>9,000</b>	<b>3,000</b>
73500	58342	HS Baseball Field Screening & Backstop	4	10/23	228,000	228,000	82,288	145,712
		<b>Total 02650 RECREATION ARTICLES</b>			<b>228,000</b>	<b>228,000</b>	<b>82,288</b>	<b>145,712</b>
02122	58231	Phipps Tunnel Geotechnical	9	10/21	9,500	9,500	-	9,500
73420	58341	Rail Trail Parking at Mayflower Landing	4	10/23	12,500	12,500	705	11,795
73660	58217	Rail Trail Fencing	4	10/21	13,500	6,564	-	6,564
		<b>Total 02660 RAIL TRAIL ARTICLES</b>			<b>35,500</b>	<b>28,564</b>	<b>705</b>	<b>27,859</b>
		<b>GENERAL FUND SUPPORTED ARTICLES</b>			<b>18,280,575</b>	<b>14,733,066</b>	<b>2,484,172</b>	<b>12,250,384</b>
62450	58028	Mains / Booster Cedar	8	10/17	1,700,000	183,572	19,338	164,233
62450	58060	Mudville Water Main	17	10/18	1,800,000	708,272	454,847	253,425
62450	58093	Emergency Generator	4	10/19	200,000	149,705	2,345	147,360
62450	58182	Water System Modernization Plan	9	12/20	75,000	24,185	-	24,185
62450	58286	Treatment Plant Improvements (Well 4 & Dopping)	15	10/22	816,000	700,508	302,276	398,232
62450	58264	Pickup Truck (Water Fleet)	29	5/22	54,000	15,205	2,538	12,667
62450	58295	Meter Replacements	13	10/22	905,000	905,000	44,935	860,065
62450	58183	Winter St - Water Main Replacement	10	12/20	2,800,000	601,507	490,327	111,180
62450	58992	Norfolk Street Water (cash, less borrowing)	22	5/23	2,600,000	2,600,000	42,250	2,557,750
62450	58271	Water System Improv. - Central, Bullard, Fiske	31 & 14	5/22 & 10/22	1,300,000	1,282,152	898,239	383,913
		<b>WATER ENTERPRISE FUND SUPPORTED ARTICLES</b>			<b>12,250,000</b>	<b>7,170,106</b>	<b>2,257,095</b>	<b>4,913,011</b>





**CAPITAL BUDGET REQUESTS - FY2025**

**Proposed for 2024 Annual Town Meeting (May 13, 2024) & Projected for 2024 Fall Town Meeting**


<b>May 2024 ATM - Requested</b>				
Ambulance	ALS Equipment	\$	57,828	CapEx
Fire	Structural Firefighting Gear	\$	33,000	CapEx
Facilities	Town Hall HVAC	\$	12,150	CapEx
Facilities	Fire Station - Buildings & Grounds (incl. Windows)	\$	135,000	CapEx
Facilities	Fire Station - Roof Replacement	\$	300,000	CapEx
Facilities	WWTP - SCADA System Probe Sensors	\$	24,000	CapEx
DPW	Snow Plow with Power Angle	\$	26,000	CapEx
DPW	Heavy Duty Flatbed Body	\$	12,400	CapEx
DPW	Asphalt Berm Machine & Side Bucket for Skid Steer	\$	17,850	CapEx
Schools	Curriculum Materials / Licenses	\$	250,700	CapEx
Schools	Technology - Laptops and Infrastructure	\$	231,000	CapEx
Schools	HHS Auditorium Wall Insulation	\$	53,400	CapEx
<b>Total Capital Budget Requests</b>		<b>\$</b>	<b>1,153,328</b>	
Schools (Offset)	Release Balance: Art. 5, 12/20 - Insulation	\$	(90,000)	PY Balance
		<b>CapEx Impact</b>	<b>\$ 1,063,328</b>	

