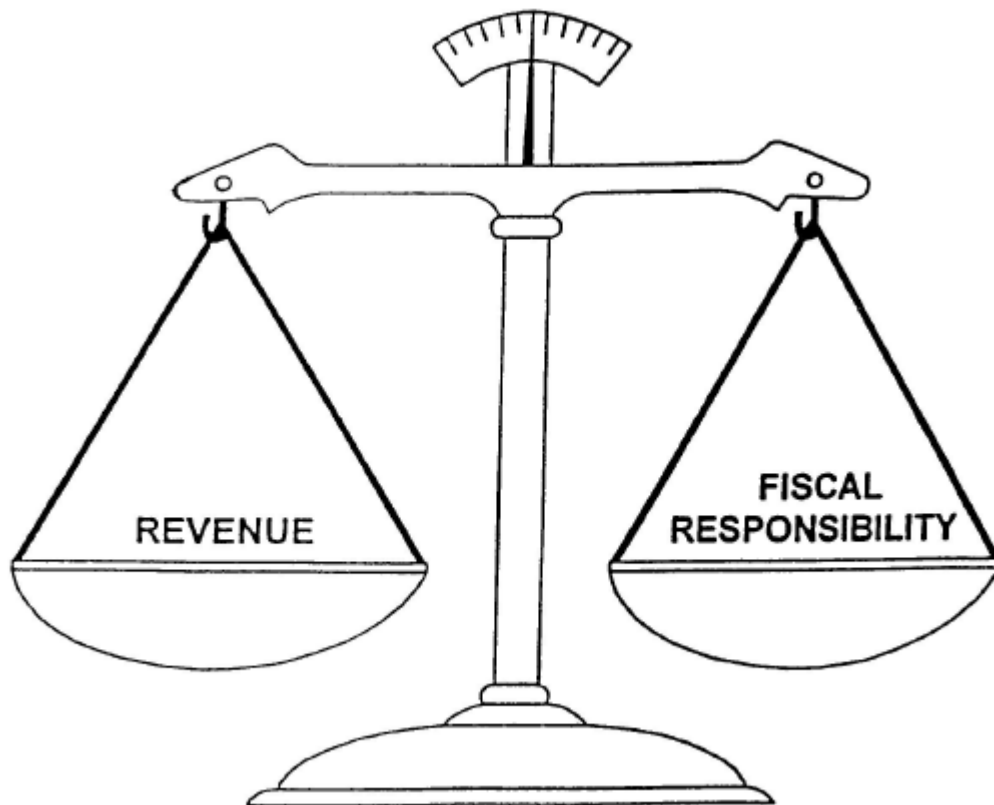


**REPORT AND RECOMMENDATIONS  
OF THE  
NORTHBRIDGE FINANCE COMMITTEE**



**Spring Annual Town Meeting  
Tuesday, May 7, 2019  
7:00 p.m.**

**Northbridge Middle School Auditorium  
171 Linwood Avenue  
Whitinsville, MA**



May 7, 2019

Dear Voters:

Enclosed is the warrant for the Spring Session of the Annual Town Meeting along with a short summary prepared by the Town Manager and the Recommendations of the Finance Committee for each article.

The Town Budget was constructed using the Governor's estimates of Local Aid. Article 3 of the warrant details the proposed Fiscal Year 2020 budget of approximately \$44.2 million.

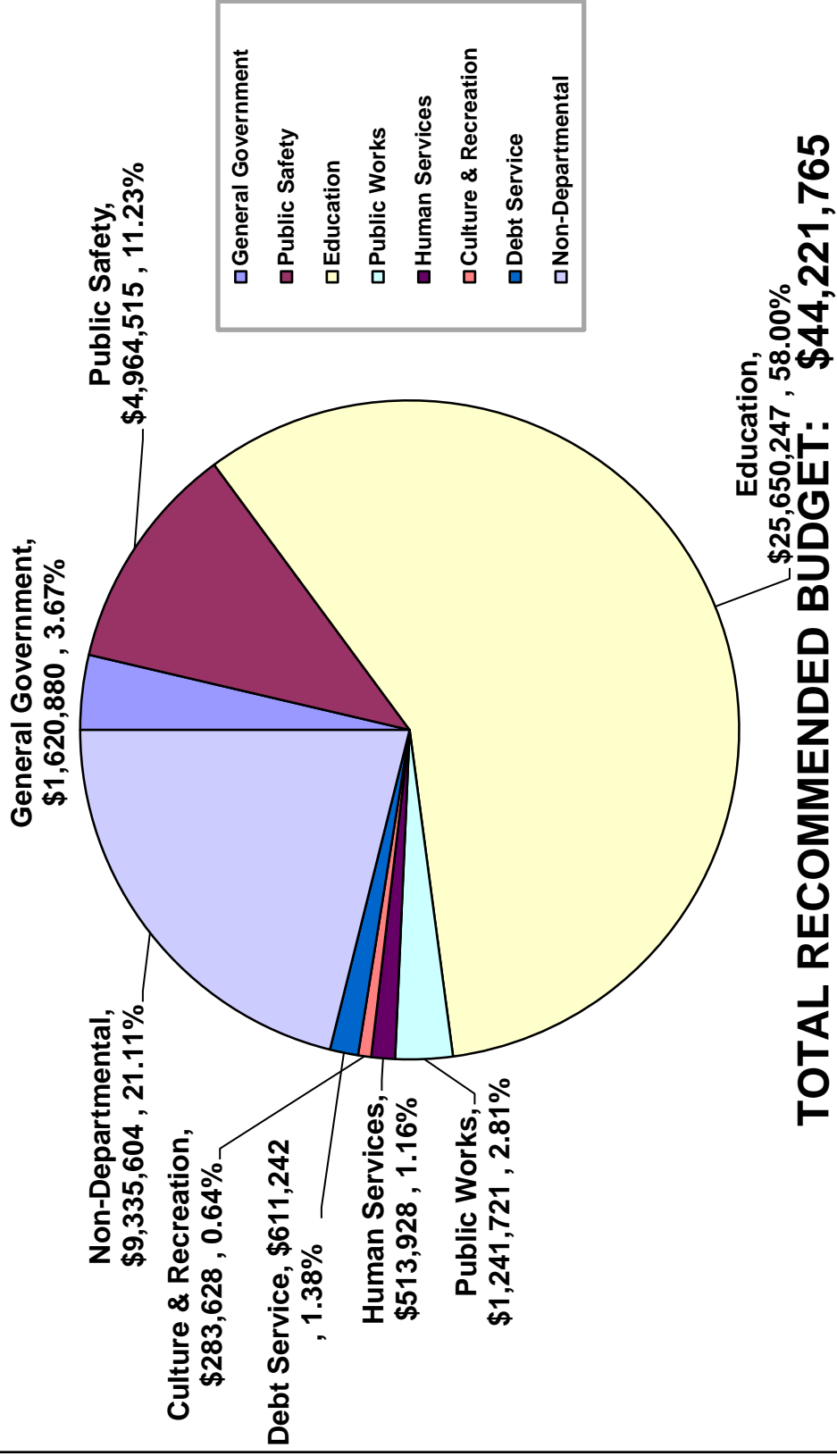
In this warrant, there are several articles seeking to expend funds for the purchase of capital items. Two articles seek authorization to fund expenditures from free cash for items for use by the Department of Public Works and for the School District. The Sewer Department is seeking to use retained earnings for capital items and repairs to the plant as well as infrastructure repairs to the water system. There is also an article to appropriate funds from the building maintenance fund to do repairs and improvements at Town Hall and to purchase 2 floor burnishers and 2 polishing machines for the School Department. In addition, there are two zoning articles; one looks to rezone 4 parcels of land on Providence Road from R-3 to B-2 and a petition article that seeks to allow Marijuana Cultivation in certain R-2 areas by special permit.

Finally, there is an article seeking authorization to borrow for the purpose of funding the renovation of Lasell Field with artificial turf surface, new track, bleachers and lighting.

