



TOWN OF PETERSHAM, MASSACHUSETTS

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**Report of the Petersham Advisory Finance Committee  
FOR FISCAL YEAR 2021**

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**Special & Annual Town Meeting Warrants  
FOR JUNE 29, 2020**



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## ON THE COVER

### Davenport Pond, owned by the Town of Petersham

In a time of a worldwide state of emergency due to the COVID-19 coronavirus, public appreciation of fresh air, open space, forests, and clean waterways grew in value.

This year's report cover highlights the Town's open spaces – fields, forests, ponds, and trails open for public benefit while serving as critical homes for wildlife.

Petersham has long partnered with individuals, institutions, and organizations in recognizing the economic, health, historical, and recreational value of protecting our open spaces for all to enjoy.

A number of Town Committees directly participate in property stewardship in a variety of ways, including the Conservation Commission, Open Space & Recreation Committee, Planning Board, Board of Assessors, and the Selectboard. Property support also comes from the Petersham Fire Department, Police Department, Highway Department, and Tree Warden.

Town owned properties are enhanced by those owned and managed by fellow community members including the Mass. Dept. of Conservation & Recreation, Mass. Fish & Wildlife, Audubon, Harvard Forest, and The Trustees of Reservations, among other organizations, creating a vast and invaluable network of open space for residents and visitors of all ages to discover and enjoy today and for generations to come.



North Common Meadow ~ The Trustees of Reservations



Federated Women's Club State Forest ~  
Mass. Dept. of Conservation and Recreation

< Moccasin Brook at Quaker Drive

The Town's Poor Farm Road footpath  
thru Harvard Forest





## TOWN OF PETERSHAM, MASSACHUSETTS

### Budget Report of the Petersham Advisory Finance Committee FOR FISCAL YEAR 2021



### Special & Annual Town Meeting Warrants FOR JUNE 29, 2020

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# Town of Petersham Annual Town Meeting ~ June 29, 2020

Report to the Voters from the Advisory Finance Committee  
 Fiscal Year 2021 (July 1, 2020 to June 30, 2021)

Dear Voters, Please read this Report prior to the Special & Annual Town Meetings at Petersham Town Hall on **Monday, June 29, 2020 at 7:00 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 9–16) and the Special Articles (shown on Report page 18) is the TOTAL PETERSHAM BUDGET FOR FISCAL YEAR 2021 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,*  
 Richard Cavanaugh, *Chair*  
 Mark Bishop, *Vice Chair*  
 Donald Clarkson, *Clerk*  
 Sandra Page

## SUMMARY TOTAL PETERSHAM BUDGET FOR FISCAL YEAR 2021

				FY2021 AFC Recommended	FY2021 Original Request
<b>TOWN EXPENSES:</b>					
Selectboard's Budget - Appropriation			pp. 9-13	\$1,457,399	\$1,457,399
Ralph C. Mahar Regional School District - Appropriation			pp. 14-15 & pp. 28-29	792,500	792,500
Montachusett Regional Tech School District - Appropriation			pp. 14-15 & pp. 30-31	39,037	39,037
Petersham Center School - Appropriation			pp. 14-15 & pp. 26-27	1,556,278	1,556,278
<b>TOTAL GENERAL BUDGET</b>				<b>3,845,214</b>	<b>3,845,214</b>
<b>TOTAL SPECIAL ARTICLES</b>				<b>267,435</b>	<b>267,435</b>
<b>TOTAL PETERSHAM BUDGET</b>				<b>\$4,112,649</b>	<b>\$4,112,649</b>
<b>TOWN REVENUE:</b>					
*Massachusetts State Aid - Includes Chapter 70 Reimbursement of	\$437,899			\$634,105	\$634,105
Less: School Choice Outgoing				(39,000)	(39,000)
Local Receipts				791,892	791,892
Stabilization Fund				-	-
Free Cash				8,227	8,227
Overlay Excess				-	-
Specified Funds				37,889	37,889
Prop. 2-1/2 Levy Limit	\$2,824,957	Tax Levy	100.00%	\$2,824,957	
Debt Exclusion - Petersham Center School				104,793	
Debt Exclusion - Ralph C. Mahar RSD				18,409	
Debt Exclusion - Nichewaug Abatement				41,895	
Debt Exclusion - Broadband				12,800	
Total Tax Levy with Debt Exclusion				3,002,854	3,002,854
Less: Overlay Reserve				(50,000)	(50,000)
<b>TOTAL POTENTIAL REVENUE AT THE LEVY LIMIT</b>				<b>\$4,385,967</b>	<b>\$4,385,967</b>
<b>RECOMMENDED AVAILABLE TAX LEVY NOT USED</b>				<b>\$273,318</b>	<b>\$273,318</b>

\*Based on local aid estimates made prior to the COVID19 state of emergency.

## 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.

**Debt Exclusion:** A debt exclusion is meant to finance a particular project. Property taxes will increase for a specific period of time – during the life of the loan – to cover the cost of the project. When the bond on that project is paid off, the increase to your town's levy limit is revoked. The levy limit is the total overall amount any community is allowed to raise through taxation. So the temporary tax increase for that project goes away. The question of using a debt exclusion must ultimately be approved by voters at a ballot election.

**Enterprise Fund:** A fund that provides goods or services to the public for a fee that makes the entity self-supporting.

**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.

# Town of Petersham Estimated Cherry Sheet

Note: The Fiscal Year 2021 Cherry Sheet estimates shown below are pre-pandemic projections.