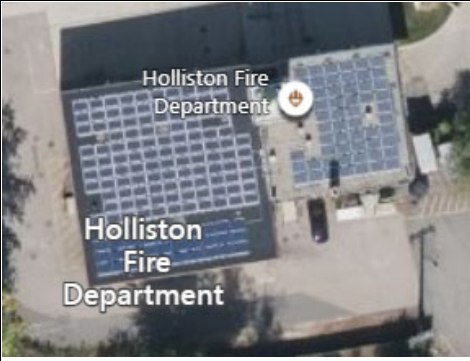
<b>Oct. 2024 FTM - Projected/Model</b>				
Ambulance	Replace 2020 Ambulance (Suppl.)	\$	333,900	CapEx
Fire	Fire Chief Vehicle Replacement (Hybrid)	\$	75,000	CapEx
Police	Cruisers (2) and Admin (1) Hybrid	\$	175,915	CapEx
Police / IT	ID Printer / License Plate Reader / E-Citation	\$	43,500	CapEx
Facilities	Police Station HVAC	\$	350,000	CapEx
TAC	Signs & Equipment	\$	25,000	CapEx
DPW	Grounds Equipment	\$	35,000	CapEx
DPW	Heavy Duty (3500-style) Dump Truck with Plow	\$	108,578	CapEx
Schools	Adams School Roof (net of MSBA - 60% Town split)	\$	1,500,000	CapEx
<b>Capital Budget (Projected)</b>		<b>\$</b>	<b>2,646,893</b>	
<b>FY2025 - TOTAL PROJECTED CAPITAL REQUESTS - CAPEX</b>		<b>\$</b>	<b>3,710,221</b>	<b>CAPEX</b>


TOWN OF HOLLISTON - CAPITAL IMPROVEMENT PROGRAM - PROJECT REQUEST & FINANCING PLAN				If existing asset is being replaced				
<b>Project Title:</b>	Personal Protective Equipment	<b>Department:</b>	Fire Department	<b>Yr. Acquired</b>	<b>Est. Value</b>	<b>Disposition</b>		
<b>Department Contact:</b>	Chief Michael Cassidy	<b>Division/Location:</b>	Ambulance		-	\$ -		
<b>Description, Justification and Life Expectancy:</b>				<b>Image/Map Attached:</b>		<b>Yes/No</b>		
Technology, equipment and supplies required to bring the department up to the status where it would be eligible to apply for and maintain an Advanced Life Support (ALS) Ambulance Service License. Includes software packages for managing scheduling, training, policies, inventory, and reports. Also includes replacement stretchers to further minimize risk of back injury from transferring patients in and out of ambulance. <i>The new stretcher and mount for the existing 2010 Ford ambulance [Sept 2023 mileage: 76,203] could be removed and reinstalled in the replacement ambulance to be acquired through a future TM appropriation.</i> Ambulance equipment: \$106,128.12   Medication \$4,525.02   Technology \$53,000   Station Equipment \$167,174.47								
<b>Impact on Future Operating Budgets, and/or Impact on other Departments:</b>								
<b>RECOMMENDED FINANCING PLAN</b>	Total Prior Year Expenditures	Current Year Expenditure	Estimated Expenditures by Fiscal Year					
			FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	5-Year Total FY24-28
1. Planning, Design, Engineering								\$ -
2. Land, ROW, Site Improvements								\$ -
3. Construction								\$ -
4. Equipment			\$ 273,000	\$ 57,828				\$ 330,828
5. Other								\$ -
<b>TOTAL</b>	\$ -	\$ -	\$ 273,000	\$ 57,828	\$ -	\$ -	\$ -	\$ 330,828
6. Est. Annual Maint./Repair								\$ -
<b>Town Administrator Use Only</b>								
APPROVED _____	DENIED _____	<b>Funding Sources:</b>				<b>Priority Category (1-6):</b>		
DEFERRED to FY _____		1. Operating Budget 2. Cash for Capital- Free Cash or Capital Expenditure Fund 3. Community Preservation Fund (CPF/CPC) 4. G.O. Bond - General Fund 5. G.O. Bond - Water Enterprise Fund 6. Revolving Fund or Other				1. Correct threat to health and safety 2. Improve to avoid costly repair 3. Replace to maintain service levels 4. Meet legal requirement 5. Improve productivity 6. Meet new need or desired service level		
<b>Notes:</b>								


