

TOWN OF PETERSHAM, MASSACHUSETTS  
Report of the  
Petersham Advisory Finance Committee  
For Fiscal Year 2017

Special & Annual Town Meeting Warrants  
For June 6, 2016

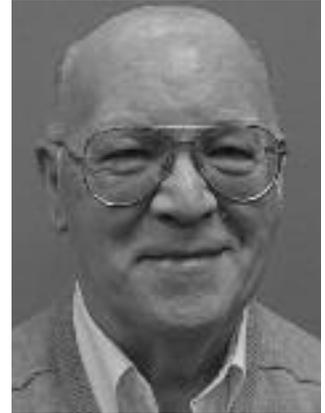


## DEDICATION

This 2016 Report is dedicated to Petersham resident V. Edward Simms, longtime School Committee member representing Petersham on the Montachusett Regional Vocational Technical School Committee.

In 1988–89, Monty Tech expanded from its original ten towns and Petersham joined the District. For the 28 years since that time, Ed has been working with his fellow 18 town representatives and School administration and staff; diligently attending committee and sub-committee meetings; providing his skills and experience to the budget process; encouraging and hosting visitors to the School; and overall dedicating his time and energy to the well-being of the Monty Tech school community and to the Petersham students past and present.

In this current school year of 2015–2016, Monty Tech is proudly celebrating its 50th Anniversary and Mr. Simms is part of that legacy. Thank you for your service to the community, Mr. Simms.



---

### ON THE COVER:

Petersham schools are pictured from top to bottom:

- **Petersham Center School**

*Grades Kindergarten thru Six*

[www.petershamcenterschool.org](http://www.petershamcenterschool.org)

- **Ralph C. Mahar Regional School District**

*Grades Seven thru Twelve*

[www.rcmahar.org](http://www.rcmahar.org)

- **Montachusett Regional Vocational Technical School**

*Grades Seven thru Twelve*

[www.montytech.net](http://www.montytech.net)

---



TOWN OF PETERSHAM, MASSACHUSETTS  
**Report of the Petersham Advisory Finance Committee  
For Fiscal Year 2017**

•  
**Special & Annual Town Meeting Warrants**

JUNE 6, 2016 PETERSHAM TOWN HALL

---

**TABLE OF CONTENTS**

**Town Budget**

Report from the Advisory Finance Committee	2
Glossary	4
Summary of Total Fiscal Year 2017 Recommended Town Budget	5
Fiscal Year 2017 Estimated Cherry Sheet	6
Fiscal Year 2017 Line Item Budget Sheets	7
Fiscal Year 2016 Special Articles	12
Fiscal Year 2017 Special Articles	13

<b>Description of the Consent Calendar</b>	14
--	----

**Special Town Meeting Warrant**

Fiscal Year 2016 Special Town Meeting Warrant Articles	15
--	----

**Annual Town Meeting Warrant**

Fiscal Year 2017 Annual Town Meeting Warrant Articles	16
---	----

**Proposed School Budgets for Fiscal Year 2017**

Summary of Proposed Appropriation by School	34
Ralph C. Mahar Regional School District	35
Montachusett Regional Vocational Technical School District	38
Petersham Center School	40

---

# Report by the Petersham Advisory Finance Committee

For Annual Town Meeting on June 6, 2016 / *For Fiscal Year 2017*

## Summary

**This year’s tax appropriation will be approximately \$20,000 less than last year, leading to an expected reduction of \$0.02 / \$1,000 in the tax rate.**

## Fiscal Goals and Efforts

The Town is in a good financial position due to our collective efforts to achieve the following fiscal goals:

1. The primary goal and responsibility of the Advisory Finance Committee is to craft a budget that provides essential services within the constraints of Proposition 2 1/2. We cannot do this alone: it requires budgetary discipline from all of our Town departments. Each year we request that departments begin with a level-funded budget and justify any necessary increases. Our departments respond to this request with integrity and honesty, even as we press for justification of any significant increases. At the same time, we all realize that there will be inevitable increases due to factors beyond our direct control (including changes in state aid, health insurance rates, liability insurance rates, retirement costs and variable assessments for Mahar and Montachusett).
2. We strive to keep the general operating budget under the Proposition 2 1/2 levy limit, in order to be able to fund Special Articles i.e., so-called “non-operating expenses.”
3. We try to ensure that our Town employees are treated fairly and reasonably, recommending raises that are affordable and sustainable. This year we are able to recommend a 2.5% increase for all non-contract Town employees.
4. We avoid using Free Cash to pay for general operating expenses because the amount varies considerably from year to year. (For example, in FY2016 we had only \$31,000 in Free Cash, while this year, due to several one-time items, we have \$242,000.) We generally limit the use of Free Cash to payment for capital improvement (CIPC) Articles or to increase the Stabilization Fund.
5. We plan for future contingencies by means of the Stabilization Fund, which is our Town “savings account.” The importance of these efforts was called out specifically in an S&P credit report on Petersham, which lauded our “strong liquidity” (that’s the Stabilization Fund).

In planning for this year’s FY2017 budget, we instituted a new goal of keeping the total budget (General budget + Special Articles) approximately \$150,000 under the Proposition 2 1/2 levy limit. Maintaining such “excess levy capacity” enables the Town to deal with late-breaking revenue shortfalls (a problem that happened last year). You will thus see a surplus of approximately \$198,000 at the bottom of the Report page. This is an additional amount the Town *could levy*, but chooses not to.

## The Fiscal Year 2017 Operating Budget

There are several new budget requests that we call your attention to:

- |  |           |
|--|-----------|
| 1. Selectboard – Part-time floating secretary for other departments & committees | \$ 3,678  |
| 2. Town Clerk – Software and software maintenance                                | \$ 3,902  |
| 3. Insurance – Nichewaug Inn & Academy building                                  | \$ 7,256  |
| 4. Tree Warden – Tree removal and pruning work                                   | \$ 11,000 |

While the Advisory Finance Committee is recommending approval of the above items, please feel free to call for a “hold” when these items come up for a vote to hear the rationale for the specific budget item.

## Additional Noteworthy Changes in the FY2017 General Budget include:

1. Fire Department Expense – \$3,500 for 2 sets of fire turn-out gear.
2. Inspector of Animals – \$2,225 of additional compensation for required responsibilities.

3. General Highway – \$2,500 budget increase in General Highways to provide additional funds to meet expected vehicle repair needs.
4. County Retirement – \$9,588 budget increase per assessment.
5. The Mahar Regional School District assessment decreased by approximately \$68,000 (largely due to an enrollment decrease).
6. The Montachusett Regional Vocational Technical School assessment decreased more than \$10,000 (largely due to an enrollment decrease).
7. The Petersham Center School budget is approximately \$84,000 over the FY2016 budget (largely due to additional Special Education expenses).

Overall, the Town's general operating budget (not including Special Articles) is approximately \$86,000 more than last year, an increase of less than 2.5%.

### **Special Articles and Free Cash**

Among the noteworthy Special Articles are the following:

1. Article 31 creates a new Insurance Reserve Fund to meet possible future insurance deductibles and uninsured losses. Currently, deductibles range from \$1,000 to \$5,000, and like most policies, there are exclusions for problems such as mold and asbestos claims. An Insurance Reserve Fund will protect our financial stability if we have several insurance claims in the same year. It will be funded only as needed to maintain the reserve level.
2. Article 32 (Tri-Annual Reassessment) is required by the Commonwealth of Massachusetts. We recommend this Article in order to comply with State law.
3. Article 34 was requested by the Petersham Energy Committee for a matching contribution to a major State grant for a new Center School heating system. An additional grant will be sought that would eliminate the need for these funds. It therefore is expected that the money appropriated in this Article may be available for another use at a Fall Special Town Meeting or made available to the Town as Free Cash next year. We support this Article as a way to acquire a new Center School heating system at little or no cost to the Town.
4. Article 35 (Hearse House Repairs), Article 36 (New Police Cruiser), Article 37 (Breathing Apparatus) and Article 38 (Fire Hose Replacement) are CIPC recommendations. We support these Articles as part of the Town's ongoing capital improvement plan.
5. Article 44 is a Citizen's Petition to take money from the Stabilization Fund to lower the tax rate for one year. We are adamantly opposed to this Article. We agree with Standard and Poor's credit assessment that our Stabilization Fund provides us with "strong liquidity" and financial flexibility. It is an essential component of our Town's fiscal health. A one-year decrease in the tax rate, at the expense of our long-term stability, is short-sighted.
6. Free Cash was more than \$242,000 this year, a much larger figure than usual (last year it was approximately \$31,000). We have recommended using approximately \$199,000 of Free Cash to close the FY2016 snow account, for FY2017 CIPC projects and to fund the new Insurance Reserve. We recommend putting the remaining \$43,000 into the Stabilization Fund, in case it is needed for expenses related to the future of the Nichewaug Inn. Much more will be known about such needs at the (anticipated) Special Town Meeting in the Fall.

### **Conclusion**

This year's recommended general budget is approximately \$90,000 more than the FY2016 general budget. However, due to an unusually large amount of Free Cash, we are able to fund all FY2017 CIPC articles using Free Cash. As a result, the amount we need to raise by taxation is approximately \$20,000 less than last year. In the absence of any other changes, voters can expect to see a decrease in the tax rate of approximately \$0.02 / \$1,000.

At our Annual and Special Town meetings, voters raise and appropriate funds for Town services and expenses. The money voters agree to raise directly determines property taxes. The AFC seeks to recommend articles based on how the requested appropriations affect the fiscal health of the Town and the well being of its residents. Ultimately, however, each of us must decide how much we are willing to pay for these services and expenses. In that sense, every Article at every meeting is Voter Preference and we urge you to consider all issues carefully when making an informed decision.

## Glossary

**Cherry Sheet:** The Cherry Sheet is the official notification by the state Commissioner of Revenue to municipalities and school districts of estimated state aid to be paid and charges to be assessed over the next fiscal year. As the state budget process unfolds updated local aid proposals are posted. Final Cherry Sheets are issued once the state budget is enacted by the Legislature and approved by the Governor. In the past, the Cherry Sheet came to the towns on cherry red paper, now it is all electronic.

**Excess Levy Capacity:** If a community sets its property tax levy, exclusive of amounts that are subject to debt exclusions, below its levy limit, the difference between those is referred to as excess levy capacity. This is an additional amount of money a community can choose to raise for that given year and still remain under the Proposition 2 1/2 levy limit.

**Free Cash:** This is the money that the town appropriated at town meeting the year before that was unspent during the fiscal year. At the end of the fiscal year it is accounted for and the books are sent to the State Department of Revenue (DOR) to be certified. Once the amount is certified it can be used either during the current fiscal year or in the budget for the next year. It can only be appropriated by town meeting. If it is not appropriated it goes back into Free Cash for the next year. While the amount varies considerably from year to year, typically we have around \$100,000 in free cash annually.

**Levy Limit:** The levy limit is the maximum amount a community can tax in a given year, exclusive of any amounts that are voted as debt excluded. The annual increase in the levy limit in any given year is limited to 2.5% by State law.

**Property Tax Levy:** The property tax levy is the revenue a community actually raises through real and personal property taxes in a given year. The property tax levy is the largest source of revenue for Petersham. This figure includes previously voted commitments to projects utilizing debt and capital exclusions such as the school construction projects and vehicle purchases.

**ReCap Sheet:** A document submitted by cities and towns to the DOR in order to set the local property tax rate. The recap sheet shows all estimated revenues and actual appropriations that affect the property tax rate.

**Reserve Fund:** Every year, the town sets aside a reserve fund that can be appropriated by the Advisory Finance Committee together with the Selectboard at their discretion. This allows for unanticipated expenditures by any department that are not provided for in the budget. The advantage of this is that we do not have to call a Special Town Meeting to meet these expenses, but it allows for only limited amount of money to be used. If we need more we need to call a Town Meeting.

**Revolving Fund:** Certain departments collect fees for a particular service, such as the Board of Health will collect a fee for the design review of a septic system. The Board may then hire a professional septic engineer to review the plans to make sure they are in compliance with the state's Title 5 Regulations and local codes. The fees are put into the revolving funds and the inspector's fee is paid out of this fund.

**Stabilization Fund:** This is an amount of money that the town sets aside to use if there are emergency needs or if there are capital outlay expenses that need to be covered. It can only be appropriated at a town meeting by a 2/3 vote of the voters present at the meeting. Remember that Petersham has a requirement that at least 10% of the registered voters must be present for a quorum before the meeting can begin.

# Town of Petersham

## Annual Town Meeting – June 6, 2016

Report to the Voters from the Advisory Finance Committee  
 Fiscal Year 2017 (July 1, 2016 to June 30, 2017)

Dear Voters, Please read this Report prior to the Special & Annual Town Meetings at Petersham Town Hall on Monday, June 6, 2016, at 7:30 PM. When questions arise, the Advisory Finance Committee, Selectboard, School Committees, and/or others, will answer your questions as best they can.

The sum of the GENERAL BUDGET (Sheets shown on Report pages 7–11) and the Special Articles (shown on Report page 13) is the TOTAL PETERSHAM BUDGET FOR FISCAL YEAR 2017 and is shown in summary below.