Respectfully submitted,

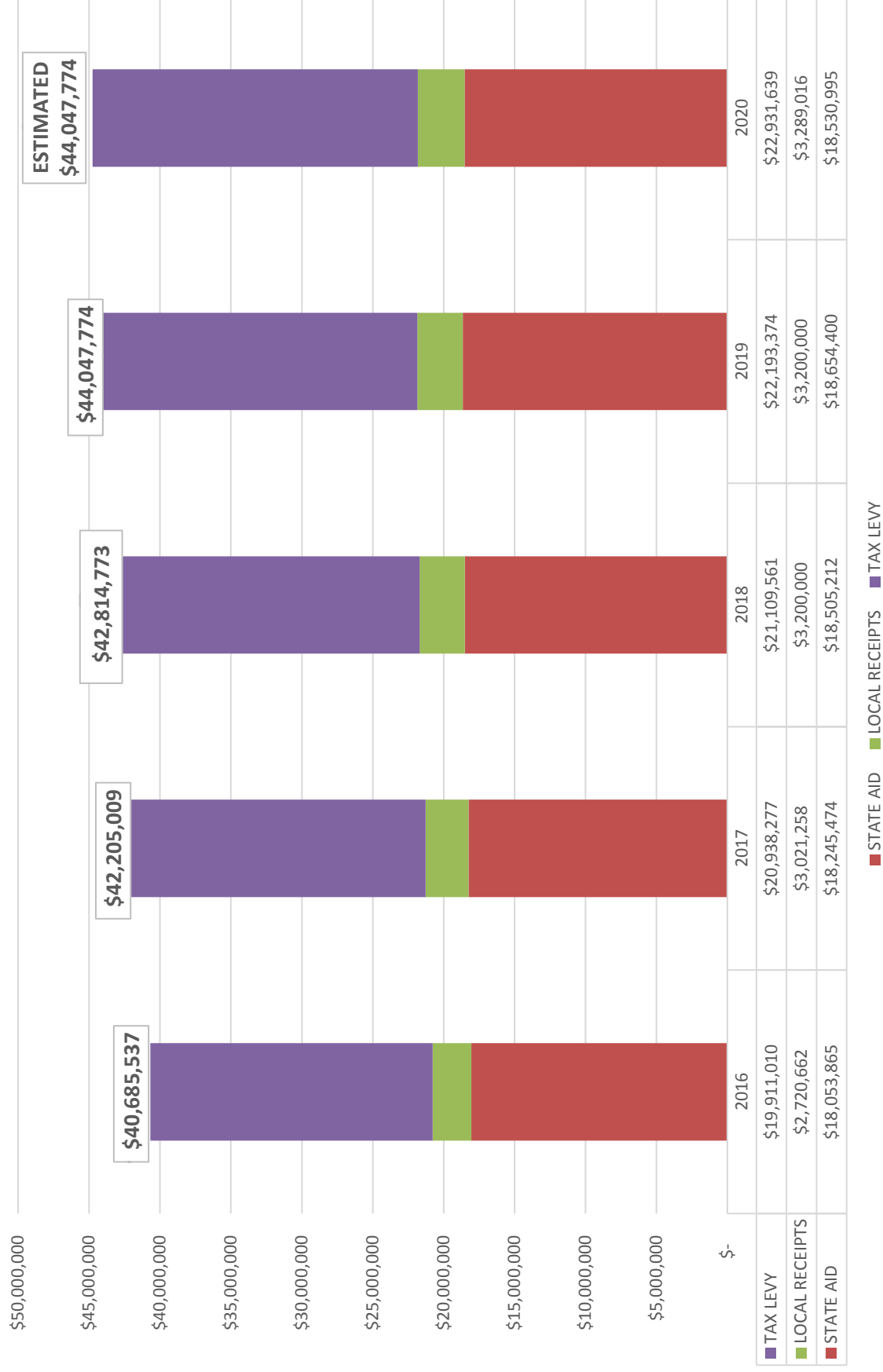
Plato Adams, Chairman  
James Barron  
Rick Flamand  
Steven Gogolinski  
Joseph Laydon  
Jill Meagher  
Christopher Pilla