TOWN OF HOLLISTON - CAPITAL IMPROVEMENT PROGRAM - PROJECT REQUEST & FINANCING PLAN				If existing asset is being replaced				
<b>Project Title:</b>	Personal Protective Equipment	<b>Department:</b>	Fire Department	<b>Yr. Acquired</b>	<b>Est. Value</b>	<b>Disposition</b>		
<b>Department Contact:</b>	Chief Michael Cassidy	<b>Division/Location:</b>	Fire Department		-	\$ -		
<b>Description, Justification and Life Expectancy:</b> Historically, when a firefighter resigned or retired, their gear was kept for subsequent hires. As new hires are attending Fire Academy classes, it is being stressed how critical it is that the gear properly fit the firefighter to protect the member from the hazards to which they are exposed. Furthermore, to participate in the recruit training, their personal protective equipment must meet at current NFPA Standards. NFPA 1851 specifies that the firefighter protective ensemble or ensemble components must be retired from service not more than 10 years from the date the ensemble or ensemble component was manufactured - not the date it was placed in service. As we have had significant staffing changes in recent months, and are facing additional hires in the near future, compliant gear must be purchased for new and recent hires. To outfit a firefighter with coat, pants, helmet, gloves, boots and hood is currently approximately \$5,000 per person. As we have conducted gear inspections for existing personnel, we are finding additional ensemble components requiring replacement. The FY25 request is for 20 sets of gear, 37 helmets, 12 pairs of gloves, 12 pairs of boots, and 12 hoods. The FY26-29 requests are in anticipation of future replacements.				<b>Image/Map Attached:</b>		Yes/No		
<b>Impact on Future Operating Budgets, and/or Impact on other Departments:</b>								
RECOMMENDED FINANCING PLAN	Total Prior Year Expenditures	Current Year Expenditure	Estimated Expenditures by Fiscal Year					5-Year Total FY24-28
			FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	
1. Planning, Design, Engineering								\$ -
2. Land, ROW, Site Improvements								\$ -
3. Construction								\$ -
4. Equipment	\$ 7,477		\$ 78,000	\$ 33,000	\$ 36,300	\$ 39,930	\$ 43,923	\$ 231,153
5. Other								\$ -
<b>TOTAL</b>	<b>\$ 7,477</b>	<b>\$ -</b>	<b>\$ 78,000</b>	<b>\$ 33,000</b>	<b>\$ 36,300</b>	<b>\$ 39,930</b>	<b>\$ 43,923</b>	<b>\$ 231,153</b>
6. Est. Annual Maint./Repair								\$ -
Town Administrator Use Only								
APPROVED _____ DENIED _____ DEFERRED to FY _____		<b>Funding Sources:</b> 1. Operating Budget 2. Cash for Capital- Free Cash or Capital Expenditure Fund 3. Community Preservation Fund (CPF/CPC) 4. G.O. Bond - General Fund 5. G.O. Bond - Water Enterprise Fund 6. Revolving Fund or Other				<b>Priority Category (1-6):</b> 1. Correct threat to health and safety 2. Improve to avoid costly repair 3. Replace to maintain service levels 4. Meet legal requirement 5. Improve productivity 6. Meet new need or desired service level		
<b>Notes:</b>								

TOWN OF HOLLISTON - CAPITAL IMPROVEMENT PROGRAM - PROJECT REQUEST & FINANCING PLAN				If existing asset is being replaced					
<b>Project Title:</b>	Town Hall HVAC Systems	<b>Department:</b>	Facilities	<b>Yr. Acquired</b>	<b>Est. Value</b>	<b>Disposition</b>			
<b>Department Contact:</b>	James Keast	<b>Division/Location:</b>	Town Hall - 703 Washington Street		\$ -	\$ -			
<b>Description, Justification and Life Expectancy:</b>				<b>Image/Map Attached:</b>		Yes/No			
<p><b>HVAC</b></p> <p>-End of Life 2 Fan Coil Units (Grand Hall) \$35,200: Life expectancy 15 years. Currently 39 years old. Recommend replacement when fails.</p> <p>-End of Life 5 Fan Coil Units \$20,600: Life expectancy 15 years. Currently 15 years old. Recommend replacement when fails.</p> <p>-End of Life 4 Condensers \$17,000: Life expectancy 15 years. Currently 15 years old. Recommend replacement when fails.</p> <p>-End of Life 2 Condensers (Grand Hall) \$75,600: Life expectancy 15 years. Currently 39 years old. Recommend replacement when fails.</p> <p>-End of Life 2 Split System \$18,000: Life expectancy 15 years. Currently 15 years old. Recommend replacement when fails.</p> <p>Total \$174,400</p> <p>Notes:</p> <p>- Of the \$174,400 for HVAC replacement, \$110,800 is for the two large 20 ton AC Units in the Grand Hall. These units are technically at EOL but are rarely used and will likely continue to function beyond FY28.</p>									
<b>Impact on Future Operating Budgets, and/or Impact on other Departments:</b>									
<b>RECOMMENDED FINANCING PLAN</b>		Total Prior Year Expenditures	Current Year Expenditure	Estimated Expenditures by Fiscal Year					
				FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year Total FY25-29
1. Planning, Design, Engineering									\$ -
2. Land, ROW, Site Improvements									\$ -
3. Construction									\$ -
4. Equipment				\$ 12,150	\$ 12,150	\$ 12,150	\$ 12,150	\$ 12,150	\$ 60,750
5. Other									\$ -
<b>TOTAL</b>		\$ -	\$ -	\$ 12,150	\$ 12,150	\$ 12,150	\$ 12,150	\$ 12,150	\$ 60,750
6. Est. Annual Maint./Repair									\$ -
<b>Town Administrator Use Only</b>									
APPROVED DENIED DEFERRED to FY _____ Notes:		<b>Funding Sources:</b> 1. Operating Budget 2. Cash for Capital- Free Cash or Capital Expenditure Fund 3. Community Preservation Fund (CPF/CPC) 4. G.O. Bond - General Fund 5. G.O. Bond - Water Enterprise Fund 6. Revolving Fund or Other				<b>Priority Category (1-6):</b> 1. Correct threat to health and safety 2. Improve to avoid costly repair 3. Replace to maintain service levels 4. Meet legal requirement 5. Improve productivity 6. Meet new need or desired service level			