The Advisory Finance Committee has drafted a TOTAL PETERSHAM BUDGET that is under Proposition 2-1/2, and will NOT require an override election if all our recommendations are followed. *- Respectfully submitted,*

Ross France, Chairman  
 Robert Bellefeuille, Clerk  
 Eric Mandel  
 Don Clarkson  
 Paul Youd

### SUMMARY TOTAL PETERSHAM BUDGET FOR FISCAL YEAR 2017

				FY2017 AFC Recommended	FY2017 Original Request
<b>TOWN EXPENSES:</b>					
Selectboard's Budget - Appropriation		Pg. 11	\$1,361,251	\$1,374,339	
Ralph C. Mahar Regional School District - Appropriation		Pg. 11, 24, 35-37	759,205	759,205	
Montachusett Regional Tech School District - Appropriation		Pg. 11, 24, 38-39	54,180	54,180	
Petersham Center School - Appropriation		Pg. 11, 24, 40-42	1,306,990	1,306,990	
TOTAL GENERAL BUDGET				3,481,626	3,494,714
TOTAL SPECIAL ARTICLES				417,915	419,715
<b>TOTAL PETERSHAM BUDGET</b>				<b>\$3,899,541</b>	<b>\$3,914,429</b>
<b>TOWN REVENUE:</b>					
Massachusetts State Aid - Includes Chapter 70 Reimbursement of	\$429,223		\$618,193	\$618,193	
Less: School Choice Outgoing			(40,000)	(40,000)	
Local Receipts			703,628	703,628	
Stabilization Fund			-	-	
Free Cash			229,674	229,674	
Surplus Overlay			-	-	
Specified Fund			-	-	
Prop. 2-1/2 Levy Limit	\$2,492,620 * Tax Levy	<input type="text" value="100.00%"/>	\$2,492,619		
Debt Exclusion - Petersham Center School		102,730			
Debt Exclusion - Ralph C. Mahar RSD		20,583			
Debt Exclusion - Fire Truck		20,600			
Total Tax Levy with Debt Exclusion			2,636,532	2,636,532	
Less: Overlay Reserve			(50,000)	(50,000)	
<b>TOTAL POTENTIAL REVENUE AT THE LEVY LIMIT</b>				<b>\$4,098,027</b>	<b>\$4,098,027</b>
<b>RECOMMENDED AVAILABLE TAX LEVY NOT USED</b>				<b>\$198,486</b>	<b>\$183,599</b>

# Town of Petersham Estimated Cherry Sheet

Estimated Cherry Sheet	FY2017	FY2016	FY2015
<b>Education</b>			
Chapter 70	429,223	425,758	424,308
State Fiscal Stabilization Fund	-	-	-
School Transportation	-	-	-
School Lunch	-	-	749
<b>Sub-Total Education Items</b>	<b>429,223</b>	<b>425,758</b>	<b>425,057</b>
Change from last yr>	0.8%	0.2%	0.3%
<b>General Government</b>			
Lottery	-	-	-
General Aid/Supplemental Lottery	-	-	-
Unrestricted General Government Aid	110,229	105,685	102,013
Annual Formula Local Aid	-	-	-
Room Tax Increase	-	-	-
Highway Fund	-	-	-
Veterans' Benefits	5,832	-	3,024
Exemptions: Vets, Blind & Surviving Spouse, Elderly	7,221	8,173	8,987
State Owned Land	64,369	64,145	64,145
Public Libraries	2,466	2,360	2,453
<b>Sub-Total General Government</b>	<b>190,117</b>	<b>180,363</b>	<b>180,622</b>
Change from last yr>	5.4%	-0.1%	-4.1%
Total Estimated Cherry Sheet Receipts	619,340	606,121	605,679
Net Charges	(1,147)	(2,066)	(2,062)
<b>TOTAL STATE AID</b>	<b>618,193</b>	<b>604,055</b>	<b>603,617</b>
Change from last yr>	2.3%	0.1%	-1.1%
<b>School Choice Sending</b>	<b>(40,000)</b>	<b>(50,000)</b>	<b>(32,500)</b>
<b>School Choice Incoming</b>	<b>384,684</b>	<b>383,945</b>	<b>371,904</b>
<b>Local Receipts</b>			
Other Department Revenue	<u>Estimated</u>	<u>Estimated</u>	<u>Actual</u>
Motor Vehicle Excise	140,000	140,000	140,892
Penalties & Interest on Taxes & Excise	12,000	12,000	12,461
Payments in Lieu of Taxes - DCR	500,028	500,028	500,027
Payments in Lieu of Taxes - Heywood	7,500	-	-
Fees	1,500	1,500	1,683
Rentals	200	200	200
Other Department Revenue (including Transfer Station Fees)	38,500	38,500	38,826
Licenses & Permits	3,000	3,000	4,064
Fines & Forfeits	100	100	1,655
Investment Income	800	800	831
Misc. Non recurring	-	-	-
<b>TOTAL LOCAL RECEIPTS</b>	<b>703,628</b>	<b>696,128</b>	<b>700,439</b>
Change from last yr>	1.1%	-0.6%	5.4%

## Town of Petersham – General Budget Fiscal Year 2017

	Sheet	Requested FY2017	Recommended FY2017	Budget FY2016	Budget FY2015	Budget FY2014	Budget FY2013
Moderator Salary	1	-	-	-	-	-	-
Expenses	1	70	70	70	70	70	70
Selectmen Salaries	2	7,485	7,485	7,300	7,121	6,929	6,681
Part-time office help	2	5,253	5,253	5,124	4,999	4,864	5,918
Part-time office - Floating secretary <b>NEW</b>	2	3,678	3,678				
Expenses	2	4,284	4,284	4,284	4,284	4,284	3,138
Legal Fees	3	7,000	7,000	7,000	7,000	2,000	10,000
Medicare	4	24,765	24,562	24,016	18,790	23,496	23,065
Unemployment	5	1,000	1,000	-	-	-	6,895
Administrative Coordinator	6	46,144	46,144	45,018	43,920	42,744	40,126
Administrative Coordinator Overtime	7	835	835	814	794	772	751
Software Maintenance	8	-	-	-	-	-	-
Central Telephone System	9	13,500	13,500	11,000	11,000	11,000	10,500
Audit	10	-	-	-	-	12,500	12,500
Town Hall & Office Building Maintenance	11	4,500	4,500	4,500	4,250	4,500	4,500
Treasurer's Salary	12	15,590	15,590	15,209	14,838	14,440	14,053
Expenses	12	4,185	4,185	4,085	3,960	3,875	3,860
Treasurer Account Bank Fees	13	1	1	1	1	1	1
Payroll Processing	14	3,400	3,400	3,400	3,400	3,400	3,290
Town Accountant Salary	15	15,590	15,590	15,209	14,838	14,440	14,052
Accounting Clerk	15	2,000	2,000	2,000	2,000	1,177	1,145
Expenses	15	5,122	5,122	4,836	4,540	4,029	3,787
Printing (Town Reports, By-Laws, Valuation Books, Street Lists, etc.)	16	1,750	1,750	1,750	1,750	1,750	1,750
Tax Collector Salary	17	13,110	13,110	12,807	11,811	11,494	11,186
Expenses	17	18,065	18,065	18,065	15,630	13,605	13,130
Tax Collector Account Bank Fees	18	-	-	-	-	-	-

## Town of Petersham General Budget Fiscal Year 2017 (continued)

	Sheet	Requested FY2017	Recommended FY2017	Budget FY2016	Budget FY2015	Budget FY2014	Budget FY2013
Assessors Salaries	19	8,253	8,253	8,050	7,852	7,641	7,434
Assistant Assessor	19	32,234	32,234	31,447	30,680	29,858	29,058
Expenses	19	18,710	18,710	14,330	16,990	17,190	14,350
Town Clerk Salary	20	10,093	10,093	9,846	9,605	9,347	9,096
Town Clerk Part-time	20	634	634	618	602	585	569
Expenses	20	2,909	2,909	2,909	3,109	2,734	2,504
Software and software maintenance	20	3,902	3,902				
		<b>NEW</b>					
Land Court Fees	21	1	1	1	1	1	-
Vital Statistics	22	100	100	100	75	75	75
Election & Registration Salaries	23	5,400	5,400	4,100	6,100	2,100	5,900
Expenses	23	1,650	1,650	1,350	1,350	1,250	1,350
Planning Board Admin Salary	24	-	-	-	-	-	-
Planning Board Expense	24	-	-	300	300	300	300
Historic Commission Expense	25	85	85	85	85	85	83
Historic District Commission Expense	26	252	252	252	252	252	247
Advisory Finance Committee Expense	27	505	505	505	505	505	758
Town Hall and Office Expense	28	26,697	26,697	28,142	28,140	27,540	26,684
Zoning Board	29	500	500	500	500	500	500
Consultant/Expenses	29	960	960	960	760	760	760
Computer Service	62	1,000	1,000	1,000	1,000	1,000	500
<b>TOTAL GENERAL OFFICE &amp; FINANCE</b>		<b>311,212</b>	<b>311,009</b>	<b>290,983</b>	<b>282,902</b>	<b>283,093</b>	<b>290,566</b>
Change over previous year>>		7.0%	6.9%	2.9%	-0.1%	-2.6%	5.9%

## Town of Petersham – General Budget Fiscal Year 2017 (continued)

### PROTECTION OF PERSONS & PROPERTY

Building inspector - Salary	32	10,546	10,546	10,037	9,792	9,529	9,273
Building inspector - Clerical	32	4,063	4,063	3,500	2,500	2,433	2,367
Expenses	32	1,260	1,260	1,260	1,510	1,510	1,510
Police Department:							
Salary - Chief	33	73,531	73,531	71,737	69,649	67,620	64,400
Salary - Full Time Officer	33	51,847	51,847	50,582	49,348	48,027	47,243
Salary - Full Time Officer - Overtime	33	3,424	3,424	3,340	3,258	3,170	
Salaries - Other	33	31,133	31,133	30,373	29,006	28,229	25,933
Part-time training	33	7,059	7,059	6,886	5,492	5,345	4,783
Expenses	33	35,803	35,803	35,803	35,539	35,539	35,539
Fire Department:							
Salary - Chief	34	3,696	3,696	3,605	3,517	3,422	3,330
Salaries - Other	34	23,849	23,849	23,267	22,893	14,493	14,104
Expenses	34	29,575	29,575	26,129	24,064	23,310	20,580
Public Safety Communications							
Radio Repair	35	1,800	1,800	1,800	1,800	1,800	1,800
IMC & LEAPS	35	3,075	3,075	2,780	2,995	2,780	2,780
Forest Warden	36	25	25	25	25	25	25
Tree Warden - Stipend	37	3,000	3,000	2,500	2,500	200	200
Tree Warden - Expense	37	535	535	425	860	200	200
Animal Control - Salary	38	1,954	1,954	1,954	1,954	2,103	2,045
Expenses	38	1,425	1,425	1,425	1,425	1,700	1,675
Insurance - Property, Liability & Workers' Comp	39	72,370	72,370	72,058	69,287	66,622	66,622
Insurance - Nichewaug property	39	7,256	7,256				
Emergency Management	40	5,420	5,420	5,420	4,580	4,580	4,550
Conservation Commission	41	-	-	-	-	-	-
Hearing Enforcement Officer	64	-	-	-	-	2,500	2,500
<b>PROTECTION OF PERSONS &amp; PROPERTY TOTAL</b>		<b>372,646</b>	<b>372,646</b>	<b>354,906</b>	<b>341,994</b>	<b>325,137</b>	<b>311,459</b>
Change over previous year >>		5.0%	5.0%	3.8%	5.2%	4.4%	4.1%

## Town of Petersham – General Budget Fiscal Year 2017 (continued)

	Sheet	Requested FY2017	Recommended FY2017	Budget FY2016	Budget FY2015	Budget FY2014	Budget FY2013
<b>HEALTH AND SANITATION</b>							
Administration and Health							
Board of Health - Salary	42	477	477	464	451	438	425
Administrative Assistant	42	6,080	6,080	5,931	5,786	5,631	5,480
Expenses	42	2,700	2,700	2,700	2,700	2,200	2,200
Inspector of Animals	43	2,400	2,400	175	-	175	75
Transfer Station	65	52,000	52,000	52,000	52,076	51,980	52,092
<b>HEALTH AND SANITATION TOTAL</b>		<b>63,657</b>	<b>63,657</b>	<b>61,270</b>	<b>61,013</b>	<b>60,424</b>	<b>60,272</b>
Change over previous year >>		3.9%	3.9%	0.4%	1.0%	0.3%	0.4%
<b>HIGHWAY DEPT.</b>							
Supervisor - Salary *	44	54,659	48,813	49,223	44,020	42,842	41,695
Salaries - Other *	44	98,994	91,955	91,766	80,076	77,931	74,101
* (48 weeks - additional 4 weeks from Chap 90)							
Town Barn Account	45	8,485	8,485	8,485	8,485	8,385	8,385
General Highways	46	54,000	54,000	50,770	50,770	50,770	50,770
Snow Removal	47	55,000	55,000	55,000	40,726	40,358	40,000
Street Lights	48	6,500	6,500	6,500	6,305	6,305	6,305
<b>HIGHWAY DEPT. TOTAL:</b>		<b>277,638</b>	<b>264,753</b>	<b>261,744</b>	<b>230,382</b>	<b>226,590</b>	<b>221,256</b>
Change over previous year >>		6.1%	1.1%	13.6%	1.7%	2.4%	1.9%
<b>CHARITIES AND VETERANS BENEFITS</b>							
Veteran Agent - District allocation	49	3,655	3,655	3,978	-	-	-
Salaries	49	-	-	-	-	-	-
Benefits	49	9,000	9,000	7,800	7,589	7,186	3,186
<b>CHARITIES AND VETERANS BENEFITS TOTAL:</b>		<b>12,655</b>	<b>12,655</b>	<b>11,778</b>	<b>7,589</b>	<b>7,186</b>	<b>3,186</b>
Change over previous year >>		7.4%	7.4%	55.2%	5.6%	125.5%	-3.9%