	FY2021	FY2020	FY2019
<b>Education</b>			
Chapter 70	437,893	435,523	432,723
State Fiscal Stabilization Fund	-	-	-
School Transportation	-	-	-
School Lunch	-	-	-
<b>Sub-Total Education Items</b>	<b>437,893</b>	<b>435,523</b>	<b>432,723</b>
Change from last yr >>	0.5%	0.6%	0.6%
<b>General Government</b>			
Lottery	-	-	-
General Aid/Supplemental Lottery	-	-	-
Unrestricted General Government Aid	125,145	121,736	118,536
Annual Formula Local Aid	-	-	-
Room Tax Increase	-	-	-
Highway Fund	-	-	-
Veterans' Benefits	1,535	3,830	-
Exemptions: Vets, Blind & Surviving Spouse, Elderly	7,306	6,256	8,463
State Owned Land	60,783	58,372	58,708
Public Libraries	2,779	2,719	2,490
<b>Sub-Total General Government</b>	<b>197,548</b>	<b>194,915</b>	<b>188,217</b>
Change from last yr >>	1.4%	3.6%	-2.8%
<b>Total Estimated Cherry Sheet Receipts</b>	<b>635,441</b>	<b>630,438</b>	<b>620,940</b>
Net Charges	(1,336)	(2,031)	(1,541)
<b>Total State Aid</b>	<b>634,105</b>	<b>628,407</b>	<b>619,399</b>
Change from last yr >>	0.9%	1.5%	-0.7%
School Choice Sending	(39,000)	(78,000)	(85,907)
School Choice Incoming	364,556	321,035	351,738
<b>Local Receipts</b>			
Other Department Revenue	ESTIMATED	ESTIMATED	ACTUAL
	Estimated 2021	Estimated 2020	Actual 2019
Motor Vehicle Excise	174,455	174,455	171,341
Penalties & Interest on Taxes & Excise	23,800	23,800	23,797
Payments in Lieu of Taxes - DCR	500,027	500,027	500,027
Payments in Lieu of Taxes - Haywood	30,000	30,000	30,000
Fees	185	185	116
Rentals	125	125	125
Other Department Revenue (including Transfer Station Fees)	41,500	41,500	41,534
Licenses & Permits	12,900	12,900	12,873
Fines & Forfeits	4,900	4,900	4,853
Investment Income	4,000	4,000	4,050
Misc. Non recurring	-	-	4,115
<b>Total Local Receipts</b>	<b>791,892</b>	<b>791,892</b>	<b>792,911</b>
Change from last yr >>	0.0%	-0.1%	-3.4%

# Report by the Petersham Advisory Finance Committee

For Annual Town Meeting on June 29, 2020 / For Fiscal Year 2021

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## Summary

The Fiscal Year 2021 budget prepared for your consideration at this Annual Town Meeting represents a pared-down budget containing only essential or time-sensitive warrants. It represents a decrease in the Total Petersham Budget of approximately \$209,854 – a 4.9% drop in the budget from last year.

Officials in the Massachusetts Department of Revenue have advised municipalities to expect local aid decreases this year due to state revenue shortfalls associated with the COVID-19 pandemic. The Advisory Finance Committee (AFC) would like to thank our town employees, the Selectboard, and members of other town boards for their extraordinary efforts in developing an essential budget in this time of fiscal uncertainty.

## Fiscal goals and efforts

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

**1. Preparing for Reduced State Aid** This year, Petersham, like other Massachusetts cities and towns, faces the challenge of fashioning a budget without the Massachusetts legislature yet enacting a budget or announcing its state aid to localities. As in prior years, we started the budget process by requesting that departments begin with a level-funded budget and justify any necessary increases. As projections for reduced state aid became more dire, town departments exerted even more budgetary discipline and further pared down their budgets. With the cooperation of all involved, we were able to set aside certain budget requests to be considered once the Commonwealth announces its state aid to Petersham.

**2. Keeping Voters Safe at Town Meeting** In addition to the budgetary reasons for a pared-down budget, Petersham has, among other things, streamlined the Town Meeting process and limited the number of special articles in order to reduce the health risks associated with voters attending a lengthy Town Meeting.

### 3. Maintaining Core Budgetary Principles

- a. It remains the goal of the AFC to advocate for a budget that provides essential services within the constraints of Proposition 2½. We strive to balance necessary services with affordability.
- b. We try to ensure that our Town employees are treated fairly and reasonably, recommending raises that are affordable and sustainable. This year we are recommending a 2.5% cost-of-living increase for all non-contract Town employees.
- c. We typically avoid using Free Cash to pay for general operating expenses because the amount varies considerably from year to year, and we generally limit the use of Free Cash to pay for capital improvement (CIPC) articles or to increase the Stabilization Fund. This year, however, Free Cash is slated for Fiscal Year 2020 snow removal, unanticipated Fiscal Year 2020 expenses for the town-wide Broadband Network, and principal due on the Fiscal Year 2020 note for asbestos removal at the Nichewaug Inn & Academy building, with the remainder going into the Stabilization Fund.
- d. We plan for future contingencies by means of the Stabilization Fund, which is our Town *savings account*. With the financial forecasts so unsettled for the next year or more, we believe that maintaining a healthy balance of approximately 8% of the total budget in that fund for as long as possible remains a prudent approach.

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e. We also plan for future contingencies by means of a Reserve Fund, which offers greater flexibility in addressing unexpected circumstances without the need for calling a Town Meeting. This year, we recommend appropriating \$40,000 for the Reserve Fund.

f. At the beginning stages of the FY2021 budget process, we set the goal of keeping the total budget (general budget + special articles) approximately \$150,000 under the Proposition 2 ½ levy limit in line with last year's goal. Maintaining such "excess levy capacity" enables Petersham to deal with late-breaking revenue shortfalls. It represents an additional amount that the town could levy, but chooses not to. You will see at the bottom of the Report on page 3 that there is excess levy capacity of \$273,318. Please be advised that this number reflects the state aid amount presented in the Governor's budget in January 2020, before the pandemic hit and without any input by the legislature. Therefore, that number may drop once a state budget is approved and the level of state aid to Petersham is determined.

### **The Fiscal Year 2021 Operating Budget**

Overall, the town's general operating budget (not including Special Articles) is \$6,091 less than last year, a decrease of about 0.2%. Please note the following:

1. The Petersham Center School (PCS) budget request for Fiscal Year 2021 is \$1,556,278. This represents an increase of \$39,944 or a 2.4% rise in Petersham's assessment from the prior year. 24% of expenses, or \$491,083, is for special needs education, and State Chapter 70 funding has still only increased an average of 0.5% over the last six years.
2. The Ralph C. Mahar Regional School (Mahar) budget request for Fiscal Year 2021 is \$792,500. This represents a decrease of \$93,370, a 10.5% drop in Petersham's assessment from the prior year.
3. The Montachusett Technical School District budget request for Fiscal Year 2021 is \$39,037. This represents an increase of \$24,251, a 166% rise in Petersham's assessment from the prior year, largely due to an increased enrollment of two Petersham students.
4. The Selectboard's Budget request for Fiscal Year 2021 is \$1,457,399. This represents an increase of \$25,984, a 1.8% rise in the appropriation from the prior year.

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

For the reasons stated above, we have attempted to limit the number of Special Articles for your consideration at the Annual Town Meeting. The total amount requested for Special Articles is \$267,435. This represents a decrease of \$209,854, a 43% drop in the appropriation from the prior year.

**Articles 21 through 26** pertain to ongoing debt obligations and the AFC recommends their passage.

**Article 27** (Nichewaug Inn & Academy Maintenance) is for limited maintenance and repair of the property, and the AFC recommends its passage.

**Article 28** (Board of Assessors' Full Measure and List of Real Estate and Personal Property) is for year one of a five-year commitment to comply with state law, and the AFC recommends its passage.