# FISCAL YEAR 2020 RECOMMENDED OPERATING BUDGET



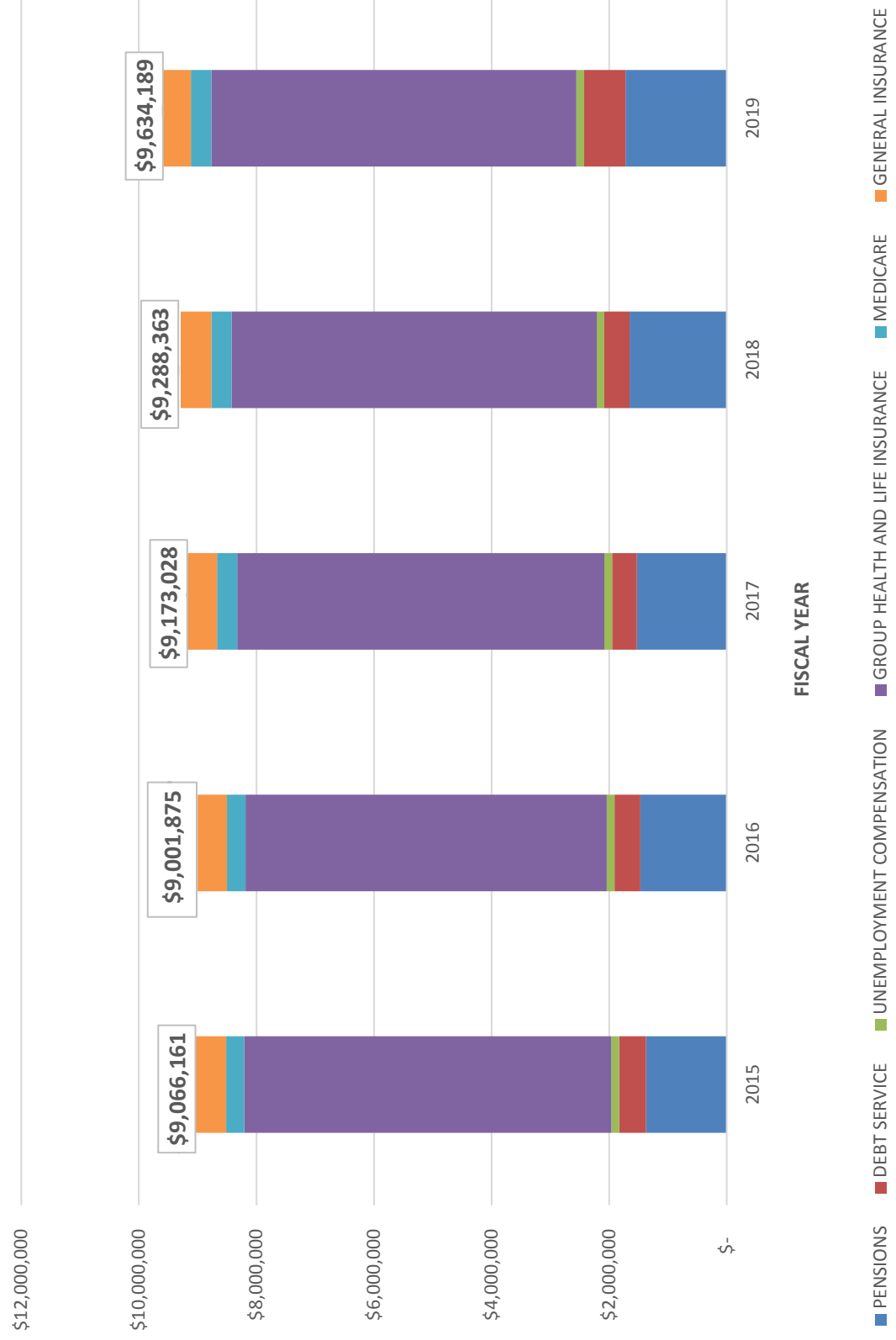
# TOWN OF NORTHBRIDGE REVENUE SOURCES AND TRENDS FY 2016-2020

Source:  
Town Accountant



**TOWN OF NORTHBRIDGE  
FIXED COST BY FISCAL YEAR  
FY 2015-2019**

Source:  
Town Accountant

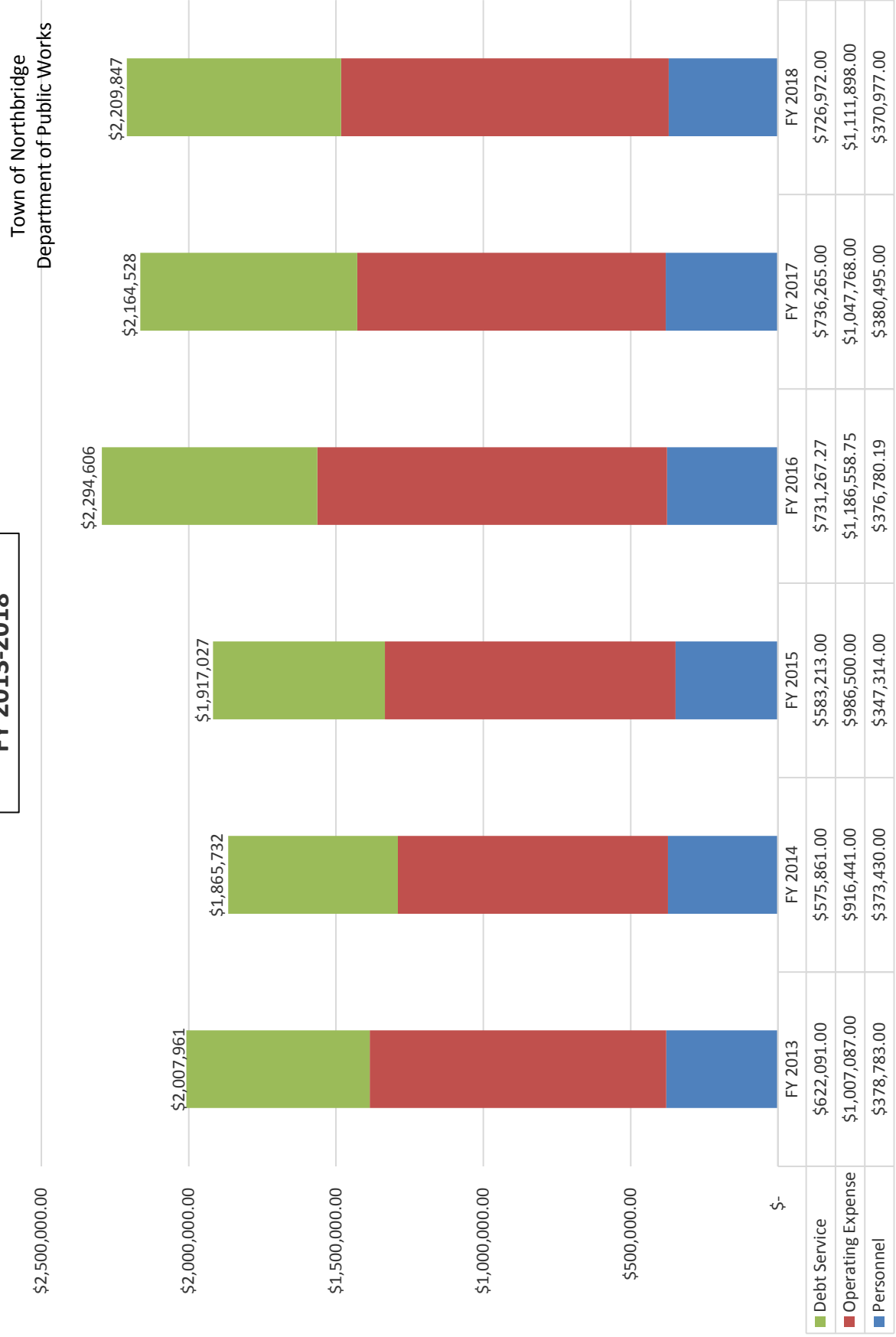


**Sewer Enterprise Fund  
Revenues by Source  
FY 2013-2018**

Town of Northbridge  
Department of Public Works



**Sewer Enterprise Fund  
Expense Analysis  
FY 2013-2018**





# TOWN OF NORTHBRIDGE

## FY2020 CAPITAL PROGRAM

Department	Project / Item Description	Article #	Request Amount	Not Funded	Free Cash	Water R. Earnings	Sewer R. Earnings	Ambul. Receipts	Building Mainten.	P. Grove Trust	Sewer Transfer	Encumb. Transfer
<b>General Government Projects and Purchases</b>												
Green	Green Community Projects Match	17	\$7,500									\$7,500
Annex	Slate Roof Repairs	18	\$10,000						\$10,000			
DPW	Sidewalk Replacement Program	17	\$25,000		\$25,000							
DPW	Pavement Maintenance Program	17	\$150,000		\$66,684							
DPW	Guardrail Replacement - Linwood Ave		\$27,000	X								
DPW	Guardrail Replacement - Upton Line/Allyn		\$24,000	X								
DPW	Guardrail Replacement - Quaker 1921-1833		\$42,000	X								
DPW	Guardrail Replacement - School Street		\$8,000	X								
DPW	Guardrail Replacement - School St - 1574		\$60,000	X								
DPW	Field Mower (Bagger/Mulcher/High-Dump)		\$40,000	X								
DPW	Heavy Duty Dump w/Sander and Plow*		\$185,000	X								
DPW	1 Ton Dump Truck w/Plow (F-550)		\$70,000	X								
Fire Dept.	Additional RFQ Funds	17	\$31,000									\$31,000
Fire Dept.	Replace Radios	17	\$50,000		\$25,000			\$25,000				
Pine Grove	Cemetery Tree/Stump Removal	17	\$10,000							\$10,000		
Pine Grove	Cemetery Road Improvements (270 Tons/Yr)	17	\$20,000							\$20,000		
Police Dept	Police Chief Assessment Center	17	\$15,000		\$15,000							
Police Dept	Security Cameras	17	\$35,000		\$35,000							
Police Dept	Ceiling Tile Replacement		\$35,000	X								
Town Hall	Slate Roof Evaluation	18	\$4,500						\$4,500			
Town Hall	HVAC Modernization (VRF System)	17	\$43,000									\$43,000
Town Hall	Entrance Flooring/Stairs Treatments	18	\$10,000						\$10,000			
Town Hall	UST Removal	17	\$20,000		\$20,000							
Town Hall	ADA Door/Ground Floor	18	\$12,000						\$12,000			
Town Hall	Town Offices Phone System Upgrade		\$35,000	X								
<b>Public School Projects and Purchases</b>												
NPS	District-Wide Technology	19	\$106,400		\$106,400							
NPS (MS)	Heating System Repairs at the MS	19	\$32,000		\$32,000							
NPS (HS)	Safety railing on stairs leading to Upper Field	19	\$12,000		\$12,000							
NPS (MS)	Abate Asbestos in MS Boiler Rooms	19	\$46,500		\$46,500							
NPS (HS)	Replace Existing HS Stairway Treads		\$40,000	X								

**TOWN OF NORTHBRIDGE  
FY2020 CAPITAL PROGRAM**

Department	Project / Item Description	Article #	Request Amount	Not Funded	Free Cash	Water R. Earnings	Sewer R. Earnings	Ambul. Receipts	Building Mainten.	P. Grove Trust	Sewer Transfer	Encumb. Transfer
NPS	2 Floor Burnishers & 2 Buffing Machines	18	\$13,100						\$13,100			
NPS (MS)	Replace Main Office Carpet		\$15,000	X								
NPS (MS)	Replace other NMS Carpets (Media Center)		\$17,225	X								
NPS (MS)	LED Interior Lighting (Green Communities)		\$65,810	X								
NPS (MS)	Replace Deteriorating Doors		\$61,235	X								
NPS (MS)	Security Cameras		\$15,000	X								
NPS (MS)	Replace Intercom and Clocks		\$50,000	X								
NPS (MS)	Replace Classroom Furniture (Two Per Year)		\$6,000	X								
NPS (MS)	NMS Floor Machines - Burnishers (2)		\$11,807	X								
NPS (HS)	LED Lighting Interior (Green Communities)		\$81,311	X								
NPS (HS)	Replace Intercom and Clocks		\$20,000	X								
NPS (HS)	NHS Low Speed Buffing Floor Machine (3)		\$1,838	X								
NPS (HS)	Security Cameras		\$15,000	X								
NPS (HS)	Painting ( Refer To Paint Plan For Locations)		\$15,000	X								
Lasell Field	Replace Existing 50' Flag Pole**		\$15,000	X								
Lasell Field	Aluminum Bleachers With Lift And Press Box**		\$225,000	X								
Lasell Field	Visitors Side Bleachers (Aluminum)**		\$105,000	X								
Lasell Field	Replace Existing Track**		\$367,500	X								
Lasell Field	Storage Building Under Bleachers**		\$50,000	X								
Lasell Field	Artificial Surface Football Field & Maint. Equip.		\$2,524,600	X								
<b>Enterprise Fund Projects and Purchases</b>												
Sewer	Remove and Replace UST at WWTP	15	\$52,200								\$52,200	
Sewer	CMWP Program Improvements	13	\$150,000				\$150,000					
Sewer	Industrial Limit Treatment	14	\$360,000				\$360,000					
Water	Linwood Ave. 12-inch Water Main	16	\$162,360			\$162,360						
Water	Court St. 8-inch Water Main	16	\$159,900			\$159,900						
Water	Jon Circle 8-inch Water Main	16	\$107,010			\$107,010						
Water	Edgemere Ave. 8-inch Water Main	16	\$190,650			\$190,650						
<b>FINAL</b>	<b>TOTALS</b>		<b>\$6,055,946</b>		<b>\$383,584</b>	<b>\$619,920</b>	<b>\$510,000</b>	<b>\$25,000</b>	<b>\$49,600</b>	<b>\$30,000</b>	<b>\$52,200</b>	<b>\$81,500</b>

**TOWN OF NORTHBRIDGE  
WARRANT FOR  
SPRING ANNUAL TOWN MEETING**

**TUESDAY, MAY 7, 2019 - 7:00 P.M.**

**ARTICLE 1: (Board of Selectmen)**

To see if the Town will vote to raise and appropriate and/or transfer from available funds in the Treasury and/or transfer from the unexpended appropriated funds of one or more of the departments of the Town the following sums of money and authorize the payment of prior year bills; or take any other action relative thereto.

**TOWN MANAGER'S SUMMARY:** This article seeks authorization to pay prior year bills. Should there be no prior year bills, this article will be passed over at Town Meeting.

**FINANCE COMMITTEE'S RECOMMENDATION:** There being no bills from a prior year, it was recommended this article be passed over. The Finance Committee ***recommends passing over*** this article. The vote was unanimous.

**VOTER'S COMMENTS AND/OR QUESTIONS:**

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**ARTICLE 2: (Board of Selectmen)**

To see if the Town will vote to amend the votes taken under Article 3 of the 2018 Spring Session of the Annual Town Meeting (May 1, 2018), and under Article 1 of the 2018 Fall Session of the Annual Town Meeting (October 23, 2018), appropriations and transfers under the Omnibus Budget Article; or take any other action relative thereto.

**GENERAL GOVERNMENT**

**CENTRAL SERVICES:**

Line 13B: Central Services Expenses

By **transferring from Line 13A [Central Services Personnel]**

The additional sum of \$10,000

**TOTAL CENTRAL SERVICES: \$10,000**

**TOTAL GENERAL GOVERNMENT: \$10,000**

**PUBLIC SAFETY**

**POLICE:**

Line 14B: Police Expenses

By **transferring from Line 14A [Police Personnel]**

The additional sum of \$16,000

**TOTAL POLICE: \$16,000**

**FIRE:**

Line 15B: Fire Expenses

By **transferring from Line 15A [Fire Personnel]**

The additional sum of \$20,000

**TOTAL FIRE: \$20,000**

**TOTAL PUBLIC SAFETY: \$36,000**

**DEPARTMENT OF PUBLIC WORKS**

Line 21C: Snow/Ice Personnel

By **transferring from the undesignated fund balance (free cash)**

the additional sum of \$ 260,000

**TOTAL DEPARTMENT OF PUBLIC WORKS:\$ 260,000****NON-DEPARTMENTAL****RETIREMENT SYSTEM:**

Line 38: Retirement System

By **transferring from Line 26B [Veterans Expenses]**

The additional sum of \$ 9,100

**TOTAL RETIREMENT SYSTEM:\$ 9,100****WORKERS COMPENSATION:**

Line 39: Workers' Compensation

By **transferring from Line 42 [Property & Liability Ins.]**

The additional sum of \$ 42,000

**TOTAL WORKERS COMP.: \$ 42,000****TOTAL NON-DEPARTMENTAL: \$51,100****TOTAL ARTICLE 2: \$357,100**

**TOWN MANAGER'S SUMMARY:** This article seeks to allow amendments to the FY 2019 operating budget, which was also amended at the Fall Session of the Annual Town Meeting held October 23, 2018.

**FINANCE COMMITTEE'S RECOMMENDATION:** This article authorizes transfers between departmental accounts established in the FY 2019 budget. The Finance Committee ***recommends passage*** of this article. The vote was unanimous.

**VOTER'S COMMENTS AND/OR QUESTIONS:****ARTICLE 3: (Finance Committee)**

To see if the Town will vote to raise and appropriate and/or transfer from available funds in the Treasury and/or transfer from the Health Insurance Stabilization Fund such sums of money, not to exceed **\$44,221,765**, to defray the necessary and usual expenses of the several departments of the Town for FY 2020, beginning July 1, 2019 and ending June 30, 2020; or take any other action relative thereto.