## Town of Petersham – General Budget Fiscal Year 2017 (continued)

### UNCLASSIFIED

Library	50	9,190	9,190	9,050	8,933	8,900	6,860	6,588
Bandstand Lighting	51	325	325	325	325	325	325	425
Town Clock	52	73	73	73	73	73	73	73
County Retirement	53	135,553	135,553	125,965	193,098	154,980	99,031	72,919
Memorial Day	55	-	-	495	495	495	495	495
Care of Common	56	7,680	7,680	6,696	6,696	6,696	6,495	6,495
Interest	57	-	-	644	5,000	5,000	-	3,500
Cemetery Commission - Care Contract	59	20,523	20,523	20,523	19,196	19,196	19,152	16,564
Cemetery Commission Expense	59	350	350	300	-	-	250	180
Medical Insurance	60	79,879	79,879	70,814	64,376	59,607	38,660	37,894
Health Insurance - Retirees	63	57,958	57,958	51,381	46,710	43,250	32,954	30,778
Tree removal and pruning <b>NEW INITIATIVE</b>	61	25,000	25,000	14,000	14,000	12,000	12,000	-

### UNCLASSIFIED TOTAL:

Change over previous year >>

### TOTAL SELECTBOARD'S BUDGET

Change over previous year >>

### EDUCATION BUDGET

#### RALPH C. MAHAR REGIONAL SCHOOL DISTRICT

#### MONTACHUSETT TECHNICAL SCHOOL DISTRICT

#### PETERSHAM CENTER SCHOOL

Regular Education and General Expense

Special Needs Education Expense

#### PETERSHAM CENTER SCHOOL BUDGET TOTAL

Less: Known Income + Choice carryover

Less: Incoming School Choice

Reserve - from Incoming School Choice \*

#### PETERSHAM CENTER SCHOOL APPROPRIATION

### GRAND TOTAL GENERAL BUDGET

Grand Total General Budget - Change over previous year >>

ALL 3 school budgets - Change over previous year >>

<b>336,531</b>	<b>336,531</b>	<b>300,266</b>	<b>358,902</b>	<b>310,522</b>	<b>216,295</b>	<b>175,911</b>
12.1%	12.1%	-16.3%	15.6%	43.6%	23.0%	-1.2%
<b>1,374,339</b>	<b>1,361,251</b>	<b>1,280,947</b>	<b>1,282,782</b>	<b>1,212,953</b>	<b>1,103,034</b>	<b>1,029,955</b>
7.3%	6.3%	-0.1%	5.8%	10.0%	7.1%	1.1%
<b>759,205</b>	<b>759,205</b>	<b>827,339</b>	<b>851,928</b>	<b>804,769</b>	<b>894,126</b>	<b>916,492</b>
-8.2%	-8.2%	-2.9%	5.9%	-10.0%	-2.4%	2.9%
<b>54,180</b>	<b>54,180</b>	<b>64,257</b>	<b>57,511</b>	<b>86,691</b>	<b>76,170</b>	<b>52,367</b>
-15.7%	-15.7%	11.7%	-33.7%	13.8%	45.5%	-10.1%
1,425,810	1,425,810	1,427,209	1,426,483	1,339,948	1,268,894	1,245,738
343,715	343,715	233,943	251,526	332,762	322,953	278,573
<b>1,769,525</b>	<b>1,769,525</b>	<b>1,661,152</b>	<b>1,678,009</b>	<b>1,672,710</b>	<b>1,591,847</b>	<b>1,524,311</b>
(77,851)	(77,851)	(71,906)	(93,757)	(114,050)	(119,940)	(110,255)
(384,684)	(384,684)	(365,994)	(361,000)	(350,031)	(319,150)	(286,137)
-	-	-	-	10,031		
<b>1,306,990</b>	<b>1,306,990</b>	<b>1,223,252</b>	<b>1,223,252</b>	<b>1,218,660</b>	<b>1,152,757</b>	<b>1,127,919</b>
6.8%	6.8%	0.0%	0.4%	5.7%	2.2%	2.9%
<b>3,494,714</b>	<b>3,481,626</b>	<b>3,395,795</b>	<b>3,415,473</b>	<b>3,323,073</b>	<b>3,226,087</b>	<b>3,126,733</b>
2.9%	2.5%	-0.6%	2.8%	3.0%	3.2%	2.0%
0.3%	0.3%	-0.8%	1.1%	-0.8%	1.3%	2.5%

FY17

FY17

FY18

FY15

FY14

FY13

\*Total Reserve Fund from Incoming School Choice

35,000

35,000

63,000

78,000

20,043

10,000

## Town of Petersham Special Articles Fiscal Year 2016 Special Town Meeting

### FY2016 RECOMMENDED ARTICLES AND FUNDING SOURCES

	ARTICLE	TOTAL APPROPRIATE	RAISE BY TAXATION	FROM FREE CASH					REQUESTED AMOUNT
Snow Removal Deficit	1	\$7,665.31	\$-	\$7,665.31	\$-	\$-	\$-	\$-	\$7,665.31
Insurance – Deductible	2	5,000.00		5,000.00					5,000.00
Stabilization Fund	3	-							-
<b>TOTAL SPECIAL ARTICLES</b>		<b>\$12,665.31</b>	<b>\$-</b>	<b>\$12,665.31</b>	<b>\$-</b>	<b>\$-</b>	<b>\$-</b>	<b>\$-</b>	<b>\$12,665.31</b>

# Town of Petersham

## Special Articles Fiscal Year 2017 Annual Town Meeting

### FY2017 RECOMMENDED ARTICLES AND FUNDING SOURCES

Description	ARTICLE	Type	TOTAL APPROPRIATE RECOMMENDED	RAISE BY TAXATION	From Stabilization Fund	From Free Cash	From Surplus Overlay	From Specified Fund	REQUESTED AMOUNT	Estimated Effect on Tax Rate *
Summer Petersham Brass Band Concerts	23		\$1,800	\$1,800	\$	\$	\$	\$	\$1,800	\$0.01
Council on Aging	24		1,000	1,000					1,000	0.01
Petersham Center School Construction – Debt Service	27	DE	102,730	102,730					102,730	0.72
Mahar RSD Construction – Debt Service	28	DE	20,583	20,583					20,583	0.14
Mahar RSD Dam Repair – Debt Service	29		894	894					894	0.01
Fire Truck - Debt Service	30	DE	20,800	20,800					20,800	0.14
Reserve Fund	31		35,000	35,000					35,000	0.25
Assessors – Tri Annual Reassessment of Values	32		5,634	5,634					5,634	0.04
Insurance – Retention reserve	33		30,000			30,000			30,000	0.21
CIPC PCS – Pellet heating system	34		60,000			60,000			60,000	0.42
CIPC Cemetery Commission – Hearse House repairs	35		8,000			8,000			8,000	0.06
CIPC Police – Cruiser (2009 replacement)	36		42,624			42,624			42,624	0.30
CIPC Fire – Breathing apparatus replace 3rd of 3 yrs.	37		40,416			40,416			40,416	0.28
CIPC Fire – Hose replacement 3rd of 5 yrs.	38		5,000			5,000			5,000	0.04
Stabilization Fund	39		43,634			43,634			43,634	0.31
Friday Market music	45								1,800	0.01
<b>TOTAL SPECIAL ARTICLES</b>			<b>\$417,915</b>	<b>\$188,241</b>	<b>\$</b>	<b>\$229,674</b>	<b>\$</b>	<b>\$</b>	<b>\$419,715</b>	<b>\$2.94</b>
Proposed General Total Budget			<u>\$3,481,626</u>						<u>\$3,494,714</u>	
<b>GRAND TOTAL BUDGET</b>			<b>\$3,899,541</b>						<b>\$3,914,429</b>	

\* If raised by taxation

## **About the Consent Calendar for Annual Town Meeting**

A number of years ago, the Selectboard and the Moderator implemented a "Consent Calendar." This is part of an effort to make our Town Meeting more productive and save time for discussion of the key issues.

Each year there are a number of Warrant Articles for which past experience suggests that the action will be routine, non-controversial, and predictable. At this Annual Meeting, these Articles will be selected for inclusion in the Consent Calendar. As one of the first items of business, there will be a motion to take all of these Articles as printed in this Warrant (see Articles 2–20 on following pages 16–19) and act upon these as a group by a single, brief, affirmative main motion, referred to as the Consent Calendar.

The use of the Consent Calendar speeds the passage of Warrant Articles which the Selectboard and Moderator, in consultation with Town Counsel and the Advisory Finance Committee, believe should generate no controversy and can be properly voted without debate.

At the motion of the Consent Calendar, the Moderator will call out the number of each of the Articles, one by one. If any voter has doubt about passing any motion, or wishes an explanation of any Article included in the Consent Calendar, the voter should say the word "hold" in a loud voice when the Article number is called by the Moderator. The Moderator will then inquire as to whether the request to hold is for a question or for debate. If the purpose of the request was merely to ask a question, an attempt to obtain a satisfactory answer will be made, and if this occurs the Article will remain on the Consent Calendar. If the purpose of the request was to hold the article for debate, the Article will be dropped from the Consent Calendar and restored to its original place in the Warrant to be brought up, debated, and voted on in the usual way.

After calling the individual Articles on the Consent Calendar, the Moderator will ask that all Articles remaining be PASSED AS A UNIT by a unanimous vote after a brief affirmative main motion is made inclusive of all Articles remaining on the Consent Calendar.

No voter should hesitate to exercise their right to remove an Article from the Consent Calendar for discussion in the regular Warrant. It is the view of the voters as to the need for debate that is supreme, not that of the Town officials who prepared the Consent Calendar. It is hoped that voters will remove Articles from the Consent Calendar only in cases of genuine concern.

**THE CONSENT CALENDAR WILL BE TAKEN UP AS ONE OF THE FIRST ORDERS  
OF BUSINESS AT THE ANNUAL TOWN MEETING.**

As noted, all Special and Annual Town Meeting Articles are found in this Warrant (see pages 16–33). Please review the proposed Articles for the Consent Calendar, the regular Warrant Articles, and the Advisory Finance Committee comments which follow.

Please do your homework before coming to Town Meeting. If you have any questions about the Articles included in the Consent Calendar, regular Warrant, motions, or procedures, please feel free to call the Administrative Coordinator (978-724-3353) or the Moderator (978-724-0400) before the Meeting.

The voters at Petersham Annual Town Meeting will also be asked by the Moderator at the beginning of the Meeting to vote the following action: That on Articles which require a 2/3s vote, the Moderator will not be required to take an actual count, again to save time, unless the Moderator so chooses. A test vote may, or may not, be taken to determine whether the binding vote could be unanimous. If not, a call for those opposed may be taken first and counted and those voting in the affirmative would then be called for and the count would be estimated. However, if at any time seven (7) voters question the count, an actual count will be taken.

---

**Town of Petersham**  
**SPECIAL TOWN MEETING WARRANT**  
**June 6, 2016**

**ARTICLE 1.**

To see if the Town will vote to appropriate from available funds, take from the Stabilization Fund, or otherwise provide the sum of **\$7,665.31** to eliminate the Fiscal Year 2016 Snow and Ice Account Deficit; or act in relation thereto.

**– RECOMMENDED**

**ARTICLE 2.**

To see if the Town will vote to transfer from available funds, raise and appropriate and or transfer from the Stabilization Fund, or otherwise provide the sum of **\$5,000.00** to pay the town's share of the property and casualty insurance deductible costs for hail damaged roof repairs at various town buildings to which damage occurred August 4, 2015; or act in relation thereto.

**– RECOMMENDED**

**ARTICLE 3.**

To see if the Town will vote to raise and appropriate, appropriate from available funds, transfer, or any combination thereof, a certain amount for deposit into the Stabilization Fund; or act in relation thereto.

**– RECOMMENDED**

---

**Town of Petersham**  
**ANNUAL TOWN MEETING WARRANT**  
**June 6, 2016**

**ARTICLE 1.**

To receive the reports of Town Officers and Committees and act thereon.

— BEGINNING OF CONSENT AGENDA —

**ARTICLE 2. CONSENT**

To see if the Town will vote to authorize the Treasurer to enter into compensating balance agreements during Fiscal Year 2017, as permitted by Massachusetts General Laws (MGL), Chapter 44, Section 53F; or act in relation thereto.

**ARTICLE 3. CONSENT**

To see if the Town will vote to use the income of the William B. Spooner Fund as of March 31 of the current fiscal year at the Petersham Memorial Library for Fiscal Year 2017; or act in relation thereto.

**ARTICLE 4. CONSENT**

To see if the Town will vote for the Treasurer to use the Elizabeth Newton Charities Trust Fund and Elizabeth Newton Deserving Poor Trust Fund for assistance to Petersham veterans approved for benefits by Massachusetts Department of Veteran's Services through the Local Veterans' Service Office for Fiscal Year 2017; or act in relation thereto.

**ARTICLE 5. CONSENT**

To see if the Town will vote for the Conservation Commission to use the accumulated interest from the Evelyn V. Murphy Conservation Fund as of March 31 of the current fiscal year for Fiscal Year 2017; or act in relation thereto.

**ARTICLE 6. CONSENT**

To see if the Town will vote for the Conservation Commission to use the accumulated interest from the Lewis and Corrine Babbitt Wildlife Sanctuary Fund as of March 31 of the current fiscal year, to be used at the Sanctuary for Fiscal Year 2017; or act in relation thereto.