## Report by the Petersham Advisory Finance Committee – continued

For Annual Town Meeting on June 29, 2020 / For Fiscal Year 2021

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**Article 29** (Deposit into the Cemetery Repair Fund) does not involve a tax appropriation, and the AFC recommends its passage.

**Article 30** (Reserve Fund) earmarks \$40,000 for the Reserve Fund for FY2021. Given the general economic uncertainty in the next year or more, the AFC recommends its passage.

**Article 32** (Stabilization Fund) authorizes the depositing of funds into the Stabilization Fund, and the AFC recommends its passage.

The AFC has identified **Article 31** (Petersham Brass Band) and **Article 33** (Citizen's Petition Article regarding the Petersham Friday Market) as voter preference.

**Free Cash** available this year is set at \$116,001. We have recommended using \$11,354 of Free Cash to close the FY2020 Snow Removal account, \$70,000 for the Broadband 2020 Project Deficit, \$26,420 for a principal payment in the Nichewaug Abatement note, and \$8,227 to be deposited in the Stabilization Fund.

### Conclusion

The Fiscal Year 2021 budget offered for your consideration is intended to limit tax appropriations to provide for essential services and to meet current obligations at a time of great fiscal uncertainty. Once the state budget is passed and the amount of state aid is determined, Petersham may be in a better position to consider additional appropriations.

The current members of the Advisory Finance Committee want to take this opportunity to thank Ross France who served on the AFC for 15 years, serving as Chair for much of that time. Ross had a quiet yet complete mastery of the sometimes arcane world of town finances, and he will be sorely missed. We wish him and his wife Pat the very best as they make their way south to live near their daughter and her family in Florida. We continue to be guided by what Ross attempted to teach us, and so we feel it fitting to adopt the following message that he typically used to close out his report for the Annual Town Meeting:

*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.*

# Town of Petersham – General Budget Fiscal Year 2021

	Sheet	Requested FY2021	RECOMMENDED FY2021	Budget FY2020	Budget FY2019	Budget FY2018
Moderator – Salary	1	70	70	70	70	70
Moderator Expenses	1					
Selectboard – Salaries	2	8,269	8,269	8,065	7,867	7,673
Part-time Office Assistant – Salary	2	14,350	14,350	14,350	5,697	5,385
Part-time Office - Floating Sec.-Salary Expenses	2	-	-	-	3,864	3,770
Legal Fees	2	4,280	4,280	4,280	4,284	4,284
Medicare	3	8,000	8,000	7,000	7,000	7,000
Unemployment	4	25,637	25,637	23,705	25,898	23,603
Administrative Coordinator – Salary	5	-	-	-	15,000	5,000
Administrative Coordinator – Overtime	6	22,506	22,506	21,957	48,481	47,268
Software Maintenance	7	-	-	-	878	856
Central Telephone System	8	-	-	-	-	-
Audit	9	12,500	12,500	13,500	13,500	13,500
Town Hall & Office Building Maintenance	10	-	-	-	-	-
Treasurer – Salary	11	4,500	4,500	4,500	4,500	4,500
Treasurer Expenses	12	18,261	18,261	17,815	17,360	15,980
Treasurer Account Bank Fees	12	7,610	7,610	6,585	4,385	4,285
Payroll Processing	13	1	1	1	1	1
Town Accountant – Salary	14	3,500	3,500	3,500	3,500	3,500
Accounting Clerk – Salary	15	21,539	21,539	21,013	20,500	20,000
Accountant Expenses	15	2,206	2,206	2,155	2,102	2,050
Printing (Town Reports, By-Laws, Valuation Books, Street Lists, etc.)	15	7,354	7,354	6,271	6,021	5,693
Tax Collector – Salary	16	1,450	1,450	1,750	1,750	1,750
Tax Collector – Expenses	17	14,454	14,454	14,101	13,757	13,421
Tax Collector – Account Bank Fees	17	18,266	18,266	18,066	18,066	18,066
	18	1	1	-	-	-

## Town of Petersham – General Budget Fiscal Year 2021 *(continued)*

	Sheet	Requested FY2021	RECOMMENDED FY2021	Budget FY2020	Budget FY2019	Budget FY2018
Board of Assessors – Salaries	19	9,114	9,114	8,891	8,673	8,450
Assistant Assessor – Salary Expenses	19	35,581	35,581	34,713	33,886	33,040
	19	22,112	22,112	19,910	18,892	18,325
Town Clerk – Salary	20	11,694	11,694	11,408	11,129	10,858
Town Clerk Part-time Assistant – Salary	20	702	702	684	667	650
Town Clerk – Expenses	20	2,964	2,964	2,959	4,559	2,959
Software & Software Maintenance	20	1,434	1,434	1,434	1,285	1,285
Land Court Fees	21	1	1	1	1	1
Vital Statistics	22	100	100	100	100	100
Election & Registration – Salaries	23	9,500	9,500	7,000	8,000	2,700
Election & Registration – Expenses	23	1,600	1,600	1,725	1,725	1,650
Planning Board Admin – Salary	24	-	-	-	-	-
Planning Board – Expenses	24	-	-	-	-	-
Historic Commission – Expenses	26	85	85	85	85	85
Historic District Commission – Expenses	26	252	252	252	252	252
Advisory Finance Committee – Expenses	27	450	450	505	505	505
Town Hall & Town Office – Expenses	28	23,896	23,896	24,076	24,076	22,684
Zoning Board of Appeals - Salaries	29	500	500	513	500	500
Zoning Board of Appeals - Expenses	29	350	350	460	460	500
Zoning Board – Consultant/Expenses	29	-	-	-	-	950
Computer Service	62	1,000	1,000	1,000	1,000	1,000
<b>TOTAL GENERAL OFFICE &amp; FINANCE:</b>		<b>316,312</b>	<b>316,312</b>	<b>304,400</b>	<b>340,276</b>	<b>313,599</b>
		3.9%	3.9%	-10.5%	8.5%	0.0%