	FY 19 Approved	FY 20 Recommended
<b>LINE # ACCOUNT NAME</b>		
<b>GENERAL GOVERNMENT</b>		
<b>RAISE AND APPROPRIATE</b>		
<b>1 SELECTMEN</b>		
1A Personnel	5,150	5,150
By allocating \$1,150 to the Chairman and \$1,000 to each of the other 4 Selectmen		
1B Expenses	133,500	130,260
<b>Total Selectmen</b>	<b>138,650</b>	<b>135,410</b>

<b>2 TOWN MANAGER</b>		
2A Personnel	284,377	298,622
2B Expenses	21,559	22,239
<b>Total Town Manager</b>	<b>305,936</b>	<b>320,861</b>
<b>3 FINANCE COMMITTEE</b>		
3B Expenses	15,000	10,000
<b>Total Finance Committee</b>	<b>15,000</b>	<b>10,000</b>
<b>4 TOWN ACCOUNTANT</b>		
4A Personnel	126,628	131,270
4B Expenses	15,380	15,380
<b>Total Town Accountant</b>	<b>142,008</b>	<b>146,650</b>
<b>5 ASSESSORS</b>		
5A Personnel	169,839	175,955
5B Expenses	15,870	16,532
<b>Total Assessors</b>	<b>185,709</b>	<b>192,487</b>
<b>6 TREASURER/COLLECTOR</b>		
6A Personnel	157,894	164,733
<b>APPROPRIATE FROM PARKING TICKET RECEIPTS</b>		
6A Personnel	0	0
<b>RAISE AND APPROPRIATE</b>		
6B Expenses	37,300	37,300
<b>Total Treasurer/Collector</b>	<b>195,194</b>	<b>202,033</b>
<b>7 INFORMATION SYSTEMS</b>		
7A Personnel	76,589	78,121
7B Expenses	106,188	109,540
<b>Total Information Systems</b>	<b>182,777</b>	<b>187,661</b>
<b>8 TOWN CLERK/ELECTIONS</b>		
8A Personnel	128,282	134,971
8B Expenses	48,822	39,355
<b>Total Town Clerk/Elections</b>	<b>177,104</b>	<b>174,326</b>
<b>9 CONSERVATION</b>		
9A Personnel	33,701	35,074
<b>APPROPRIATE FROM WETLAND FEES</b>		
9A Personnel	5,000	5,000
9B Expenses	0	0
<b>RAISE AND APPROPRIATE</b>		
9B Expenses	2,500	2,515
<b>Total Conservation</b>	<b>41,201</b>	<b>42,589</b>
<b>10 PLANNING BOARD</b>		
10A Personnel	98,290	100,446
10B Expenses	9,849	9,923
<b>Total Planning Board</b>	<b>108,139</b>	<b>110,369</b>

<b>11 ZONING/APPEALS BOARD</b>		
11A Personnel	9,337	9,609
11B Expenses	6,255	6,260
<b>Total Zoning/Appeals Board</b>	<b>15,592</b>	<b>15,869</b>
<b>12 ECONOMIC DEVELOPMENT</b>		
12A Personnel	0	0
12B Expenses	0	0
<b>Total Economic Development</b>	<b>0</b>	<b>0</b>
<b>13 TOWN HALL/CENTRAL SERVICES</b>		
13A Personnel	24,000	24,000
13B Expenses	58,625	58,625
<b>Total Town Hall/Central Services</b>	<b>82,625</b>	<b>82,625</b>
<b>TOTAL GENERAL GOVERNMENT</b>	<b>1,589,935</b>	<b>1,620,880</b>
<b>PUBLIC SAFETY</b>		
<b>RAISE AND APPROPRIATE</b>		
<b>14 POLICE</b>		
14A Personnel	2,543,512	2,628,255
14B Expenses	280,548	299,679
<b>Total Police</b>	<b>2,824,060</b>	<b>2,927,934</b>
<b>15 FIRE</b>		
15A Personnel	760,253	858,285
15B Expenses	151,123	156,995
<b>Total Fire</b>	<b>911,376</b>	<b>1,015,280</b>
<b>APPROPRIATE FROM AMBULANCE RECEIPTS</b>		
<b>16 AMBULANCE</b>		
16A Personnel	758,279	730,890
16B Expenses	99,550	111,300
<b>Total Ambulance</b>	<b>857,829</b>	<b>842,190</b>
<b>RAISE AND APPROPRIATE</b>		
<b>17 CODE ENFORCEMENT</b>		
17A Personnel	145,408	148,639
<b>APPROPRIATE FROM WEIGHTS AND MEASURES RESERVE ACCOUNT</b>		
17A Personnel	5000	5,000
<b>RAISE AND APPROPRIATE</b>		
17B Expenses	10,167	10,172
<b>APPROPRIATE FROM WEIGHTS AND MEASURES RESERVE ACCOUNT</b>		
17B Expenses	1,500	1,500
<b>Total Code Enforcement</b>	<b>162,075</b>	<b>165,311</b>
<b>RAISE AND APPROPRIATE</b>		

<b>18 CIVIL DEFENSE</b>		
18A Personnel	3,500	3,500
18B Expenses	10,300	10,300
<b>Total Civil Defense</b>	<b>13,800</b>	<b>13,800</b>

<b>TOTAL PUBLIC SAFETY</b>	<b>4,769,140</b>	<b>4,964,515</b>
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## EDUCATION

### RAISE AND APPROPRIATE

<b>20 SCHOOL DEPARTMENT</b>		
20 SCHOOL DEPARTMENT	23,389,965	23,839,465
20A TRANSPORTATION	0	0
20B TRADE SCHOOL	300,000	100,000
20C BLACKSTONE REGIONAL	1,621,700	1,710,782
<b>TOTAL EDUCATION</b>	<b>25,311,665</b>	<b>25,650,247</b>

## PUBLIC WORKS

### RAISE AND APPROPRIATE

<b>21 DPW HIGHWAY DIVISION</b>		
21A Personnel	568,601	542,885
21B Expenses	598,836	598,836
21C Snow/Ice Personnel	100,000	100,000
<b>Total Highway (Includes Snow &amp; Ice)</b>	<b>1,267,437</b>	<b>1,241,721</b>

### 21 DPW FACILITIES DIVISION

21D Energy and Utilities	0	0
21E Building Maintenance (non-personnel)	0	0

<b>TOTAL PUBLIC WORKS</b>	<b>1,267,437</b>	<b>1,241,721</b>
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## BUILDING, PLANNING & CONSTRUCTION COMM.

### RAISE AND APPROPRIATE

<b>21F BUILDING, PLANNING &amp; CONSTRUCTION COMM.</b>		
21F Expenses	0	0
<b>TOTAL BUILD, PLAN, &amp; CONSTRUCT</b>	<b>0</b>	<b>0</b>

## HUMAN SERVICES

### RAISE AND APPROPRIATE

<b>22 BOARD OF HEALTH</b>		
22A Personnel	56,562	57,684
22B Expenses	19,995	20,212
<b>Total Board of Health</b>	<b>76,557</b>	<b>77,896</b>

<b>23 LANDFILL ANALYSIS</b>		
23A Expenses	65,000	15,000
<b>Total Landfill Analysis</b>	<b>65,000</b>	<b>15,000</b>
 <b>24 COUNCIL ON AGING</b>		
24A Personnel	157,154	162,954
24B Expenses	20,508	20,508
<b>Total Council On Aging</b>	<b>177,662</b>	<b>183,462</b>
 <b>25 DISABILITY COMMISSION</b>		
25A Personnel	0	0
25B Expenses	0	1,000
<b>Total Disability Commission</b>	<b>0</b>	<b>1,000</b>
 <b>26 VETERANS</b>		
26A Personnel	0	0
26B Expenses	236,936	236,570
<b>Total Veterans</b>	<b>236,936</b>	<b>236,570</b>
 <b>TOTAL HUMAN SERVICES</b>	<b>556,155</b>	<b>513,928</b>
 <b>CULTURE &amp; RECREATION</b>		
<b>RAISE AND APPROPRIATE</b>		
<b>27 LIBRARY</b>		
27A Personnel	213,102	217,710
27B Expenses	28,731	29,018
<b>Total Library</b>	<b>241,833</b>	<b>246,728</b>
 <b>28 RECREATION</b>		
28A Personnel	0	0
28B Expenses	12,000	12,000
28C Youth League Equipment	0	0
<b>Total Recreation</b>	<b>12,000</b>	<b>12,000</b>
 <b>29 HISTORICAL COMMISSION</b>		
29A Expenses	500	500
<b>Total Historical Commission</b>	<b>500</b>	<b>500</b>
 <b>30 MEMORIALS</b>		
30A Soldiers Memorials	15,000	15,000
30B Veterans Celebrations	1,900	1,900
<b>Total Memorials</b>	<b>16,900</b>	<b>16,900</b>
 <b>31 RECYCLING</b>		
31A Personnel	0	0
31B Expenses	7,500	7,500
<b>Total Recycling</b>	<b>7,500</b>	<b>7,500</b>
 <b>TOTAL CULTURE &amp; RECREATION</b>	<b>278,733</b>	<b>283,628</b>



**DEBT SERVICE****RAISE AND APPROPRIATE**

32 Debt Principal	422,746	392,000
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**APPROPRIATE FROM RECEIPTS RESERVED - TITLE V**

32 Debt Principal	15,108	15,108
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**RAISE AND APPROPRIATE**

33 Debt Interest	95,855	111,730
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34 Short Term Interest	20,000	20,000
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35 BVRs Debt	75,248	72,404
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<b>TOTAL DEBT SERVICE</b>	<b>628,957</b>	<b>611,242</b>
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**NON-DEPARTMENTAL****RAISE AND APPROPRIATE**