**ARTICLE 7. CONSENT**

To see if the Town will vote to re-authorize the Accountant to deposit income generated from property and timber sales into a "Commissions Account" for payment of commissions due as submitted for payment by the Selectboard following sale of property, pursuant to the provisions of MGL, Chapter 44, Section 53E ½, to pay commissions due on the sale of real and/or personal property of the Town; said fund to be established from receipts of said property, and expenditures shall not exceed **\$5,000.00** for Fiscal Year 2017; or act in relation thereto.

---

## **ARTICLE 8. CONSENT**

To see if the Town will vote to re-authorize the Town Clerk to deposit fee income generated from certificates, DBA's, Dog Fees, Genealogy, etc. into a Commissions Account for payment of fees due as submitted for payment by the Town Clerk pursuant to the provisions of MGL, Chapter 44, Section 53E ½, said fund to be established from receipts of said income, and expenditures shall not exceed **\$3,000.00** for Fiscal Year 2017; or act in relation thereto.

## **ARTICLE 9. CONSENT**

To see if the Town will vote to re-authorize a Revolving Fund pursuant to MGL, Chapter 44, Section 53E ½ to be expended by the Treasurer for fees due to the Electrical Inspector, Gas Inspector and Plumbing Inspector. The Accountant shall be authorized to effect transfers from this account as required to cover vouchers submitted for payment upon verification that the disbursement requested does not exceed receipts to date; expenditures from said Fund for Fiscal Year 2017 not to exceed **\$15,000.00**; or act in relation thereto.

## **ARTICLE 10. CONSENT**

To see if the Town will vote to re-authorize a Revolving Fund, pursuant to MGL, Chapter 44, Section 53E ½ to which shall be deposited all receipts for grave openings and from which the Selectboard may make expenditures to pay the costs thereof, said expenditures not to exceed **\$4,000.00** for Fiscal Year 2017; or act in relation thereto.

## **ARTICLE 11. CONSENT**

To see if the Town will vote to re-authorize a Revolving Fund, pursuant to MGL, Chapter 44, Section 53E ½ to be expended by the several Town departments that process permit and license hearing applications, to pay for services and fees charged for the filing of hearing applications, to include retrieval fees, legal notices, clerical fees, postage fees, and the carrying out of duties required; said fund to be established from receipts collected by the various departments, and said expenditures not to exceed **\$5,000.00** for Fiscal Year 2017; or act in relation thereto.

## **ARTICLE 12. CONSENT**

To see if the Town will vote to re-authorize a Revolving Fund pursuant to MGL, Chapter 44, Section 53E ½ for deposits of fees collected under the Petersham School Committee Fee Schedule for use of the Petersham School Building, to be expended by the Petersham School Committee for the purpose of repairs to the Building and replacement of equipment associated with the use of the Facility; expenditures from said Revolving Fund for Fiscal Year 2017 not to exceed **\$2,000.00**; or act in relation thereto.

## **ARTICLE 13. CONSENT**

To see if the Town will vote to re-authorize a Revolving Fund pursuant to MGL, Chapter 44, Section 53E ½ for deposits of fees collected under the Planning Board Rules and Regulations Fee Schedule, to be expended by the Planning Board for the purpose of hiring professional consultants to assist the Planning Board in carrying out its duties; expenditures from said Revolving Fund for Fiscal Year 2017 not to exceed **\$1,000.00**; or act in relation thereto.

---

#### **ARTICLE 14. CONSENT**

To see if the Town will vote to re-authorize a Revolving Fund pursuant to MGL, Chapter 44, Section 53E ½ to be expended by the Treasurer for fees due to the Fire Chief. The Accountant shall be authorized to effect transfers from this account as required to cover vouchers submitted for payment upon verification that the disbursement requested does not exceed receipts to date; expenditures from said Fund for Fiscal Year 2017 not to exceed **\$3,000.00**; or act in relation thereto.

#### **ARTICLE 15. CONSENT**

To see if the Town will vote to re-authorize a Revolving Fund pursuant to MGL, Chapter 44, Section 53E ½ for deposits of fees collected under the Zoning Board of Appeals Rules and Regulations Fee Schedule, to be expended by the Zoning Board of Appeals for the purposes of carrying out its duties; expenditures from said Revolving Fund for Fiscal Year 2017 not to exceed **\$7,000.00**; or act in relation thereto.

#### **ARTICLE 16. CONSENT**

To see if the Town will vote to re-authorize the Inspector of Buildings to deposit fee income generated from inspections and related work into a Revolving Account, to be expended by the Inspector of Buildings, for the purposes of carrying out department duties, pursuant to MGL, Chapter 44, Section 53E½, said fund to be established from receipts of said income, expenditures from said account not to exceed **\$10,000.00** for Fiscal Year 2017; or act in relation thereto.

#### **ARTICLE 17. CONSENT**

To see if the Town will vote to re-authorize a Revolving Fund, pursuant to MGL, Chapter 44, Section 53E ½ and pursuant to Local Cultural Council Regulations at 962 CMR 2:05, for deposit of local funds collected by the Petersham Cultural Council, to be expended by the Petersham Cultural Council for the purpose of carrying out its duties; expenditures from said Revolving Fund for Fiscal Year 2017 not to exceed **\$5,000.00**; or act in relation thereto.

#### **ARTICLE 18. CONSENT**

To see if the Town will vote to re-authorize a Revolving Fund, pursuant to MGL, Chapter 44, Section 53E ½ and pursuant to Local Cultural Council Regulations at 962 CMR 2:05, for deposit of grant funds collected by the Petersham Cultural Council from the Massachusetts Cultural Council, to be expended by the Petersham Cultural Council for the purpose of funding annual grants; expenditures from said Revolving Fund for Fiscal Year 2017 not to exceed **\$8,000.00**; or act in relation thereto.

#### **ARTICLE 19. CONSENT**

To see if the Town will vote to re-authorize a Revolving Fund, pursuant to MGL, Chapter 44, Section 53E ½ to be expended by the Board of Health, to pay for consulting services as required by the Board of Health, said fund to be established from receipts collected by the Board of Health for fees for its services; said expenditures not to exceed **\$10,000.00** for Fiscal Year 2017; or act in relation thereto.

---

**ARTICLE 20. CONSENT**

To see if the Town will vote to accept and expend Chapter 90 Funds from the State, said expenditures to be 100% reimbursed by the State; or act in relation thereto.

**–The Consent Agenda is RECOMMENDED by the Advisory Finance Committee**

**— END OF CONSENT AGENDA —**

**ARTICLE 21. FISCAL YEAR 2017 OPERATING BUDGETS**

To see if the Town will vote to raise and appropriate, appropriate from available funds, transfer from the Stabilization Fund, approve subject to Proposition 2 1/2 Over-ride, or any combination thereof, all necessary sums of money to pay Town Charges and Expenses for the Fiscal Year 2017 as per budgets submitted by the several Town Departments and as approved by the Advisory Finance Committee or any other amounts deemed to be sufficient; or act in relation thereto

**– RECOMMENDED**

**ARTICLE 22.**

To see if the Town will vote to fix the salaries of all Elective Town Officers as provided in Section 108 of Chapter 41, General Laws as amended: Moderator **\$0.00**; Town Treasurer **\$15,590.00**; Town Clerk **\$10,093.00**; Tax Collector **\$12,410**; Selectboard, Chair **\$2,717.00**; two members **\$2,384.00** each; Board of Assessors, Chair, **\$3,079.00**, Clerk, **\$2,665.00**, other member, **\$2,509.00**; Trustee of Library **FREE**; Constables **\$11.28/PER HOUR**; Board of Health chair, **\$193.00**, other members, **\$142.00** each; or act in relation thereto.

**– RECOMMENDED**

**ARTICLE 23.**

To see if the Town will vote to raise and appropriate, appropriate from available funds, take from the Stabilization Fund, borrow, or any combination thereof, **\$1,800.00** for six (6) Petersham Brass Band concerts at \$300.00 per concert, to be held during the summer; or act in relation thereto.

**– RECOMMENDED**

**ARTICLE 24.**

To see if the Town will vote to raise and appropriate, appropriate from available funds, take from the Stabilization Fund, borrow, or any combination thereof, the sum of **\$1,000.00** to be used for Council on Aging activities; or act in relation thereto.

**– RECOMMENDED**

**ARTICLE 25.**

To see if the Town will vote to take the accumulated interest from the Consolidated Cemetery Fund 1 and 2, the E.M. Cook Cemetery Trust Fund, the L.L. Pond Cemetery Fund, and the William Smith Cemetery Fund for deposit into the Cemetery Repair Fund, said fund to be expended by the Cemetery Commission for Cemetery improvements; or act in relation thereto.

**– RECOMMENDED**

---

**ARTICLE 26.**

To see if the town will vote to transfer **\$3,000.00** from the receipts reserved account number 285491.000 Sale of Cemetery Lots to General Fund Account # 015491.006 Cemetery repairs; or act in relation thereto.

**– RECOMMENDED**

**ARTICLE 27.**

To see if the Town will vote to raise and appropriate, appropriate from available funds, take from the Stabilization Fund, borrow, or any combination thereof, the sum of **\$102,730.00** to pay the FY2017 principal and interest due on the Petersham Center School building project; or act in relation thereto.

**– RECOMMENDED**

**ARTICLE 28.**

To see if the Town will vote to raise and appropriate, appropriate from available funds, take from the Stabilization fund, borrow, or any combination thereof, the sum of **\$20,583.00** to pay the FY2017 principal and interest on the construction note for the Ralph C. Mahar Regional School District school building; or act in relation thereto.

**– RECOMMENDED**

**ARTICLE 29.**

To see if the Town will vote to raise and appropriate, appropriate from available funds, take from the Stabilization fund, borrow, or any combination thereof, the sum of **\$894.00** to pay the FY2017 principal and interest on the note for repairs to Ralph C. Mahar Regional School District dam; or act in relation thereto.

**– RECOMMENDED**

**ARTICLE 30.**

To see if the Town will vote to raise and appropriate, appropriate from available funds, transfer from Stabilization Fund, borrow, or any combination thereof, the sum of **\$20,600.00** to pay the FY2017 principal and interest due on the Fire Department fire truck; or act in relation thereto.

**– RECOMMENDED**

**ARTICLE 31.**

To see if the Town will vote to raise and appropriate, appropriate from available funds, take from the Stabilization Fund, borrow, or any combination thereof, the sum of **\$35,000.00** for deposit into the Reserve Fund for FY2017; or act in relation thereto.

**– RECOMMENDED**

---

**ARTICLE 32.**

To see if the Town will vote to raise and appropriate, appropriate from available funds, take from the Stabilization Fund, borrow, or any combination thereof, the sum of **\$5,364.00** for the Board of Assessors to fund the Cyclical Data Collection and Reassessment of Values of all Real Estate for Fiscal Year 2019, as required by State law; or act in relation thereto.

– **RECOMMENDED**

**ARTICLE 33.**

To see if the Town will vote to accept Massachusetts General Laws Chapter 40, Section 13, Municipal Buildings Insurance Fund, and to establish a municipal insurance reserve fund; and vote to raise and appropriate or transfer from available funds the sum of **\$30,000.00** for such reserve fund to make funds available to meet unanticipated future insurance deductibles or to provide for uninsured losses, or to pay Town property insurance charges; or act in relation thereto.

– **RECOMMENDED**

**ARTICLE 34.**

To see if the Town will vote to raise and appropriate, appropriate from available funds, take from the Stabilization Fund, borrow, or any combination thereof, the sum of **\$60,000.00** as the Town's matching contribution for the grant obtained for the installation of a new wood pellet boiler heating system at the Petersham Center School, said funds to be returned to the Town should an alternative funding source for the project be obtained by the Petersham Energy Committee; or act in relation thereto.

– **RECOMMENDED**

**ARTICLE 35.**

To see if the Town will vote to raise and appropriate, appropriate from available funds, transfer from the Stabilization Fund, borrow, or any combination thereof, the sum of **\$8,000.00** to be used to make necessary repairs to the roof and roof system of the Hearse House; or act in relation thereto.

– **RECOMMENDED**

**ARTICLE 36.**

To see if the Town will vote to raise and appropriate, appropriate from available funds, take from the Stabilization Fund, borrow, or any combination thereof, the sum of **\$42,642.00** for a new cruiser for the Police Department; or act in relation thereto.

– **RECOMMENDED**

**ARTICLE 37.**

To see if the Town will vote to raise and appropriate, appropriate from available funds, take from the Stabilization Fund, borrow, or any combination thereof, the sum of **\$40,416.00** for new self-contained breathing apparatus for the Fire Department; or act in relation thereto.

– **RECOMMENDED**

**ARTICLE 38.**

To see if the Town will vote to raise and appropriate, appropriate from available funds, take from the Stabilization Fund, borrow, or any combination thereof, the sum of **\$5,000.00** for payment of year three of five of hose replacement for the Fire Department; or act in relation thereto.

**– RECOMMENDED**

**ARTICLE 39.**

To see if the Town will vote to raise and appropriate, appropriate from available funds, transfer, or any combination thereof, a certain amount for deposit into the Stabilization Fund; or act in relation thereto.

**– RECOMMENDED**

**ARTICLE 40.**

To see if the Town will vote to endorse the recommendation of its membership to the Franklin Regional Transit Authority authorizing transportation service to, or from, or within, the Town including the commitment by the Town for its share of any deficit as the result of such service; or act in relation thereto.