*Change over previous year >>*

## Town of Petersham – General Budget Fiscal Year 2021 (continued)

<u>PROTECTION OF PERSONS &amp; PROPERTY</u>					
Building Inspector – Salary	32	-	-	-	-
Building Inspector – Clerical Asst. Salary	32	3,062	2,987	2,730	2,628
Building Inspector – Contracted Expenses	32	10,966	9,766	7,714	7,558
Police Department:					
Chief – Salary	33	81,167	79,187	77,255	75,370
Full-time Officer – Salary	33	57,231	55,835	54,473	53,144
Full-time Officer – Overtime Wages	33	5,855	5,712	5,572	5,510
Part-time Officers – Salaries	33	50,357	49,128	47,929	31,912
Officers' Training	33	9,438	9,207	8,982	7,236
Police Dept. – Expenses	33	40,665	40,195	39,355	35,803
Fire Department:					
Chief – Salary	34	4,082	3,982	3,884	3,789
Fire Dept. Members – Salaries	34	25,278	24,855	24,443	24,241
Fire Dept. – Expenses	34	31,625	31,125	30,725	29,575
Public Safety Communications					
Radio Repair	35	1,800	1,800	1,800	1,800
IMC & LEAPS	35	4,705	3,610	3,610	3,075
Forest Warden	36	27	26	26	25
Tree Warden – Salary	37	3,152	3,075	3,000	3,000
Tree Warden – Expenses	37	685	685	685	685
Animal Control – Salary	38	3,159	3,081	3,005	2,005
Animal Control – Expenses	38	1,925	1,425	1,425	1,425
Insurance – Property, Liability, Workers' Comp, IOD	39	85,392	83,077	81,366	76,210
Insurance – Nichewaug Inn & Academy property	39	-	5,720	5,720	7,837
Emergency Management – Salary & Expenses	40	4,410	5,516	5,483	5,451
Conservation Commission	41	-	-	-	-
Hearing Enforcement Officer	64	-	-	-	-
<b>TOTAL PROTECTION PERSONS &amp; PROPERTY:</b>		<b>424,981</b>	<b>419,994</b>	<b>409,181</b>	<b>376,279</b>
		1.2%	2.6%	8.7%	1.0%

## Town of Petersham – General Budget Fiscal Year 2021 (continued)

	Sheet	Requested FY2021	RECOMMENDED FY2021	Budget FY2020	Budget FY2019	Budget FY2018
<b>HEALTH AND SANITATION</b>						
Administration and Health						
Board of Health – Salaries	42	531	531	517	503	490
Board of Health – Admin. Assistant Salary	42	7,253	7,253	7,075	6,473	6,232
Board of Health – Expenses	42	2,700	2,700	2,700	2,700	2,700
Inspector of Animals - Salary	43	2,653	2,653	2,587	2,523	2,460
Transfer Station Operations	65	52,176	52,176	52,087	52,000	52,000
<b>TOTAL HEALTH AND SANITATION:</b>		<b>65,313</b>	<b>65,313</b>	<b>64,967</b>	<b>64,199</b>	<b>63,882</b>
		0.6%	0.5%	1.2%	0.5%	0.4%
<i>-Change over previous year &gt;&gt;</i>						
<b>HIGHWAY DEPARTMENT</b>						
Superintendent – Salary *	44	54,044	54,044	52,725	51,439	50,184
Highway Dept Other – Salaries *	44	100,541	100,541	100,373	96,479	94,125
<i>*(48 weeks - additional 4 weeks from MA Chapt. 90)</i>						
Town Barn Account – Expenses	45	8,150	8,150	8,150	8,150	8,485
General Highways – Expenses	46	55,000	55,000	50,000	50,000	50,000
Snow & Ice Removal	47	60,000	60,000	60,000	60,000	55,000
Street Lights	48	7,500	7,500	7,500	7,500	6,500
<b>TOTAL HIGHWAY DEPT.:</b>		<b>285,235</b>	<b>285,235</b>	<b>278,748</b>	<b>273,568</b>	<b>264,294</b>
		2.3%	2.3%	1.9%	3.5%	-0.2%
<i>-Change over previous year &gt;&gt;</i>						
<b>CHARITIES &amp; VETERANS BENEFITS</b>						
District Veteran Agent – District Allocation	49	3,759	3,759	3,684	3,483	3,851
Veterans – Benefits	49	10,000	10,000	9,000	9,000	8,000
<b>TOTAL VETERANS BENEFITS:</b>		<b>13,759</b>	<b>13,759</b>	<b>12,684</b>	<b>12,483</b>	<b>12,851</b>
		6.5%	8.5%	1.6%	-2.9%	1.5%
<i>-Change over previous year &gt;&gt;</i>						

**Town of Petersham – General Budget Fiscal Year 2021 (continued)**

<b>UNCLASSIFIED</b>									
Library	50	9,660	9,660	9,550	9,420	9,300			
Bandstand Lighting	51	250	250	325	325	325			
Town Clock	52	73	73	73	73	73			
County Retirement	53	174,811	174,811	155,557	151,368	138,452			
Memorial Day	55	600	600	645	645	645			
Care of Common	56	7,863	7,863	7,863	7,680	7,680			
Interest – Includes Broadband Loan Interest	57	-	-	-	-	5,400			
Cemetery Commission – Salary	58	781	781	761	720	-			
Cemetery Commission – Cemetery Care Contract	59	20,985	20,985	20,985	20,985	20,523			
Cemetery Commission – Expenses	59	3,000	3,000	3,000	3,050	300			
Healthcare Insurance – For full-time employees	60	70,141	70,141	68,813	49,120	22,005			
Healthcare Insurance – For retirees	63	56,485	56,485	54,050	66,782	54,429			
High Tree Work – Pruning, Removal, Planting	61	6,000	6,000	27,000	27,000	27,000			
Open Space and Recreation	66	50	50	900					
Council on Aging	67	1,100	1,100	1,100					
<b>TOTAL UNCLASSIFIED:</b>		<b>351,799</b>	<b>351,799</b>	<b>350,822</b>	<b>337,168</b>	<b>286,132</b>			
		0.3%	0.3%	4.0%	17.8%	-15.1%			
Change over previous year >>									
<b>TOTAL SELECTBOARD'S BUDGET:</b>		<b>1,457,399</b>	<b>1,457,399</b>	<b>1,431,415</b>	<b>1,436,875</b>	<b>1,317,037</b>			
		1.8%	1.8%	-0.4%	0.4%	-3.8%			
Change over previous year >>									