TOWN OF HOLLISTON - CAPITAL IMPROVEMENT PROGRAM - PROJECT REQUEST & FINANCING PLAN				<i>If existing asset is being replaced</i>				
<b>Project Title:</b>	Building and Grounds	<b>Department:</b>	Facilities	<b>Yr. Acquired</b>	<b>Est. Value</b>	<b>Disposition</b>		
<b>Department Contact:</b>	James Keast	<b>Division/Location:</b>	Fire Station 59 Central Street		\$ -	\$ -		
<b>Description, Justification and Life Expectancy:</b> - FY25 Fire Stations windows are single pane double hung with many not functional. Recommend replacement to energy efficient units. Estimate \$75K - FY25 Fire Station needs to be repainted since masonry repairs have been made and after windows are replaced. Estimate \$60K  - FY27 Septic system is beginning to fail due to extended use from onsite EMS personnel. This system will need to be replaced unless the option to connect to the Downtown Sewer becomes available.				<b>Image/Map Attached:</b> 		Yes/No		
<b>Impact on Future Operating Budgets, and/or Impact on other Departments:</b>								
<b>RECOMMENDED FINANCING PLAN</b>	Total Prior Year Expenditures	Current Year Expenditure	Estimated Expenditures by Fiscal Year					5-Year Total FY25-29
			FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	
1. Planning, Design, Engineering							\$ -	
2. Land, ROW, Site Improvements							\$ -	
3. Construction			\$ 135,000		100,000		\$ 235,000	
4. Equipment							\$ -	
5. Other							\$ -	
<b>TOTAL</b>	\$ -	\$ -	\$ 135,000	\$ -	\$ 100,000	\$ -	\$ 235,000	
6. Est. Annual Maint./Repair							\$ -	
<b><u>Town Administrator Use Only</u></b>								
APPROVED DENIED DEFERRED to FY _____  <b>Notes:</b>	<b>Funding Sources:</b> 1. Operating Budget 2. Cash for Capital- Free Cash or Capital Expenditure Fund 3. Community Preservation Fund (CPF/CPC) 4. G.O. Bond - General Fund 5. G.O. Bond - Water Enterprise Fund 6. Revolving Fund or Other				<b>Priority Category (1-6):</b> 1. Correct threat to health and safety 2. Improve to avoid costly repair 3. Replace to maintain service levels 4. Meet legal requirement 5. Improve productivity 6. Meet new need or desired service level			