**– RECOMMENDED**

**ARTICLE 41.**

To see if the Town will vote to amend the existing Town By-law ‘Article XII: Petersham Historic District Commission & Historical Commission Town By-law’ as follows; or act in relation thereto:

**PETERSHAM BY-LAW ARTICLE XII:  
PETERSHAM HISTORIC DISTRICT, HISTORIC DISTRICT COMMISSION  
AND HISTORICAL COMMISSION BY-LAW**

**SECTION 1. PURPOSE**

The purpose of this By-law is to promote the educational, cultural, economic, and general welfare of the public through the preservation and protection of the distinctive characteristics of buildings, places, and districts of historic and architectural significance in the Town of Petersham, through the maintenance of appropriate settings for such buildings, places, and districts as a tangible reminder of the historic tradition of the Town of Petersham.

**SECTION 2. ESTABLISHMENT OF THE HISTORIC DISTRICT**

There is established in the Town of Petersham an Historic District according to the provisions of Chapter 211 of the Massachusetts Acts of 1966, and subject to amendment by Town Meeting vote as provided for in Chapter 211 and this By-law. The boundaries of the Historic District are shown on a map entitled “Petersham Historic District,” dated May 26, 2016, which is on file with the Town Clerk of the Town of Petersham and recorded in the Registry of Deeds. A copy of this map can be found at the end of this By-law.

---

The Historic District extends from a public way in the Historic District, as defined in this By-law, to the rear bounds of a lot or 200 feet, whichever is the less.

### **SECTION 3. DEFINITIONS**

As used in this By-law, the following words and terms shall have the following meanings:

Altered - includes rebuilt, reconstructed, restored, removed, and demolished;

Building - is a combination of materials having a roof and forming shelter for persons, animals, or property;

Commission - refers to The Historic District Commission established by Section 4;

Erected - includes built, constructed, reconstructed, restored, altered, enlarged, and moved;

Exterior Architectural Feature - means the architectural style and general arrangement of such portion of the exterior of a building or structure as is open to view from a public way in the Historic District, including the kind and texture of the building materials of such portion, and the type and style of windows, doors, and other fixtures appurtenant to such portion of the exterior;

Historic District - refers to the district established by Section 2 and any other district established pursuant to Section 11;

Person - includes an individual, a partnership, a corporation, an unincorporated organization, association, or other entity;

A Public Way in the Historic District - North Main Street, South Main Street, Common Street, and North Street comprise the Public Ways in the Historic District;

Structure - a combination of materials assembled at a fixed location to give support or shelter or for other purposes, including a building, framework, swimming pool, shed, platform, tower, or similar object;

Capitalized terms not defined in this By-law shall have the meaning given in Chapter 40C of the Massachusetts General Laws.

### **SECTION 4. CREATION AND ORGANIZATION OF HISTORIC DISTRICT COMMISSION**

An Historic District Commission in the Town of Petersham is hereby established that shall consist of seven unpaid members, at least four of whom shall be residents and property owners of the Town, who shall be appointed by the Selectboard for terms of five years in the manner and for the terms of office as herein provided, and who shall serve until their successors are appointed and qualified:

- one member shall be a registered architect, or, in the event that none is available to serve, a person who has had architectural training and background;
- one member shall be appointed from two nominees of the Petersham Historical Society;

---

**ARTICLE 41.** – *continued*

- one member shall be appointed from two nominees of the Planning Board of the Town of Petersham;
- one member shall be appointed from among the residents and property owners of the Historic District;
- one member shall be appointed who, in the opinion of the Selectboard, is qualified by reason of his experience in the building trades;
- two members will be chosen from Petersham residents at large.

If within thirty days after submission of a written request for nominees to an organization entitled to submit nominations for membership on the Commission, or search for an individual meeting the above qualifications, no such nominations have been made, or no such qualified individual can be found, the Selectboard may proceed to make the appointment to the Commission without nomination by such organization, or to an individual without such qualification.

As the term of office of each of the members shall expire, his successor shall be appointed in the same manner for a term of five years. All nominations for appointment of members of the Commission shall be submitted to the Selectboard by a letter that includes a statement of the qualifications of the nominees. A member of the Commission may be removed from office for cause by the Selectboard after a public hearing. A vacancy in the membership of the Commission shall be filled by appointment for the unexpired term in the manner specified for the original appointment to the term vacated. The Commission shall elect annually a Chairperson, a Vice-Chairperson, and a Clerk from its membership. In the case of absence of the Chairperson from any meeting the Vice-Chairperson shall preside, and in his absence the Commission shall elect a temporary Chairperson for such meeting.

**SECTION 5. REQUIRED CERTIFICATES AND PERMITS**

Except as provided in Section 6, any person who desires to erect, build, construct, reconstruct, restore, alter, move, demolish, remove, or change any building or structure within the Historic District shall file with the Commission an application for a Certificate of Non-applicability; or a Certificate of Appropriateness, together with such plans, elevations, specifications, material and other information as shall be deemed necessary by the Commission to enable it to make a determination with respect to the application.

- 1) No building or structure, except as provided in Section 6, shall be erected within the Historic District unless and until either a Certificate of Appropriateness or a Certificate of Non-applicability has been issued by the Commission.
- 2) No building or structure within the Historic District, except as provided in Section 6, shall be changed as to exterior features until either a Certificate of Appropriateness or a Certificate of Non-applicability has been issued by the Commission.
- 3) No building or structure within the Historic District, except as provided in Section 6, shall be demolished or removed unless and until an application for a Certificate of Appropriateness has been filed with the Commission, and such Certificate has been issued by the Commission.

---

4) No occupational, commercial or other sign or billboard, except as provided in Section 6, that is subject to view from a public way in the Historic District, shall be erected within the Historic District unless and until either a Certificate of Non-applicability or a Certificate of Appropriateness has been issued by the Commission.

5) Except in cases excluded by Section 6.

a) No building permit shall be issued by the Town of Petersham for any building or structure to be erected within the Historic District until a Certificate of Appropriateness or a Certificate of Non-applicability has been issued by the Commission.

b) No permit shall be issued by the Town of Petersham for the demolition or removal of any building or structure within the Historic District until a Certificate of Appropriateness has been issued by the Commission.

c) No building permit shall be issued by the Town of Petersham for a change in an architectural feature within the Historic District until a Certificate of Appropriateness has been issued by the Commission.

## **SECTION 6. EXCLUSIONS, LIMITATIONS, AND EXCEPTIONS**

1) The powers and authority of the Historic District Commission shall be limited to exterior architectural features within the Historic District that are visible from a public way within the Historic District as defined in Section 3.

2) The Historic District Commission shall have no authority over the following:

a) The color of paint on all exterior surfaces;

b) The materials used on roofs;

c) Walls, fences, terraces, storm doors and storm windows, lighting fixtures, antennae;

d) Temporary structures or signs for use in connection with any official celebration or parade, or any charitable drive in the Town; provided, that any such structure or sign shall be removed within seven days following the termination of the celebration, parade or charitable drive for which such structure or sign shall have been erected or displayed; and any other temporary structure or signs which the Commission shall determine from time to time may be excluded from the provisions of Section 5 without substantial derogation from the intent and purposes of this By-law;

e) Real estate signs of not more than six square feet in area advertising the sale or rental of the premises on which they are erected or displayed and which are not illuminated provided not more than two such signs are displayed in connection with each such premises;

f) Occupational signs in connection with a residence of not more than one square foot in area, provided only one such sign is displayed in connection with each residence, and one sign in connection with each non-residential use that is not more than twelve square feet in area, consists of letters painted on wood without symbol or trademark and if illuminated is illuminated only indirectly;

---

**ARTICLE 41.** – *continued*

g) The reconstruction, substantially similar in exterior design, of a building or structure damaged or destroyed by fire, storm or other disaster, provided such reconstruction is begun within one year thereafter and carried forward with due diligence.

3) Nothing in this By-law shall be construed to prevent the ordinary maintenance, repair, or replacement of any exterior architectural feature of any building or structure within the Historic District; nor shall anything in this By-law be construed to prevent landscaping changes; nor shall anything in this act be construed to prevent the erection, construction, reconstruction, restoration, alteration, or demolition of any such feature which a duly authorized public officer shall certify is required by the public safety because of an unsafe or dangerous condition; nor shall anything in this By-law be construed to prevent any construction, reconstruction, alteration, or demolition under a permit issued prior to the effective date of said Chapter 211 of the Acts of 1966.

4) The Commission may determine from time to time that certain categories of architectural features, structures, or signs may be erected or installed without review by the Commission provided there is no substantial derogation from the intended purposes of this By-law; and while any such determination by the Commission is in effect, any such categories so enumerated by the Commission may be erected or installed without the filing of an application for, or the issuance of, a Certificate of Appropriateness.

**SECTION 7. MEETINGS, HEARINGS, TIME FOR MAKING DETERMINATIONS**

Meetings of the Commission shall be held at the call of the Chairperson and shall be called at the request of three members of the Commission and in such other manner as the Commission shall determine in its rules. Four members of the Commission shall constitute a quorum.

The Commission shall determine, promptly, and within fourteen days after the filing of an application for a Certificate of Appropriateness, whether the application involves any features that are subject to approval by the Commission. If the Commission determines that the application involves such features, the Commission shall hold a public hearing on the application unless the hearing is waived as herein provided. The Commission shall also hold a public hearing on all other applications required to be filed with it under this By-law, or under any other by-law enacted by the Town.

The Commission shall fix a reasonable time for the hearing on any application and shall give public notice thereof at least fourteen days before said hearing by posting notice of time, place, and purpose of the hearing in two public places in the Town; and by mailing postage prepaid, a copy of said notice to the applicant, to the owners of all property deemed by the Commission to be materially affected thereby as they appear on the most recent real estate tax list of the Board of Assessors, to the Planning Board of the Town, and to such other persons as the Commission shall deem entitled to notice.

As soon as convenient after such public hearing but in any event within forty-five days after the filing of the application, or within such further time as the applicant may allow in writing, the Commission shall make a determination on the application. If the Commission shall fail to make a determination within said forty-five days, or within such further time allowed by the applicant, the Commission shall be deemed to have approved the application, and the Commission shall thereupon issue a Certificate of Appropriateness.

---

## SECTION 8. POWERS, FUNCTIONS AND DUTIES OF COMMISSION

The Commission shall have the following powers, functions and duties:

- 1) The Commission shall have the duty of implementing this By-law by receiving and reviewing applications in connection with construction, demolition, and alteration of architectural features of any building or structure within the Historic District and of issuing Certificates of Non-applicability and Certificates of Appropriateness;
- 2) The Commission shall not consider interior arrangements or building features not subject to public view;
- 3) The Commission shall not make any recommendation or requirement except for the purpose of preventing developments obviously incongruous to the historic aspects and the architectural integrity of the Historic District. In deciding on appropriateness the Commission shall consider, among other things, the historic value and significance of the site, building, or structure; the general design, arrangement, texture, and material of the features involved; and the relation of such factors to similar factors of sites, buildings, and structures in the immediate surroundings. The Commission shall also consider the applicable zoning and other by-laws of the Town;
- 4) If a proposal is determined to be inappropriate, the Commission shall determine whether, owing to conditions especially affecting the Historic District generally, failure to approve an application will involve a substantial hardship, financial or otherwise, to the applicant and whether such application could be approved without substantial detriment to the public welfare and without substantial derogation from the intent and purposes of this By-law. If the Commission determines that the features, demolition or removal involved will be appropriate or, although inappropriate, owing to conditions as aforesaid, failure to approve an application will involve substantial hardship to the applicant and approval thereof could be made without substantial detriment or derogation as aforesaid, the Commission shall approve the application; but if the Commission does not so determine, the application shall be disapproved;
- 5) In approving an application the Commission may impose conditions that, if the Certificate of Appropriateness is acted upon, shall be binding upon the applicant, the owner of the property, and his successors in title. Prior to approving an application subject to conditions the Commission may notify the applicant of its proposed action and permit the applicant to express his opinion thereon;
- 6) In the case of a determination by the Commission that an application for a Certificate of Appropriateness does not involve any exterior architectural feature, or is excluded by Section 6, the Commission shall cause a Certificate of Non-applicability, dated and signed by its Chairperson or Vice-Chairperson, to be issued forthwith to the applicant;
- 7) In the case of an approval by the Commission of an application for a Certificate of Appropriateness or in the event an application is deemed approved through failure to make a determination within the time specified in Section 7, the Commission shall issue a Certificate of Appropriateness, dated and signed by its Chairperson or Vice-Chairperson, to the applicant;

---

**ARTICLE 41.** – *continued*

8) In the case of disapproval of an application for a Certificate of Appropriateness, the Commission shall issue a notice of its determination, dated and signed by its Chairperson or Vice-Chairperson, to the applicant, setting forth therein the reasons for its determination. The Commission may make recommendations to the applicant with respect to the appropriateness of design, arrangement, texture, material, and similar factors. Prior to the issuance of any disapproval the Commission may notify the applicant of its proposed action accompanied by recommendations of changes in the applicant's proposal that, if made, would make the application acceptable to the Commission. If within ten days of the receipt of such notice the applicant files a written modification of his application in conformity with the recommended changes of the Commission, the Commission shall issue a Certificate of Appropriateness, dated and signed by its Chairperson or Vice-Chairperson;

9) The Commission shall keep a permanent record of its resolutions, transactions, and determinations, and may make such rules and regulations consistent with this By-law and prescribe such forms as it shall deem desirable and necessary;

10) The Commission shall file with the Town Clerk and Town Building Inspector a notice of all determinations made by it, and approvals of application through failure of the Commission to make a determination within the time allowed under Section 7;

11) The Commission may, subject to appropriation, employ technical assistants or consultants and incur other expenses necessary to the carrying on of its work and may accept money gifts and expend the same for such purposes. The Commission may accept gifts of easements or other interests in real property that the Commission may determine will protect the Historic District or otherwise carry out the purpose of this By-law;

12) The Commission shall have, in addition to the powers, authority and duties granted to it by this By-law, such powers, authority and duties as may be delegated to it from time to time by vote of a Town Meeting.