## Town of Petersham – General Budget Fiscal Year 2021 (continued)

Sheet	Requested FY2021	RECOMMENDED FY2021	Budget FY2020	Budget FY2019	Budget FY2018
<b>EDUCATION BUDGET</b>					
	792,500 -10.5%	792,500 -10.5%	885,870 15.3%	768,307 3.5%	742,371 -2.2%
<b>RALPH C. MAHAR REGIONAL SCHOOL DISTRICT</b>					
	39,037 155.8%	39,037 155.8%	14,686 -62.7%	40,505 45.7%	27,801 -46.7%
<b>MONTAUSSET TECHNICAL SCHOOL DISTRICT</b>					
<b>PETERSHAM CENTER SCHOOL</b>					
Regular Education and General Expense	1,542,027	1,542,027	1,583,010	1,554,738	1,503,229
Special Needs Education Expense	491,083	491,083	425,740	367,704	368,098
<b>PETERSHAM CENTER SCHOOL BUDGET TOTAL</b>	<b>2,033,110</b> (112,276) (364,556)	<b>2,033,110</b> (112,276) (364,556)	<b>2,008,750</b> (108,949) (321,035) (59,432)	<b>1,922,442</b> (63,271) (350,000)	<b>1,871,327</b> (44,831) (374,450)
Loss: Known Income + Choice carryover					
Loss: Incoming School Choice					
Reserve – from Incoming School Choice*					
<b>PETERSHAM CENTER SCHOOL APPROPRIATION</b>	<b>1,556,278</b> 2.4%	<b>1,556,278</b> 2.4%	<b>1,519,334</b> 0.7%	<b>1,509,171</b> 3.9%	<b>1,452,046</b> -1.1%
<b>TOTAL EDUCATION BUDGET APPROPRIATION:</b>	<b>2,387,815</b>	<b>2,387,815</b>	<b>2,419,890</b>	<b>2,317,983</b>	<b>2,222,218</b>
<b>GRAND TOTAL GENERAL BUDGET:</b>	<b>3,845,214</b>	<b>3,845,214</b>	<b>3,851,305</b>	<b>3,754,358</b>	<b>3,539,255</b>
<i>Grand Total General Budget – Change over previous year &gt;&gt;</i>	-0.2%	-0.2%	2.6%	6.1%	1.6%
<i>ALL 3 school budgets (change over previous year) &gt;&gt;</i>	-1.3%	-1.3%	8.9%	4.3%	4.8%

# Summary of Town Appropriation for Proposed School Budgets 2020–2021 School Year

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**TOTAL PETERSHAM CENTER SCHOOL**

BUDGET ASSESSMENT  
FOR SCHOOL YEAR 2020–2021

Operating Education Budget Assessment	\$ 1,556,278.
Total Building Construction Debt Assessment	\$ 104,793.
<hr/>	
Total Proposed Appropriation at Town Meeting	\$ 1,661,071.

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

BUDGET ASSESSMENT  
FOR SCHOOL YEAR 2020–2021

Operating Education Budget Assessment	\$ 792,500.
Total Building Construction Debt Assessment	\$ 18,409.
Total Dam Project Debt Assessment	\$ 1,986.
<hr/>	
Total Proposed Appropriation at Town Meeting	\$ 812,895.

**TOTAL MONTACHUSETT VOCATIONAL TECHNICAL SCHOOL**

BUDGET ASSESSMENT  
FOR SCHOOL YEAR 2020–2021

Operating Education Budget Assessment	\$ 37,362.
Capital Debt Assessment	\$ 1,675.
<hr/>	
Total Proposed Appropriation at Town Meeting	\$ 39,037.

## SCHOOL CONSTRUCTION PROJECTS DEBT SERVICE SCHEDULE

- Petersham Center School Building Construction Project bond maturity date: 2025
- Mahar RSD School Building Construction Project bond maturity date: 2025
- Mahar RSD Dam Project bond maturity date: 2022

# Town of Petersham Special Articles Fiscal Year 2020 Special Town Meeting

## FY2020 — RECOMMENDED ARTICLES AND FUNDING SOURCES

ARTICLE	APPROPRIATE	RAISE BY TAXATION	From		From		From		From		REQUESTED AMOUNT
			Free Cash	Stabilization Fund	Board of Health Revolving	Fire Chief Revolving	Tax Collector Revolving				
Snow & Ice Removal 2020 Deficit	11,354		11,354								11,354
Broadband Project 2020 Deficit	70,000		70,000								70,000
Nichewaug Inn Abatement Principal	38,420		26,420		4,000		4,000		4,000		38,420
<b>TOTAL SPECIAL ARTICLES</b>	<b>\$119,774</b>		<b>\$107,774</b>		<b>\$4,000</b>		<b>\$4,000</b>		<b>\$4,000</b>		<b>\$119,774</b>

# Town of Petersham Special Articles Fiscal Year 2021 Annual Town Meeting

## FY2021 — RECOMMENDED ARTICLES AND FUNDING SOURCES

Description	ARTICLE #	TOTAL APPROPRIATE Recommended	RAISE BY TAXATION	From			REQUESTED AMOUNT	Estimated Effect on Tax Rate*
				Stabilization Fund	Free Cash Overlay	From Specified Fund		
Debt Service - Petersham Center School Construction	21 DE	104,793	104,793				104,793	0.73
Debt Service - Mahar RSD Construction	22 DE	18,409	18,409				18,409	0.19
Debt Service - Mahar RSD Dam Repair	23	1,985	1,985				1,985	0.01
Debt Service - Nichewaug Hazardous Material Abatement	24 DE	41,895	4,006			37,889	41,895	0.29
Debt Service - Broadband make-ready BB1	25	29,025	29,025				29,025	0.20
Debt Service - Broadband make-ready BB2	26 DE	12,800	12,800				12,800	0.09
Nichewaug Inn and Academy Maintenance Account	27	2,500	2,500				2,500	0.02
Assessors - Cyclical Reassessment of Values	28	5,000	5,000				5,000	0.04
Reserve Fund	30	40,000	40,000				40,000	0.28
Petersham Brass Band Concerts	32	1,800	1,800				1,800	0.01
Stabilization Fund	32	8,227		8,227			8,227	0.06
Citizen's Petition - Farmers Market Concerts	33	1,000	1,000				1,000	0.01

\* if raised by taxation and not other funds

## 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 2–18 on following pages 19–21) 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 16–21). 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.

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**Town of Petersham**  
**SPECIAL TOWN MEETING WARRANT**  
**June 29, 2020**

**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 **\$11,354.00** to **eliminate the Fiscal Year 2020 Snow and Ice Account deficit**; or act in relation thereto.

– RECOMMENDED

**ARTICLE 2.**

To see if the Town will vote to raise and appropriate, appropriate from available funds, take from the Stabilization Fund, or any combination thereof, the sum of **\$70,000.00** to pay for **Fiscal Year 2020 project expenses for completion of the town-wide Broadband Network**; or act in relation thereto.

– RECOMMENDED

**ARTICLE 3.**

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 **\$38,420.00** to pay the **principal due on the Fiscal Year 2020 note for asbestos removal at the Nichewaug Inn & Academy building**; or act in relation thereto.

– RECOMMENDED

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**Town of Petersham**  
**ANNUAL TOWN MEETING WARRANT**  
**June 29, 2020**

**ARTICLE 1.**

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

— BEGINNING OF CONSENT AGENDA (Articles 2–18) —

**ARTICLE 2. CONSENT**

To see if the Town will vote to authorize the **Treasurer to enter into compensating balance agreements** during Fiscal Year 2021, 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 2021; 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 2021; 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 2021; 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 2021; or act in relation thereto.