36 Medicare	345,000	345,000
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37 Life Insurance	10,000	10,000
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38 Retirement System	1,720,251	1,902,451
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39 Workers' Compensation	150,380	200,000
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40 Unemployment Comp.	131,300	131,300
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41 Employee Ins. Benefits	5,400,000	5,350,000
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**APPROPRIATE FROM AVAILABLE FUNDS [FREE CASH]**

41 Employee Ins. Benefits	750,000	750,000
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**APPROPRIATE FROM OVERLAY SURPLUS**

41 Employee Ins. Benefits	50,000	100,000
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**APPROPRIATE FROM HEALTH INSURANCE STABILIZATION**

41 Employee Ins. Benefits	0	0
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**RAISE AND APPROPRIATE**

42 Property & Liability Ins.	371,047	359,603
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43 Reserve for Wage Adj.	12,500	12,500
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44 Stabilization Fund	0	0
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45 Reserve Fund	50,000	150,000
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46 Retirement Benefits	24,750	24,750
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<b>TOTAL NON-DEPARTMENTAL</b>	<b>9,015,228</b>	<b>9,335,604</b>
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<b>TOTAL</b>	<b>\$ 43,417,250</b>	<b>\$ 44,221,765</b>
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**TOWN MANAGER'S SUMMARY:** This article is the Town's Omnibus Operating Budget Article for FY 2020, which cannot exceed **\$44,221,765**. Sewer and Water are enterprise funds that are approved by separate articles.

**FINANCE COMMITTEE'S RECOMMENDATION:** This article seeks to establish the Fiscal Year 2020 budget in an amount not to exceed **\$44,221,765**. The Finance Committee ***recommends passage*** of this article. The vote was unanimous.

**VOTER'S COMMENTS AND/OR QUESTIONS:**


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**ARTICLE 4: (Board of Selectmen)**

To see if the Town will vote to raise and appropriate and/or transfer from the Retained Earnings Account of the Sewer Enterprise Fund a sum of money to operate the Sewer Enterprise Operation of the Department of Public Works for FY 2020; or take any other action relative thereto.

**TOWN MANAGER'S SUMMARY:** This article seeks to raise and appropriate the sum of \$2,281,729 for expenses and debt service to operate the Sewer Enterprise Operation of the Department of Public Works for FY 2020, said sum to be offset by the sum of \$2,281,729 from betterments and other revenues received by the Sewer Enterprise Fund during Fiscal Year 2018; said appropriations to be used for the following purposes:

Wages and Salaries	\$ 424,746
Expenses	\$ 925,333
Interest on long term debt	\$ 69,561
Sewer maturing principal	\$ 618,529
<b>Total:</b>	<b>\$2,038,169;</b>

and further vote to transfer \$243,560 from said \$2,281,729 to the General Fund as reimbursement for shared costs and fringe benefits.

**FINANCE COMMITTEE'S RECOMMENDATION:** This article seeks to appropriate funding in the amount of \$2,281,729 to operate the Sewer Enterprise Operation. The Finance Committee ***recommends passage*** of this article. The vote was unanimous.

**VOTER'S COMMENTS AND/OR QUESTIONS:**

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**ARTICLE 5: (Board of Selectmen)**

To see if the Town will vote to raise and appropriate and/or transfer from the Retained Earnings Account of the Water Enterprise Fund a sum of money to operate the Water Enterprise Operation of the Department of Public Works for FY 2020; or take any other action relative thereto.

**TOWN MANAGER'S SUMMARY:** This article seeks to raise and appropriate the sum of \$1,596,170 for expenses and debt service to operate the Water Enterprise Operation of the Department of Public Works for FY 2020, said sum to be offset by the sum of \$1,596,170 from revenues received by the Water Enterprise Fund during Fiscal Year 2020, said appropriation to be used for the following purposes:

Wages and Salaries	\$ 26,176
Expenses	\$1,493,821
Interest on long term debt	\$ 10,075
Water maturing principal	\$ 35,000
<b>Total:</b>	<b>\$1,565,072;</b>

and further vote to transfer \$31,098 from said \$1,596,170 to the General Fund as reimbursement for shared costs and fringe benefits.

**FINANCE COMMITTEE'S RECOMMENDATION:** This article seeks to appropriate funding in the amount of \$1,596,170 to operate the Water Enterprise Operation. The Finance Committee ***recommends passage*** of this article. The vote was unanimous.

**VOTER'S COMMENTS AND/OR QUESTIONS:**

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**ARTICLE 6: (Board of Selectmen)**

To see if the Town will vote to appropriate a sum of money and such additional funds as may become available from the Commonwealth's Department of Transportation, Chapter 90 Bond Issue proceeds, to be used by the Department of Public Works for the repair and maintenance of Town roads in conformance with MGL and further to see if the Town will vote to meet said appropriation by borrowing and to authorize the Treasurer/Collector, with

approval of the Board of Selectmen, to issue bonds or notes of the Town therefor in anticipation of the receipt of said State Aid; or take any other action relative thereto.

**TOWN MANAGER'S SUMMARY:** This article is an annual request to authorize the Board of Selectmen to expend Chapter 90 State Road funds for FY 2020.

**FINANCE COMMITTEE'S RECOMMENDATION:** This article allows for the expenditure of Chapter 90 road funds and allows the Treasurer to borrow in anticipation of receiving Chapter 90 funds. The Finance Committee ***recommends passage*** of this article. The vote was unanimous.

**VOTER'S COMMENTS AND/OR QUESTIONS:**

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**ARTICLE 7: (Board of Selectmen)**

To see if the Town will vote to authorize the Treasurer/Collector to enter into a compensating balance agreement or agreements for FY 2020, pursuant to Chapter 44, Section 53F of the M.G.L.; or take any other action relative thereto.

**TOWN MANAGER'S SUMMARY:** This article authorizes the Treasurer/Collector to enter into agreements with banks and to manage Town funds.

**FINANCE COMMITTEE'S RECOMMENDATION:** This is an annual article that allows the Treasurer to enter into agreements with banks to manage Town funds. The Finance Committee ***recommends passage*** of this article. The vote was unanimous.

**VOTER'S COMMENTS AND/OR QUESTIONS:**

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**ARTICLE 8: (Board of Selectmen)**

To see if the Town will vote to set the FY20 spending limits for the Town's revolving funds under section 5-113 of the Northbridge Code as follows:

Program or Purpose	FY 2020 Spending Limit
Playgrounds and Recreation	\$20,000
Food Health and Safety	\$20,000
Compost Site	\$10,000

or take any other action relative thereto.

**TOWN MANAGER'S SUMMARY:** The purpose of this article is for the annual reauthorization of the Playground & Recreation Commission's revolving account not to exceed \$20,000; for the annual reauthorization of the Board of Health's revolving account for Food Health and Safety not to exceed \$20,000; and for the annual reauthorization of the Board of Health's revolving account for the Compost Site not to exceed \$10,000.

**FINANCE COMMITTEE'S RECOMMENDATION:** This article authorizes spending limits for the revolving funds associated with the Playground and Recreation Commission, Food Health and Safety [Board of Health] and the Compost Site. The Finance Committee ***recommends passage*** of this article. The vote was unanimous.

**VOTER'S COMMENTS AND/OR QUESTIONS:**

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**ARTICLE 9: (Board of Selectmen)**

To see if the Town will vote to amend the votes taken under Article 3 of the 2018 Spring Session of the Annual Town Meeting (May 1, 2018), and under Article 1 of the 2018 Fall Session of the Annual Town Meeting (October 23, 2018), appropriations and transfers under the Omnibus Budget Article, by transferring the sum of \$24,750 from Line 46 Retirement Benefits to the Compensated Absences Fund; or take any other action relative thereto.

**TOWN MANAGER'S SUMMARY:** This article seeks to amend the votes taken under Article 3 of the 2018 Spring Session of the Annual Town Meeting (May 1, 2018), and under Article 1 of the 2018 Fall Session of the Annual Town Meeting (October 23, 2018), by transferring the sum of \$24,750 from Line 46 – Retirement Benefits to the Compensated Absences Fund for FY 2020.

**FINANCE COMMITTEE'S RECOMMENDATION:** This article transfers \$24,750 from Line 46 – Retirement Benefits to the Compensated Absences Fund. The Finance Committee ***recommends passage*** of this article. The vote was unanimous.

**VOTER'S COMMENTS AND/OR QUESTIONS:**

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**ARTICLE 10: (Board of Selectmen)**

To see if the Town will vote to appropriate and transfer a sum of money from the Pine Grove Cemetery Trust to fund operations of the Pine Grove Cemetery for FY 2020 beginning July 1, 2019 and ending on June 30, 2020, said funds to be expended under the direction of the Director of Public Works; or take any other action relative thereto.

**TOWN MANAGER'S SUMMARY:** The purpose of this article is to transfer a sum of money to the Pine Grove Cemetery Trust Fund to fund operations of the Pine Grove Cemetery for FY 2020.

**FINANCE COMMITTEE'S RECOMMENDATION:** This article seeks to transfer \$74,100 from the Pine Grove Cemetery Trust to fund the operations of the cemetery during Fiscal Year 2020. The Finance Committee ***recommends passage*** of this article. The vote was unanimous.

**VOTER'S COMMENTS AND/OR QUESTIONS:**

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**ARTICLE 11: (Board of Assessors)**

To see if the Town will vote to transfer the sum of \$87,000 from the Overlay Surplus to be expended by the Board of Assessors for the revaluation of properties in the Town of Northbridge in accordance with Massachusetts General Laws Chapter 40 section 56, Chapter 58 sections 1 and 1A, and the regulations of the Department of Revenue; or take any other action relative thereto.

**TOWN MANAGER'S SUMMARY:** This article seeks to transfer \$87,000 from the Overlay Surplus to fund the cost of the Assessors' Quinquennial Revaluation.