TOWN OF HOLLISTON - CAPITAL IMPROVEMENT PROGRAM - PROJECT REQUEST & FINANCING PLAN				<i>If existing asset is being replaced</i>					
Project Title:	Central Street Fire Station Roof Replacement	Department:	Facilities	Yr. Acquired		Est. Value	\$ -	Disposition	\$ -
Department Contact:	James Keast	Division/Location:	Fire Station - 59 Central Street						
<p><b>Description, Justification and Life Expectancy:</b>                      FY2025                      The Fire Station roof has two roof sections, one on the original side of the building and the other on the apparatus bay addition. Both roofs are flat with rubber membrane construction with the older section being balasted. The roof on the addition is in fair condition and should be serviceable for another 5 years with some resealing of the seams and flashing areas. The roof on the original side of the building is in failed condition and leaking. The age of this roof is unknown and the only record indicates that repairs were made in 1991. It is recommended that this section of roof be replaced as it will only continue to leak more. These leaks were identified in the MRI Report.</p> <p>Feb 2024 Update: Immediate repairs have been made to stop the leaking on the older section of the roof but based on a third-party inspection conducted by Garland Co., this section of roof needs to be replaced with an estimated cost of \$200,000. The newer section of the roof, over the apparatus bays, needs to be restored to extend it's life another 20 years for an estimated cost of \$100,000. The recommendation by Facilities is to replace the older roof section and restore the</p>				<p><b>Image/Map Attached:</b></p> 		<p>Yes/No</p>			
<p><b>Impact on Future Operating Budgets, and/or Impact on other Departments:</b></p>									
RECOMMENDED FINANCING PLAN	Total Prior Year Expenditures	Current Year Expenditure	Estimated Expenditures by Fiscal Year					5-Year Total FY25-29	
			FY 2025	FY 2026	FY 2027	FY 2028	FY 2029		
1. Planning, Design, Engineering									\$ -
2. Land, ROW, Site Improvements									\$ -
3. Construction			\$ 300,000						\$ 300,000
4. Equipment									\$ -
5. Other									\$ -
<b>TOTAL</b>	\$ -	\$ -	\$ 300,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 300,000
6. Est. Annual Maint./Repair									\$ -
Town Administrator Use Only									
<p>APPROVED _____ DENIED _____                      DEFERRED to FY _____</p> <p>Notes:</p>		<p><b>Funding Sources:</b></p> 1. Operating Budget 2. Cash for Capital- Free Cash or Capital Expenditure Fund 3. Community Preservation Fund (CPF/CPC) 4. G.O. Bond - General Fund 5. G.O. Bond - Water Enterprise Fund 6. Revolving Fund or Other				<p><b>Priority Category (1-6):</b></p> 1. Correct threat to health and safety 2. Improve to avoid costly repair 3. Replace to maintain service levels 4. Meet legal requirement 5. Improve productivity 6. Meet new need or desired service level			

TOWN OF HOLLISTON - CAPITAL IMPROVEMENT PROGRAM - PROJECT REQUEST & FINANCING PLAN				<i>If existing asset is being replaced</i>			
<b>Project Title:</b>	HPD HVAC Systems	<b>Department:</b>	Facilities	<b>Yr. Acquired</b>	<b>Est. Value</b>	<b>Disposition</b>	
<b>Department Contact:</b>	James Keast	<b>Division/Location:</b>	Holliston Police Station - 550 Washington Street		\$ -	\$ -	
<b>Description, Justification and Life Expectancy:</b>				<b>Image/Map Attached:</b>	<b>Yes/No</b>		
<p>-End of Life 2 Variable Speed heating and cooling circulator pumps. One pump has failed and other is leaking. \$12,000 to replace both pump, controls and wiring: Complete FY24</p> <p>-End of Life indirect hot water tank. Current tank has small leak due to corrosion. Commercial ASTM rated tank \$5000: Complete FY24</p> <p>Note:</p> <p>-Entire HVAC system needs to be updated due to 20 year old EMS system, leaking zone valves and chiller that has one of the two cooling stages broken. Currently working with a firm to come up with a plan to modernize system. If possible would like to move this to fall of FY25.</p> <p>- Boiler and burner is also reaching end of life and should be part of the system modernization project.</p>							
<b>Impact on Future Operating Budgets, and/or Impact on other Departments:</b>							
<b>RECOMMENDED FINANCING PLAN</b>	Total Prior Year Expenditures	Current Year Expenditure	Estimated Expenditures by Fiscal Year				
			FY 2025	FY 2026	FY 2027	FY 2028	FY 2029
1. Planning, Design, Engineering							\$ -
2. Land, ROW, Site Improvements							\$ -
3. Construction							\$ -
4. Equipment			\$ 350,000				\$ -
5. Other							\$ -
<b>TOTAL</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 350,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 350,000</b>
6. Est. Annual Maint./Repair							\$ -
<b>Town Administrator Use Only</b>							
APPROVED _____ DENIED _____ DEFERRED to FY _____  Notes:	<b>Funding Sources:</b> 1. Operating Budget 2. Cash for Capital- Free Cash or Capital Expenditure Fund 3. Community Preservation Fund (CPF/CPC) 4. G.O. Bond - General Fund 5. G.O. Bond - Water Enterprise Fund 6. Revolving Fund or Other			<b>Priority Category (1-6):</b> 1. Correct threat to health and safety 2. Improve to avoid costly repair 3. Replace to maintain service levels 4. Meet legal requirement 5. Improve productivity 6. Meet new need or desired service level			