**ARTICLE 7. CONSENT**

To see if the Town will vote to re-authorize a Revolving Fund pursuant to state law MGL, Chapter 44, Section 53E½ 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; and expenditures from said Revolving Fund shall **not exceed \$20,000.00** for Fiscal Year 2021; or act in relation thereto.

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## ARTICLE 8. CONSENT

To see if the Town will vote to re-authorize a Revolving Fund pursuant to state law MGL, Chapter 44, Section 53E½ 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; and expenditures from said Revolving Fund shall **not exceed \$2,500.00** for Fiscal Year 2021; or act in relation thereto.

## ARTICLE 9. 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 Revolving Fund account for payment of fees due as submitted for payment by the Town Clerk pursuant to the provisions of state law MGL, Chapter 44, Section 53E½, said fund to be established from receipts of said income; and expenditures shall **not exceed \$2,600.00** for Fiscal Year 2021; or act in relation thereto.

## ARTICLE 10. CONSENT

To see if the Town will vote to authorize **the Tax Collector to deposit fee income generated from collection of taxes** into a Revolving Fund account for payment of fees due as submitted for payment by the Tax Collector pursuant to the provisions of state law MGL, Chapter 44, Section 53E ½, said fund to be established from receipts of said income; and expenditures shall **not exceed \$10,000.00** for Fiscal Year 2021; or act in relation thereto.

## ARTICLE 11. CONSENT

To see if the Town will vote to re-authorize a Revolving Fund, pursuant to state law MGL, Chapter 44, Section 53E½ for deposits of all receipts for grave openings and from which the Selectboard and Cemetery Commission may make expenditures to pay the costs thereof; and expenditures from said Revolving Fund shall **not exceed \$6,000.00** for Fiscal Year 2021; or act in relation thereto.

## ARTICLE 12. CONSENT

To see if the Town will vote to re-authorize a Revolving Fund pursuant to state law MGL, Chapter 44, Section 53E½ 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**; and expenditures from said Revolving Fund shall **not exceed \$2,000.00** for Fiscal Year 2021; or act in relation thereto.

## ARTICLE 13. CONSENT

To see if the Town will vote to authorize a Revolving Fund, pursuant to state law MGL, Chapter 44, Section 53E½ to be expended by **the Conservation Commission 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 Conservation Commission and expenditures from said Revolving Fund **not to exceed \$5,000.00** for Fiscal Year 2021; or act in relation thereto.

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**ARTICLE 14. CONSENT**

To see if the Town will vote to re-authorize a Revolving Fund pursuant to state law MGL, Chapter 44, Section 53E½ 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 carrying out its duties**; and expenditures from said Revolving Fund shall **not exceed \$1,000.00** for Fiscal Year 2021; or act in relation thereto.

**ARTICLE 15. CONSENT**

To see if the Town will vote to re-authorize a Revolving Fund pursuant to state law MGL, Chapter 44, Section 53E½ 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**; and expenditures from said Revolving Fund shall **not exceed \$3,000.00** for Fiscal Year 2021; or act in relation thereto.

**ARTICLE 16. CONSENT**

To see if the Town will vote to re-authorize a Revolving Fund, pursuant to state law MGL, Chapter 44, Section 53E½ 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**; and expenditures from said Revolving Fund shall **not exceed \$10,000.00** for Fiscal Year 2021; or act in relation thereto.

**ARTICLE 17. CONSENT**

To see if the Town will vote to re-authorize a Revolving Fund, pursuant to state law MGL, Chapter 44, Section 53E½ and pursuant to Local Cultural Council Regulations at 962 CMR 2:05, for deposits 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**; and expenditures from said Revolving Fund shall **not exceed \$3,000.00** for Fiscal Year 2021; or act in relation thereto.

**ARTICLE 18. 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.

— **RECOMMENDED**

— **END OF CONSENT AGENDA** —

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**ARTICLE 19.**

**Fiscal Year 2021 OPERATING BUDGET**

To see if the Town will vote to raise and appropriate, appropriate from available funds, take 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 2021 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 20.**

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; Town Treasurer \$18,261.00; Town Clerk \$11,694.00; Tax Collector \$14,454.00; Selectboard, Chair, \$3,001.00; two members \$2,634.00 each; Board of Assessors, Chair, \$3,399.00, Clerk, \$2,944.00, other member, \$2,771.00; Board of Health Chair, \$215.00, other members, \$158.00 each; Trustee of Library FREE; Constables \$13.14/PER HOUR;** or act in relation thereto.

— RECOMMENDED

**ARTICLE 21.**

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 **\$104,793.00** to pay the Fiscal Year 2021 **principal and interest due on the construction note for the Petersham Center School building construction;** or act in relation thereto.

— RECOMMENDED

**ARTICLE 22.**

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 **\$18,409.00** to pay the Fiscal Year 2021 **principal and interest due on the construction note for the Ralph C. Mahar Regional School District school building construction;** 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, the sum of **\$1,986.00** to pay the Fiscal Year 2021 **interest on the note for repairs to the Ralph C. Mahar Regional School District dam;** or act in relation thereto.

— RECOMMENDED

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**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 **\$41,895.00** to pay the **principal and interest due on the note for asbestos removal at the Nichewaug Inn & Academy building**; or act in relation thereto.

— RECOMMENDED

**ARTICLE 25.**

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 **\$29,025.00** to pay the **principal and interest due on the note for debt incurred for project expenses for completion of the town-wide broadband network project approved by vote of the Special Town Meeting of December 12, 2016** under Article 5; or act in relation thereto.

— RECOMMENDED

**ARTICLE 26.**

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 **\$12,800.00** to pay the **interest due on the note for debt incurred for project expenses for completion of the town-wide broadband network as approved by vote of the Special Town Meeting of November 19, 2018** under Article 2; 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 **\$2,500.00** for deposit in the existing General Fund Account No. 015925.046 – '**Nichewaug Inn & Academy Maintenance**' for **general maintenance of the property**; 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 **\$5,000.00** for **Board of Assessors' Year One of Five Years for the Full Measure and List of all real estate and personal property as required by State Law**; or to act in relation thereto.

— RECOMMENDED

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**ARTICLE 29.**

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 30.**

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 **\$40,000.00 for deposit into the Reserve Fund** for Fiscal Year 2021; 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 \$1,800.00 for six (6) Petersham Brass Band concerts** at \$300.00 per concert, to be held during Fiscal Year 2021; or act in relation thereto.

— VOTER PREFERENCE

**ARTICLE 32.**

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

— RECOMMENDED

**ARTICLE 33.**

**CITIZEN'S PETITION ARTICLE**

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 support the Petersham Friday Market and its 2020 program of up to 20 live music performances** to be held on the town common; or act in relation thereto.