**FINANCE COMMITTEE'S RECOMMENDATION:** The Finance Committee ***recommends passage*** of this article. The vote was unanimous.

**VOTER'S COMMENTS AND/OR QUESTIONS:**

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**ARTICLE 12: (Board of Assessors)**

To see if the Town will vote to accept Massachusetts General Laws Chapter 59, Section 21A ½ , Certified Assessors; compensation, which allows an assessor or assistant assessor who has completed necessary courses of study and training, and who has been awarded a certificate as a Certified Massachusetts Assessor, to receive as compensation from the Town, in addition to regular compensation from the Town, an amount equal to ten percent of such regular compensation; or take any other action relative thereto.

**TOWN MANAGER'S SUMMARY:** This purpose of this article is to accept Massachusetts General Laws Chapter 59, Section 21A ½, which allows Certified Assessors to receive additional compensation in an amount equal to 10% of their regular compensation.

**FINANCE COMMITTEE'S RECOMMENDATION:** The Finance Committee *recommends passage* of this article. The vote was unanimous.

**VOTER'S COMMENTS AND/OR QUESTIONS:**

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**ARTICLE 13: (Board of Selectmen)**

To see if the Town will vote to appropriate and/or transfer funds from the Retained Earnings Account of the Sewer Enterprise Fund, the amount of \$150,000 to be expended under the direction of the Director of Public Works, for the purpose of funding work recommended as a result of the Town's Comprehensive Wastewater Management Plan (CWMP) and infiltration & inflow reports for the 3<sup>rd</sup> segment of a multi-year program to make physical improvements to the Town's sewer collection system, including the sealing/replacement of leaking manhole structures and relining/replacement of deficient/cracked/broken sewer lines; or take any other action relative thereto.

**TOWN MANAGER'S SUMMARY:** The purpose of this article is to transfer \$150,000 from the Retained Earnings Account of the Sewer Enterprise Fund, to fund the third segment of a program to make physical improvements to the Town's sewer collection system including the sealing/replacement of leaking manhole structures and relining/replacement of deficient/cracked/broken sewer lines.

**FINANCE COMMITTEE'S RECOMMENDATION:** This article supports projects and repairs to the Town's sewer system using \$150,000 from the Retained Earnings Account of the Sewer Enterprise Fund. The Finance Committee *recommends passage* of this article. The vote was unanimous.

**VOTER'S COMMENTS AND/OR QUESTIONS:**

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**ARTICLE 14: (Board of Selectmen)**

To see if the Town will vote to appropriate and/or transfer from the Retained Earnings Account of the Sewer Enterprise Fund, the amount of \$360,000 for the purpose of the development of a Technically Based Metal Reduction System for the Northbridge sewer system to comply with EPA Administrative Order CWS-01-18-001; or take any other action relative thereto.

**TOWN MANAGER'S SUMMARY:** This article seeks to appropriate and/or transfer \$360,000 from the Retained Earnings Account of the Sewer Enterprise Fund, for the purpose of development of a Technically Based Metal Reduction System to comply with the EPA Administrative Order CWS-01-18-001.

**FINANCE COMMITTEE'S RECOMMENDATION:** The Finance Committee *recommends passage* of this article in the amount of \$360,000. The vote was unanimous.

**VOTER'S COMMENTS AND/OR QUESTIONS:**

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**ARTICLE 15: (Board of Selectmen)**

To see if the Town will vote to transfer from the unexpended balance of Sewer Capital Account 60002118-530300 the amount of \$52,200 for the Removal and Replacement of an Underground Fuel Oil Storage Tank at the Wastewater Treatment Plant; or take any other action relative thereto.

**TOWN MANAGER'S SUMMARY:** This article seeks to transfer \$52,200 from the unexpended balance of the Sewer Capital Account for the Removal and Replacement of an Underground Fuel Oil Storage Tank at the Wastewater Treatment Plant.

**FINANCE COMMITTEE'S RECOMMENDATION:** This article raises additional funds needed to remove and replace the underground fuel tank at the Wastewater Treatment Plant. The Finance Committee ***recommends passage*** of this article. The vote was unanimous.

**VOTER'S COMMENTS AND/OR QUESTIONS:**

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**ARTICLE 16: (Board of Selectmen)**

To see if the Town will vote to appropriate and/or transfer from the Retained Earnings Account of the Water Enterprise Fund the amount of \$619,920 for the purpose of financing water infrastructure repairs, including the replacement of water mains, within the streets of Linwood Avenue, Court Street, Jon Circle, and Edgemere Avenue; or take any other action relative thereto.

**TOWN MANAGER'S SUMMARY:** This article seeks to appropriate and/or transfer \$619,920 from the Retained Earnings Account of the Water Enterprise Fund, for the purpose of financing water infrastructure repairs within the streets of Linwood Avenue, Court Street, Jon Circle, Benson Road and Edgemere Avenue.

**FINANCE COMMITTEE'S RECOMMENDATION:** The Finance Committee ***recommends passage*** of this article in the amount of \$619,920. The vote was unanimous.

**VOTER'S COMMENTS AND/OR QUESTIONS:**

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**ARTICLE 17: (Board of Selectmen) SEE PAGE 24 FOR ADDITIONAL INFORMATION.**

To see if the Town will vote to transfer from the undesignated fund balance (free cash) the following sums of money for the following purposes, said sums to be expended by the head of the department designated: \$25,000 for a Town-Wide Sidewalk Maintenance Program (Public Works); \$66,684 for a Town-wide Pavement Maintenance Program (Public Works); \$25,000 to replace Fire Department Communication Radios; \$15,000 for a Police Department Assessment Center; \$35,000 for Police Station Security Cameras; and \$20,000 for Town Hall Underground Fuel Oil Storage Tank Removal (Public Works); and to transfer the amount of \$25,000 from Ambulance Receipts to replace Fire Department Radios; and to transfer the amount of \$31,000 from the unexpended balance of the Fire Department Capital Account 01021816-XXXXXX, for the Fire Station Feasibility Study; and to transfer the unexpended balance of \$1,168 from the Dump Truck Capital Account 01021705-585002, the unexpended balance of \$35,231 from the DPW Underground Utility Capital Account 01021810-521900, the unexpended balance of \$5,000 from the Bylaw Review Committee Account 01021104-542000, the unexpended balance of \$4,000 from the Town Hall Annex Slate Roof Capital Account 01021915-585310, the unexpended balance of \$1,881 from the Senior Center Carpet & Window Treatments Capital Account 01021915-585311, and the unexpended balance of \$3,220 from the Town Hall Annex Hot Water Tank Capital Account 01021915-585314, for the following purposes: \$7,500 for Green Community Projects and \$43,000 for the Town Hall VRF System Project; said sums to be expended by the Director of Public Works; and to transfer the amount of \$30,000 from the unexpended balance of the Pine Grove Cemetery Gift Account for the following purposes:

\$20,000 for driveway/road improvements and \$10,000 for Tree and Stump Removal within the Pine Grove Cemetery grounds, said sum to be expended by the Director of Public Works; or take any other action relative thereto.

**TOWN MANAGER'S SUMMARY:** The purpose of this article is to transfer funds from free cash for the following purposes, said funds to be expended by the head of the department designated: \$25,000 for a Town-Wide Sidewalk Maintenance Program (Public Works); \$66,684 for a Town-wide Pavement Maintenance Program (Public Works); \$25,000 to replace Fire Department Communication Radios; \$15,000 for a Police Department Assessment Center; \$35,000 for Police Station Security Cameras; and \$20,000 for Town Hall Underground Fuel Oil Storage Tank Removal (Public Works); and to transfer the amount of \$25,000 from Ambulance Receipts to replace Fire Department Radios; and to transfer the amount of \$31,000 from the unexpended balance of the Fire Department Capital Account 01021816-XXXXXX, for the Fire Station Feasibility Study; and to transfer the unexpended balance of \$1,168 from the Dump Truck Capital Account 01021705-585002, the unexpended balance of \$35,231 from the DPW Underground Utility Capital Account 01021810-521900, the unexpended balance of \$5,000 from the Bylaw Review Committee Account 01021104-542000, the unexpended balance of \$4,000 from the Town Hall Annex Slate Roof Capital Account 01021915-585310, the unexpended balance of \$1,881 from the Senior Center Carpet & Window Treatments Capital Account 01021915-585311, and the unexpended balance of \$3,220 from the Town Hall Annex Hot Water Tank Capital Account 01021915-585314, for the following purposes: \$7,500 for Green Community Projects and \$43,000 for the Town Hall VRF System Project; said sums to be expended by the Director of Public Works; and to transfer the amount of \$30,000 from the unexpended balance of the Pine Grove Cemetery Gift Account for the following purposes: \$20,000 for driveway/road improvements and \$10,000 for Tree and Stump Removal within the Pine Grove Cemetery grounds, said sum to be expended by the Director of Public Works.

**FINANCE COMMITTEE'S RECOMMENDATION:** This article seeks to fund certain capital purchases and projects using the undesignated fund balance (free cash) and other funds as listed. The Finance Committee ***recommends passage*** of this article. The vote was unanimous.

**VOTER'S COMMENTS AND/OR QUESTIONS:**

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**ARTICLE 18: (Board of Selectmen) SEE PAGE 28 FOR ADDITIONAL INFORMATION.**

To see if the Town will vote to appropriate and transfer a sum of money from the Town Building Maintenance Fund, established pursuant to Chapter 438 of the Acts of 2012, for maintenance of Town-owned buildings and facilities in Fiscal Year 2020, the following sums of money: \$10,000 for Town Hall Annex Slate Roof Repairs; \$4,500 for the Town Hall Slate Roof Evaluation; \$10,000 for Town Hall Entryway Flooring and Stairway Treatment Improvements; \$12,000 to install an ADA-compliant door at the rear entry of Town Hall; and \$13,100 to purchase two Floor Burnishers and two Floor Buffing Machines for the School Department; or take any other action relative thereto.