TOWN OF HOLLISTON - CAPITAL IMPROVEMENT PROGRAM - PROJECT REQUEST & FINANCING PLAN				If existing asset is being replaced					
Project Title:	Woodland Street Schools Adams Roof	Department:	Facilities-Schools	Yr. Acquired		Est. Value	\$ -	Disposition	\$ -
Department Contact:	James Keast	Division/Location:	Schools - Woodland St						
<b>Description, Justification and Life Expectancy:</b> FY2024 The roof is 25 years old and in poor condition requiring attention. The flat EPDM (rubber) roof is 92,000 sqf. There are 3 skylights of various sizes and configurations. A recent inspection has determined that all of the skylights have failed and most allow water to enter the building. The roof has various open conditions many of which are along the perimeter edge flashing. This roof is in better condition than the Miller/Placentino roof allowing us to stagger the replacement across all schools. -Immediate repairs to address open conditions is highly recommended for a total cost of \$5,370. Highly recommend that an Infrared Scan can be performed to determine if there is substantial water damage under the EPDM membrane. -Cost of this scan is \$5,700. - COMPLETED FY2025-29 IR scanning has determined that the roof can be restored rather than replaced. -Total estimated cost to restore the roof with a polyester reinforced liquid applied monolithic layer on top of the existing roof is \$2,500,000. This will have a 20 year warranty. -The replacement of the skylights should also be completed with the restoration project. Estimated cost \$150,000 Due to the large expense of this project have the ability to break the project into phases over two fiscal years.				<b>Image/Map Attached:</b> 		Yes/No			
<b>Impact on Future Operating Budgets, and/or Impact on other Departments:</b> Ongoing planned maintenance is required and can be done in house.									
RECOMMENDED FINANCING PLAN		Total Prior Year Expenditures	Current Year Expenditure	Estimated Expenditures by Fiscal Year					
				FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	5-Year Total FY25-29
1. Planning, Design, Engineering									\$ -
2. Land, ROW, Site Improvements									\$ -
3. Construction				\$ 2,650,000					\$ 2,650,000
4. Equipment									\$ -
5. Other									\$ -
	<b>TOTAL</b>	\$ -	\$ -	\$ 2,650,000	\$ -	\$ -	\$ -	\$ -	\$ 2,650,000
6. Est. Annual Maint./Repair									\$ -
Town Administrator Use Only									
APPROVED _____ DENIED _____ DEFERRED to FY _____ Notes:		<b>Funding Sources:</b> 1. Operating Budget 2. Cash for Capital- Free Cash or Capital Expenditure Fund 3. Community Preservation Fund (CPF/CPC) 4. G.O. Bond - General Fund 5. G.O. Bond - Water Enterprise Fund 6. Revolving Fund or Other				<b>Priority Category (1-6):</b> 1. Correct threat to health and safety 2. Improve to avoid costly repair 3. Replace to maintain service levels 4. Meet legal requirement 5. Improve productivity 6. Meet new need or desired service level			



# May Town Meeting Capital Requests / Other Projects

## Current May Town Meeting Capital requests (Approved by HSC 2/29/24)

- PreK-12 Math Curriculum: **\$157,000**
- K-12 Science Materials: **\$35,000**
- K-12 World Language: **\$30,000**
- Translation Copier: **\$5,700**
- K-5 Math & ELA Diagnostic Tool & Tier 1 & Tier 2 Resource: **\$23,000**
- Staff Laptops: **\$221,000** (net of \$86,000 rebate)
- Technology Infrastructure: **\$10,000**