— VOTER PREFERENCE

— END OF ANNUAL TOWN MEETING WARRANT —

**Petersham Center School  
Proposed Fiscal Year 2021 Budget, 2020–2021 School Year**

	<b><u>TOTAL</u></b>
FY 2021 Proposed Budget	2,033,110
Less Grant Revenue	40,000
Less School Choice Revenue	436,832
Less Chapter 70 Aid	<u>437,893</u>
Net Budget	1,118,385
Minimum Local Contribution (MLC) required by Ed Reform	<u>648,211</u>
Difference between MLC and Net Budget Balance	470,174
Debt Payments	
Not Subject to Prop 2 1/2 (Dam)	<u>0</u>
Total Assessments, MLC plus apportionments	1,118,385
Debt Payments Subject to Prop 2 1/2 (School Construction)	<u>0</u>
<b>Total FY 2021 Assessment</b>	<b>1,118,385</b>
<hr/>	
<b>FY 2021 Assessment</b>	<b>1,118,385</b>
FY 2020 Assessment	1,083,811
<hr/>	
Dollar Increase	<b>34,574</b>
<hr/>	
Percent Increase	<b>3.19%</b>
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**Petersham Center School  
Proposed Fiscal Year 2021 Budget, 2020-2021 School Year (continued)**

ACCOUNT	FY20 BUDGET	FY21 PROPOSED	INCREASE (DECREASE)	PERCENT INCREASE	PERCENT OF BUDGET	INCREASE FACTORS
1000 District Leadership	54,337	59,401	5,064	9.32%	2.92%	Add new software
2100/2050 School Building Leadership	150,452	157,862	7,210	4.79%	-7.75%	
2054 Building Technology	39,500	37,305	-2,195	-5.56%	1.83%	Gr. 3 Chromebook replacement Gr. 1/2 classroom upgrade 1 new software
2000 General Instruction	698,188	691,762	-6,574	-0.96%	34.02%	Contract, ELL program
2007/2700 Guidance & Testing	13,925	14,201	276	1.98%	0.70%	Add 1 day - counselor
3200 Other School Services	61,450	62,431	981	1.60%	3.07%	
3370 Transportation	117,612	123,492	5,880	5.00%	6.07%	
4000 Operations & Maintenance	216,257	218,214	1,957	0.90%	10.73%	
5200 Fixed Charges	203,477	177,669	-25,916	-12.74%	8.73%	Health Insurance
6000 Special Education	357,603	491,083	133,480	37.33%	24.15%	increased supports (new rates) and costs of services
<b>TOTAL</b>	<b>1,899,801</b>	<b>2,033,110</b>	<b>133,309</b>	<b>7.02%</b>		
Student Population	133	131	-2			
Chapter 70	435,523	437,893	2,370			
School Choice	576,174	360,666	(215,508)			
Circuit Breaker	29,366	25,000	(4,366)			
<b>Foundation Enrollment</b>		<b>79</b>				
<b>Foundation Budget</b>		<b>\$967,593</b>				
<b>Net Minimum Contribution</b>		<b>\$678,211</b>				
<b>Chapter 70 Aid</b>		<b>\$437,893</b>				
<b>Net School Spending</b>		<b>\$1,086,104</b>				

# Ralph C. Mahar Regional School District

## Proposed Fiscal Year 2021 Budget, 2020–2021 School Year

	<u>TOTAL</u>	<u>New Salem</u>	<u>Drano</u>	<u>Felersham</u>	<u>Wendell</u>
<b>FY 2021 Proposed Budget</b>	11,047,493				
Less Debt	238,200				
Less Transportation					
Pupil Transportation	764,580				
SpEd Transportation	<u>405,000</u>				
Net School Spending	12,639,733				
Less Grant Revenue	1,311,672				
Less Chapter 70 Aid	5,450,610				
Net Budget	5,877,451				
Minimum Local Contribution (M.L.C.) required by Ed Reform	<u>2,771,313</u>	392,261	1,709,697	475,292	194,073
Difference between MLC and Net Budget Balance	3,106,138				
Foundation Enrollment (as of 10/1/2019)	619	47	483	53	36
Apportion Percentage	100.00%	<b>7.5929%</b>	<b>78.0291%</b>	<b>8.5622%</b>	<b>5.8158%</b>
Apportion Size 3 amount by agreement		235,846	2,423,691	265,354	180,648
Transportation Budget	1,169,580				
Less Aid to Transportation Preliminary	<u>470,948</u>				
Net Transportation	698,632	63,045	545,121	59,817	40,600
Debt Payments					
Not Subject to Prop 2 1/2 (Dom)	23,200	1,762	18,103	1,986	1,349
Total Assessments, MLC plus apportionments	6,599,263	682,903	4,696,611	803,049	416,700
Excess & Deficiency	100,000	7,593	78,029	8,562	5,816
FY 2021 Assessment Not Exempt from Prop 2 1/2	6,499,263	675,310	4,618,582	794,486	410,884
Debt Payments Subject to Prop 2 1/2 (School Construction) Exempt	215,000	16,325	167,783	18,409	12,504
<b>Total FY 2021 Assessment</b>	<b>6,714,263</b>	<b>691,635</b>	<b>4,786,345</b>	<b>812,895</b>	<b>423,388</b>



**Ralph C. Mahar Regional School District**  
**Proposed Fiscal Year 2021 Budget, 2020–2021 School Year** *(continued)*

	Non-Exempt	Exempt (School Constr)	Total
<b>NEW SALEM</b>			
<b>FY 2021 Assessment</b>	<b>675,310</b>	<b>16,325</b>	<b>691,635</b>
FY 2020 Assessment	530,317	17,654	647,971
Dollar Increase	44,993	(1,329)	43,664
Percent Increase	7.14%	-7.53%	6.74%
<b>ORANGE</b>			
<b>FY 2021 Assessment</b>	<b>4,618,582</b>	<b>167,763</b>	<b>4,786,345</b>
FY 2020 Assessment	4,278,860	171,393	4,450,253
Dollar Increase	339,722	(3,630)	336,092
Percent Increase	7.94%	-2.12%	7.55%
<b>PETERSHAM</b>			
<b>FY 2021 Assessment</b>	<b>794,486</b>	<b>18,409</b>	<b>812,895</b>
FY 2020 Assessment	885,870	22,436	908,306
Dollar Increase	(91,384)	(4,027)	(95,411)
Percent Increase	-10.32%	-17.95%	-10.50%
<b>WENDELL</b>			
<b>FY 2021 Assessment</b>	<b>410,884</b>	<b>12,504</b>	<b>423,388</b>
FY 2020 Assessment	364,016	11,402	375,418