**TOWN MANAGER'S SUMMARY:** The purpose of this article is to expend funds from the Town Building Maintenance Fund, for maintenance of Town-owned buildings and facilities in Fiscal Year 2020 as follows: \$10,000 for Town Hall Annex Slate Roof Repairs; \$4,500 for the Town Hall Slate Roof Evaluation; \$10,000 for Town Hall Entryway Flooring and Stairway Treatment Improvements; \$12,000 to install an ADA-compliant door at the rear entry of Town Hall; and \$13,100 to purchase two Floor Burnishers and two Floor Buffing Machines for the School Department.

**FINANCE COMMITTEE'S RECOMMENDATION:** This article seeks to appropriate and transfer \$49,600 from the Town Building Maintenance Fund to be used to perform work at Town Hall and the School Department. The Finance Committee ***recommends passage*** of this article. The vote was unanimous

**VOTER'S COMMENTS AND/OR QUESTIONS:**

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**ARTICLE 19: (School Committee) SEE PAGE 28 FOR ADDITIONAL INFORMATION.**

To see if the Town will vote to transfer from the undesignated fund balance (free cash) the following sums of money to be expended under the direction of the School Committee: \$106,400 for District-wide Technology Purchases; \$32,000 for Heating System Repairs at the Middle School, \$12,000 to install a railing on the stairs leading to the High School Upper Fields, and \$46,500 to Abate Asbestos in the Middle School Boiler Rooms; or take any other action relative thereto.

**TOWN MANAGER'S SUMMARY:** This article seeks to transfer funds from free cash for the following purposes: \$106,400 for District-wide Technology Purposes; \$32,000 for Heating System Repairs at the Middle School; \$12,000 to install a railing on the stairs leading to the High School Upper Fields; \$46,500 to abate asbestos in the Middle School Boiler Rooms.

**FINANCE COMMITTEE'S RECOMMENDATION:** This article seeks to transfer money from the undesignated fund balance (free cash) to fund certain capital purchases and projects for the School Department. The Finance Committee ***recommends passage*** of this article. The vote was unanimous.

**VOTER'S COMMENTS AND/OR QUESTIONS:**

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**ARTICLE 20: (Planning Board)**

To see if the Town will vote to amend the Zoning Bylaw and the Zoning Map by rezoning the parcels of land identified as 1734 Providence Road (Assessors' Parcel 23-6), 1702 Providence Road (Assessors' Parcel 23-10), 1700 Providence Road (Assessors' Parcel 23-12), and 1682 Providence Road (Assessors' Parcel 23-14) from Residential-Three (R-3) to Business-Two (B-2); or take any other action relative thereto.

**TOWN MANAGER'S SUMMARY:** The purpose of this article is to amend the Zoning Bylaw by rezoning parcels of land identified as 1734 Providence Road, 1702 Providence Road, 1700 Providence Road, and 1682 Providence Road from Residential -Three (R-3) to Business-Two (B-2).

**FINANCE COMMITTEE'S RECOMMENDATION:** The Finance Committee ***recommends passage*** of this article. The vote was unanimous.

**VOTER'S COMMENTS AND/OR QUESTIONS:**

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**ARTICLE 21: (Board of Selectmen)**

To see if the Town will vote to raise and appropriate, borrow, or transfer from available funds a sum of money for the purpose of funding the engineering, design and installation of athletic turf at Lasell Field; making associated capital improvements to the Lasell Field complex, including the track, bleachers and lighting; and purchasing the necessary capital equipment to maintain the turf, provided, however, that no borrowing shall be made nor debt incurred hereunder unless and until the Town first votes to exempt from the provisions of M.G.L. Chapter 59, Section 21C (Proposition 2½, so-called), the amounts required to pay the principal and interest of said borrowing and debt; or take any other action relative thereto.

**TOWN MANAGER'S SUMMARY:** This article seeks funding for engineering, design and installation of turf on Lasell Field; making associated capital improvements to Lasell Field including the track, bleachers and lighting; and purchasing the necessary capital equipment to maintain the turf, provided, however, no borrowing shall be made and no debt shall be incurred hereunder unless and until the Town first votes to exempt from the provisions of M.G.L. Chapter 59, Section 21C (Proposition 2½, so-called), the amounts required to pay the principal and interest of said borrowing and debt.



**FINANCE COMMITTEE'S RECOMMENDATION:** This article seeks \$2,775,000 to fund the engineering, design and installation of athletic turf on Lasell Field and associated capital improvements including the track, bleachers, lighting and necessary equipment to maintain the turf. The Finance Committee ***recommends passage*** of this article. The vote was unanimous.

**VOTER'S COMMENTS AND/OR QUESTIONS:**

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**ARTICLE 22: (Petition)**

ADD footnote 7 -to the Table of Use Regulations as follows:

7 Marijuana Cultivator, as an accessory use may be permitted by Special Permit of the Planning Board in the Residential-Two (R-2) Zoning District in accordance with Section 173-18.6 [Recreational Marijuana Establishments] of the Northbridge Zoning Bylaw provided the subject property consists of more than 12 acres and associated structures are setback a minimum of 100-feet from the property line.

**TOWN MANAGER'S SUMMARY:** The purpose of this article is to add footnote 7 to the Table of Use Regulations as follows: 7 Marijuana Cultivator, as an accessory use may be permitted by Special Permit of the Planning Board in the Residential-Two (R-2) Zoning District in accordance with Section 173-18.6 [Recreational Marijuana Establishments] of the Northbridge Zoning Bylaw provided the subject property consists of more than 12 acres and associated structures are setback a minimum of 100-feet from the property line

**FINANCE COMMITTEE'S RECOMMENDATION:** The Finance Committee was unable to make a recommendation on this article at our April 3, 2019 meeting because needed information from the Planning Board wouldn't be available until after their public hearing on April 9, 2019. As such, we will provide our recommendation at Town Meeting.

**VOTER'S COMMENTS AND/OR QUESTIONS:**

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## ARTICLE 17 - BREAKDOWN OF CAPITAL EXPENDITURES

Department	Project/Purchase	Amount	Account Type
DPW (Highway)	Sidewalk Repairs	\$25,000	Free Cash
DPW (Highway)	Pavement Program	\$66,684	Free Cash
DPW (Pine Grove)	Driveway/Road Projects	\$20,000	Pine Grove Gift
DPW (Pine Grove)	Tree/Stump Removal	\$10,000	Pine Grove Gift
DPW (Town Hall)	Underground Oil Tank	\$20,000	Free Cash
DPW (Town Hall)	VRF System Project	\$43,000	Unexpended Capital
Fire Department	Communication Radios	\$25,000	Free Cash
Fire Department	Communication Radios	\$25,000	Ambulance Receipts
Fire Department	Feasibility Study (addl.)	\$31,000	Unexpended Capital
Green Communities	Grant Projects Match	\$7,500	Unexpended Capital
Police Department	Assessment Center	\$15,000	Free Cash
Police Department	Security Cameras	\$35,000	Free Cash



# The Northbridge Public Schools

## Town of Northbridge

87 Linwood Avenue, Whitinsville, Massachusetts 01588 (508) 234-8156 FAX (508) 234-8469 [www.nps.org](http://www.nps.org)

Amy McKinstry, Interim Superintendent  
Greg Rosenthal, Director of Pupil Personnel Services

Melissa Walker, Director of Business and Finance

April 5, 2019

Dear Community Members,

The mission statement of the Northbridge Public Schools is always kept in the forefront when developing the upcoming year's budget. The Northbridge Public Schools, in partnership with students, families and the community, provide a robust educational experience that inspires critical thinking, collaboration and creativity. We strive to cultivate resilience, personal responsibility and effective communication skills in all students to ensure their social-emotional well-being and personal success. Additionally, our three strategic plan goals are taken into account. These goals include the following: 1. Social-Emotional Learning and Student Well-Being: Develop and sustain a safe, healthy and inclusive environment that supports social-emotional learning and risk-taking and fosters the well-being of all members of the school community. 2. Academic Rigor and Personal Success: Enhance and support the continued development and implementation of a rigorous and engaging curriculum, evidenced by student-centered and inclusive classroom practices and challenging, performance-based assessments. 3. Culture and Community: Foster a culture of collaboration, community, and accountability between and among students, staff, family and community stakeholders.

Over the last five years, since the failed override in May of 2014, significant staff and service reductions have taken place, and fees have increased. The School Committee has consistently tried to put forth a budget that maintains the current level of services offered, and building a level services budget was again the direction the School Committee put forth to the administration for FY2020.

When the level services budget was compiled, it showed that the cost to maintain the same level of services offered in FY2019 again in FY2020 would be \$567,326, which reflected a 2.09% increase over the FY2019 budget. For the seventh year in a row, the Governor's proposed Chapter 70 funding again only increased by the minimum required amount per student. For FY2020, this increase translated to \$20 per student, or \$42,660 total. The town contribution to the School Department increased by \$406,840 resulting in a total proposed appropriation increase of \$449,500. Unfortunately, grant funding is anticipated to decrease by almost \$92,000. While \$2.7 million of revolver funds are anticipated to be available to help close the gap, a revenue shortfall of \$159,841 still existed. From the time the initial level services budget was calculated through the time available revenue was known, there were a few changes in staff and out of district placements allowing \$61,169 to be reduced from the budget. Another \$14,890 was reallocated from the operating budget to grants, and \$78,216 of technology purchases were reallocated from the operating budget to a capital article. Additionally, \$5,566 was reduced from the painting line item in the maintenance budget, closing this revenue shortfall.

The School Committee's approved FY2020 budget totals \$27,532,807, which represents an increase of \$407,486, or 1.50%, over FY2019.