**Total: \$481,700**

## Other Capital Projects/Needs

- High School Track Replacement: **~\$250,000** (expect funding through athletic revolving) – Comment: in 2015, the HHS track was resurfaced, at a final cost of \$87,859 (ATM 2015), with an estimated life of 5-7 years
- Elementary Schools' Playground Repairs (All 3): **Unknown** (funding through after school revolving)
- Auditorium Lighting: **~\$250,000** (deferred due to cost and potential for new HS)
- PreK-8 School AC: **Significant** (options continue to be evaluated)
- Placentino/Miller Parking Lot: **Unknown** (discussions ongoing)
- RAMS Flat Roof Resurface: **\$2.5MM** (MSBA SOI Submitted; net **~\$1.5MM**)
- Placentino/Miller Flat Roof Replacement: **\$3.5MM** (MSBA SOI after RAMS; net **~\$2.1MM**)

Appendix C

Certificate of Appropriations - Annutal Town Meeting Warrant May 13, 2024 ATM

v4/24/24

Balance as of March 31, 2024 (DRAFT/PROJ.) \$ 75,544,152 \$ 150,000 \$ 4,082,975 \$ 9,707,155 \$ 28,367,055 \$ 139,579 \$ 3,304,799 \$ 4,852,096 N/A

Warrant Article	Sponsor	Tax Levy Limit	Free Cash	CapEx Fund	General Stabilization	OPEB Trust	Opioid Stabilization	Water Ret. Earn.	CPC	Other	Other Expl.
1	Report of Select Board										
2	Report of Finance Committee										
3	Authorize Treasurer/Collector to Sell Foreclosed Tax Title Properties	BOS									
4	Tax Workoff Program - Chapter 59, Section 5K & 5N	BOS									
5	Authorize Select Board to Sell Surplus Equipment	BOS									
6	Amend Interest Rate Per Annum	BOA									
7	Amend Income Requirements	BOA									
8	Veterans' Tax Exemptions	BOA									
9	Personal Property Limit of \$5,000	BOA									
10	Transfer from Available Funds (Overlay) - \$2,675 (26 properties)	BOA								\$ (2,675)	Overlay
11	Revolving Fund Spending Limits	BOS									
12	Pinecrest Capital Project	BOS								\$ (325,000)	Revolving
13	Compensation for Elected Officials (Town Clerk)	TA									
14	Pay Unpaid Bills for Prior Fiscal Year(s)	TA									
15	Current Fiscal Year (FY24) Transfers	TA									
16	Amend Consolidated Personnel By-Law - Wage Classification Plan	TA									
17	Special Education Funding Appropriation	BOS			\$ (750,000)						
18	Transfer from Available Funds to Programmatic Stabilization Fund	BOS									
19	Transfer from Available Funds to General Stabilization Fund	BOS									
20	FY2025 Omnibus Budget (Level 4, voted 4/16)	Omni	\$ (73,815,786)			\$ 1,250,000	\$ (30,000)	\$ (3,304,799)			
21	Transfer from Available Funds to the Capital Expenditure Fund	BOS	\$ (1,700,000)	\$ 1,700,000							
22	Capital Expenditures (Budget)	BOS		\$ (1,063,328)						\$ (90,000)	re-appropriate
23	HDAAC - Opioid Request	BOS					\$ (50,000)				
24	Water - Lead & Copper Survey (DEP) (from existing)	BOS								\$ (300,000)	re-appropriate
25	WTP Facilities (inc. Media Replacement) (from existing)	BOS								\$ (500,000)	re-appropriate
26	Town Manager Act - Special Legislation	BOS									
27	Gen. By-Law - Large Industrial Vehicle Fine on HCVE Roads	BOS									
28	Library MPLCP Grant Match; Assessment, Feasibility/Design	LT	\$ (150,000)								
29	Report of the Community Preservation Committee (CPC)	CPC							\$ (126,601)		
30	Rebeca Lane Road Acceptance	BOS									
31	0 Fairlane Way - Water Tower Lease (25 years)	BOS									
	<b>Subtotal</b>		<b>\$ (75,515,786)</b>	<b>\$ (150,000)</b>	<b>\$ 636,672</b>	<b>\$ (750,000)</b>	<b>\$ 1,250,000</b>	<b>\$ (80,000)</b>	<b>\$ (3,304,799)</b>	<b>\$ (126,601)</b>	<b>\$ (1,217,675)</b>
	<b>Estimated Ending Balance</b>		<b>\$ 28,366</b>	<b>\$ -</b>	<b>\$ 4,719,647</b>	<b>\$ 8,957,155</b>	<b>\$ 29,617,055</b>	<b>\$ 59,579</b>	<b>\$ -</b>	<b>\$ 4,725,495</b>	<b>N/A</b>