# Montachusett Regional Vocational Technical School

## Proposed Fiscal Year 2021 Budget, 2020-2021 School Year

### PROPOSED BUDGET

	FINAL <u>FY2020</u>	PROPOSED <u>FY2021</u>	<u>DIFF</u>	<u>% Change</u>
Net School Spending	25,050,257	25,802,266	572,009	2.3%
Transportation	1,979,340	2,085,960	107,640	5.4%
Above Net School Spending	146,657	680,819	533,962	364.9%
Capital Budget - Equipment	290,000	345,000	55,000	19.0%
Vehicles	125,000	100,000	(25,000)	-20.0%
BONDS (Principal & Interest)	1,188,949	0	(1,188,949)	-100.0%
<b>Total Budget</b>	<b>\$28,790,202</b>	<b>\$28,314,561</b>	<b>-\$475,641</b>	<b>-1.6%</b>
<u>Less Revenues</u> Estimated Ch. 70	15,425,797	15,656,117	230,320	1.5%
<b>REQUIRED MINIMUM CONTRIBUTION</b>	<b>\$8,864,480</b>	<b>\$9,948,145</b>	<b>\$341,689</b>	<b>3.9%</b>
<u>Transportation &amp; Other Operating Budget</u>	<u>\$2,125,937</u>	<u>\$2,767,509</u>	<u>\$541,602</u>	<u>25.5%</u>
<u>Less</u> Estimated Transportation Aid Regional Transportation Fund	1,440,000 0	1,511,290 50,000	71,290 50,000	5.0%
Excess & Deficiency	125,000	275,000	150,000	120.0%
<b>NET TRANSPORTATION &amp; OTHER OPERATING</b>	<b>\$560,937</b>	<b>\$931,309</b>	<b>\$370,312</b>	<b>66.0%</b>
<u>Capital Budget - (Equipment &amp; Vehicles)</u>	<u>\$415,000</u>	<u>\$445,000</u>	<u>\$30,000</u>	<u>7.2%</u>
<u>Less</u> Excess & Deficiency	125,000	125,000	0	0.0%
<b>NET CAPITAL ASSESSMENT</b>	<b>\$290,000</b>	<b>\$326,000</b>	<b>\$36,000</b>	<b>12.4%</b>
<u>BONDS</u>	<u>\$1,188,949</u>	<u>0</u>	<u>(\$1,188,949)</u>	<u>-100.0%</u>
<u>Less</u> School Building Authority Aid	948,213	0	948,213	100.0%
<b>NET BONDS</b>	<b>\$240,736</b>	<b>\$0</b>	<b>(\$240,736)</b>	<b>-100.0%</b>
<b>TOTAL ASSESSMENT (All Budgets)</b>	<b>\$10,696,192</b>	<b>\$11,297,456</b>	<b>\$601,265</b>	<b>5.6%</b>

**Montachusett Regional Vocational Technical School**  
**Proposed Fiscal Year 2021 Budget, 2020–2021 School Year** (continued)

**COMMUNITY ASSESSMENTS**

COMMUNITIES	FY2021 FOUNDATION ENROLLMENT	FISCAL YEAR 2021					PROPOSED ASSESSMENT FY2021	FY2020 FOUNDATION ENROLLMENT	APPROVED ASSESSMENT FY2020	CHANGE FY20 - FY21
		FOUNDATION BUDGET	(1)	(2)	(3)	(4)				
			REQUIRED MINIMUM CONTRIBUTION	TRANSPORT/ OPERATING ASSESS.	CAPITAL ASSESS.	SEWER				
Ashburnham	66	1,163,735	518,785	42,332	11,311	0	974,419	59	608,228	61,193
Ashby	31	617,136	308,720	22,668	1,119	0	306,291	32	331,687	54,694
Athol	101	1,800,098	285,473	68,630	20,813	0	374,319	99	338,274	46,641
Barre	54	662,196	364,392	34,836	9,330	0	428,368	61	443,216	(14,848)
Belchertown	179	6,662,649	1,620,633	243,960	78,560	0	1,962,482	391	1,339,335	32,147
Gardner	185	3,361,997	1,331,426	148,658	37,642	0	1,164,428	195	1,155,323	29,205
Harvard	4	70,538	58,187	2,588	13,763	0	74,542	3	86,414	8,487
Holden	83	1,463,480	333,816	67,336	43,477	0	436,326	80	893,359	36,266
Hubbardston	50	881,821	533,481	37,370	7,243	0	302,730	53	648,383	(71,589)
Lunenburg	81	1,428,226	814,746	51,363	21,386	0	602,084	74	777,473	111,211
Petersham	3	53,887	35,437	1,924	1,675	0	36,837	1	14,368	24,475
Phillipston	20	352,648	189,693	12,328	2,229	0	304,621	20	183,489	18,361
Princeton	28	483,768	405,768	17,334	5,715	0	428,474	26	583,781	43,851
Royalston	13	229,221	70,192	4,333	1,317	0	88,347	13	88,129	(1,782)
Sterling	82	1,053,218	851,705	38,787	14,181	0	985,635	82	829,994	71,448
Templeton	86	1,561,653	553,501	58,443	12,745	0	622,689	91	638,274	(14,389)
Westminster	66	1,199,084	885,169	44,815	35,812	0	714,587	65	661,891	52,395
Westchendon	126	2,321,684	738,126	60,616	18,661	0	837,881	138	835,862	2,819
<b>Total</b>	<b>1,452</b>	<b>25,642,296</b>	<b>9,946,148</b>	<b>911,369</b>	<b>120,890</b>	<b>0</b>	<b>11,187,458</b>	<b>1,474</b>	<b>10,646,182</b>	<b>501,263</b>



**Babbitt Wildlife Sanctuary, owned by the Town of Petersham**





ANNUAL TOWN MEETING  
PETERSHAM, MASSACHUSETTS

**MONDAY, JUNE 29, 2020**

**7:00 PM**

**PETERSHAM TOWN HALL**

**The Special Town Meeting begins at 7:00 PM**

**The Annual Town Meeting immediately  
follows the Special Town Meeting.**

Please attend to vote on your annual Town Budget.  
Due to COVID-19,  
Annual Town Meeting will be primarily focused on  
the Operating Budget and required debt payments.  
Precautions will be in place regarding  
entering & exiting; seat distancing; & masks required.

*Dear Reader:*

Registered residents are encouraged to attend Petersham Town Meeting. If you are not a registered voter in the Town of Petersham, you must receive permission from the Town Moderator to gain admittance to the main floor. If you have questions or need assistance, please inquire with the Town Clerk and Town Meeting checkers at the front door.

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TOWN OF PETERSHAM

Post Office Box 486

Petersham, Massachusetts 01366-0486

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