The primary driver behind this increase is a \$517,405 increase in salaries due to contractual obligations. This figure does not include any COLA % increases for staff members represented by collective bargaining agreements as all such agreements are up for negotiations. Approximately \$121,000 of salary increases are due to fully funding salaries in FY2020 that were pro-rated in FY19 and approximately \$60,000 of salary increases are due to the increase in minimum wage. Another main expense driver in the FY2020 budget is out of district tuition and transportation, which increased by \$129,470. This increase was mainly a result of needing an increased number of out of district transportation runs. Other transportation lines within the budget also increased by \$65,023. While this increase was primarily driven by a contract rate increase, additional funds were budgeted for foster care transportation due to a growing need for this service. These increases were partially offset by a \$50,300 decrease in instructional contracted services due to student specific needs changing and decreases to psych and out of district coordination contracted services due to staffing changes. Additionally, other expenses decreased by \$30,574, primarily due to not needing to again fund NEASC High School accreditation in FY2020, as it was funded in FY19.

As funds are not available to add additional staff members, a number of staffing reorganizations were proposed to re-prioritize resources to align with current needs.

- A grade 1 teaching position is being changed to a preschool teaching position. There is currently a small kindergarten class moving up to grade 1 and reducing from eight sections of grade 1 to seven sections of grade 1 will not increase the current grade 1 class size, but it will assist preschool to be in compliance with integrated class size ratios. If a preschool teaching position was not added, the number of typical students paying tuition to the preschool program would need to be reduced to lower class. Addressing preschool class size ratios is a recommendation of the Special Education Independent Program Review that was conducted in 2018.
- A Speech and Language Pathologist (SLP) position at NES is being changed to two Speech and Language Pathologist Assistant (SLPA) positions. There is current a vacancy in a SLP position at NES that is being filled with a contracted services provider. Replacing one SLP with two SLPA's will provide more direct student support, more effective service delivery, and more opportunities for therapy integrated into the classroom setting.
- An Instructional Coach position at NES is being changed to an Early Childhood Coordinator. This position is a recommendation of the Special Education Independent Program Review to ensure effective program oversight and supervision. Most districts have this position in place for preschool programming as these programs serve students with more complex needs. The Early Childhood Coordinator will team meetings for Preschool and Kindergarten and the caseloads of the other team chairs within the district will shift allowing them to again evaluate out of district students. The Director of Pupil Personnel Services will no longer chair OOD team meetings as was the recommendation of the Special Education Independent Program Review to allow him the available time in district necessary to oversee, supervise and support internal programs on a scheduled, consistent basis. Although the NES Instructional Coach is a valued position, a solid foundation of the instructional practices, curriculum alignment, assessment protocols, and

data-collection processes has been established and the growing complexity of managing the early childhood special education program has become the greater need.

- As reorganizing the NES Instructional Coach position to an Early Childhood Coordinator position would only leave one instructional coach in the District, the Balmer Instructional Coach position is being changed to a District Curriculum Coach to not only support Balmer School, but also additional grade levels within the District.
- A grade 7 teacher is being changed to a grade 6 teacher. Due to the current grade 6 having a smaller class enrollment, as the current grade 6 moves up to grade 7, a grade 7 teacher will be transferred back down to grade 6 to support a larger incoming class enrollment (current grade 5).

As has been discussed for the past several years, without a change in the revenue structure going forward, funding the school department budget will continue to be a challenge. Because our FY18 spending came in under budget, less revolver funds needed to be spent to balance the budget for that year. We anticipate this to be the case for FY19 as well. This has allowed us to carry those revolver funds forward to help fund FY2020, resulting in less of a deficit for FY2020 than originally anticipated. While this has helped to push off another year of significant budget reductions, it has not solved the revenue problem. Fixed and contractual expense increases continue to outpace available revenue, and with the anticipated balance in the revolver funds decreasing, less funds will be available to balance the budget in future years. Despite these fiscal challenges, the School Committee and the staff at the Northbridge Public Schools are committed to continuing to deliver a high quality educational program to the students of Northbridge.

Respectfully submitted,

*Amy McKinstry*

Interim Superintendent

*Michael LeBrasseur*

School Committee Chair

*Melissa Walker*

Director of Business and Finance

A COMPLETE DETAILED LINE ITEM BUDGET IS AVAILABLE ON THE SCHOOL'S WEBSITE <a href="http://WWW.NPS.ORG">WWW.NPS.ORG</a>
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## **SCHOOL COMMITTEE CAPITAL PURCHASES**

The School Committee is requesting funding for capital purchases and improvements for the Northbridge Public Schools. The following items are being requested:

### **ARTICLE 18**

#### **Floor Burnishers and Buffing Machines: \$13,100**

The purchase of two floor burnishers and two buffing machines for the school department are proposed to be funded from the Town Building Maintenance Fund. The total cost of these four machines is \$13,100. In order to provide sufficient and proper floor care for the VCT flooring in the Middle School and High School, aging machines must be replaced. The older machines are past their useful life and no longer operate as designed. Proper floor care will result in a floor that is more resistant to marking and more durable for daily foot traffic, along with maintaining a better overall appearance.

### **ARTICLE 19**

#### **District Wide Technology Purchases: \$106,400**

These funds will pay for a combination of new computers, Chromebooks, iPads, tablets, Google Chrome operating systems, and other instructional technology hardware necessary to support student and staff technology use across the district. The computers and iPads purchased will be replacing older, out of date devices in the district that are in need of upgrade, where the Chromebooks and tablets purchased will be increasing the number of devices available to students for innovative learning. Older student PC's that are not being replaced at this time will be converted from a Windows operating system to a Chrome operating system allowing for a low cost option for these desktop computers to become viable and more useful, while supporting the continued implementation of Google and G Suite throughout the district.

#### **Middle School Heating System Repairs: \$32,000**

Heating system repairs and updates need to be made at the Middle School. The nature of such repairs and updates includes repairing or replacing defective hot water pumps, replacing corroded piping in the hot water pumps, and repairing or replacing valves, temperature control switches, and expansion tank sight glass.

#### **High School: Upper Field Hand Safety Railing - \$12,000**

For safety and precautionary reasons, a hand railing will be installed on the left side of the stairs leading to the Upper Fields at the High School. The railing will run the length of the stairs to the Upper Fields assisting individuals with the walk to and from the fields.

#### **Middle School: Abate Asbestos in the Middle School Boiler Rooms - \$46,500**

Portions of the thermal systems insulation located in the 1953 Middle School basement boiler rooms need to be removed/repared. Project design, abatement, project monitoring, sampling, and cleaning will be included in this abatement project. Licenses abatement contractors will be utilized.

## **SOME COMMON TOWN FINANCE TERMS**

### **APPROPRIATION**

An amount of money voted to be spent for specific purposes.

### **ARTICLES**

Each of the numbered items of business in the Warrant is called an Article. Articles for a town meeting are submitted to the selectmen by boards, departments, and by citizens of Northbridge. All Articles must be voted upon; none can be withdrawn from the Warrant.

### **CHERRY SHEET**

The cherry colored form received each year from the state listing the town's State Aid and county and state charge against the town.

### **ENTERPRISE FUND**

Accounts for activities for which a fee is charged to external users for goods or services. Accounts for operations that are financed and operated in a manner similar to private business enterprises - where the intent of the governing body is that the costs (expenses including depreciation) of providing goods and services to the general public on a continuing basis be financed or recovered primarily through user charges.

### **FISCAL YEAR**

July 1st through June 30<sup>th</sup> and normally designated by the year in which it ends.

### **FREE CASH – AVAILABLE FUNDS**

Surplus revenue less all uncollected taxes from prior years. A source for funds at special town meetings, special projects, or lowering the tax rate. Actual amount is determined at the close of each fiscal year. Free Cash should be thought of as being the town's "Savings Account".

### **GENERAL FUND**

The fund into which the general (not-earmarked) revenues of the town are deposited and from which money is appropriated to pay the general expenses of the municipality.

### **LOCAL RECEIPTS**

Money collected by the town departments for Automobile Excise taxes, licenses issued by the clerk's office, Parks and Recreation activities, etc.

### **NET ASSETS UNRESTRICTED** (formerly Retained Earnings)

An equity account reflecting the accumulated earnings of an enterprise fund that may be used to fund capital improvements, to reimburse the general fund for prior year subsidies, or to reduce user charges and to provide for enterprise revenue deficits (operating loss).

### **OVERLAY**

The amount raised by the Assessors in excess of appropriations and other charges to cover abatements granted and avoiding fractions.

### **OVERLAY SURPLUS**

The accumulated amount of the not used overlay for various years which may be used for extraordinary or unforeseen purposes or voted into the Reserve Fund.

### **OVERRIDE**

A referendum question on the ballot in a general election which allows a town to assess taxes in excess of the allowable 2 ½ % yearly increased allowed by law. Override questions must specify the purpose of the override and require a majority vote for approval.

### **RESERVE FUND**

A fund to provide for extraordinary or unforeseen expenditures. A sum may be appropriated at the Annual Town Meeting not to exceed 5% of the tax levy of the preceding year.

### **SPECIAL EDUCATION (SPED)**

Special Education is a program that serves students who have disabilities that impair learning. The town is partially reimbursed through Chapter 70 based on availability of funds and through recently enacted circuit breaker legislation.

### **SURPLUS REVENUE**

The amount by which cash, accounts receivable and other assets exceed liabilities and reserve (a bookkeeping item not be confused with Available Funds.) Actual amount is determined at the close of each fiscal year.

### **TAX LEVY**

The revenue a community can raise through real estate and personal taxes. This is limited by Proposition 2 ½ but can be increased by an override.

### **TRANSFER**

The authorization to use an appropriation for a different purpose or from the Reserve Fund for extraordinary or unforeseen expenditures.

### **USER CHARGES/FEES**

A municipal funding source where payment is collected from the user of a service to help defray the cost of providing the service.

### **WARRANT**

The list of items, known as Articles, to be considered at the town meeting is called the Town Warrant. The only business that may be considered is that listed in the Town Warrant