**SECTION 9. APPEALS**

Any person aggrieved by a determination of the Commission, whether or not previously a party to the proceeding, or any officer or board of the Town may, within twenty days after the filing of a notice of such determination with the Town Clerk, appeal to the Worcester County Superior Court.

**SECTION 10. ENFORCEMENT**

Any person who violates any of the provisions of this By-law shall be guilty of a misdemeanor, and upon conviction thereof shall be fined not less than ten dollars nor more than two hundred dollars. The Worcester County Superior Court, upon the petition of the Selectboard, shall have jurisdiction to enforce the provisions of this By-law and any by-law enacted hereunder and the determinations, rulings and regulations issued pursuant thereto and may restrain by injunction violations thereof and issue such other orders for relief of violations as may be required.

**SECTION 11. CHANGES IN HISTORIC DISTRICT**

The district established by Section 2 may be enlarged or reduced and new districts may be

---

created by a two thirds vote of any regular or special Town Meeting, the warrant for which shall contain an article or articles for the purpose. Prior to any such action the Planning Board of the Town shall hold a public hearing thereon and shall report its recommendations to the Town Meeting. The Planning Board shall give due notice of such hearing at least fourteen days prior thereto by posting in the Town and by mailing, postage prepaid, a copy of said notice to the owners of all properties to be included in or removed from an historic district.

## **SECTION 12. HISTORICAL COMMISSION**

An Historical Commission in the Town of Petersham is hereby established under the provisions of the Massachusetts General Laws, Chapter 40, Section 8D, for the purposes and with the rights and duties provided by law. The Historical Commission is concerned with the preservation, protection, and development of the historical and archeological assets of the town. The Historical Commission shall conduct researches for places of historic or archeological value, shall cooperate with the State Archeologist in conducting such researches or other surveys, and shall seek to coordinate the activities of unofficial bodies organized for similar purposes, and may advertise, prepare, print, and distribute books, maps, charts, plans, and pamphlets that it deems necessary for its work. For the purpose of protecting and preserving such places, it may make such recommendations as it deems necessary to the Selectboard and, subject to their approval, to the Massachusetts Historical Commission, that any such place be certified as an historical or archeological landmark. It shall report to the state archeologist the existence of any archeological, paleontological, or historical site or object discovered in accordance with Massachusetts General Laws Chapter 9, Section 27C, and shall apply for permits necessary pursuant to said Section 27 C. Any information received by the Historical Commission with respect to the location of sites and specimens, as defined in said Chapter 9, Section 26B, shall not be a public record.

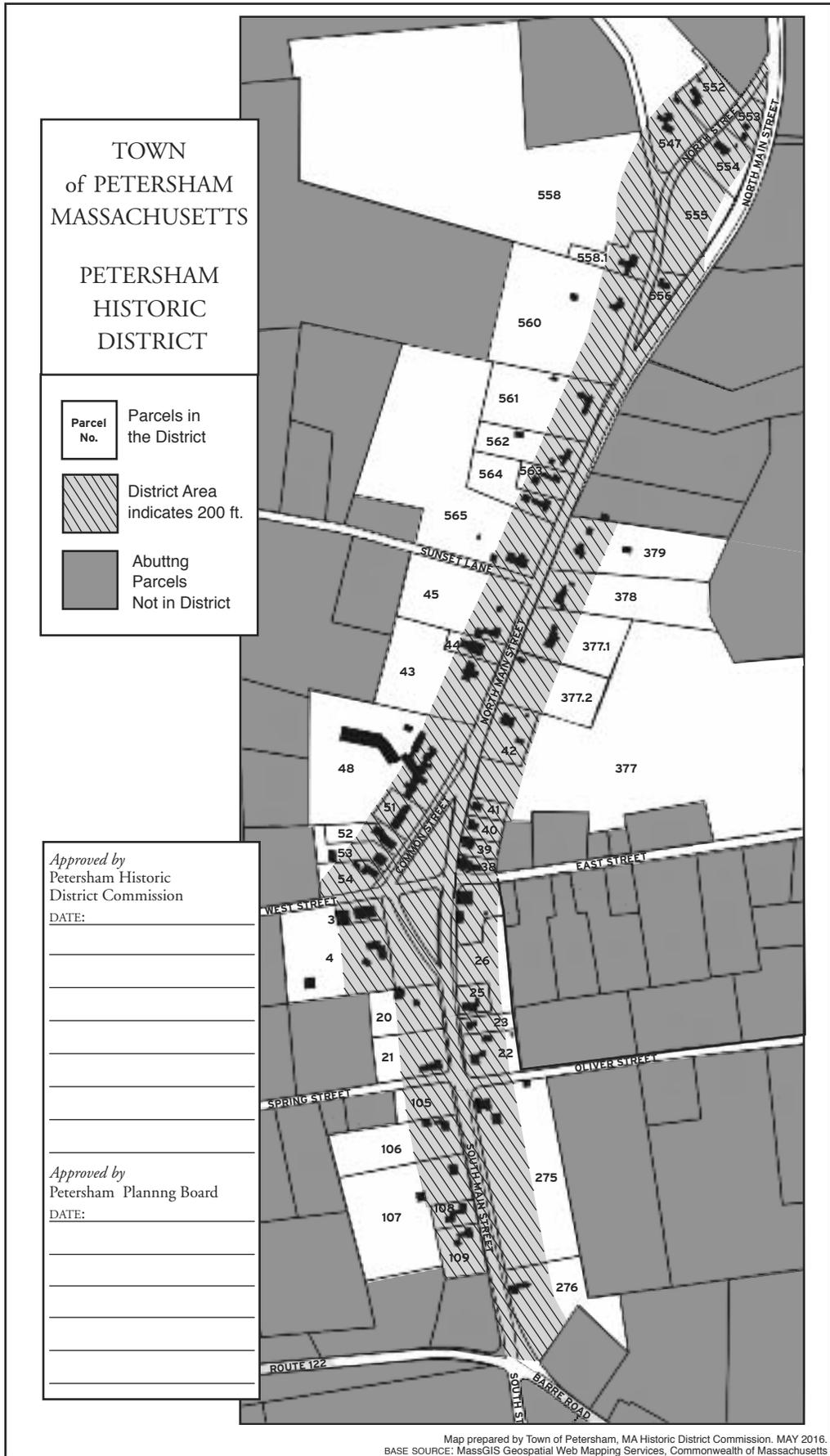
The Historical Commission may:

- hold hearings;
- enter into contracts with individuals, organizations and institutions for services furthering the objectives of the Historical Commission's program;
- enter into contracts with local or regional associations for cooperative endeavors furthering the Historical Commission's program;
- accept gifts, contributions and bequests of funds from individuals, foundations and from federal, state, or other governmental bodies for the purpose of furthering the Historical Commission's program;
- make and sign any agreements and may do and perform any and all acts that may be necessary or desirable to carry out the purposes of this By-law.

The Historical Commission shall keep accurate records of its meetings and actions and shall file an annual report, which shall be printed in the annual Town report.

The Historical Commission shall consist of seven members, those members being the same as those appointed to the Historic District Commission. Four members of the Historical Commission shall constitute a quorum.

ARTICLE 41. – *continued*



---

**ARTICLE 42.**

To see if the Town will vote to accept the provisions of Massachusetts General Laws Chapter 40, Section 57 as amended in its entirety, and hereby enact the following Petersham By-law as 'Article XIX: Local licenses and permits; denial, revocation, or suspension for failure to pay municipal taxes or charges,' as follows; or act in relation thereto:

**PETERSHAM BY-LAW ARTICLE XIX:  
LOCAL LICENSES AND PERMITS; DENIAL, REVOCATION, OR SUSPENSION  
FOR FAILURE TO PAY MUNICIPAL TAXES OR CHARGES**

**SECTION 1.** As provided for herein, the Town of Petersham may deny any application for, or revoke or suspend a building permit, or any local license or permit including renewals and transfers issued by any board, officer, department for any person, corporation or business enterprise, who has neglected or refused to pay any local taxes, fees, assessments, betterments, or any other municipal charges, including amounts assessed under the provisions of section twenty-one D of Chapter 40 of the General Laws or with respect to any activity, event or other matter which is the subject of such license or permit and which activity, event or matter is carried out or exercised or is to be carried out or exercised on or about real estate whose owner has neglected or refused to pay any local taxes, fees, assessments, betterments or any other municipal charges.

**SECTION 2.** The tax collector or other Town official responsible for records of all municipal taxes, assessments, betterments, and other municipal charges, hereinafter referred to as the tax collector, shall annually furnish to each department, board, commission or division, hereinafter referred to as the licensing authority, that issues licenses or permits including renewals and transfers, a list of any person, corporation, or business enterprise, hereinafter referred to as the party, that has neglected or refused to pay any local taxes, fees, assessments, betterments or other municipal charges for not less than a twelve month period, and that such party has not filed in good faith a pending application for an abatement of such tax or a pending petition before the appellate tax board.

**SECTION 3.** The licensing authority may deny, revoke or suspend any license or permit, including renewals and transfers of any party whose name appears on said list furnished to the licensing authority from the tax collector or with respect to any activity, event or other matter which is the subject of such license or permit and which activity, event or matter is carried out or exercised or is to be carried out or exercised on or about real estate owned by any party whose name appears on said list furnished to the licensing authority from the tax collector; provided, however, that written notice is given to the party and the tax collector, as required by applicable provisions of law, and the party is given a hearing, to be held not earlier than fourteen days after said notice. Said list shall be prima facie evidence for denial, revocation or suspension of said license or permit to any party. The tax collector shall have the right to intervene in any hearing conducted with respect to such license denial, revocation or suspension. Any findings made by the licensing authority with respect to such license denial, revocation or suspension shall be made only for the purposes of such proceeding and shall not be relevant to or introduced in any other proceeding at law, except for any appeal from such license denial, revocation or suspension. Any license or permit denied, suspended or revoked under this section shall not be reissued or renewed until the license authority receives

---

**ARTICLE 42.** – *continued*

a certificate issued by the tax collector that the party is in good standing with respect to any and all local taxes, fees, assessments, betterments or other municipal charges, payable to the Town as the date of issuance of said certificate.

**SECTION 4.** Any party shall be given an opportunity to enter into a payment agreement, thereby allowing the licensing authority to issue a certificate indicating said limitations to the license or permit and the validity of said license shall be conditioned upon the satisfactory compliance with said agreement. Failure to comply with said agreement shall be grounds for the suspension or revocation of said license or permit; provided, however, that the holder be given notice and a hearing as required by applicable provisions of law.

**SECTION 5.** The Selectboard may waive such denial, suspension, or revocation if it finds there is no direct or indirect business interest by the property owner, its officers or stockholders, if any, or members of his immediate family, as defined in section one of chapter two hundred and sixty-eight A of the General Laws in the business or activity conducted in or on said property.

**SECTION 6.** This bylaw shall not apply to the following licenses and permits: open burning; section thirteen of G.L. chapter forty-eight; bicycle permits; section eleven A of G.L. chapter eighty-five; sales of articles for charitable purposes, section thirty-three of G.L. chapter one hundred and one; children work permits, section sixty-nine of G.L. chapter one hundred and forty-nine; clubs, associations dispensing food or beverage licenses, section twenty-one E of G.L. chapter one hundred and forty; dog licenses, section one hundred and thirty-seven of G.L. chapter one hundred and forty; fishing, hunting, trapping license, section twelve of G.L. chapter one hundred and thirty-one; marriage licenses, section twenty-eight of G.L. chapter two hundred and seven and theatrical events, public exhibition permits, section one hundred and eighty-one of G.L. chapter one hundred and forty.

**SECTION 7.** Except as stated in the preceding section, no local license or permit shall be excluded from the provisions of this by-law.

– **RECOMMENDED**

**ARTICLE 43. CITIZEN PETITION - NORMAN SMITH, LEAD PETITIONER**

To see if the town will vote an article to officially abandon a section of old road in front of 231 East Street. Area of land is approximately 36 ft wide + or – and 100 + or – long and return to abutter. The piece of land is in front of property no. 195 map id 408 book no. 32781; or act in relation thereto.

– **VOTER PREFERENCE**

**ARTICLE 44. CITIZEN PETITION - ROY NILSON, LEAD PETITIONER**

To see if the town will vote to take from the Stabilization Fund the sum of **\$150,000.00** to be used to reduce the tax rate; or act in relation thereto.

– **NOT RECOMMENDED**

---

**ARTICLE 45. CITIZEN PETITION - ROY NILSON, LEAD PETITIONER**

To see if the town will vote to raise and appropriate, appropriate from available funds, take from the Stabilization Fund, borrow, or any combination thereof, the sum of **\$1,800.00** in support of up to 20 weekly live music performances during Friday Market Hours to be held June to October; or act in relation thereto.

**– NOT RECOMMENDED**

**ARTICLE 46. CITIZEN PETITION - MICHELE CAHILL, LEAD PETITIONER**

To see if the town will vote to amend the town bylaws, Article IV, Section 1 Part a: Board of Selectmen to include the following: Members of the Board of Selectmen shall hold no other town office; or act in relation thereto.

**– VOTER PREFERENCE**

...

# Summary of Town Appropriation for Proposed School Budgets 2016–2017 School Year

---

**TOTAL RALPH C. MAHAR REGIONAL SCHOOL DISTRICT**

BUDGET ASSESSMENT

FOR PETERSHAM, SCHOOL YEAR 2016–2017

Operating Budget Assessment \$ 759,205.

Total Construction Debt Assesment \$ 21,477  
(school budiling and dam project)

---

**Total Proposed Appropriation at Town Meeting \$ 780,682**

**TOTAL MONTACHUETT VOCATIONAL TECHNICAL SCHOOL**

BUDGET ASSESSMENT

FOR PETERSHAM, SCHOOL YEAR 2016–2017

Operating Budget Assessment \$ 52,899.

Total Construction Debt Assesment \$ 1,281.

---

**Total Proposed Appropriation at Town Meeting \$ 54,180.**

**TOTAL PETERSHAM CENTER SCHOOL**

BUDGET ASSESSMENT

FOR PETERSHAM SCHOOL YEAR 2016–2017

Operating Budget Assessment \$ 1,306,990.

Total Construction Debt Assesment \$ 102,730.

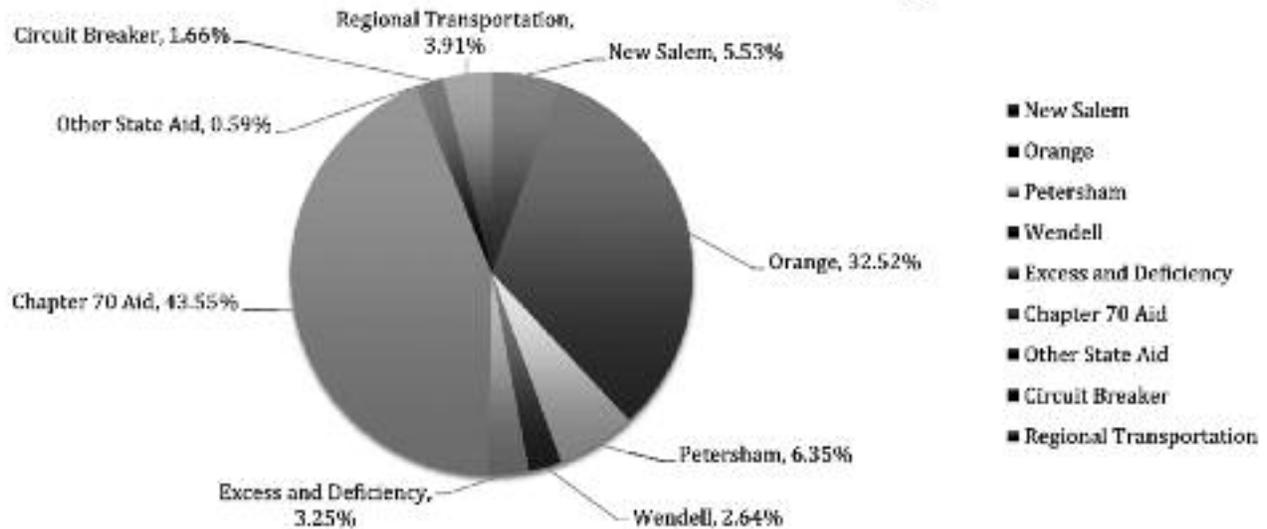
---

**Total Proposed Appropriation at Town Meeting \$ 1,409,720.**

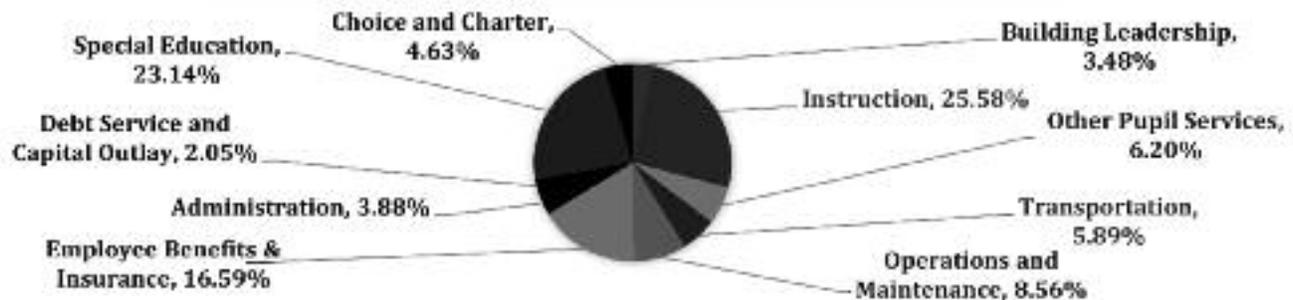
# Ralph C. Mahar Regional School District Proposed Fiscal Year 2017 Budget, 2016–2017 School Year

The graph below shows the General Fund financing resources that collectively fund the total operating expenditures. Local assessments are the largest revenue source within the budget at 47.04%. Chapter 70 increased by only \$13,160 in FY17 and is the next largest revenue source at 43.55%.

## Financial Resources for RC Mahar Regional



## FY17 EXPENDITURE BUDGET BY FUNCTION



### BUDGET SUMMARY

RCM General Fund Budget: **\$12,290,711**  
(0% Increase)

Financing Sources: **\$6,509,259**

Total Member Assessments: **\$5,781,452**

New Salem:	\$679,619	4.69% increase	\$30,446
Orange:	\$3,997,282	1.66% increase	\$65,457
Petersham:	\$780,682	-8.23% decrease	-\$70,044
Wendell:	\$323,869	9.91% increase	\$29,204

### Preparing each town's assessment is a multi-step process:

- Each member town's Minimum Required Contribution (MRC) is determined by the Commissioner of Education in accordance with Chapter 70.
- Any additional share of the region's Net School Spending that exceeds the total required contribution, is to be allocated to each member town pursuant to the assessment provisions of the regional school district agreement (RCM is calculated by enrollment figures/percentages as of October 1).
- Transportation and other non-Net School Spending costs are allocated to each member town based on regional agreement (or enrollment).
- And finally, capital and debt costs are allocated to each member town pursuant to the assessment provisions of the regional agreement (by enrollment).



Set by DESE

Calculated on enrollment percentages

# Ralph C. Mahar Regional School District

## Proposed Fiscal Year 2017 Budget, 2016-2017 School Year *(continued)*

MAHAR REGIONAL SCHOOL DISTRICT						
FY 2017 Budget Worksheet Revenues - Level Funded						
	FY 2016 Revenue	FY 2017 Revenue		% Change Compared to	FY 2016 % of Total	FY 2017 % of Total
SCHOOL REVENUES and OPS	Budget	Budget	\$ Change	FY 2016 Budget	Budget	Budget
CHAPTER 70 STATE AID	5,339,690	5,352,850	13,160	0.25%	43.44%	43.55%
CHARTER SCHOOL REIMBURSEMENT	25,233	22,412	(6,821)	-23.33%	0.24%	0.28%
REGIONAL TRANSPORTATION REIMBURSEMENT	486,251	480,433	(5,818)	-1.20%	3.96%	3.91%
MEDICAID REIMBURSEMENT	50,000	50,000	-	0.00%	0.41%	0.41%
EXCESS AND DEFICIENCY (E&D)	400,000	400,000	-	0.00%	3.25%	3.25%
SPEED CIRCUIT BREAKER	259,148	203,564	(55,584)	-21.45%	2.11%	1.66%
<b>TOTAL SCHOOL REVENUES AND OPS</b>	<b>6,564,322</b>	<b>6,509,259</b>	<b>(55,063)</b>	<b>-0.84%</b>	<b>53.41%</b>	<b>52.96%</b>
<b>TOWN ASSESSMENTS</b>						
NEW SALEM	649,173	679,619	30,446	4.69%	5.28%	5.53%
ORANGE	3,991,825	3,997,282	65,457	1.66%	31.99%	32.52%
<b>PETERSHAM</b>	<b>850,726</b>	<b>780,682</b>	<b>(70,044)</b>	<b>-8.23%</b>	<b>8.92%</b>	<b>6.95%</b>
WENDELL	294,655	323,669	29,204	9.91%	2.40%	2.64%
<b>TOTAL TOWN ASSESSMENTS</b>	<b>5,726,389</b>	<b>5,781,452</b>	<b>55,063</b>	<b>0.96%</b>	<b>45.59%</b>	<b>47.04%</b>
<b>TOTAL BUDGETED REVENUE AND OPS</b>	<b>12,290,711</b>	<b>12,290,711</b>	<b>(0)</b>	<b>0.00%</b>		
<b>TOTAL BUDGETED EXPENDITURES</b>	<b>12,290,711</b>	<b>12,290,711</b>	<b>-</b>	<b>0.00%</b>		
<b>TOTAL BUDGET SURPLUS/BUDGET</b>	<b>-</b>	<b>-</b>	<b>(0)</b>			

# Ralph C. Mahar Regional School District Proposed Fiscal Year 2017 Budget, 2016-2017 School Year

FY 2017 TOWN ASSESSMENTS VERSION LEVEL FUNDED										
FISCAL 2017 REGIONAL ASSESSMENT CALCULATION ON PRELIMINARY STATE BUDGET										
TOWN ASSESSMENTS	ENROLLMENT	OPERATING AND CAPITAL RATIO	MINIMUM REQUIRED CONTRIBUTION	ASSESSMENT ABOVE MINIMUM	CHOICE CHARTER ASSESSMENT	TRANSPORTATION ASSESSMENT	OPERATING ASSESSMENT	DEBT ASSESSMENT	TOTAL ASSESSMENT	
New Salem	54	9.7254%	\$ 98,752	\$ 143,794	\$ 55,957	\$ 69,262	\$ 655,075	\$ 24,545	\$ 788,638	
Orange	507	77.0517%	\$ 1,073,224	\$ 1,139,117	\$ 438,612	\$ 547,890	\$ 3,802,842	\$ 194,440	\$ 5,022,801	
Petersham	56	8.5106%	\$ 523,425	\$ 125,820	\$ 48,446	\$ 60,516	\$ 759,205	\$ 21,477	\$ 889,069	
Wendell	8	4.7112%	\$ 153,863	\$ 69,350	\$ 26,818	\$ 35,500	\$ 911,960	\$ 11,888	\$ 1,036,526	
<b>Total</b>	<b>625</b>	<b>100.0000%</b>	<b>\$ 1,785,264</b>	<b>\$ 1,478,380</b>	<b>\$ 569,344</b>	<b>\$ 711,068</b>	<b>\$ 5,529,102</b>	<b>\$ 252,350</b>	<b>\$ 6,740,458</b>	
FISCAL 2016 REGIONAL ASSESSMENT CALCULATION, FINAL										
TOWN ASSESSMENTS	ENROLLMENT	OPERATING AND CAPITAL RATIO	MINIMUM REQUIRED CONTRIBUTION	ASSESSMENT ABOVE MINIMUM	CHOICE CHARTER ASSESSMENT	TRANSPORTATION ASSESSMENT	OPERATING ASSESSMENT	DEBT ASSESSMENT	TOTAL ASSESSMENT	
New Salem	66	9.4421%	\$ 90,834	\$ 140,408	\$ 58,523	\$ 48,837	\$ 624,800	\$ 24,574	\$ 762,142	
Orange	539	77.1102%	\$ 1,007,721	\$ 1,146,651	\$ 477,836	\$ 398,834	\$ 3,731,142	\$ 200,584	\$ 5,056,868	
Petersham	57	9.5951%	\$ 504,600	\$ 142,534	\$ 59,409	\$ 49,577	\$ 825,780	\$ 24,546	\$ 961,846	
Wendell	27	3.8527%	\$ 188,258	\$ 57,439	\$ 23,541	\$ 19,976	\$ 284,612	\$ 10,058	\$ 385,626	
<b>Total</b>	<b>629</b>	<b>100.0000%</b>	<b>\$ 1,791,413</b>	<b>\$ 1,487,032</b>	<b>\$ 619,809</b>	<b>\$ 517,226</b>	<b>\$ 4,466,132</b>	<b>\$ 260,256</b>	<b>\$ 5,270,455</b>	
INCREASE (DECREASE) IN ASSESSMENT										
New Salem	(2)	0.2844%	\$ 7,918	\$ 3,386	\$ (3,156)	\$ 20,325	\$ 30,475	\$ (29)	\$ 30,446	
Orange	(32)	-0.0585%	\$ 70,503	\$ (7,534)	\$ (39,224)	\$ 149,056	\$ 71,700	\$ (6,244)	\$ 74,212	
Petersham	(1)	-1.0745%	\$ 20,825	\$ (16,714)	\$ (10,963)	\$ 10,940	\$ (66,575)	\$ (3,468)	\$ (70,045)	
Wendell	4	0.8484%	\$ 65,605	\$ 12,921	\$ 2,877	\$ 15,524	\$ 27,368	\$ 1,838	\$ 43,523	
<b>Total</b>	<b>(41)</b>	<b>0.0000%</b>	<b>\$ 164,851</b>	<b>\$ (8,350)</b>	<b>\$ (50,566)</b>	<b>\$ 193,842</b>	<b>\$ 62,969</b>	<b>\$ (7,905)</b>	<b>\$ 100,091</b>	
									% INCREASE/(DECREASE)	
									New Salem	4.60%
									Orange	1.60%
									Petersham	-8.23%
									Wendell	9.91%
									<b>Total</b>	<b>0.96%</b>

# Montachusett Regional Vocational Technical School Proposed Fiscal Year 2017 Budget, 2016–2017 School Year

COMMUNITIES	FISCAL YEAR 2017					PROPOSED ASSESSMENT FY'2017	APPROVED ASSESSMENT FY'2016	CHANGE FY'16 - FY'17
	FOUNDATION BUDGET	REQUIRED	TRANSPORTI					
		MINIMUM CONTRIBUTION	OPERATING ASSESS.	CAPITAL ASSESS.	BONDS			
Ashburnham	588,890	403,971	20,128	1,408	10,075	445,572	462,389	(18,817)
Ashby	566,923	312,300	18,591	501	4,769	336,371	368,061	(21,690)
Athol	1,302,391	191,478	42,576	2,209	16,181	252,544	282,014	(9,470)
Barre	588,923	229,127	18,591	1,162	8,513	257,393	268,843	(11,450)
Fitchburg	6,404,688	1,682,034	206,891	8,390	61,470	1,871,684	1,874,156	(2,571)
Gardner	2,344,303	718,012	76,996	3,982	26,977	825,367	831,444	(6,077)
Harvard	91,933	79,813	3,011	1,453	10,642	94,718	121,504	(28,786)
Holden	995,946	602,900	32,590	4,356	32,133	671,709	777,878	(105,209)
Hubbardston	1,087,879	557,184	36,901	850	6,462	610,127	613,838	95,285
Lunenburg	1,394,324	833,818	45,887	2,398	17,588	899,267	799,478	99,789
Petersham	61,289	50,892	2,032	175	1,281	54,189	64,094	(9,913)
Phillipston	291,123	157,058	9,558	301	2,205	169,122	171,668	(2,544)
Princeton	362,412	295,979	11,516	583	5,000	313,077	296,394	16,683
Royalston	291,123	87,950	9,558	179	1,307	98,994	114,157	(15,162)
Sterling	995,946	742,462	32,590	1,898	12,437	789,187	765,868	23,319
Templeton	1,716,081	640,362	56,224	1,477	10,519	708,882	611,466	87,416
Westminster	1,256,424	743,854	41,171	1,949	12,078	798,751	773,558	25,195
Winchendon	2,374,948	782,366	77,750	2,135	15,640	877,899	872,421	5,478
<b>Total</b>	<b>22,983,368</b>	<b>9,130,820</b>	<b>752,961</b>	<b>35,000</b>	<b>258,468</b>	<b>10,174,737</b>	<b>10,039,328</b>	<b>135,409</b>

# Montachusett Regional Vocational Technical School

## Proposed Fiscal Year 2017 Budget, 2016–2017 School Year *(continued)*

### STUDENT ENROLLMENT AND SCHOOL ATTENDING CHILDREN COMPARISONS

COMMUNITIES	FOUNDATION ENROLLMENT			SCHOOL ATTENDING CHILDREN (GR. 1-12)		
	<i>(Basis for Operational Apportionment)</i>			<i>(Basis for Capital Apportionment)</i>		
	<u>10/1/2014*</u>	<u>10-01-15**</u>	<u>DIFF</u>	<u>10/1/2014*</u>	<u>10-01-15**</u>	<u>DIFF</u>
ASHBURNHAM	60	58	(2)	1,045	1,066	21
ASHBY	40	37	(3)	482	464	(18)
ATHOL	92	85	(7)	1,551	1,570	19
BARRE	38	37	(1)	787	826	39
FITCHBURG	412	418	6	5,853	5,968	113
GARDNER	157	153	(4)	2,509	2,619	110
HARVARD	8	6	(2)	1,029	1,033	4
HOLDEN	77	65	(12)	2,672	3,117	445
HUBBARDSTON	81	71	10	617	628	11
LUNENBURG	78	91	13	1,627	1,704	77
PETERSHAM	5	4	(1)	128	124	(4)
PHILLIPSTON	19	19	0	224	213	(11)
PRINCETON	21	23	2	473	466	13
ROYALSTON	20	19	(1)	116	126	10
STERLING	64	65	1	1,226	1,205	(21)
TEMPLETON	99	112	13	963	1,049	86
WESTMINSTER	83	82	(1)	1,220	1,172	(48)
WINCHENDON	152	155	3	1,625	1,518	(107)
TOTAL IN DISTRICT	<u>1,486</u>	<u>1,500</u>	<u>14</u>	<u>24,147</u>	<u>24,888</u>	<u>739</u>
TOTAL OUT-OF-DISTRICT	<u>26</u>	<u>20</u>	<u>(6)</u>			
TOTAL ENROLLMENT	<u>1,512</u>	<u>1,520</u>	<u>8</u>			

\* Enrollment figures used for 2013–2016 Assessment.

\*\* Enrollment figures used for 2016–2019 Assessment.

## Petersham Center School Proposed Fiscal Year 2017 Budget, 2016-2017 School Year

	<u>Appropriation</u>	<u>School Choice</u>	<u>Budgetary Total</u>	<u>Grants</u>	<u>All Funds Total</u>
FY 2017 Budget Presentation - March 3, 2016	1,306,990	413,000	1,719,990	42,735	1,762,725
<b>REVENUE AND AVAILABLE FUNDS BUDGET</b>	<u>Fiscal 2017 Budget</u>		<u>Fiscal 2017 Budget</u>	<u>Fiscal 2016 Budget</u>	<u>Increase (Decrease)</u>
Chapter 70 Estimate	427,018		427,018	425,808	1,210
<b>Total Estimated Revenues and Available Funds</b>	<b>427,018</b>		<b>427,018</b>	<b>425,808</b>	<b>1,210</b>
<b>TREND ANALYSIS</b>	<u>Appropriation</u>		<u>Appropriation</u>	<u>Increase</u>	<u>Percentage Increase</u>
FY 2017 Appropriation Budget	1,306,990		1,306,990	83,738	6.846%
FY 2016 Appropriation Budget	1,223,252		1,223,252	-	0.000%
FY 2015 Appropriation Budget	1,223,252		1,223,252	6,336	0.521%
FY 2014 Appropriation Budget	1,216,916		1,216,916	64,159	5.566%
FY 2013 Appropriation Budget	1,152,757		1,152,757		
FY 2017 School Choice Budget	413,000		413,000	15,100	3.795%
FY 2016 School Choice Budget	397,900		397,900	36,900	10.222%
FY 2015 School Choice Budget	361,000		361,000	25,813	7.701%
FY 2014 School Choice Budget	335,187		335,187	(45,175)	-11.877%
FY 2013 School Choice Budget	380,362		380,362		
FY 2017 Total Budget excluding grants	1,719,990		1,719,990	98,838	6.097%
FY 2016 Total Budget excluding grants	1,621,152		1,621,152	36,900	2.329%
FY 2015 Total Budget excluding grants	1,584,252		1,584,252	32,149	2.071%
FY 2014 Total Budget excluding grants	1,552,103		1,552,103	18,984	1.238%
FY 2013 Total Budget excluding grants	1,533,119		1,533,119		

# Petersham Center School

## Proposed Fiscal Year 2017 Budget, 2016–2017 School Year *(continued)*

	Object Code	2016 Budget	FY 2017 Proposed Budget	\$ Change	% Change Compared to FY 2016 Budget	FY 2016 % of Total Budget	FY 2017 % of Total Budget
<b>GENERAL FUND</b>							
ADMINISTRATION	1000	19,440	24,052	4,612	23.72%	1.59%	1.84%
INSTRUCTION AND BUILDING LEADERSHIP	2000	630,970	622,679	(8,291)	-1.31%	51.58%	47.64%
OTHER SCHOOL SERVICES	3000	2,302	2,653	351	15.25%	0.19%	0.20%
TRANSPORTATION	3000	103,778	106,900	3,122	3.01%	8.48%	8.18%
OPERATIONS AND MAINTENANCE	4000	159,676	154,588	(5,088)	-3.19%	13.05%	11.83%
EMPLOYEE BENEFITS	5000	191,018	177,379	(13,639)	-7.14%	15.62%	13.57%
SPECIAL EDUCATION	9000	116,068	218,739	102,671	88.46%	9.49%	16.74%
<b>TOTAL EXPENDITURES - GENERAL FUND</b>		<b>\$ 1,223,252</b>	<b>\$ 1,306,990</b>	<b>\$ 83,738</b>	<b>6.85%</b>	<b>100.00%</b>	<b>100.00%</b>
<b>SCHOOL CHOICE</b>							
INSTRUCTION AND BUILDING LEADERSHIP	2000	217,941	222,490	4,549	2.09%	54.77%	53.00%
OTHER SCHOOL SERVICES	3000	56,340	61,998	5,658	10.04%	14.16%	14.77%
OPERATIONS AND MAINTENANCE	4000	30,744	31,350	606	1.97%	7.73%	7.47%
EMPLOYEE BENEFITS	5000	15,000	-	(15,000)	100.00%	3.77%	0.00%
SPECIAL EDUCATION	9000	77,875	103,962	26,087	33.50%	19.57%	24.76%
<b>TOTAL EXPENDITURES - SCHOOL CHOICE</b>		<b>\$ 397,900</b>	<b>\$ 419,800</b>	<b>\$ 21,900</b>	<b>5.50%</b>	<b>100.00%</b>	<b>100.00%</b>
<b>GRANTS</b>							
INSTRUCTION AND BUILDING LEADERSHIP	2000	-	14,421	14,421	100.00%	0.00%	33.75%
SPECIAL EDUCATION	9000	40,000	28,314	(11,686)	-29.22%	100.00%	66.25%
<b>TOTAL EXPENDITURES - GRANTS</b>		<b>\$ 40,000</b>	<b>\$ 42,735</b>	<b>\$ 2,735</b>	<b>70.79%</b>	<b>100.00%</b>	<b>100.00%</b>
<b>TOTAL BUDGETED EXPENDITURES</b>		<b>\$ 1,661,152</b>	<b>\$ 1,769,525</b>	<b>\$ 108,373</b>	<b>6.52%</b>		

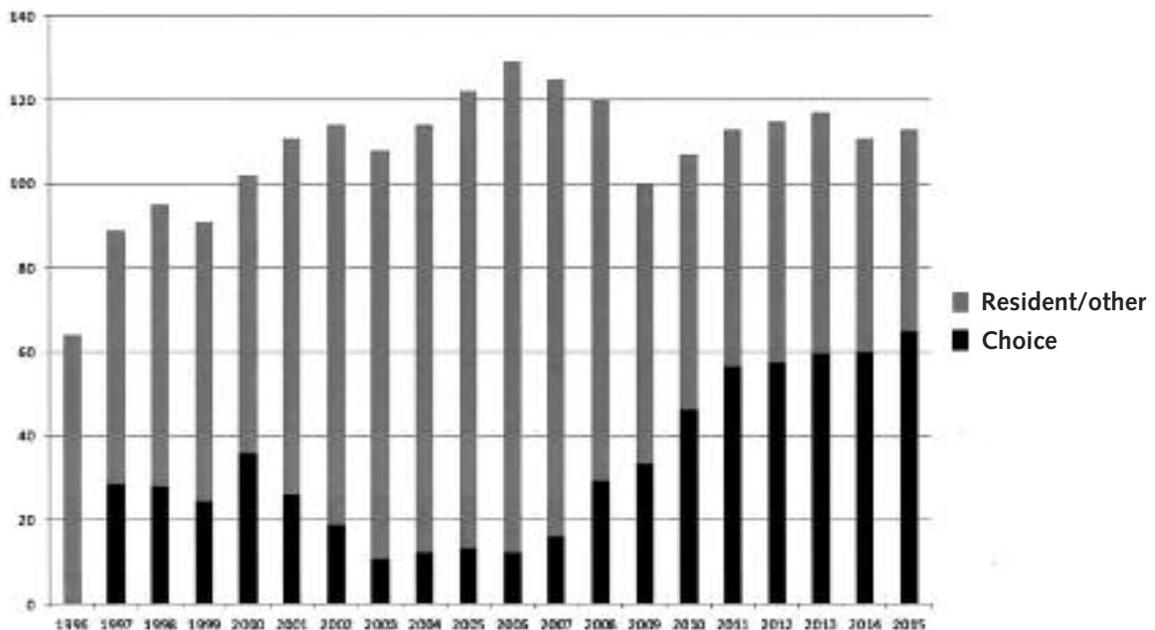
# Petersham Center School

## Proposed Fiscal Year 2017 Budget, 2016–2017 School Year *(continued)*

### Budgetary History for Petersham Center School:

	School Choice	Chapter 70 from State	Local Petersham Contribution	Total Budget
<b>FY13</b>	383,362	421,383	731,374	1,533,119
<b>FY14</b>	335,187	422,883	794,033	1,552,103
<b>FY15</b>	361,000	424,308	798,944	1,584,252
<b>FY16</b>	397,900	425,468	801,614	1,624,982
<b>FY17</b>	419,800	427,018	879,972	1,726,790

### School Choice History for Petersham Center School:





ANNUAL TOWN MEETING  
PETERSHAM, MASSACHUSETTS

**MONDAY, JUNE 6, 2016**  
**7:30 PM**

**The Special Town Meeting begins at 7:30 PM.**  
**The Annual Town Meeting immediately**  
**follows the Special Town Meeting.**

*All welcome.*  
*Please come to vote on*  
*your town's annual budget.*

*Dear Reader:*

Everyone is welcome to the Petersham Town Meeting. All registered residents are encouraged to attend. Seating for non-registered residents and the general public is available in the upstairs balcony. If you are not a registered voter in the Town of Petersham, please make certain to receive permission from the Town Moderator to gain admittance to the main floor of the Town Hall. If you have questions or need assistance, please inquire at the front door.

**Please bring this report with you for reference at Town Meeting.**

---

TOWN OF PETERSHAM  
ADVISORY FINANCE COMMITTEE  
P.O. Box 486  
Petersham, Massachusetts 01366-0486

---